



Calcasieu Parish School Board
October 13, 2020

Pursuant to LRS 42:19A (1)
any matter not on the published agenda
may be taken up by board only upon
unanimous approval of the members
present.
An individual wishing to place a matter on
the agenda shall submit a request to the
Superintendent at least eight (8) days
prior to the meeting date, stating the nature of
the matter and the time required to present it.
(CPSB Policy File: BCBI)

AGENDA
CALCASIEU PARISH SCHOOL BOARD
3310 BROAD STREET
LAKE CHARLES, LOUISIANA
Tuesday, October 13, 2020

- 1. Prayer and Pledge of Allegiance**– Mack Dellafosse
- 2. Roll Call**
- 3. Approval of Minutes**
 - A. August 11, 2020
 - B. September 8, 2020
- 4. Presentations**
(None)
- 5. Superintendent's Report**
- 6. Executive Session**
(None)
- 7. Take Appropriate Action on Executive Session**
(None)
- 8. Take Appropriate Action**
 - A. Inter-fund loan authorizations
- 9. Bid Reports**
(None)
- 10. Permission to Advertise**
(None)
- 11. Correspondence**
 - A. Change Order Number Five (5)) for the Project, "Combre-Fondel Improvements, Phase 11," District 31 Bond Funds; Moss Architects, Inc., Designer; John D. Myers & Associates, Contractor; *Increase* of \$1,290.00 and *Increase* of one hundred and thirteen (113) days.

- B. Recommendation of Acceptance for the Project, "College Oaks Elementary AC Improvements"; Moss Architects, Inc.; Pat Williams Construction, LLC
- C. Recommendation of Acceptance for the Project, "Renovations to Westlake High School Baseball Field"; King Architects, Inc., GeoSurfaces, Inc.
- D. Change Order Number Six (6) for the Project, "Classroom Pods, Phase 11," Riverboat and \$50 million allocation funds; Champeaux, Evans, Hotard, APAC, Architect; Keiland Construction, LLC., Contractor; *Increase* of \$105,120.37 and *Increase* of fifteen (15) days.
- E. "Covered Pavilions & Restrooms/R.W. Vincent Elementary and Alonzo LeBlanc Middle"; *credit* of < \$4,234.00.> (Documentation available prior to Board Meeting)
- F. Recommendation of Acceptance for the Project, "Covered Pavilions & Restrooms/R.W., Vincent Elementary and Alonzo LeBlanc Middle"; Ellender Architects & Associates, LLC; K&J Development of SWLA
- G. Recommendation of Acceptance for the Project, "Phase 2- Washington-Marion New Two Story Classroom Wing/Restroom Renovations, New Hydronic Piping"; Ellender Architects & Associates, LLC; Pat Williams Construction, LLC

12. Condolence/Recognition

13. Schedule Committees

14. Adjourn Meeting

DATE, TIME, PLACE OF MEETING

The Calcasieu Parish School Board meeting was held on August 11, 2020, at 3310 Broad Street, Lake Charles, Louisiana, 70615. The meeting was called to order by Dean Roberts, President. The prayer and pledge were led by Aaron Natali.

ROLL CALL

The roll was called by Superintendent Bruchhaus and the following members were present:

Billy Breaux, Mack Dellafosse, Eric Tarver, Aaron Natali, John Duhon, Russell Castille, Bliss Bujard, Mark Young, Glenda Gay, Alvin Smith, Fred Hardy, Damon Hardesty, Desmond Wallace, and Dean Roberts.

Annette Ballard was absent.

Mr. Bruchhaus stated that Mrs. Ballard was absent due to the death of her son-in-law, Mr. Alan Breland. Mr. Breland retired after many years with CPSB as a Speech Pathologist.

APPROVAL OF MINUTES

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardy, the Minutes of the CPSB Meetings of July 14, 2020, July 16, 2020, and July 30, 2020, were approved on a unanimous vote.

PRESENTATIONS

Mr. Keith LeLeux, Director of Child Welfare and Attendance, presented Mallory Bell, a recent graduate of Bell City High School. Mallory was honored by the following sponsors for thirteen years of perfect attendance:

Billy Navarre Auto
Hoffoss Devall Law Firm
Phillips 66
Stockwell, Sievert Law Firm
Sweetland Land and Oil
Jeff Davis Bank/Morgan Field Branch

SUPERINTENDENT'S REPORT

Mr. Bruchhaus gave the following report:

All Board Members have received the July, 2020, Head Start Report.

2020-2021 Head Start applications were accepted in the Early Childhood Department. 214 Head Start students have been approved for the 2020-2021 school year.

Head Start students will report to school on August 24, 2020.

2. All Board Members will receive the next school population report at the September 8th meeting, reflecting the numbers at the end of the year for 2019-2020 and the first month of the 2020-2021 school year.

3. I would like to report our July, 2020, sales tax numbers for our general fund which show collections at (\$341,831) or 2.6% below budget for the 1st month of the 2020-2021 school year.

Collections are \$1,445,796 or 10.1% below collections for the same month last year.

Collections after one month of 2020-2021 are \$341,831 or 2.6% below budget and \$1,445,796 or 10.1% below the same period last year.

4. Congratulations to Mark Young, who qualified to run in District 5 with no opponents, so he will fill the remainder of this term ending in December of 2022.

5. As we are required to do every year, all board members will need to complete a disclosure form for the Board of Ethics regarding any immediate family member employed by the Calcasieu Parish School Board. Immediate is defined as:

Your children, the spouses of your children, your brothers and your sisters, and the spouses of your brothers and your sisters, your parents, your spouse, and the parents of your spouse.

I have the forms for you, just let us know how many you need and we will be glad to submit them for you after you have completed them. If you choose to send in your own, please remember that they are due by September 23th, the 30th day after the first day of school.

6. This ad ran in the Lake Charles American Press on Wednesday, August 5, and Friday, August 7:

Notice is hereby given pursuant to Article 7, Section 23 (C) of the Louisiana Constitution and R.S. 47.1705 (B) that a public hearing of the Calcasieu Parish School Board will be held at its regular meeting place in the Board room at 3310 Broad Street, Lake Charles, LA 70615 on Tuesday, September 8, 2020, at 4:30 p.m. to consider levying additional or increased millage rates without further voter approval or adopting the adjusted millage rates. After reassessment and rolling forward to rates not to exceed the prior year's maximum. the estimated amount of tax revenues to be collect in the next year from the increased millage is \$43,239,509.91 and the amount of increase in taxes attributable to the millage increase is \$570,533.64.

TAKE APPROPRIATE ACTION

Mr. Roberts read the following:

A. Return to school plan changes:

1. Staff has authorized teachers and paraprofessionals to wear scrubs for the immediate future to address COVID related activities. We are not recommending a permanent change to the employee dress policy at this time.
2. *Face coverings do not have to be designated colors, but should be school appropriate and not derogatory, offensive, political in nature, or distracting to the school environment, as determined by school administration.
3. Students will be allowed to switch from face- to- face to virtual or virtual to face -to- face instruction beginning on Thursday, August 13th, rather than on August 24th, the first day of school. Forms will be available at each student's home school for completion. The grace period for making this change will still extend through Friday, September 4th.

**Previously approved on July 14, 2020: "Subject to principal approval, face coverings for Pre-K to 5th grade may wear personal face coverings. Face coverings for 6th to 12th grade must be solid colors, no patterns, with no writing, no emblems, no logos, no decorations or decorative trims, exception being a school issued face covering with the official school logo or school colors."*

On a motion to approve the three changes by Mr. Hardesty and seconded by Mr. Dellafosse, the motion carried on a unanimous vote.

B. Approval of Non-Disturbance Agreement/Chennault Industrial Airport Authority/Louisiana National Guard (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

C. Approval of Cooperative Endeavor Agreement with CPSO/School Safety Assessment Coordinator (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

D. Approval of Cooperative Endeavor Agreement with CPSO/School Crossing Guards (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

E. Approval of Cooperative Endeavor Agreement with CPSO/Control of High Traffic School Zones (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

F. Approval of Cooperative Endeavor Agreement with CPSO/School Safety Officers (SRO) (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

G. Approval of Cooperative Endeavor Agreement with CPSO/K-9 Services (This item is available for viewing at the end of this document and on our website under Minutes at www.cpsb.org).

On a motion to approve by Mr. Dellafosse and a second by Mr. Tarver, the motion carried on a unanimous vote.

PERMISSION TO ADVERTISE

Mr. Roberts read the following:

A. Permission to advertise for E-Rate services and equipment, Year 24 (21-22)

Technology Department is requesting permission to bid E-rate services and equipment for the 2021-2022 fiscal year.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

B. Permission to advertise for Iowa High School New Field House/\$50 million allocation

Iowa High School New Field House/2017 All Districts Capital Projects Fund (50 million)

Designer: Kaough & Associates, LLC

Advertise: To be determined

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried with one nay vote.

BID REPORTS

A. Bid 2021-32 – Plexiglass/CARES Act Funds

BID 2021-32 - PLEXIGLASS was opened on July 28, 2020 @ 10:00 A.M.

BIDS WERE SENT TO THE FOLLOWING:

ALLIED GLASS

COLONIAL GLASS

SERVICE GLASS

SULPHUR GLASS

BID RESULTS AS FOLLOWS:

ALLIED	\$ 26.50
BLINK SIGNS	\$ 24.20
COLONIAL GLASS	\$ 27.00
HOUSE OF PLASTICS	\$ 38.44
MNK	\$158.17
POLYMER SHAPES	\$ 26.00
RACE CITY	\$ 69.96
SERVICE GLASS	\$ 38.00
SULPHUR GLASS	\$ 52.32

THE STAFF RECOMMENDS AWARDDING BLINK SIGNS AS THE LOWEST RESPONSIBLE RESPONSIVE BIDDER.

On a motion to approve by Mr. Tarver and a second by Mr. Hardesty, the motion carried on a unanimous vote.

**B. Bid 2021-02PC - Phase 4 Improvements Football Stadium Lighting System
Washington Marion High School/District 31 Bond Funds**

The Committee to receive bids met on the date herein indicated and reviewed bids on the following project.

DATE: August 4, 2020

DESCRIPTION: Phase 4 Improvements-Football Stadium Light-
Washington Marion High School

FUNDS: School District # 31 Bond Funds

BID NUMBER: 2021-02PC

DESIGNER: Ellender Architects & Associates LLC

CONTRACTOR	BASE BID
Gunter Construction , Inc.	No Bid
K & J Development of SWLA, LLC	No Bid
Kraus Construction , Inc.	Bid Form Wrong
John D. Myers & Associates , Inc.	No Bid
Perc Development LLC	\$599,000.00
Seth Priola Construction , LLC	\$577,000.00
Pat Williams Construction , LLC	\$598,000.00

GeoSport Lighting Systems, LLC	\$474,000.00
Keiland Construction , LLC	\$622,000.00
E. P. Breaux Central Auction House	\$634,500.00

The Committee recommends award of the contract to:

GeoSport Lighting Systems, LLC

(Base Bid) in the amount of: \$474,000.00

Four Hundred Seventy - Four Thousand Dollars and no/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hardy and a second by Mr. Wallace, the motion carried on a unanimous vote.

C. Bid 2021-03PC - Phase 2 Improvements R.D. Molo Middle School /District 31 Bond Funds

The Committee to receive bids met on the date herein indicated and reviewed bids on the following project.

DATE: August 4, 2020

DESCRIPTION:

Phase 2 Improvements R.D.Molo Middle School

FUNDS: School District # 31 Bond Funds

BID NUMBER: 2021-03PC

DESIGNER: Ellender Architects & Associates LLC

CONTRACTOR	BASE BID
Gunter Construction , Inc.	\$1,259,000.00
K & J Development of SWLA, LLC	\$1,260,000.00
Kraus Construction , Inc.	\$1,226,000.00
John D. Myers & Associates , Inc.	\$1,180,500.00
Alfred Palma, LLC	\$1,263,000.00
Perc Development LLC	\$1,208,500.00
Seth Priola Construction , LLC	\$1,177,000.00
Pat Williams Construction , LLC	\$1,234,800.00
Shannon Smith Construction , Inc.	\$1,219,000.00
Central Auction House	No Bid

The Committee recommends award of the contract to: \$1,177,000.00

Seth Priola Construction , LLC

(Base Bid) in the amount of:

One Million Seven Hundred Seventy -Seven Thousand Dollars and No/100

as the lowest qualified bidder meeting specifications.

On a motion to approve by Mr. Hardy and a second by Mr. Duhon, the motion carried on a unanimous vote.

CORRESPONDENCE

Mr. Roberts read the following:

A. Change Order Number Five (5) for the Project, "Classroom Pods, Phase 11," Riverboat and \$50 million allocation funds; Champeaux, Evans, Hotard, APAC, Architect; Keiland Construction, LLC., Contractor; *Increase* of \$28,449.40 and *Increase* of eight (8) days.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

B. Change Order Number Four (4) for the Project, "Gillis Elementary Improvements Phase II," Riverboat Funds; Moss Architects, Inc., Designer; Pat Williams Construction, LLC., Contractor; *Increase* of \$67,602.00 and *Increase* of ninety (90) days.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

C. Change Order Number One (1) for the Project, "Sam Houston High School Football Field Improvements," District 3 Sales Tax; Champeaux, Evans, Hotard, APAC, Architect; GeoSurfaces, Inc., Contractor; *Increase* of \$6,917.01.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

D. Change Order Number Four (4) for the Project, "Combre-Fondel Improvements, Phase 11," District 31 Bond Funds; Moss Architects, Inc., Designer; John D. Myers & Associates, Contractor; *Increase* of \$29,528.00 and *Increase* of twenty- two (22) days.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

E. Beneficial Occupancy/Phase I Upgrades/Washington-Marion High School/Project #EA2020-08

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

F. Beneficial Occupancy/Sam Houston High School New Gymnasium and Band Building/Project #2018-19PC

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

G. Beneficial Occupancy/Classroom Pods/Phase 11/Kaufman Elementary/Project #2019-06PC

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

H. Beneficial Occupancy/Classroom Pods/Phase 11/Fairview Elementary/Project #2019-06PC

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

I. Recommendation of Acceptance/Upgrades to W.W. Lewis Middle School/Project #EA2019-06

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

J. Recommendation of Acceptance/Gillis Elementary Improvements/Phase 11/Project #MA1710A

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

K. Change Order Number One (1) for the Project, "Phase 1, Exterior Upgrades, Washington-Marion High School", District 31 Bond Funds; Ellender Architects & Associates, LLC., Designer; PERC Development, LLC., Contractor; *Increase* of \$37,711.06 and *Increase* of thirty-one (31) days.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

L. Change Order Number Five (5) for the Project, "Renovations to Westlake High School Baseball Field," District 23 Bond Funds; Barry King, AIA, Architect; Charles Dawson, Geosurfaces, Inc., Contractor; *Decrease* of \$7,500.00 and *increase* of fifty-eight (58) days.

On a motion to approve by Mr. Dellafosse and a second by Mr. Hardesty, the motion carried on a unanimous vote.

CONDOLENCES/RECOGNITIONS

Mr. Breaux thanked the Board for their concern and prayers during his recent illness and commended them for their hard work.

Mr. Roberts asked for a letter of condolence to the family of Mrs. Susan Robinson.

Mr. Castille asked for letters of condolence to the family of Mr. Aaron Petry, Sr. and to the family of Coach Shannon Suarez.

Mr. Wallace asked for a letter of condolence to the family of Mr. Alan Breland.

Mr. Natali asked for a letter of condolence to the family of Mr. Lawrence Primeaux and to the family of Mrs. Susan Robinson.

Mr. Hardy asked for a letter of condolence to each of the following:

The family of Mr. Bernard Beaco

The family of Mr. Lawrence Primeaux

The family of Coach Shannon Suarez

The family of Mrs. Eva Stamper

The family of Mrs. Mildred Guidry

The family of Mrs. Jacqueline Vitatoe

The family of Ms. Judie Kohler

The family of Lieutenant Colonel Beauregard Brown III

The family of Mrs. Josie Guillory

ADJOURN MEETING

On a motion to adjourn by Mr. Hardy and a second by Mr. Hardesty, the meeting was adjourned at 5:54 p.m. on a unanimous vote.

Dean Roberts, President

Karl Bruchhaus, Secretary

NON-DISTURBANCE AGREEMENT

This **NON-DISTURBANCE AGREEMENT** (this "Agreement") made this ___ day of _____, 2020, by and between the CALCASIEU PARISH SCHOOL BOARD, a political subdivision of the State of Louisiana, with its principal offices located at 3310 Broad Street, Lake Charles, Louisiana 70615 ("Prime Landlord"), and STATE OF LOUISIANA through the Military Department, whose address is _____ (ADDRESS) _____ ("Subtenant").

RECITALS

WHEREAS, Prime Landlord is the landlord and Chennault International Airport Authority (formerly known as Chenault Industrial Air Park Authority) is the tenant ("Sublessor") under a certain lease dated as of July 17, 1986 (the "Prime Lease") for certain land and the improvements thereon, which is the site commonly referred to as Chennault International Airport (the "Premises");

WHEREAS, Sublessor and Subtenant have entered into a lease dated June 7, 2012 (the "Sublease") for a portion of the Premises (the "Leased Premises"), as more particularly described in the Notice of Lease executed by Sublessor and Subtenant;

WHEREAS, as a condition to the Sublease, Sublessor is required to use its best efforts to obtain this Agreement from Prime Landlord; and

WHEREAS, following such request from Sublessor, Prime Landlord has agreed to enter into this Agreement with Subtenant.

NOW, THEREFORE, in consideration of the mutual promises herein contained, Prime Landlord and Subtenant agree as follows:

1. Recognition. Prime Landlord hereby agrees with Subtenant that, in the event of termination of the Prime Lease, Subtenant, if it is not then in default beyond applicable notice and grace periods with respect to any of the covenants or conditions of the Sublease to be performed or observed by Subtenant, shall peaceably hold and enjoy the Leased Premises for the remainder of the unexpired term of the Sublease, upon the same terms, covenants and conditions as in the Sublease, including any options to extend set forth therein. Subject to the provisions of the preceding sentence and Section 1 hereof, the Sublease shall continue in full force and effect, and Prime Landlord shall recognize the Sublease and Subtenant's rights thereunder and will thereby establish direct privity of estate and contract as between Prime Landlord and Subtenant, with the same force and effect and with the same relative priority in time and right as though the Sublease was originally made directly from Prime Landlord in favor of Subtenant.

2. Attornment. In consideration of the foregoing covenants by Prime Landlord, Subtenant does hereby covenant with Prime Landlord that in the event of a termination of the Prime Lease, Subtenant will recognize and attorn to Prime Landlord as if Prime Landlord was Sublessor under the Sublease for the remainder of the unexpired term of the Sublease, upon the

covenants and conditions thereof to be performed and observed by Subtenant. Said attornment shall be effective and self-operative without the execution of any further instruments on the part of any of the parties hereto immediately upon Prime Landlord succeeding to the interest of Sublessor in the Leased Premises. Subtenant further agrees that Prime Landlord will have the same remedies for the nonperformance of any agreement in the Sublease which Sublessor had or would have if the Prime Lease had not been terminated.

3. Exceptions to Prime Landlord's Obligations after Termination of the Prime Lease. In the event of termination of the Prime Lease, Prime Landlord shall not be liable for any act or omission of any prior party to the Sublease (including Sublessor) to the extent that liability or damages accrue during a period in which Prime Landlord has not succeeded to Sublessor, unless such prior act or omission is continuing in nature and Prime Landlord has received prior written notice thereof, except that the foregoing shall not derogate from the continuing obligations of the Prime Landlord to be performed under the Sublease from and after the date on which the Prime Lease is terminated, including the obligation to recognize any pre-payment of rent.

4. Notices. Copies of any notices from Prime Landlord to Sublessor under the Prime Lease shall be simultaneously provided to Subtenant. All notices required or permitted to be given hereunder shall be in writing and delivered by United States mail, postage prepaid, by registered or certified mail, return receipt requested, or by a reputable overnight delivery service, addressed to the respective parties at the addresses given on page 1 of this Agreement.

5. Amendments. This Agreement may not be waived, changed or discharged orally, but only by an agreement in writing and signed by the parties hereto and recorded with the Calcasieu Parish Clerk of Court and any oral waiver, change or discharge of any provisions of this Agreement shall be without authority and of no force and effect.

[Signature page follows]

IN WITNESS WHEREOF, the Prime Landlord has set forth its signature on the _____ day of _____, 2020, in the presence of the undersigned competent witnesses, and me, Notary, at _____, Louisiana:

WITNESSES:

**PRIME LANDLORD:
CALCASIEU PARISH SCHOOL BOARD**

Print Name: _____

By: _____

Print Name: _____

Title: _____

Print Name: _____

Notary Public

Print Name: _____

Bar Roll/Notary No.: _____

[Signatures continue on next page]

IN WITNESS WHEREOF, the Subtenant has set forth its signature on the _____ day of _____, 2020, in the presence of the undersigned competent witnesses, and me, Notary, at _____, _____:

WITNESSES:

SUBTENANT:

LA MILITARY DEPARTMENT

Print Name: _____

By: _____

Print Name: _____

Title: _____

Print Name: _____

Notary Public

Print Name: _____

Bar Roll/Notary No.: _____

STATE OF LOUISIANA
PARISH OF CALCASIEU

COOPERATIVE ENDEAVOR AGREEMENT

BE IT KNOWN, that before the undersigned Notaries Public, duly commissioned and qualified in and for their respective localities as hereinafter stated, on the dates hereinafter set forth, and in the presence of the competent witnesses hereinafter named and undersigned:

PERSONALLY CAME AND APPEARED:

CALCASIEU PARISH SCHOOL BOARD (hereinafter referred to as "School Board"), the governing authority of the Parish of Calcasieu for public school purposes and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by its Superintendent, Karl Bruchhaus, duly authorized; and

CALCASIEU PARISH SHERIFF'S OFFICE (hereinafter referred to as "Sheriff's Office"), the chief law enforcement agency for the Parish of Calcasieu and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by its duly elected Sheriff, Tony Mancuso, duly authorized.

Section 1. AUTHORITY

This Agreement is entered into by the parties under the authority of the Constitution and laws of the State of Louisiana, including specifically Article 7, Section 14 of the 1974 Louisiana Constitution and *LSA-R.S. 33:1321, et seq.*, which grants political subdivisions the right to enter into cooperative endeavor agreements with other political subdivisions with respect to the discharge of their respective responsibilities.

The Sheriff's Office and the School Board hereby find and declare that they are each authorized by general and special laws to perform the activities herein contemplated and to exercise all powers that may be necessary for completion of the undertaking herein described.

Section 2. PURPOSE

This agreement is entered into for the specific purpose of providing to the School Board a Sheriff's Office deputy to assist with school safety issues and risk management related issues and to work with the School Board as a School Safety Assessment Coordinator.

Section 3. AGREEMENT

In a cooperative effort between the School Board and the Sheriff's Office, the parties agree to work together to utilize Deputy Leslie Blanchard to assist Skylar Giardina, Risk Manager for the Calcasieu Parish School Board. The following is the outline of the agreement:

A. Sheriff's Office agrees to:

- (1) Provide a Sheriff's Office deputy to assist with school safety issues and risk management related issues and to work with the School Board's Risk Management office. Said deputy's duties shall include, but not be limited to the following services:
 - (a) Visit each public school campus in Calcasieu Parish for the purpose of safety inspections as determined necessary; and
 - (b) Coordinate with the School Board's Risk Manager to implement programs and/or initiatives to better protect the schools and students in Calcasieu Parish.
- (2) Provide said deputy with a Sheriff's Office unit.

B. School Board agrees to:

- (1) Reimburse the Sheriff's Office for one-half (½) of the salary described below commencing August 1, 2020. Furthermore, the salary described below will be billed by the Sheriff's Office to the School Board on a monthly basis to be distributed over a twelve (12) month time period. The School Board agrees to pay all invoices received within thirty (30) days of receipt of same.

Leslie Blanchard - One-Half (½) of \$6,900.34 = \$3,450.17
(\$3,450.17 x 12 months = \$41,402.04 Per Year)
- (2) Provide office space and equipment at the School Board's office located at 3310 Broad Street in Lake Charles, Louisiana.

Section 4. TERM

The term of this agreement shall be from August 1, 2020 through July 31, 2021. The Agreement may be modified or amended at any time by mutual consent of the parties, provided that, before any modification or amendment shall be operative and valid, it shall be reduced to writing and signed by both parties. Either party desiring to terminate the Agreement shall notify the other party in writing at least thirty (30) days in advance.

Section 5. LIMITATIONS

It is expressly understood and agreed that the deputy assigned through this agreement will at all times be under the direct supervision and control of the Sheriff's Office and the supervisors designated by the Sheriff's Office. It is further understood and agreed that the deputy assigned through this agreement shall cooperate and work with the designated representative of the School Board. Although this representative is not in the chain of command at the Sheriff's Office, he or she is to be treated with respect and their requests given priority. The designated representative for the School Board shall be Skylar Giardina, Risk Manager. It is

the intent of this agreement to achieve the goals as outlined in this agreement. The Sheriff's Office has the final authority over the deputy designated under this agreement.

Section 6. INSURANCE

The parties shall provide to each other such insurance coverage and verification as may be agreed upon. The School Board shall be named as an "additional insured" by the Sheriff's Office insurance carrier, American Alternative Insurance Corp., and the Sheriff's Office shall be named as an "additional insured" by the School Board's insurance carrier, American Alternative Insurance Corp.

Section 7. INDEMNIFICATION

The Sheriff's Office agrees to indemnify, hold harmless, and defend the School Board, its members, officers, agents, and employees from any alleged liability for damages to either person or property, including death of a person, arising from this Agreement or caused by the negligence or fault of a Sheriff's Office employee, agent, or assign. The School Board agrees to indemnify, hold harmless, and defend the Sheriff's Office, its officers, agents, and employees from any alleged liability for damages either to person or property, including death, arising from this Agreement or caused by negligence or fault of a School Board employee, agent, or assign.

Section 8. MEDIATION

For all disputes arising under this Agreement and which the parties are unable to resolve, it is agreed that before any legal action can be taken the parties must submit to mediation. The mediator shall be selected by mutual agreement of the parties. If an agreement cannot be reached on selection of the mediator, each party shall submit the name of two (2) mediators for placement in a hat. A random drawing will then decide who will be the mediator for the dispute. All costs associated with the mediation are to be paid one-half (½) by the School Board and one-half (½) by the Sheriff's Office.

Section 9. NOTICE

The parties hereto agree to immediately notify one another of all incidents and/or emergencies arising under this Agreement. The mechanism for providing this notice shall be developed by the parties so as to provide effective notice in addition to recognition of the need to not compromise ongoing or planned investigations.

THUS DONE AND SIGNED in duplicate originals on the ____ day of _____,
2020, in Lake Charles, Parish of Calcasieu, Louisiana, and in the presence of the undersigned
witnesses and Notary Public, after a due reading of the whole.

WITNESSES: **CALCASIEU PARISH SCHOOL BOARD**

Print Name: _____ BY: _____
KARL BRUCHHAUS, Superintendent

Print Name: _____

NOTARY PUBLIC
Printed Name: _____
Notary ID Number: _____
My Commission Expires at Death

THUS DONE AND SIGNED in duplicate originals on the ____ day of _____,
2020, in Lake Charles, Parish of Calcasieu, Louisiana, and in the presence of the undersigned
witnesses and Notary Public, after a due reading of the whole.

WITNESSES: **CALCASIEU PARISH SHERIFF'S OFFICE**

Print Name: _____ BY: _____
TONY MANCUSO, Sheriff

Print Name: _____

NOTARY PUBLIC
Printed Name: _____
Notary ID Number: _____
My Commission Expires at Death

STATE OF LOUISIANA
PARISH OF CALCASIEU : COOPERATIVE ENDEAVOR AGREEMENT

BE IT KNOWN, that before the undersigned Notaries Public, duly commissioned and qualified in and for their respective localities as hereinafter stated, on the dates hereinafter set forth, and in the presence of the competent witnesses hereinafter named and undersigned:

PERSONALLY CAME AND APPEARED:

CALCASIEU PARISH SCHOOL BOARD (the "School Board"), the governing authority of the Parish of Calcasieu for public school purposes and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by its Superintendent, Karl Bruchhaus, duly authorized; and

CALCASIEU PARISH SHERIFF'S OFFICE (the "Sheriff's Office"), the chief law enforcement agency for the Parish of Calcasieu and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by Sheriff Tony Mancuso, duly authorized.

Section 1. AUTHORITY

This Agreement is entered into by the parties under the authority of the Constitution and laws of the State of Louisiana, including specifically Article 7, Section 14 of the 1974 Louisiana Constitution.

The Sheriff's Office and the School Board hereby find and declare that they are each authorized by general and special laws to perform the activities herein contemplated and to exercise all powers that may be necessary for completion of the undertaking herein described.

Section 2. PURPOSE

The parties herein agree there is a need for school crossing guards. The guard's primary duty would be to ensure children are able to get across the street safely.

Section 3. AMENDMENTS

Each party has the right to request that the conditions of this agreement be altered. However, for any change to be effective, it must be agreed to in writing and signed by the appropriate representatives of each entity. Either party may cancel this agreement by giving the other party thirty (30) days written notice.

Section 4. JOINT EFFORT

The Sheriff's Office and the School Board agree to cooperate in the implementation and administration of this endeavor. It is a cooperative effort intended

to provide a safe and secure environment for children in Calcasieu Parish arriving to and leaving school.

Section 5. SCHOOL BOARD'S CONTRIBUTION

The School Board agrees to reimburse the Sheriff's Office for one-half ($\frac{1}{2}$) of the total number of school crossing guards provided as follows:

School Crossing Guards

$\frac{1}{2}$ of total number of guards multiplied by below for nine and one-half ($9 \frac{1}{2}$) months:

Monthly Salary - \$566.00

Annual Salary - \$5,377.00

The School Board further agrees to reimburse the Sheriff's Office as follows for the placement of one (1) school crossing guard at the following locations:

Hunter Head Start

The school crossing guard at Hunter Head Start is billed for a twelve (12) month period as set forth below:

Monthly Salary \$566.00

Annual Salary - \$6,792.00

Moss Bluff Middle School

The school crossing guard at Moss Bluff Middle School is billed for nine and one-half ($9 \frac{1}{2}$) months as set forth below:

Monthly Salary \$566.00

Annual Salary - \$5,377.00

Section 6. SHERIFF'S CONTRIBUTION

The Sheriff's Office agrees to provide school crossing guards employed by the Sheriff's Office at designated locations in Calcasieu Parish. These school crossing guards will be assigned to the designated crossings for approximately two (2) hours per school day. Due to the fact that different schools start and dismiss at different times, and traffic demands vary by school, the exact times that crossing guards are present will vary. This is subject to the obligations of the School Board to reimburse the Sheriff's Office as described in Section 5.

Section 7. INSURANCE

The parties shall provide to each other such insurance coverage and verification as may be agreed upon. The School Board shall be named as an "additional insured" by the Sheriff's Office insurance carrier, American Alternative Insurance Corp. and the Sheriff's Office shall be named as an "additional insured" by the School Board's insurance carrier American Alternative Insurance Corp.

Section 8. INDEMNIFICATION

The Sheriff's Office agrees to indemnify, hold harmless and defend the School Board, its members, officers, agents, and employees from an alleged liability for damages to either person or property, including death of a person, arising from this agreement or caused by the negligence or fault of a Sheriff's Office employee, agent or assign. The School Board agrees to indemnify, hold harmless and defend the Sheriff's Office, its officers, agents and employees, from any liability for damages either to person or property, including death, arising from this agreement or caused by the negligence or fault of a School Board employee, agent or assign.

Section 9. MEDIATION

For all disputes arising under this Agreement and which the parties are unable to resolve, it is agreed that before any legal action can be taken the parties must submit to mediation. The mediator shall be selected by mutual agreement of the parties. If an agreement cannot be reached on selection of the mediator, each party shall submit the name of two (2) mediators for placement in a hat. A random drawing will then decide who will be the mediator for the dispute. All costs associated with the mediation are to be paid one-half (½) by the School Board and one-half (½) by the Sheriff's Office.

Section 10. FORCE MAJEURE

Neither party to this agreement shall be liable to the other to the extent a failure or delay in performance of that party's obligations hereunder is due to causes beyond its reasonable control, such as acts of God, accident, riots, civil or military disturbances, insurrections, war, acts of terrorism, epidemics, pandemics, quarantines, natural disasters, storms, hurricanes, earthquakes, fire, floods, or other natural disasters, proclamations or orders of government or government officers, strikes, explosion, power failures, interruptions of electrical and other utility services, or other similar fortuitous events which make performance impossible or impracticable. Any suspension of performance shall be of no greater scope and of no longer duration than is reasonably required, and each party shall use its best efforts to remedy its inability to perform. The closure of a school or schools because of a *force majeure* event suspends both the required performance by the Calcasieu Parish Sheriff's Office and payment by the Calcasieu Parish School Board to the extent of the impossibility or impracticability of performance because of said event or events.

Closure of a school or schools for reasons related to contagious disease shall be considered an event which suspends performance by both parties.

Section 11. NOTICE

The parties hereto agree to immediately notify one another of all incidents and/or emergencies arising under this Agreement. The mechanism for providing this notice shall be developed by the parties so as to provide effective notice in addition to recognition of the need to not compromise ongoing or planned investigations.

Section 12. TERM

The term of this Agreement shall be for the 2020-2021 school year and shall commence on July 1, 2020 and continue through June 30, 2021.

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the undersigned competent witnesses, and me, Notary Public, on the _____ day of _____, 2020.

WITNESSES:

CALCASIEU PARISH SHERIFF'S OFFICE

Print Name: _____

BY: _____
TONY MANCUSO, SHERIFF

Print Name: _____

NOTARY PUBLIC

Print Name: _____

Notary Identification No. _____

My Commission Expires at Death

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the under signed competent witnesses, and me, Notary Public, on the _____ day of _____, 2020.

WITNESSES:

CALCASIEU PARISH SCHOOL BOARD

Print Name: _____

BY: _____
KARL BRUCHHAUS, SUPERINTENDENT

Print Name: _____

NOTARY PUBLIC

Print Name: _____

Notary Identification No. _____

My Commission Expires at Death _____

STATE OF LOUISIANA
PARISH OF CALCASIEU : **COOPERATIVE ENDEAVOR AGREEMENT**

BE IT KNOWN, that before the undersigned Notaries Public, duly commissioned and qualified in and for their respective localities as hereinafter stated, on the dates hereafter set forth, and in the presence of the competent witnesses hereinafter named, did personally appear:

CALCASIEU PARISH SHERIFF'S OFFICE, (hereinafter referred to as "CPSO") the chief law enforcement agency for Calcasieu Parish and a political subdivision of the State of Louisiana, appearing herein through its duly elected Sheriff, Tony Mancuso; and

CALCASIEU PARISH SCHOOL BOARD, (hereinafter referred to as "CPSB") the governing authority of Calcasieu Parish for public school purposes and a political subdivision of the State of Louisiana, appearing herein through its duly appointed Superintendent, Karl Bruchhaus.

I. AUTHORITY

This Cooperative Endeavor Agreement is entered into by the parties under the authority of the Constitution and laws of the State of Louisiana, specifically Article 7, Section 14 of the 1974 Louisiana Constitution.

The CPSO and the CPSB hereby find and declare that they are each authorized by general and special laws to perform the activities herein contemplated and to exercise all powers that may be necessary for completion of the undertaking herein described.

II. PURPOSE

In an attempt to control the potentially hazardous traffic conditions which could present themselves in high traffic points surrounding certain public schools in Calcasieu Parish in the hours just before school starts and shortly after school lets out, the parties herein agree there is a need for Peace Officer Standards and Training (P.O.S.T.) certified deputies to be assigned for traffic control purposes. It is the express intent of this Agreement that the assigned P.O.S.T. certified deputies shall at all times be under the direct supervision and control of the CPSO. The CPSO shall designate which deputies are to be assigned under this Agreement. The primary duties of the deputies assigned under this Agreement, in addition to their normal law enforcement obligations, will be to help ensure the safe and even flow of traffic as vehicles maneuver around certain public-school campuses in Calcasieu Parish. The deputies will be assigned to the designated locations as set forth in Section IV hereinbelow from 7:00 a.m. until 8:00 a.m. and from 2:30 p.m. until 3:30 p.m. on any day school is in session.

III. JOINT EFFORT

The CPSO and CPSB agree to cooperate in the implementation and administration of this endeavor. It is a cooperative effort intended to provide a safe and secure environment for the citizens of Calcasieu Parish in high traffic points across Calcasieu Parish.

IV. CALCASIEU PARISH SCHOOL BOARD'S CONTRIBUTION

The CPSB agrees to reimburse the CPSO Eighty-Two and No/100 (\$82.00) Dollars per deputy, per shift for the deputies to be assigned at the following locations:

St. John Elementary

One (1) deputy a.m. shift; One (1) deputy p.m. shift

AA Nelson Elementary

One (1) deputy a.m. shift; One (1) deputy p.m. shift

S.J. Welsh Middle School

One (1) deputy for a.m. & p.m. shift for car entrance/exit

One (1) deputy for a.m. & p.m. shift for bus entrance/exit

Prien Lake Elementary

One (1) deputy for a.m. & p.m. shift for car entrance/exit

One (1) deputy for a.m. & p.m. shift for bus entrance/exit

Moss Bluff Elementary

Two (2) deputies for a.m. shift; Two (2) deputies for p.m. shift

Sam Houston High School

One (1) deputy a.m. shift; 1 deputy p.m. shift

V. CALCASIEU PARISH SHERIFF'S OFFICE CONTRIBUTION

The CPSO agrees to provide P.O.S.T. certified, fully commissioned deputies. The CPSO further agrees to pay the salary and benefits of the deputies assigned under this Agreement. The CPSO further agrees to provide each deputy assigned under this Agreement with a fully marked CPSO unit with lights. These contributions are subject to the obligations of the CPSB to reimburse the CPSO as set forth in Section IV above.

VI. TERMINATION

This Agreement may be terminated by either party by providing thirty (30) days written notice to the other party. Said notice of termination shall be provided to each party as follows:

Calcasieu Parish Sheriff's Office
Attention: Sheriff Tony Mancuso
5400 East Broad Street
Lake Charles, Louisiana 70615

Calcasieu Parish School Board
Attention: _____
3310 Broad Street
Lake Charles, Louisiana 70615

In the event that the mailing address of the parties to this Agreement changes during the terms of this Agreement, or that there is a change in the designated points of contact, the party with the address change or change of contact shall immediately notify the other party of the change.

VII. AMENDMENTS AND ASSIGNMENTS

If there is a need to review and/or revise this Agreement, the requesting party shall submit a written amendment to the other party, with the understanding that no amendment to this Agreement shall be valid unless it is agreed and signed by both parties. This Agreement shall not be assignable by either party without written consent of the other.

VIII. INSURANCE

The parties shall provide to each other such insurance coverage and verification as may be agreed upon. The CPSB shall be named as an "additional insured" by the CPSO's insurance carrier, American Alternative Insurance Company and the CPSO shall be named as an "additional insured" by the CPSB's insurance carrier, American Alternative Insurance Company.

IX. INDEMNIFICATION

The CPSO agrees to indemnify, hold harmless and defend the CPSB, its members, officers, agents and employees from any alleged liability for damages to either person or property, including death of a person, arising from this Agreement or caused by the negligence or fault of a CPSO employee, agent or assign. The CPSB agrees to indemnify, hold harmless and defend the CPSO, its officers, agents and employees, from any liability for damages either to person or property, including death, arising from this Agreement or caused by the negligence or fault of a CPSB employee, agent or assign.

X. MEDIATION

For any disputes arising under this Agreement and which the parties are unable to resolve, it is agreed that before any legal action can be taken the parties must submit to mediation. The mediator shall be selected by mutual agreement of the parties. If an agreement cannot be reached on selection of the mediator, each party shall submit the name of two (2) mediators for placement in a hat. A random drawing will then decide who will be the mediator for the dispute. All costs associated with the mediation are to be paid one-half (½) by the CPSO and one-half (½) by the CPSB.

XI. TERM

The term of this Agreement shall be for the 2020-2021 school year and shall commence on July 1, 2020 and continue until June 30, 2021.

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the undersigned competent witnesses and me, Notary Public, this _____ day of _____, 2020.

WITNESSES:

CALCASIEU PARISH SHERIFF'S OFFICE

Print Name: _____

BY: _____
TONY MANCUSO, Sheriff

Print Name: _____

NOTARY PUBLIC

Print Name: _____
Notary Identification No. _____
My Commission Expires at Death

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the undersigned competent witnesses and me, Notary Public, this _____ day of _____, 2020.

WITNESSES:

CALCASIEU PARISH SCHOOL BOARD

Print Name: _____

BY: _____
KARL BRUCHHAUS, Superintendent

Print Name: _____

NOTARY PUBLIC

Print Name: _____
Notary Identification No. _____
My Commission Expires at Death

STATE OF LOUISIANA
PARISH OF CALCASIEU : **COOPERATIVE ENDEAVOR AGREEMENT**

BE IT KNOWN, that before the undersigned Notaries Public, duly commissioned and qualified in and for their respective localities as hereinafter stated, on the dates hereinafter set forth, and in the presence of the competent witnesses hereinafter named and undersigned:

PERSONALLY CAME AND APPEARED:

CALCASIEU PARISH SCHOOL BOARD (the "School Board"), the governing authority of the Parish of Calcasieu for public school purposes and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by its Superintendent, Karl Bruchhaus, duly authorized; and

CALCASIEU PARISH SHERIFF'S OFFICE (the "Sheriff's Office"), the chief law enforcement agency for the Parish of Calcasieu and a political subdivision of the State of Louisiana within the meaning of Article 6, Section 44 of the 1974 Louisiana Constitution, herein represented by Sheriff Tony Mancuso, duly authorized.

Section 1. AUTHORITY

This Agreement is entered into by the parties under the authority of the Constitution and laws of the State of Louisiana, including specifically Article 7, Section 14 of the 1974 Louisiana Constitution.

The Sheriff's Office and the School Board hereby find and declare that they are each authorized by general and special laws to perform the activities herein contemplated and to exercise all powers that may be necessary for completion of the undertaking herein described.

Section 2. PUBLIC PURPOSE

In order to provide a safe and secure learning environment the Sheriff's Office and the School Board do hereby contract for the placement of a fully commissioned deputy sheriff (School Resource Officer) at certain public schools in Calcasieu Parish. It is the express intent of this Agreement that the assigned School Resource Officer shall at all times be under the direct supervision and control of the Calcasieu Parish Sheriff's Office. Additionally, it is the express intent of the parties that the School Resource Officer is to be present on the grounds of the school for the purpose, in addition to his normal law enforcement obligations, of assisting the administration of the school(s) with law enforcement and security related problems. The School Resource Officer's primary duty shall be to enforce the law and to attempt to prevent criminal violations.

Section 3. JOINT EFFORT

The Sheriff's Office and the School Board agree to cooperate in the implementation and administration of the Safe School Program. It is a cooperative effort intended to provide a safe and secure learning environment that is compliant with school board policies and to ensure that school grounds are a safe haven for students. The School Resource Officer's primary duty shall be to enforce the law and to attempt to prevent criminal violations.

Section 4. SCHOOL BOARD'S CONTRIBUTION

A. The School Board agrees to reimburse the Sheriff's Office One Million One Hundred Sixty-Eight Thousand Four Hundred Sixty and 10/100 (\$1,168,460.10) Dollars for the implementation of the SRO (School Resource Officer) Program. This amount reflects monthly costs for the implementation of the above described program at Ninety-Seven Thousand Three Hundred Seventy-One and 68/100 (\$97,371.68) Dollars and is for the placement of one (1) P.O.S.T. certified, fully commissioned deputy at the following specified public middle and high schools in Calcasieu Parish.

- Sam Houston High School
- Molo Middle School
- F.K. White Middle School
- Oak Park Middle School
- S.J. Welsh Middle School
- Maplewood Campus
- LeBlanc Middle School
- Barbe High School
- Bell City High School
- Sulphur High School
- Washington Marion High School
- LaGrange High School
- Calcasieu Parish Alternative School (CPAS) East
- Calcasieu Parish Alternative School (C P AS) West
- Moss Bluff Middle School
- Iowa High School

The following locations will utilize one (1) deputy who will alternate between each school location:

- Vinton High School & Vinton Middle School
- Starks High School & Starks Middle School
- DeQuincy High School & DeQuincy Middle School
- Sulphur High School 9th Grade Campus & W.W. Lewis Middle School
- Westlake High School & S.P. Arnett Middle School

The above stated amount also provides for the placement of one (1) additional P.O.S.T. certified, fully commissioned deputy at the following locations:

- Calcasieu Parish Alternative School (CPAS) East
- Washington Marion High School
- LaGrange High School
- Barbe High School

The above stated amount also provides for the placement of two (2) additional P.O.S.T. certified, fully commissioned deputies at LaGrange High School.

The above stated amount will be billed by the Calcasieu Parish Sheriff's Office to the Calcasieu Parish School Board on a monthly basis to be distributed over a twelve (12) month time period.

B. The School Board further agrees to provide sufficient office space which shall include a computer with internet access for each School Resource Officer at the locations listed hereinabove in Section 4(A).

Section 5. SHERIFF'S OFFICE CONTRIBUTION

The Sheriff's Office agrees to provide P.O.S.T. certified, fully commissioned deputies. The Sheriff's Office further agrees to pay the salary and benefits of the deputy, as agreed upon with the School Board. This is subject to the obligation of the School Board to reimburse the Sheriff's Office as described in Section 4. The Sheriff's Office further agrees to provide each deputy assigned under this Agreement with a fully marked Calcasieu Parish Sheriff's Office vehicle and one (1) portable radio.

Section 6. ACCESS BY SCHOOL RESOURCE OFFICER

It is hereby agreed between the parties hereto that the School Resource Officers assigned herein shall have access to the video monitoring system at each of the schools assigned under this Agreement.

Section 7. LIMITATIONS

It is expressly understood and agreed that the School Resource Officer will at all times be employed by and be under the direct supervision and control of the Sheriff's Office and the supervisors designated by the Sheriff's Office. It is further understood and agreed that the School Resource Officer shall cooperate and work with the principal at the school to which they are assigned. Although the principal is not in the chain of command at the Sheriff's Office, he or she is to be treated with respect and their requests given priority. The principal is the School Board's representative at the school. It is the intent of this Agreement that the principal and the School Resource Officer shall work together in a harmonious manner to achieve the goals outlined in this Agreement. The Sheriff's Office shall designate which

deputies are to be assigned to each of the agreed locations. It is further understood and agreed that should the need arise the deputies assigned under this Agreement shall assist at any of the locations designated in this Agreement as determined by the Lieutenant and/or Sergeant assigned by the Sheriff's Office.

Section 8. INSURANCE

The parties shall provide to each other such insurance coverage and verification as may be agreed upon. The School Board shall be named as an "additional insured" by the Sheriff's Office insurance carrier, American Alternative Insurance Corp., and the Sheriff's Office shall be named as an "additional insured" by the School Board's insurance carrier, American Alternative Insurance Corp.

Section 9. INDEMNIFICATION

The Sheriff's Office agrees to indemnify, hold harmless and defend the School Board, its members, officers, agents and employees from any alleged liability for damages to either person or property, including death of a person, arising from this Agreement or caused by the negligence or fault of a Calcasieu Parish Sheriff's Office employee, agent or assign. The School Board agrees to indemnify, hold harmless and defend the Sheriff's Office, its officers, agents and employees from any liability for damages either to person or property, including death of a person, arising from this Agreement or caused by the negligence or fault of a School Board employee, agent or assign.

Section 10. MEDIATION

For all disputes arising under this Agreement and which the parties are unable to resolve, it is agreed that before any legal action can be taken the parties must submit to mediation. The mediator shall be selected by mutual agreement of the parties. If an agreement cannot be reached on selection of the mediator, each party shall submit the name of two (2) mediators for placement in a hat. A random drawing will then decide who will be the mediator for the dispute.

All costs associated with the mediation are to be paid one-half (½) by the School Board and one-half (½) by the Sheriff's Office.

Section 11. FORCE MAJEURE

Neither party to this agreement shall be liable to the other to the extent a failure or delay in performance of that party's obligations hereunder is due to causes beyond its reasonable control,

such as acts of God, accident, riots, civil or military disturbances, insurrections, war, acts of terrorism, epidemics, pandemics, quarantines, natural disasters, storms, hurricanes, earthquakes, fire, floods, or other natural disasters, proclamations or orders of government or government officers, strikes, explosion, power failures, interruptions of electrical and other utility services, or other similar fortuitous events which make performance impossible or impracticable. Any suspension of performance shall be of no greater scope and of no longer duration than is reasonably required, and each party shall use its best efforts to remedy its inability to perform. The closure of a school or schools because of a *force majeure* event suspends both the required performance by the Calcasieu Parish Sheriff's Office and payment by the Calcasieu Parish School Board to the extent of the impossibility or impracticability of performance because of said event or events. Closure of a school or schools for reasons related to contagious disease shall be considered an event which suspends performance by both parties.

Section 12. NOTICE

The parties hereto agree to immediately notify one another of all incidents and/or emergencies arising under this Agreement or the Safe School Program. The mechanism for providing this notice shall be developed by the parties so as to provide the effective notice in addition to recognition of the need to not compromise ongoing or planned investigations.

Section 13. TERM

The term of this Agreement shall be for the 2020-2021 school year and shall commence on August 1, 2020 and continue through July 31, 2021.

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the undersigned competent witnesses, and me, Notary Public, on the ____ day of _____, 2020.

WITNESSES:

CALCASIEU PARISH SHERIFF'S OFFICE

Print Name: _____

BY: _____
TONY MANCUSO, SHERIFF

Print Name: _____

NOTARY PUBLIC

Print Name: _____

Notary Identification No. _____

My Commission Expires at Death

THUS DONE AND SIGNED in duplicate originals at Lake Charles, Calcasieu Parish, Louisiana, in the presence of the under signed competent witnesses, and me, Notary Public, on the _____ day of _____, 2020.

WITNESSES: **CALCASIEU PARISH SCHOOL BOARD**

Print Name: _____ BY: _____
KARL BRUCHHAUS, SUPERINTENDENT

Print Name: _____

NOTARY PUBLIC
Print Name: _____
Notary Identification No. _____
My Commission Expires at Death

Calcasieu Parish Sheriff's Office

AGREEMENT FOR PROFESSIONAL INVESTIGATIVE K-9 SERVICES

Calcasieu Parish School Board (CPSB) does hereby agree to retain the services of Calcasieu Parish Sheriff's Office (CPSO), duly licensed under the laws of the State of Louisiana, solely for the purposes of providing K-9 contraband searches for the Calcasieu Parish School Board for the period of June 1, 2020 through May 31, 2021.

I, We, understand that the CPSB has established and communicated a policy defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered adverse to the welfare of students and contrary to the CPSB's desire to foster an atmosphere conducive to safety and education.

I, We, hereby agree that said investigative agency, Calcasieu Parish Sheriff's Office, shall provide contraband inspection services utilizing contraband detection canines. Such inspection may be conducted on an unannounced basis under the auspices and direction of the CPSB administration with Calcasieu Parish Sheriff's Office acting as an independent contractor of the CPSB while conducting such inspections via lawful means it deems appropriate. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by the CPSB officials, shall be subject to inspection. Contraband detected on the CPSB property is the responsibility of the CPSB. Suspected drugs of abuse may be field tested to provide preliminary or presumptive identification of the drug.

I, We, agree that the Calcasieu Parish School Board will be solely responsible for the compensation to Calcasieu Parish Sheriff's Office at the rate of \$300.00 per large campus and \$150.00 per small campus (**Attachment A**), which will cover middle and high school visits made during the regular school day/year. Elementary schools will be done only by request of the CPSB. CPSO will invoice for services provided on a weekly basis. The CPSB agrees to pay for services mailed to the address below **within thirty (30) days of receipt of such invoice.**

Calcasieu Parish Sheriff's Office will schedule the CPSB visits in conjunction with days designated by the CPSB as appropriate for visits. The CPSB will determine the maximum number of school visits and will provide a school calendar with inappropriate dates for visits noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. The CPSB will be responsible for payment for any visit made on any day other than those days noted as inappropriate on the attached school calendar.

CPSB agrees to indemnify and hold harmless said investigative agency and/or its agents and employees from any and all liability, actions, causes of action, claims and demands of whatever type wherever situated arising directly from the acts and/or omissions of CPSB, its agents, officers and employees, which constitute intentional act, fault, gross negligence, strict liability, and negligence in the implementation of this agreement. Calcasieu Parish Sheriff's Office shall remain responsible for its liability and that of its agents and employees arising from its/their acts and/or omissions which constitute intentional act, fault, gross negligence, strict liability, and negligence in the implementation of this agreement.

If at any time any additional services are requested in addition to the normal K-9 services of the search of Calcasieu Parish schools then an additional contract will be drafted.

Calcasieu Parish Sheriff's Office

Client: Calcasieu Parish School Board

Address: 3310 Broad Street, Lake Charles, Louisiana 70615

Contact Telephone: 337-217-4050 ext. 2101

Contact Email Address: wilfred.bourne@cpsb.org jeanice.biondini@cpsb.org

Calcasieu Parish Sheriff's Office

Calcasieu Parish School Board

Tony Mancuso, Sheriff Date

Karl Bruunhaus, Superintendent Date

Please sign and return one (1) copy of this Agreement.

ATTACHMENT "A"

Large Schools: A.M. Barbe High, Iowa High (6-12), LaGrange High, Sam Houston High, Sulphur Main Campus, Washington-Marion, W.W. Lewis Middle, Moss Bluff Middle, S.J. Welsh Middle, F.K. White Middle

Small Schools: Bell City High, DeQuincy High, Starks High, Sulphur 9th Campus, Vinton High, Westlake High, CPAS East, CPAS West, College Street T&I, LCB Academy, S.P. Arnett Middle, DeQuincy Middle, LeBlanc Middle, Maplewood Middle, R.D. Molo Middle, Oak Park Middle, Vinton Middle, Positive Connections

DATE, TIME, PLACE OF MEETING

CFO Wilfred Bourne conducted the 2020 MILLAGE PUBLIC HEARING
4:30 p.m.
3310 Broad Street (Under Front Portico)

The Calcasieu Parish School Board meeting was held at 1732 Kirkman Street, Lake Charles, Louisiana, on Tuesday, September 8, 2020, at 5:00 p.m.

The meeting was called to order by Dean Roberts, President. The prayer and pledge were led by Mr. Roberts.

ROLL CALL

The roll was called by Superintendent Bruchhaus and the following members were present: Mack Dellafosse, John Duhon, Russell Castille, Bliss Bujard, Billy Breaux, Alvin Smith, Damon Hardesty, Dean Roberts, Mark Young, Aaron Natali, and Desmond Wallace.

Absent: Eric Tarver, Annette Ballard, Glenda Gay, Fred Hardy

TAKE APPROPRIATE ACTION

A. Discussion and possible action on Hurricane Laura issues

1. Updates

Mr. Bruchhaus and Risk Manager, Skylar Fontenot, gave an update on school and facility repairs.

2. Emergency Declaration

**RESOLUTION DECLARING THE EXISTENCE OF EMERGENCY AND EXIGENT CIRCUMSTANCES
AS A RESULT OF HURRICANE LAURA**

WHEREAS, the eye of Hurricane Laura made landfall at the Cameron coast on Thursday, August 27, 2020, and

WHEREAS, the Hurricane continued its path through Calcasieu Parish and moved northward leaving behind a trail of destruction and death, and

WHEREAS, the Calcasieu Parish School System sustained damage to 97% of its buildings and structures, as well as loss of or damage to furnishings, supplies, materials, and equipment, and

WHEREAS, it is necessary for the Calcasieu Parish School Board to acquire materials, supplies, equipment, services, and to contract for immediate restoration, repair, and construction regarding its facilities in order to restore educational services to the public school students of this Parish, and

WHEREAS, the delays inherent in acquisition of these items pursuant to state and/or federal laws and regulations will be detrimental to the School Board's efforts to preserve and restore its facilities and provide timely educational services to the public school students of Calcasieu Parish, and

WHEREAS, a declaration of the existence of an emergency and exigent circumstances is necessary for the School Board to restore educational services to its students.

THEREFORE BE IT RESOLVED that the Calcasieu Parish School does hereby declare a public emergency and exigent circumstances exist with respect to acquisition of equipment, materials, supplies, services, and with regard to contracting for immediate restoration, repair, and construction of its facilities which were damaged or destroyed by Hurricane Laura.

BE IT FURTHER RESOLVED that Superintendent Bruchhaus is authorized to take immediate action to contract for the foregoing when the delay in presenting the matters to the Board for approval, and for advertising and otherwise complying with acquisition laws and regulations will, in his discretion, result in further damage to property of the Board or an inordinate delay in restoration of educational services for the public school students of this Parish.

BE IT FURTHER RESOLVED that this Declaration and authorization shall expire 90 days from the date hereof.

BE IT FURTHER RESOLVED that the Superintendent shall, to the extent practicable, seek contracts with multiple vendors, obtain quotations from multiple sources, and otherwise comply, as permitted by the exigent and emergency circumstances, with public contract rules and laws.

PASSED AND ADOPTED IN Lake Charles, Louisiana, this 8th day of September, 2020.

On a motion to approve by Mr. Breaux and a second by Mr. Duhon, the motion carried on a unanimous vote.

3. Approval of 90-day contract with CSRS as Project Manager
(Available for viewing at the end of this document and posted under Minutes on www.cpsb.org)

On a motion to approve by Mr. Hardesty and a second by Mr. Natali, the motion carried on a unanimous vote.

4. Fall athletics

Mr. Duhon offered a motion that practice begin as soon as possible, with the first date of play as soon as possible after Mr. Bruchhaus approves a submitted proposal by the coaches and principals for each school. Mr. Hardesty seconded the motion. Coaches and principals of schools with useable facilities would be asked to share their facilities with schools that are in need. All proposals and plans would be submitted to the Superintendent for approval.

There was much discussion. Mr. Castille offered an amendment to the original motion, seconded by Mr. Breaux, that football practice begin on September 21, with games beginning on October 9.

On a roll call vote for the amended motion, the motion passed on a 7 to 4 vote.

For: Mr. Breaux, Mr. Bujard, Mr. Castille, Mr. Hardesty, Mr. Natali, Mr. Smith, Mr. Young
Against: Mr. Dellafosse, Mr. Roberts, Mr. Duhon, Mr. Wallace

On a roll call vote for the original motion, as amended, the motion carried on a vote of 8 to 3.

For: Mr. Breaux, Mr. Bujard, Mr. Castille, Mr. Duhon, Mr. Hardesty, Mr. Natali, Mr. Smith, Mr. Young

Against: Mr. Dellafosse, Mr. Roberts, Mr. Wallace

B. Discussion and possible action on FEMA issues

1. Permission to authorize Superintendent to engage FEMA consultant

On a motion to approve by Mr. Breaux and a second by Mr. Bujard, the motion carried on a unanimous vote.

C. Adoption of 2020 Millages

Mr. Bourne presented the three millage resolutions, with staff recommendation to approve #1 and #3, and not approve #2. The resolutions are available for viewing at the end of this document posted under Minutes on www.cpsb.org.

On a motion to approve Resolution #1 by Mr. Dellafosse and a second by Mr. Young, the motion carried on a unanimous vote.

On a motion to reject Resolution #2 by Mr. Hardesty and a second by Mr. Natali, the motion carried on a unanimous vote to reject.

On a motion to approve Resolution #3 by Mr. Hardesty and a second by Mr. Dellafosse, the motion carried on a unanimous vote.

CONDOLENCES

Mr. Dellafosse and Mr. Wallace asked for a letter of condolence to John and Janet Lewis at the loss of 5 members of their family.

Mr. Castille and Mr. Wallace asked for a letter of condolence to the family of Coach Daniel Mouton.

Mr. Young asked for a letter of condolence to the family of Mrs. Cheryl Honeycutt.

ADJOURN MEETING

On a motion to adjourn by Mr. Hardesty and a second by Mr. Bujard, the meeting was adjourned at 6:37 p.m. on a unanimous vote.

President
Dean Roberts

Secretary
Karl Bruchhaus

**PROFESSIONAL SERVICES AGREEMENT ("Agreement")
BETWEEN
CALCASIEU PARISH SCHOOL BOARD
AND
CSRS DISASTER RECOVERY MANAGEMENT, LLC**

THIS AGREEMENT is made and effective as of the 1st day of September, 2020, by and between CSRS Disaster Recovery Management, LLC., a Louisiana corporation with principal office at 6767 Perkins Road, Suite 200, Baton Rouge, Louisiana ("CSRS" or "Consultant") and the Calcasieu Parish School Board ("Owner").

WHEREAS, Owner desires to appoint CSRS to provide professional services for the Owner; and

WHEREAS, CSRS represents that it has the necessary skills, knowledge and abilities to assist the Owner to perform the services on this Agreement.

IT IS, THEREFORE, AGREED as follows:

- 1. Services.** CSRS will provide professional services to the Owner as agreed upon by this Agreement. Professional services to be provided include project management and consultant coordination, related to the aftermath of Hurricane Laura (DR-4559-LA) as well as any other disasters that are federally declared during the time period of this contract. Specifics of the authorized scope of work include but are not limited to:
 - A. Administration and associated project management activities as needed for federal and state programs, including primarily, but not limited to, the Federal Emergency Management Agency, Public Assistance Program, Federal Emergency Management Agency, Hazard Mitigation Program, and HUD Community Development Block Grant Program.**
 - B. Coordination of temporary facilities, as needed and demobilization of units.**
 - C. Management of design and construction phases for facility restoration, including procurement of these noted services.**
 - D. Field inspection services to ensure compliance to schedule, budget and contractual requirements.**
 - E. Project controls including manage invoices, contracts, change orders, and amendments to develop systems that result in delivery of projects on time and on budget.**

2. Compensation and Payment. The Owner agrees to pay CSRS according to the terms of this Agreement. The total not to exceed amount of this Agreement will be One Hundred Thousand Dollars (\$100,000.00) billed on an hourly basis according to the rate table below.

Position	Rate per hour
Principal/Program Executive	\$245.00
Program Director	\$225.00
Senior Project Manager	\$185.00
Engineer	\$155.00
Architect	\$145.00
Project Manager	\$150.00
Project Controls Specialist	\$120.00
Data Manager	\$100.00
Document Controls Specialist	\$100.00

Owner will reimburse the CSRS for approved other direct costs including costs for messenger and delivery services, non-standard copying services (such as presentation packages, public information products, etc.) or equipment leasing. Owner shall reimburse the Consultant for travel, lodging, and other expenses at cost in connection with work under this contract.

Payment for services shall be made by the Owner within thirty (30) days of receipt of payment of CSRS's invoice by the OWNER and approval of a properly executed invoice. Invoices will be mitted by CSRS no more frequently than monthly.

3. Term. This Agreement shall be in effect for ninety-days (90) from the effective date stated above.

4. Confidentiality. The Owner will have all right, title and interest in and to the work product CSRS performs on its behalf. This includes, but is not limited to, the exclusive right to reproduce or copy the work, and all data, documents, drawings, sketches, specifications and reports which are developed or enhanced for the Owner under this Agreement. All such work products; and all Agreement related data, will be held in strict confidence, except as otherwise agreed in writing.

5. No Agency Created. Unless otherwise agreed in writing, CSRS shall have no authority, express or implied, to act as an agent of the Owner, its affiliates or subsidiaries for any purpose or to bind the Owner in any fashion. CSRS shall remain responsible for all obligations and liabilities incurred in connection with this Agreement, including the obligation to pay all of CSRS's own employment, income and social security taxes.

6. Insurance. CSRS will procure and maintain, for the term of this Agreement, the following insurance:

- a. Worker's Compensation insurance in full compliance with all applicable State and Federal laws and Employer's Liability insurance against loss, damage or injury to CSRS's employees of not less than \$500,000 per occurrence.
- b. Commercial general liability insurance with limits:
 - 1.A.b.1. no less than \$2,000,000 in general aggregate if aggregate applies per policy or
 - 1.A.b.2. no less than \$2,000,000 in general aggregate if aggregate applies per project:
 - 1.A.b.3. \$1,000,000 CSL each occurrence
- c. Automobile insurance no less than \$1,000,000 CSL for any owned, non-owned or hired automobiles.
- d. Professional Liability Insurance no less than \$1,000,000.

Certificates of Insurance shall be furnished to the Owner when this agreement is executed. The Certificates will provide for ten (10) days written notice to the Owner prior to cancellation or material modification of the insurance.

- 7. Indemnification. Owner agrees to indemnify and hold CSRS harmless from and against all claims, damages, losses and expenses (including reasonable legal fees and costs) to the extent caused by Owner's negligent acts, errors or omissions caused by the performance of professional services under this Agreement.
- 8. Notices. All notices, demands, and communications hereunder shall be in writing and may be served or delivered personally upon the party for whom it is intended, or mailed to the party for whom intended at the address and to the attention of the officer set forth on the signature page of this Agreement. The address of a party may be changed by notice given pursuant to this section.
- 9. Dispute Resolution. In the unlikely event of a dispute under this agreement and between the parties hereto, the parties agree to try to resolve their differences through negotiation. If the parties are unable to resolve their differences through negotiation, they agree to use mediation before resorting to litigation. The mediator will be one mutually agreed upon and the costs will be shared equally. If there is litigation the prevailing party will be entitled to reimbursement of reasonable attorneys' fees and costs of the litigation.
- 10. Statutory Employer. The Owner shall be considered the statutory employer of CSRS and/or CSRS's employees who provide work or services under this Agreement in accordance with Louisiana R.S. 23:1031 or R.S. 23:1061. Thus, the Owner is to be granted the exclusive remedy protection of Louisiana R.S. 23:1032, and shall be liable to pay compensation benefits if the immediate employer, CSRS is unable to meet obligations under the Louisiana Workers Compensation statute for work or service that is

performed under this Agreement. The parties agree that the recognition of the Statutory Employer status is made pursuant to R.S. 23L1061 of the Louisiana Workers Compensation Statute and that the Owner is not the actual employer of CSRS, or any of the employees of CSRS. Further, it is acknowledged that the Owner have no control or involvement in the hiring, firing, or direct supervision or direction of any such employees.

11. Governing Law. This Agreement shall be governed by the laws of the State of Louisiana.

12. Severability and Survival. In the event that any clause or provision of this Agreement shall, for any reason, be deemed illegal, invalid or unenforceable, the remaining clauses and provisions shall not be affected, impaired, or invalidated and shall remain in full force and effect. In lieu of such illegal, invalid or unenforceable provision, there shall be added automatically as part of this Agreement a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.

13. Termination for Cause or Convenience; Suspension

The Owner may terminate this Agreement for cause based upon the failure of CSRS to comply with the terms and/or conditions of the Agreement, provided that the Owner shall give CSRS written notice specifying CSRS's failure. If within thirty (30) days after receipt of such notice, CSRS has not corrected such failure or, in the case of failure that cannot be corrected in thirty (30) days, begin in good faith to correct such failure, the Owner may, at its option, place CSRS in default and the Agreement shall terminate upon the Owner's issuance and CSRS's receipt of a second written notice.

CSRS may exercise any rights available under Louisiana law to terminate for cause upon the failure of the Owner to comply with the terms and conditions of this contract, provided that CSRS shall give the Owner written notice specifying the Owner's failure and thirty (30) days to cure the defect.

The Owner may terminate the Agreement at its convenience at any time for any or no reason by giving thirty (30) days written notice to CSRS.

Upon termination for cause or convenience, CSRS shall be entitled to payment for deliverables in progress through the date of termination, to the extent work has been performed in accordance with the terms and/or conditions of this Agreement or otherwise to the satisfaction of Owner, as well as reasonable termination and demobilization costs.

Should the Owner find it necessary to suspend the work for lack of funding or other circumstances beyond its control, this may be done by thirty (30) days written notice given by the Owner to that effect. If the Agreement is suspended for more than thirty (30) consecutive calendar days, CSRS shall be compensated for services performed prior to the notice of suspension. In addition, when work under the Agreement resumes, CSRS's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of CSRS's services.

14. Remedies: If any work performed by CSRS fails to meet the requirements of the Agreement, Owner may in its sole discretion:

- (i) elect to have CSRS re-perform or cause to be re-performed at CSRS's sole expense, any of the work which failed to meet the requirements of the Agreement;
- (ii) hire another Consultant to perform the work and deduct any additional costs incurred by Owner as a result of substituting CSRSs from any amounts due to Consultant; or
- (iii) pursue and obtain any and all other available legal or equitable remedies.

15. Access to Records and Right to Audit: The following access to records requirements apply to this Agreement:

- (1) CSRS agrees to provide GOHSEP, Owner, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of CSRS which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) CSRS agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (3) CSRS agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the Agreement.

16. Certification of No Federal Suspension or Debarment: CSRS has a continuing obligation to disclose any suspensions or debarment by any government entity, including but not limited to General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of this Agreement and debarment from future contracts.

17. Record Retention: CSRS shall maintain all records in relation to this contract for a period of at least THREE (3) years after final payment by Owner to CSRS.

18. Clean Air Act:

- (1) CSRS agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- (2) CSRS agrees to report each violation to Owner and understands and agrees that Owner will, in turn, report each violation as required to assure notification to Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), Federal Emergency Management Agency (FEMA), and the appropriate Environmental Protection Agency Regional Office.
- (3) CSRS agrees to include these requirements in each contract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

19. Energy Policy and Conservation Act: CSRS hereby recognizes the 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 (P.L. 94-163).

20. Federal Water Pollution Control Act:

(1) CSRS agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

(2) CSRS agrees to report each violation to Owner and understands and agrees that the Owner will, in turn, report each violation as required to assure notification to Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), Federal Emergency Management Agency (FEMA), and the appropriate Environmental Protection Agency Regional Office.

(3) CSRS agrees to include these requirements in each contract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

21. Suspension and Debarment:

(1) This Agreement is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such CSRS is required to verify that none of CSRS, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) CSRS must comply with 2 C.F.R. pt. 180, part C and 2 C.F.R. pt. 3000, part C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Owner. If it is later determined that CSRS did not comply with 2 C.F.R. pt. 180, part C and 2 C.F.R. pt. 3000, part C, in addition to remedies available to Owner and Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) CSRS shall complete the required certification attached hereto as Appendix A.

Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as Amended): Consultants who apply or bid for an award of \$100,000 or more shall complete the required certification found at APPENDIX A, 44 C.F.R. PART 18 and attached hereto as Appendix B. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier.

22. Procurement of Recovered Materials:

(1) In the performance of this contract, CSRS shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—

(i) Competitively within a timeframe providing for compliance with the contract performance schedule;

(ii) Meeting contract performance requirements; or

(iii) At a reasonable price.

(2) Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

23. Department of Homeland Security (DHS) Seal, Logo, and Flags: CSRS shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

24. Compliance with Federal Law, Regulations, and Executive Orders: This is an acknowledgement that FEMA financial assistance will be used to fund the Agreement only. CSRS will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

25. No Obligation by Federal Government: The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to Owner, CSRS, or any other party pertaining to any matter resulting from the Agreement.

26. Program Fraud and False or Fraudulent Statements or Related Acts: CSRS acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to Consultant's actions pertaining to this Agreement.

27. Equal Employment Opportunity: If this Agreement is determined a "federally assisted construction contract" as defined by 41 C.F.R. § 60-1.3, CSRS agrees as follows with respect to the performance of this Agreement:

(1) CSRS will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. CSRS will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CSRS agrees to post in conspicuous places, available to employees

and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) CSRS will, in all solicitations or advertisements for employees placed by or on behalf of CSRS, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) CSRS will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with CSRS's legal duty to furnish information.

(4) CSRS will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of CSRS's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) CSRS will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) CSRS will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of CSRS's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and CSRS may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) CSRS will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every contract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each CSRS or vendor. CSRS will take such action with respect to any contract or

purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a Consultants becomes involved in, or is threatened with, litigation with a CSRS or vendor as a result of such direction by the administering agency, CSRS may request the United States to enter into such litigation to protect the interests of the United States.

28. Contract Work Hours and Safety Standards Act: This provision applies for contracts in excess of \$100,000 that involve the employment of mechanics or laborers:

- (1) Overtime requirements. Neither CSRS nor its subconsultant, for any part of the contract work which may require or involve the employment of laborers or mechanics, shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- (2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section CSRS and any subconsultant responsible therefor shall be liable for the unpaid wages. In addition, such CSRS and subconsultant shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$26 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
- (3) Withholding for unpaid wages and liquidated damages. The Owner or the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by CSRS or subconsultant under any such contract or any other Federal contract with the same prime consultant, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime subconsultant, such sums as may be determined to be necessary to satisfy any liabilities of such CSRS or subconsultant for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
- (4) Subcontracts. CSRS or subconsultant shall insert in any contracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the CSRSs to include these clauses in any lower tier contracts. The prime CSRS shall be responsible for compliance by any CSRS or lower tier CSRS with the clauses set forth in paragraphs (1) through (4) of this section. **CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS**

If CSRS intends to contract any portion of the work covered by this Agreement, CSRS must take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises and labor surplus area firms are solicited and used when possible. Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

29. Assignment of Agreement: CSRS shall not assign any interest in this Agreement by assignment, transfer, or novation, without prior written consent of the Owner. This provision shall not be construed to prohibit CSRS from assigning his bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the Owner.

30. Davis Bacon Act (Davis Bacon Act, as Amended (40 U.S.C. 31413144, and 40 U.S.C. 31413148): CSRS agrees to follow the Davis Bacon Act provisions, as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction") when the prime construction contract is in excess of \$2,000. In accordance with the statute, CSRS must pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, CSRS must be required to pay wages not less than once a week. In addition, CSRS will comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "CSRSs and CSRSs on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). CSRS will report all suspected or reported violations to the Owner. Each CSRS or CSRS is prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The Owner will report all suspected or reported violations to the Federal-funding awarding agency.

In Construction contracts involving an excess of \$2000, CSRS shall comply and the shall cause its CSRSs to comply with sections 103 and 107 of the Contract Work Hours and Safe

Standards Act (40 U.S.C. §§ 3701 et seq.), which provides that no laborer or mechanic shall be required or permitted to work more than eight hours in a calendar day or in excess of forty hours in any workweek, unless such laborer or mechanic is paid at an overtime rate of 1½ times his/her basic rate of pay for all hours worked in excess of these limits. In the event of a violation of this provision, CSRS shall not only be liable to any affected employee for his/her unpaid wages, but shall be additionally liable to the United States for liquidated damages.

31. Section 3 Compliance in Employment and Training: The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

CSRS agrees to send to each labor organization or representative of workers with which CSRS has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of CSRS's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

CSRS agrees to include this Section 3 clause in every contract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the contract or in this Section 3 clause, upon a finding that the CSRS is in violation of the regulations in 24 CFR part 135. CSRS will not contract with any CSRS where CSRS has notice or knowledge that the CSRS has been found in violation of the regulations in 24 CFR part 135.

CSRS will certify that any vacant employment positions, including training positions, that are filled (1) after CSRS is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent CSRS's obligations under 24 CFR part 135.

Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract.

Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and contracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

32. Force Majeure: Any delay or failure of CSRS in performing its required obligations hereunder shall be excused if and to the extent such delay or failure is caused by a Force Majeure Event. A "Force Majeure Event" means an event due to any cause or causes beyond the reasonable control of CSRS and shall include, but not be limited to, acts of God, strike, labor dispute fire, storm, flood, windstorm, unusually severe weather, sabotage, embargo, terrorism, energy shortage, accidents or delay in transportation, accidents in the handling and rigging of heavy equipment, explosion, riot, war, medical pandemic or emergency, court injunction or order, delays by acts or orders of any governmental body or changes in laws or government regulations or the interpretations or application thereof or the acts or omissions of the Client or its other CSRS's, vendors or suppliers. In the event of a Force Majeure Event, CSRS shall receive an equitable adjustment extending CSRS's time for performance for such Services sufficient to overcome the effects of any delay, and an increase(s) to CSRS's compensation sufficient to account for any increased cost in performance or loss or damage suffered by CSRS.

IN WITNESS WHEREOF, CSRS and the Owner agree to the foregoing and have caused this Agreement to be executed by their respective duly authorized representatives.

The Calcasieu Parish School Board

By: _____

Title: _____

Date: _____

Address: _____

Phone: _____

Email: _____

CSRS Disaster Recovery Management, LLC

By: _____

Title: _____

Date: _____

Address: 6767 Perkins Rd., Ste 200
Baton Rouge, Louisiana 70808

Phone: 225-769-0546

Email: Christopher.pellegrin@csrsinc.com

RESOLUTION NO. 1

BE IT RESOLVED, by the Calcasieu Parish School Board of the Parish of Calcasieu, Louisiana, in a public meeting held on September 8, 2020, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the following **adjusted** millage rates be and they are hereby levied upon the dollar of the assessed valuation of all property subject to ad valorem taxation within said Parish for the year 2020, for the purpose of raising revenue:

<u>General Fund (Parishwide)</u>	<u>Millage Key #</u>	<u>2020 Adjusted Millages</u>
Constitutional Tax (Total 5.06 Mills)	1028 085	5.06 Mills
Special School Maintenance & Operations Taxes (Total 11.94 Mills)		
Maintenance #1	1028 086	8.64 Mills
Maintenance #2	1028 087	3.30 Mills
<u>Renewable Taxes</u>		
<u>School District No. 28 (Bell City - Total 9.58 Mills)</u>		
Maintenance	1028 128	9.58 Mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Calcasieu, shall extend upon the assessment roll for the year 2020 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on September 8, 2020, at which meeting a quorum was present and voting.

Lake Charles, Louisiana, this 8th day of September, 2020.

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

RESOLUTION NO. 2

BE IT RESOLVED, by the Calcasieu Parish School Board of the Parish of Calcasieu, Louisiana, in a public meeting held on September 8, 2020, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the taxing district voted to increase the millage rate(s), but not in excess of the prior year's maximum rate(s), on all taxable property shown on the official assessment roll for the year 2020, and when collected, the revenues from said taxes shall be used only for the specific purposes for which said taxes have been levied. Said millage rate(s) are:

		2020 Adjusted Rate		2020 Levied Rate	
<u>General Fund (Parishwide)</u>		<u>Millage Key #</u>			
Constitutional Tax	1028 085	5.06	Mills	5.13	Mills
Special School Maintenance & Operations Taxes					
Maintenance #1	1028 086	8.64	Mills	8.76	Mills
Maintenance #2	1028 087	3.30	Mills	3.34	Mills
 <u>Renewable Taxes</u>					
<u>School District No. 28 (Bell City)</u>					
Maintenance	1028 128	9.58	Mills	9.66	Mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Calcasieu, shall extend upon the assessment roll for the year 2020 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by no less than two-thirds of the total membership of the taxing authority voting in favor as required by Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B). The votes were:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on September, 2020, at which meeting at least two-thirds of the total membership was present and voting.

Lake Charles, Louisiana, this 8th day of September, 2020.

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

RESOLUTION NO. 3

BE IT RESOLVED, by the Calcasieu Parish School Board of the Parish of Calcasieu, Louisiana, that the following millage(s) are hereby levied on the 2020 tax roll on all property subject to ad valorem taxation within said Parish by the Calcasieu Parish School Board:

<u>Bond Sinking Funds</u>	<u>Millage Key #</u>	<u>Millage</u>
<u>School District No. 21 (DeQuincy - Total 15.90 Mills)</u>		
Bond	1028 088	15.90 Mills
<u>School District No. 23 (Westlake/Maplewood - Total 10.45 Mills)</u>		
Bond	1028 092	3.29 Mills
Bond	1028 145	2.67 Mills
Bond	1028 168	4.49 Mills
<u>School District No. 24 (Starks - Total 7.60 Mills)</u>		
Bond	1028 148	7.60 Mills
<u>School District No. 25 (Iowa/LeBleu - Total 18.00 Mills)</u>		
Bond	1028 149	18.00 Mills
<u>School District No. 26 (Vinton - Total 22.50 Mills)</u>		
Bond	1028 150	8.62 Mills
Bond	1028 098	4.18 Mills
Bond	1028 151	9.70 Mills
<u>School District No. 28 (Bell City - Total 6.75 Mills)</u>		
Bond	1028 142	6.75 Mills
<u>School District No. 30 (Sulphur - Total 7.90 Mills)</u>		
Bond	1028 144	6.51 Mills
Bond	1028 153	0.49 Mills
Bond	1028 152	0.90 Mills
<u>School District No. 31 (North Lake Charles - Total 37.00 Mills)</u>		
Bond	1028 108	12.16 Mills
Bond	1028 062	24.84 Mills
<u>School District No. 33 (Southeast Lake Charles - Total 10.30 Mills)</u>		
Bond	1028 129	10.30 Mills
<u>School District No. 34 (Southwest Lake Charles - Total 4.00 Mills)</u>		
Bond	1028 130	3.80 Mills
Bond	1028 131	0.20 Mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Calcasieu, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2020, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the meeting held on September 8, 2020, at which meeting a quorum was present and voting.

Lake Charles, Louisiana, this 8th day of September, 2020.

Karl Bruchhaus, Secretary
Calcasieu Parish School Board

ITEM # 8.A.

TO: Board Members
FROM: Wilfred Bourne, CFO
SUBJECT: Interfund Loan Authorizations
DATE: October 7, 2020

In the coming months, CPSB may experience some uncertainty in cash flow needs at any given time caused by costly expenditure progress payments related to Hurricane Laura for various items such as restoration services, roof protection and repairs, and other necessary spending needed to get CPSB schools operational. A special accounting fund has been created to track all revenues from insurance proceeds, FEMA claim reimbursements and any other revenues along with all hurricane related expenditures.

Cash shortages may be unavoidable due to the differences in the timing of expenditures and the ability to request reimbursement from FEMA after insurance proceeds are exhausted. Total damages will far exceed total insurance proceeds.

Staff is requesting authorization to utilize short term interfund loans when necessary to facilitate cash flow while navigating through this time period. As insurance proceeds and FEMA reimbursements are received the interfund loans will be repaid. It's not possible to predict at the current time when this may occur nor how much will be needed.

Staff recommendation: Staff is recommending granting authorization to the Superintendent to approve short term interfund loans as needed to facilitate cash flow needs caused by Hurricane Laura recovery.

CHANGE ORDER

11.A

Change Order No: Five

Date: August 20, 2020

Project: Combre-Fondel Elementary
Improvements - Phase II

Project No: MA1709A Bid No.: 2019-01PC

To: Calcasieu Parish School Board

You are directed to make the following change in this contract:
(Attach itemized breakdown)

The Original Contract Sum \$2,351,300.00

Net Change by Previous Change Orders \$169,274.84

Contract Sum Prior to this Change Order \$2,520,574.84

Contract Sum will be increased by this Change Order: \$1,290.00

New Contract Sum including this Change Order \$2,521,864.84

Contract Time will be increased by this Change Order: 113 Days

Revised Contract Completion Date November 26, 2020

RECOMMENDED

Moss Architects, Inc.
(Designer)

3221 Ryan Street, Ste B
Lake Charles, LA 70601

By: 

Date: 9/28/20

ACCEPTED

John D. Myers & Associates
(Contractor)

3613 Ryan Street
Lake Charles, LA 70605

By: 

Date: 9-28-20

APPROVED

Calcasieu Parish School Board
(Owner)

3310 Broad Street
Lake Charles, LA 70615

By: _____

Date: _____

PROPOSED CHANGE ORDER ITEMS

Date: August 20, 2020

Project: Combre-Fondel Elementary
Improvements - Phase II

Project #: MA1709A

Change Order #: Five

- 1) Additional time extension due to inclement weather for July 2020

Add: 9 days

- 2) Adding two acrylic signs

Add: \$128.00

- 3) Adding data and power drop in exiting walls as per drawings.

Add: \$1,162.00

- 4) Extension of time due to delivery date and installation of additional bleacher seating and delay due to Hurricane Laura

Add: 104 days

Total Days Added This Change Order: 113

Total Amount Added This Change Order: \$1,290.00

JOHN D. MYERS & ASSOCIATES, INC.

GENERAL CONTRACTOR

3613 RYAN STREET
LAKE CHARLES, LOUISIANA 70605
(337) 478-8361
FAX (337) 478-8393

August 5, 2020

Moss Architects, Inc.
3221 Ryan Street Suite B
Lake Charles, LA. 70601

Attn: David Moss
RE: JDM 1903
Combre- Fondel Phase 2

Dear David,

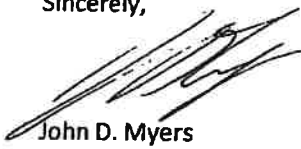
As per contract requirements, we request a contract time extension due to inclement weather for the following days in July 2020.

July 3,5,6,7,19,21,22,24,25,26,27,28,29&31.

Inclement Weather Days	14 Days
Less Anticipated Days	<u>(5)</u>
Total Contract Extension	9 Days

If you have any questions, please feel free to contact me.

Sincerely,



John D. Myers
John D. Myers & Associates, Inc.

JOHN D. MYERS & ASSOCIATES, INC.

GENERAL CONTRACTOR

3613 RYAN STREET
LAKE CHARLES, LOUISIANA 70605
(337) 476-8381
FAX (337) 476-8393

August 5, 2020

Moss Architects, Inc.
3221 Ryan Street Suite B
Lake Charles, LA. 70601

Attn: David Moss

RE: JDM 1903
Combre-Fondel Phase 2

Dear David,

As per your request, we propose the following items for change order.

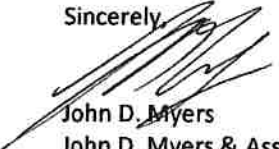
1.) Add two acrylic signs

Material	\$100.00
Labor	<u>10.00</u>
	110.00
15% Profit	<u>17.00</u>
	127.00
1% Bond	<u>1.00</u>
Total Add	\$128.00

2.) Add data and power drops in existing walls as per drawing provided by your office.

Tri Fox Electric	\$1,000.00
15% Profit	<u>150.00</u>
	1,150.00
1% Bond	<u>12.00</u>
Total Add	\$1,162.00

Sincerely,



John D. Myers
John D. Myers & Associates, Inc.

JOHN D. MYERS & ASSOCIATES, INC.

GENERAL CONTRACTOR

3613 RYAN STREET
LAKE CHARLES, LOUISIANA 70605
(337) 478-8381
FAX (337) 478-8393

March 31, 2020

Moss Architects, Inc.
3221 Ryan Street Suite B
Lake Charles, LA. 70601

Attn: David Moss

RE: COVID-19 Pandemic
Combre-Fondel Phase 2

Dear Mr. Moss,

The ongoing outbreak of the COVID-19 virus has recently been declared a pandemic by the WHO and we have been placed under a declared emergency both at the national level and the state level. This situation continues to evolve and change daily. John D. Myers & Associates, Inc. is continuing to work toward a timely completion of this project; however, there is an absolute probability that we will encounter various delays which may result in the prolonging of this project from the original contract completion.

We are already seeing delays being created due to potential material shortages and lead time adjustments for various materials due to the virus effects throughout the country. We are also seeing labor shortages with both our forces and those of our subcontractors due to infection, quarantine and assembly guidelines.

We cannot at this time quantify what delays these issues will cause but there will obviously be delays incurred through no fault of John D. Myers & Associates, Inc.

John D. Myers & Associates, Inc. will continue to man this project and work to it's timely completion as best we can but we do reserve our rights under the contract to request and be granted time extensions as deemed appropriate once determined.

As we continue forward, we will keep your office apprised of the project progress and any delays encountered. We appreciate your efforts in helping to minimize these impacts as they may arise.

Sincerely,



John D. Myers
John D. Myers & Associates, Inc.

RECOMMENDATION OF ACCEPTANCE

11.B

Date: August 21, 2020

Project No.: MA1915 **Bid No.:** 2020-11PC

Project Name: College Oaks Elementary – AC Improvements

Designer: Moss Architects, Inc.

Contractor: Pat Williams Construction, LLC

Owner: Calcasieu Parish School Board

I certify that, to the best of my knowledge and belief, this project is complete or substantially complete in accordance with the Plans and specifications to the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

Date of Acceptance: August 21, 2020

Contract Date of Completion: August 1, 2020

Number of Days (As of Acceptance Date) (Overrun) (Underrun) N/A

Liquidated Damages Per Day Stipulated in Contract: \$ N/A

Value of Punch List (attach itemized list): \$ 12,085.00

Was part of project occupied prior to Acceptance: _____

Portion Occupied: _____

Signed:

David M. Moss
Architect

For Use of Owner

I concur in the Acceptance of this project:

Signed:

Owner

PUNCH LIST



DATE: 8-19-20 ADG # 19007
PROJECT NAME: College Oaks A/C Improvements
ARCHITECT: Moss Architects
CONTRACTOR: Pat Williams
PERSONS PRESENT: Jase McGough

ITEMS OBSERVED:

1. Provide 3 sets of O&M manuals in plastic binders for all mechanical and plumbing equipment. Include TAB report, manufacturer warranties, as-built record drawings, etc.
\$500

2. Provide "as-built" redline record drawings showing any deviations from the plans and specifications for all HVAC and plumbing systems. Include copy in O&M manuals.
\$500

3. Complete test and balance of all mechanical systems (HVAC, fans, etc.) by an independent test and balance contractor. Test and Balance contractor shall verify that sequences of control are working as specified. Provide Test & Balance report for all systems to engineer for review. Include copy in O&M manuals.
\$3,000

4. Complete and demonstrate to engineer all controls and graphics serving expansion.
\$5,000

5. Repair damage to existing heating hot water piping insulation at entrance to attic.
\$150

Associated Design Group, Inc. Corporate

3909 West Congress Street, Suite 201 | Lafayette, LA 70506 | P: 337.234.5710 | F: 337.265.2864 | adginc.org | adginc@adginc.org
LAFAYETTE | BATON ROUGE | LAKE CHARLES | NEW ORLEANS | DALLAS

PUNCH LIST



6. Repair damage to existing refrigerant line insulation at entrance to attic.
\$100
7. Patch and paint drywall holes where existing thermostats were removed.
\$150
8. Diffuser's cones in West classroom served by A/C-3-1 are bent repair or replace diffuser.
\$160
9. Insulate capped heating hot water pipe serving demolished air handling units as keynoted on sheet M1.0 keynote #2.
\$200
10. Condensate drain insulation serving FAU-2 damaged, repair damaged insulation and protect from future damage.
\$125
11. Both FAU-1 & 2 have an approximately 3" stub of cinched closed refrigerant piping out of side of unit which are sweating, provide insulation for this refrigerant piping.
\$50

PUNCH LIST



12. A/C-4-2 has water marks at support penetrations through ceiling. Determine cause, seal any penetration through deck airtight, and repair damaged ceiling.
\$200
13. At time of visit there was construction debris remaining in attic. Remove all construction debris including any material in drain pans, insulation from equipment removal and installation, and any equipment called to be removed on sheet M1.0.
\$350
14. Float switches in branch controller drain pans not required and not installed. Leave ball valve in open position.
\$50
15. Secure branch controller drain-pans to supports.
\$300
16. At time of site visit there was water in both FAU drain pans. Determine cause and remediate. Remove any standing water from drain pans.
\$500
17. Condensate drain lines are submerged in p-trap. Provide air gap between condensate drain and hub drain as required by code. Secure condensate lines at hub drain.
\$500

PUNCH LIST



18. Insulate p-trap serving A/C-6-1 over EWC in Southwest corridor.
\$50
19. Provide and install covers for controls junction boxes serving FAU-1 & 2 drain pan float switches.
\$50
20. Clean smudges from all ceiling cassettes and below ceiling units. Remove protective film from thermostats.
\$150

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

Associated Design Group, Inc. Corporate

3909 West Congress Street, Suite 201 | Lafayette, LA 70506 | P: 337.234.5710 | F: 337.265.2864 | adginc.org | adginc@adginc.org
LAFAYETTE | BATON ROUGE | LAKE CHARLES | NEW ORLEANS | DALLAS

PUNCH LIST



DATE: 8-20-20 ADG # 19007
PROJECT NAME: CPSB - College Oaks A/C Improvements
ARCHITECT: Moss Architects
CONTRACTOR: Lake Area Electric
PERSONS PRESENT: Claire Jumonville

ITEMS OBSERVED:

1. Provide "Fed From" information I.D. tag to Panel EQA.
2. Provide and install WP/GFI receptacle near Panel EQA (per E1.0).
3. Complete work required by Keynote 6 (E1.0).
4. Remove one d.s. at previous eq. yard – Keynote 4 (E1.0).

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

Associated Design Group, Inc. Corporate

3909 West Congress Street, Suite 201 | Lafayette, LA 70506 | P: 337.234.5710 | F: 337.265.2864 | adginc.org | adginc@adginc.org
LAFAYETTE | BATON ROUGE | LAKE CHARLES | NEW ORLEANS | DALLAS

RENOVATIONS TO WESTLAKE HIGH SCHOOL BASEBALL FIELD
CALCASIEU PARISH SCHOOL BOARD, DISTRICT #23 – BOND ISSUE

RECOMMENDATION OF ACCEPTANCE

KING ARCHITECTS, INC

SECTION 00 65 19.23

To: CALCASIEU PARISH SCHOOL BOARD
Date: July 28, 2020
Project Name: RENOVATIONS TO WESTLAKE HIGH SCHOOL BASEBALL FIELD
Project Number: 1619A2
Designer: KING ARCHITECTS, INC.
Contractor: GEOSURFACES, INC
Owner: CALCASIEU PARISH SCHOOL BOARD

11.C

I certify that, to the best of my knowledge and belief, this project is complete or substantially complete in accordance with the Plans and specifications to the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

DATE OF ACCEPTANCE: July 28, 2020

CONTRACT DATE OF COMPLETION: July 18, 2020

NUMBERS OF DAYS (Overrun) (Underrun) 10 days
(As of Acceptance Date):

LIQUIDATED DAMAGES PER DAY STIPULATED IN CONTRACT: \$ 1,000.00

VALUE OF PUNCH LIST (Attach Itemized List): \$ 1,600.00

Was part of project occupied prior to Acceptance: no

PORION OCCUPIED: Attach Beneficial Occupancy Forms


KING ARCHITECTS, INC.

For Use of Owner
I concur in the Acceptance of this project:

OWNER

KING

ARCHITECTS, INC

PUNCH LIST

Page 1 of 2

PROJECT NAME: Renovations to Westlake High School Baseball Field
1000 Garden Drive
Westlake, Louisiana 70669

CONTRACT INFORMATION:

Contract For: General Construction
Contract Date: October 29, 2019

OTHER INFORMATION:

Project Number: 1619A2
Punch List Date: July 6, 2020

OWNER:

Calcasieu Parish School Board
PO Box 800
Lake Charles, Louisiana 70602

ARCHITECT:

King Architects, Inc
1312 Sampson Street
Westlake, Louisiana 70669

CONTRACTOR:

GeoSurfaces, Inc
7080 St. Gabriel Avenue
St. Gabriel, Louisiana 70776

IN ATTENDANCE:

Jack Clark - King Architects, Inc
Ben Moran - Geosurfaces, Inc
Blake Reed - WHS Baseball Coach

This is the Punch List prepared by the Architect during the inspection held on the above referenced date. All items on this Punch List must be corrected prior to acceptance of the Contract.

ITEM NUMBER	LOCATION	DESCRIPTION OF CORRECTIVE ITEMS	COST ESTIMATE
1	Architectural, General	Furnish all As-Built drawings, O&M manuals, warranty documents.	500.00
2	Exterior	Trim champion wall frame at left field.	100.00
3	Exterior	Install cement block at doorway on home dugout.	1,000.00

\$1,600.00


SIGNATURE OF ARCHITECT

CHANGE ORDER

11.D

Change Order No.: 06
Date: **October 5, 2020**
Contract Date: **July 1, 2019**

Project: **Classroom Pods – Phase 11
Riverboat & 50 Million Capital Fund Project Allocation
For Calcasieu Parish School Board**

Project No.: **CPSB Project No. 2019-06PC
Champeaux Evans Hotard - Project No. 1805**

To: **Keiland Construction, L.L.C.
600 Bayou Pines East, Suite G
Lake Charles, LA 70601**

You are directed to make the following change in this Contract:
(Attach Itemized Breakdown)

The Original Contract Sum	\$8,155,000.00
Net Change by Previous Change Order	<u>\$252,057.62</u>
Contract Sum Prior to this Change Order	\$8,407,057.62
Contract Sum will be increased by this Change Order	<u>\$105,129.37</u>
New Contract Sum Including this Change Order	\$8,512,186.99

Contract Time will be **increased** by: **15 days**
Revised Contract Completion Date: **March 2, 2021**

RECOMMENDED

**Champeaux Evans
Hotard, APAC
(ARCHITECT)**

**702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601**

By: 

Dated: 10/5/2020

ACCEPTED

**Keiland Construction, L.L.C.
(CONTRACTOR)**

**600 Bayou Pines East, Suite G
Lake Charles, LA 70601**

By: _____

Dated: _____

APPROVED

**Calcasieu Parish
School Board
(OWNER)**

**P. O. Box 800
Lake Charles, LA 70602**

By: _____

Dated: _____



702 Dr. Michael DeBakey Drive
Lake Charles, LA 70601

ph: 337.439.8871

fax: 337.439.8872

www.champeaux.biz

Date: **October 6, 2020**

To: **Calcasieu Parish School Board
Planning & Construction Department**

Attn.: **Harold Heath, Construction Manager**

From: **Champeaux Evans Hotard, APAC
Brad Evans**

Re: **CEH Project # 1805
Classroom Pods – Phase 11
Riverboat & 50 Million Capital Find Project Allocation
For Calcasieu Parish School Board**

Change Order No. 6 – Recap

Change Order Request No.3

Various Schools – Credit for modifications to the smart board rough-ins and data/comm installation, as requested by CPSB IT Department. (Refer to supporting documentation, attached hereto.)

Amount Requested: **DEDUCT (\$6,613.00)**
Days Requested: **0 days**

Change Order Request No.11

Prien Lake Elementary School – Credit for modifications to the elevator. (Refer to supporting documentation, attached hereto.)

Amount Requested: **DEDUCT (\$1,027.00)**
Days Requested: **0 days**

Change Order Request No. 20 (Revised)

Prien Lake Elementary School – As requested by the Owner, convert two (2) existing classrooms into new computer labs. Provide additional power and data as required to accommodate 24 computer workstations each, modify and relocate existing casework, visual display boards, smart board, patch and repaint walls, etc., as required. Existing Bard HVAC units are to remain at these rooms.

Amount Requested: **ADD \$51,554.85**
Days Requested: **5 days**

Change Order Request No.21 (Revised)

Moss Bluff Middle School – As requested by the Owner, convert one (1) existing classroom into a new computer lab. Provide additional power and data as required to accommodate 30 computer workstations, modify and relocate existing casework, visual display boards, smart board, patch and repaint walls, etc., as required. Upsize currently provided 3.5-Ton Bard HVAC unit (delivered, but not yet installed) to 5.0-Ton. Existing Bard unit to be delivered to CPSB Maintenance Department. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$49,490.00
Days Requested:		10 days

Change Order Request No.28 (Revised)

Moss Bluff Middle School – Revise drainage piping sizes and catch basin sizes originally included in this project, and add additional piping, as required to accommodate the separate (future) Moss Bluff Middle School Drainage Improvements – Phase I Project. (Refer to supporting documentation, attached hereto.)

Amount Requested:	ADD	\$11,724.52
Days Requested:		0 days

Total Contract Amount modification recommended for Change Order No. 6	ADD	\$105,129.37
Total Contract Time modification recommended for Change Order No. 6	ADD	15 days



We build it better

Keiland LLC
600 Bayou Pines East
Suite G
Lake Charles, LA 70601

Request for Change Order

To: Champeaux, Evans, Hotard Architects
2000 Lake St.
Lake Charles, LA 70601
Project: Classroom Pods Phase 11

RFC No: **1919-03**

Date: 9/20/2019

Description: Per direction from Champeaux, Evans, Hotard Architects:

1. Provide credit for labor and material to revise the electrical and data rough-ins at all 5 new pods per the ADG "Revised Typical Classroom "Presenter" Outlet Wiring Schematic" dated 8/26/19:

- Credit at Prien Lake Elementary.....(**\$2,300.00**)
- Credit at Kaufman Elementary.....(**\$1,150.00**)
- Credit at Fairview Elementary.....(**\$1,150.00**)
- Credit at Moss Bluff Elementary.....(**\$1,150.00**)
- Credit at Moss Bluff Middle(**\$863.00**)

All for the Credit of: (\$6,613.00**)**

Response to this Change Order Is Due BY 9/27/2019. This change order would add 0 working days to the construction schedule.

The above work is subject to the same conditions as specified in the original contract unless noted. Upon approval the credit of (**\$6,613.00**) will be deducted from the contract price.

Original Contract	\$8,155,000.00
Other Approved Change Orders	\$0.00
Total Contract to Date	\$8,155,000.00
This Request	(\$6,613.00)
Other Pending Requests	\$0.00
Total Contract plus Pending RFCs	\$8,148,387.00

See attached documents



September 20, 2019

Keiland Construction
ATTN: John Gratz

RE: Classroom Pods Ph.11
Change Order #1

Scope of work:

We propose to furnish a credit for labor and material due to electrical and data modifications per RFP #3.

Fairview-	\$	1150.00
Kaufman	\$	1150.00
Moss Bluff Middle	\$	863.00
Moss Bluff Elementary	\$	1150.00
Prien Lake	\$	<u>2300.00</u>
TOTAL CREDIT	\$	6613.00

Thank you for the opportunity of quoting this work.

Sincerely,

R. K. Chiasson, Jr.
R. Keith Chiasson, Jr.

RKC:jc



We build it better

Keiland LLC
600 Bayou Pines East
Suite G
Lake Charles, LA 70601

Request for Change Order

To: Champeaux, Evans, Hotard Architects
702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601

Project: Classroom Pods Phase 11- Prien Lake Elementary School

RFC No: **1919-11**

Date: 2/10/2020

Description: Per direction from Champeaux, Evans, Hotard Architects/CPSB:

Provide deductive change order for Otis Elevator Co. to supply aluminum sills in lieu of nickel silver sills as specified at Prien Lake Elementary school

For the Credit amount of:.....(\$1,027.00)

Response to this Change Order Is Due BY 2/14/20. This change order would add 0 working days to the construction schedule.

The above work is subject to the same conditions as specified in the original contract unless noted. Upon approval the credit amount of (\$1,027.00) will be deducted from the contract price.

See attached documents

Otis Elevator Company

North American Area
9001 Jameel Road, #100
Houston, TX 77040
P: (346)291-9085
F: (860)353-0438



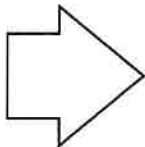
Date: 2/4/2020

To: John Gratz

E-mail: john@keilandllc.com

CHANGE ORDER: 1

Job:	Classroom Pods-Phase 11
Contract No(s):	F7N1D661
Description of Work:	Deduct Change Order- Otis to provide aluminum sills in lieu of nickel silver sills
Schedule:	
Total Change Order Cost:	(\$1,027.00)

**Important to Note:**

Inspections and manpower cannot be scheduled and/or material ordered until this Change Order has been signed and returned to OTIS. Email- KaylaR.Turner@otis.com or Fax signed change order to (860) 353-0438

Except as is modified herein, the terms and conditions of the above-referenced contract shall remain in full force and effect and shall apply to this additional work.

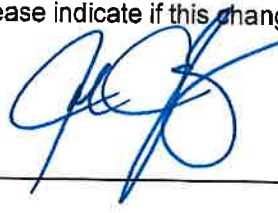
Customer Approval of Change Order

Customer:	KEILAND CONSTRUCTION		
By:		Title:	Proj. Mgr.
Date:	2/4/20		,2020
APPROVED, for Otis Elevator Company			

OTIS Confirmation of Customer Approval

Authorization Signature:			
Name & Title:	Byron Gary, General Manager		
Date:			,2020



CONTRACT NUMBER:		REQUEST FOR INFORMATION		RFI NUMBER: 1919-07	
CONTRACT TITLE: Classroom Pods Phase 11					
PRIME CONTRACTOR: Keiland Construction, LLC			SUBCONTRACTOR/SUPPLIER: Otis Elevator		
SUBJECT/TITLE OF RFI: Elevator sill plate					
DRAWING(S):		DETAIL(S):	SPECIFICATION:		SCHEDULE ACTIVITY NUMBER:
COST EFFECT: INCREASE: <input type="checkbox"/> DECREASE: <input checked="" type="checkbox"/> NONE: <input type="checkbox"/>					
INFORMATION REQUESTED & RECOMMENDED SOLUTION: Otis is offering a credit of \$1027.00 to provide an aluminum sill at the elevator entrance in lieu of the nickel silver sill specified. This change would also speed up the delivery of the car to the jobsite. Please indicate if this change is acceptable. Thanks. Date Response Required By Date: 1/17/20 Signature: 					
From: To: Field Office Code RECOMMENDATION: Date: Signature:					
From: Field Office To: Prime Contractor REPLY: Date: Signature:					
The RFI system is intended to provide an efficient mechanism for responding to contractor's request for information. "Time is of the Essence". Your Response to this Matter is greatly appreciated.					
DISTRIBUTION: Original to File via Email <input type="checkbox"/> PM <input type="checkbox"/> Superintendent <input type="checkbox"/> A/E <input type="checkbox"/> PC					



We build it better

Keiland LLC
600 Bayou Pines East
Suite G
Lake Charles, LA 70601

Request for Change Order

To: Champeaux, Evans, Hotard Architects
702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601

Project: Classroom Pods Phase 11- Prien Lake Elementary School

RFC No: **1919-20 Revised**

Date: 10/5/2020

Description: Per direction from Champeaux, Evans, Hotard Architects per revised RFP #9 dated 6/29/20 and CPSB:

Convert Room 502 and 504 at Prien Lake Elementary into a Computer Lab:

- Provide electrical material for panel, conduit and wire, data ports and receptacles.....\$10,551.00
- Provide data drops in both Rm 502 and 504.....\$20,585.00
- Provide all electrical and data installation labor.....\$12,240.00
- Provide two corner countertop units.....\$1,150.00
- Provide credit for installation labor of casework.....**(\$968.00)**
- Provide material and labor for all firestop penetrations.....\$1,050.00
- Keiland Supervision.....\$1,300.00
- Keiland OH&P.....\$5,646.85

All For the Sum of:.....\$51,554.85

Response to this Revised Change Order Is Due BY 10/7/20. This revised change order would add an additional 5 working days to the construction schedule.

The above work is subject to the same conditions as specified in the original contract unless noted. Upon approval the amount of \$51,554.85.00 will be added to the contract price.

See attached documents

CO No: _____
TITLE: **PLES - Computer Lab Changes**

Date: 10/5/20

PRIME CONTRACTOR'S WORK				Revisions/Comments	
1	Direct Materials		0.00		
2	Sales Tax on Materials	9.0% of line 1	10.75%	0.00	
3	Direct Labor		1,300.00		
4	Insurance, Taxes, & Fringe Benefits	35% of line 3	0.00%	0.00	
5	Rental Equipment		0.00		
6	Sales Tax on Rental Equipment	10.75% of line 5	10.75%	0.00	
7	Equipment Ownership		0.00		
8	SUBTOTAL	Add lines 1-7		1,300.00	
9	Field Overhead	10% of line 8	0.00%	0.00	
10	SUBTOTAL	Add lines 8 & 9		1,300.00	

SUB-CONTRACTOR'S FIELD WORK				Revisions/Comments	
11	Direct Materials		32,286.00		
12	Sales Tax on Materials	9.5% of line 11	0.00		Included in line 11
13	Direct Labor		12,322.00		
14	Warranty	4 % of line 11	0.00		
15	Rental Equipment		0.00		
16	Sales Tax on Rental Equipment	9% of line 15	0.00		Included in line 11
17	Equipment Ownership		0.00		
18	SUBTOTAL	add lines 11-17		44,608.00	
19	Field Overhead	5% of line 18	0.00	0.00	
20	SUBTOTAL	add lines 18 & 19		44,608.00	
21	Home Office Overhead & Profit	10% of line 20	0.00	0.00	included in line 20
22	Profit	10% of line 20	0.00	0.00	
23	ADJUSTMENT		0.00		
24	SUBTOTAL	Add lines 20 - 22		44,608.00	

24 Prime Contractor's Work	from line 10		1,300.00	
25 Sub-contractor's Work	from line 23		44,608.00	
26 SUBTOTAL	add lines 24 & 25			45,908.00
27 Prime Overhead on Sub-contractor	5% of line 25	0.00%	0.00	
28 Prime's Home Office Overhead	5% of line 24	5.00%	65.00	
29 Prime's Profit	10% of line 26	10.00%	4,590.80	
30 SUBTOTAL	add lines 26 - 29			50,563.80
31 Prime Contractor's Bond Premium	0% of line 30	1.96%	991.05	
32 TOTAL COST	add lines 30 & 31			51,554.85

51,554.85

Date _____

Project Manager

Notes: Not in original scope of work.

Prien Lake Elementary - Computer Lab Reconfiguration

Client: Calcasieu Parish School Board
 Architect: Champeaux, Evans, Hotard Architects
 Contract No.

BREAKDOWN OF DIRECT COSTS

Date: **5-Oct-20**

Classroom Pods Phase 11

ITEMS OF WORK FOR Prime Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		WK	Rate	Total
Project Manager	4	HR	0.00	0.00	65.00	260.00				0.00
Superintendent	16	HR		0.00	65.00	1,040.00				0.00
Field Labor - Firestop penetrations - See Below		LSUM		0.00		0.00				0.00
Material -		LF		0.00	0.00	0.00				0.00
Fuel		WK		0.00		0.00				0.00
Cell Phone		MO		0.00		0.00				0.00
Computer		WK		0.00		0.00				0.00
Field Office Trailer		MO		0.00		0.00				0.00
Conex Storage Container		MO								0.00
Dumpster Rental		MO								0.00
Portable Toilet		MO		0.00						0.00
Rental Equipment	1	WK								0.00
DIRECT Prime Contractor's TOTALS				0.00		1,300.00	R	Total (Rental)		0.00
							O	Total (Owned)		0.00

ITEMS OF WORK FOR Sub-Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		unit	Rate	Total
Chiasson Electric - material	1	LSUM	10,551.00	10,551.00	0.00	0.00				0.00
LRC (Data)	1	LSUM	20,585.00	20,585.00	0.00	0.00				
Chiasson Electric/LRC labor	1	LSUM	0.00	0.00	12,240.00	12,240.00				0.00
Insight - Credit Installation labor of casework	1	LSUM		0.00	-968.00	-968.00				
Insight - Added corner countertop units	2	EA	575.00	1,150.00	0.00	0.00				
DW Firestopping	1	LSUM		0.00	1,050.00	1,050.00				
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				
		EA	0.00	0.00	0.00	0.00				
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
DIRECT Sub-Contractor's TOTALS				32,286.00		12,322.00	R	Total (Rental)		0.00
							O	Total (Owned)		



July 28, 2020

Keiland Construction
ATTN: John Gratz

RE: Classroom Pods Ph.11- Prien Lake Elementary
Change Order #5

Scope of work:

We propose to furnish labor and material to add a new panel, outlets, data drops, surface raceway, etc... to convert rooms 502 & 504 to computer labs.

Material (Boxes conduit, wire, cable, panel, devices, etc...)	\$ 9,175.00
LRC (Data)	<u>\$ 17,900.00</u>
	\$ 27,075.00
15%	<u>\$ 4061.00</u>
	\$ 31,136.00
Labor 136 m/h @ \$90.00	<u>\$ 12,240.00</u>
	\$ 43,376.00

Thank you for the opportunity of quoting this work.

RKC:jc

Sincerely,

R. Keith Chiasson, Jr.
R. Keith Chiasson, Jr.

Insight INCORPORATED

P.O. BOX 12660 • Alexandria, LOUISIANA 71315
TELEPHONE 225/907-8515 • FAX 318/767-1813

SCOPE LETTER / BID PRICING

TO: John Gratz – Keiland Construction LLC

FROM: Jeff Barbe, Insight, Inc.

LA. CONTRACTORS LICENSE# 12969

PROJECT: Prien Lake ES

ARCHITECT: Champeaux Evans & Hotard

BID DATE: August 11, 2020

WE WILL BE BIDDING ON THE FOLLOWING:

(-\$968) CREDIT

Deleting Installation of the Casework in Rms. 502 & 504 – ~~(\$760.00)~~ Credit
2 corner countertop units (ONLY) delivered and installed - \$1150.00

NO TAXES ARE INCLUDED IN THESE PRICES

Work Not Included

Items not included , Standing running trim, floor preparation, other countertops than the 2 corner units, electrical service from the junction box to the bleachers, or any other work not specifically mentioned as being included above.

Sincerely,



Jeff Barbe

318.767.1812

318.767.1813 Fax

225.907.8515 Cell. Phone



We build it better

Keiland LLC
600 Bayou Pines East
Suite G
Lake Charles, LA 70601

Request for Change Order

To: Champeaux, Evans, Hotard Architects
702 Dr. Michael DeBakey Dr.
Lake Charles, LA 70601

Project: Classroom Pods Phase 11- Moss Bluff Middle School

RFC No: **1919-21R**

Date: 10/5/2020

Description: Per direction from Champeaux, Evans, Hotard Architects per **Revised RFP #10** dated 8/19/20 and CPSB:

Convert Room 306 at Moss Bluff Middle School into a Computer Lab:

- Provide electrical material for power poles, panel, conduit and wire, data ports and new receptacles.....**\$17,106.00**
- Provide data drops at each power pole location and at each station.
- Provide new receptacles.
- Remove data and receptacle wiring where indicated and provide blank cover plates over the rough-in boxes.
- Provide all electrical installation labor.....**\$7,380.00**
- Relocate Visual Display Boards from north and south walls to owner warehouse and purchase new 4'-0" marker board for west wall.....**\$373.00**
- Credit for casework on west wall (product already fabricated).....**(\$1,903.00)**
- Touch-up paint throughout room.....**\$90.00**
- CMC Labor, Materials & Equipment.....**\$3,117.15**
- CMC GL.....**\$487.63**
- Johnson Supply – 5.0 ton Bard Unit.....**\$16,388.00**
- Keiland Supervision**\$1,040.00**
- Keiland OH&P.....**\$5,411.24**

All For the Sum of:.....\$49,490.00

Response to this Change Order Is Due BY 10/7/20. This revised change order would add a minimum of 12 weeks for delivery and an additional 5 working days for installation to the construction schedule. The above work is subject to the same conditions as specified in the original contract unless noted. Upon approval the amount of \$49,490.00 will be added to the contract price.

See attached documents

ATTN: Harold Heath

Date: 10/5/20

DESCRIPTION:

Per RFP #10 Revised - Computer Lab reconfiguration and power poles at MBMS. Upsize Bard Unit from 3.5 ton to 5.0 ton.

PRIME CONTRACTOR'S WORK				Revisions/Comments			
1 Direct Materials			0.00				
2 Sales Tax on Materials	9.0% of line 1	10.75%	0.00				
3 Direct Labor			1,040.00				
4 Insurance, Taxes, & Fringe Benefits	35% of line 3	0.00%	0.00				
5 Rental Equipment			0.00				
6 Sales Tax on Rental Equipment	10.75% of line 5	10.75%	0.00				
7 Equipment Ownership			0.00				
8 SUBTOTAL	Add lines 1-7				1,040.00		
9 Field Overhead	10% of line 8	0.00%	0.00				
10 SUBTOTAL	Add lines 8 & 9				1,040.00		

Prime Remarks:

SUB-CONTRACTOR'S FIELD WORK				Revisions/Comments			
11 Direct Materials			33,867.00				
12 Sales Tax on Materials	9.5% of line 11	0.00%	0.00				Included in line 11
13 Direct Labor			8,821.78				
14 Warranty	4 % of line 11	0.00%	0.00				
15 Rental Equipment			350.00				
16 Sales Tax on Rental Equipment	9% of line 15	0.00%	0.00				Included in line 11
17 Equipment Ownership			0.00				
18 SUBTOTAL	add lines 11-17				43,038.78		
19 Field Overhead	5% of line 18	0.00%	0.00				
20 SUBTOTAL	add lines 18 & 19				43,038.78		
21 Home Office Overhead & Profit	10% of line 20	0.00%	0.00				included in line 20
22 Profit	10% of line 20	0.00%	0.00				
23 ADJUSTMENT			0.00				
24 SUBTOTAL	Add lines 20 - 22				43,038.78		

Sub Remarks:

24 Prime Contractor's Work	from line 10		1,040.00				
25 Sub-contractor's Work	from line 23		43,038.78				
26 SUBTOTAL	add lines 24 & 25				44,078.78		
27 Prime Overhead on Sub-contractor	5% of line 25	0.00%	0.00				
28 Prime's Home Office Overhead	5% of line 24	5.00%	52.00				
29 Prime's Profit	10% of line 26	10.00%	4,407.88				
30 SUBTOTAL	add lines 26 - 29				48,538.66		
31 Prime Contractor's Bond Premium	0% of line 30	1.96%	951.36				
32 TOTAL COST	add lines 30 & 31				49,490.02		

Estimate time extension and justification

3 working days

49,490.02

Prime Contractor name: Keiland Construction, LLC

Sub-contractor name:

Signature & Title of preparer

Date

9/29/2020

John Gratz

Project Manager

Notes: Not in original scope of work.

MBMS - Computer Lab Reconfiguration

BREAKDOWN OF DIRECT COSTS

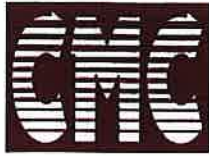
Client: Calcasieu Parish School Board
 Architect: Champeaux, Evans, Hotard Architects
 Contract No.

Date: 5-Oct-20

Classroom Pods Phase 11

ITEMS OF WORK FOR Prime Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		WK	Rate	Total
Project Manager	4	HR	0.00	0.00	65.00	260.00				0.00
Superintendent	12	HR		0.00	65.00	780.00				0.00
Field Labor - Deliver Bard unit- See below		MHRS		0.00	45.00	0.00				0.00
Field Labor - Patch and repair block wall		MHRS		0.00	45.00	0.00				0.00
Material -		LF		0.00	0.00	0.00				0.00
Fuel		WK		0.00		0.00				0.00
Cell Phone		MO		0.00		0.00				0.00
Computer		WK		0.00		0.00				0.00
Field Office Trailer		MO		0.00		0.00				0.00
Conex Storage Container		MO								0.00
Dumpster Rental		MO								0.00
Portable Toilet		MO		0.00						0.00
Rental Equipment		WK								0.00
DIRECT Prime Contractor's TOTALS				0.00		1,040.00	R	Total (Rental)		0.00
							O	Total (Owned)		0.00

ITEMS OF WORK FOR Sub-Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		unit	Rate	Total
Chiasson Electric - material	1	LSUM	17,106.00	17,106.00	0.00	0.00				0.00
Chiasson Electric - labor	1	LSUM	0.00	0.00	7,380.00	7,380.00				0.00
Insight Millwork credit-includes labor	1	LSUM		0.00	-1,903.00	-1,903.00				
Claridge - marker board	1	EA	373.00	373.00	0.00	0.00				
TGLP - touch-up painting	2	MHRS	0.00	0.00	45.00	90.00				
				0.00						
CMC Labor to warehouse 3.5 ton unit	1	LSUM			223.00	223.00				
CMC Materials	1	LSUM	0.00	0.00		0.00				
CMC Equipment	1	LSUM	0.00	0.00		0.00				
Johnson Supply - Bard Unit 5.0 ton	1	LSUM	16,388.00	16,388.00	0.00	0.00		1	350.00	350.00
CMC OH&P	1	LSUM	0.00	0.00	2,544.15	2,544.15				0.00
CMC GL	1	LSUM		0.00	487.63	487.63				0.00
		EA	0.00	0.00		0.00				0.00
DIRECT Sub-Contractor's TOTALS				33,867.00		8,821.78	R	Total (Rental)		350.00
							O	Total (Owned)		



**Calcasieu
Mechanical
Contractors, Inc.**

9/28/2020

P. O. Box 7728, Lake Charles, LA 70606-7728
3121 Country Club Road, Lake Charles, LA 70605
Phone (337) 477-0097 Fax (337) 478-1122
Louisiana Contractors Lic # 23795
Texas Contractors Lic # TACLA27219E

September 28, 2020

General Contractor

ATTN: Estimating Dept

Ref: CPSB Classroom Pods Ph 11- RFP #10

Calcasieu Mechanical Contractors is pleased to offer the following 'Scope of Work'

Furnish labor and material to install HVAC systems per RFP #10 subject to clarifications listed below.

Clarifications:

*****All clarifications listed must be incorporated as part of the subcontract.*****

All electrical above 50 volts by others.
All plumbing by others.
Cutting and patching by others.
All roofing by others.
All special systems by others.
All fire proofing for HVAC penetrations excluded.
Any and all structural modifications for HVAC equipment, if required, by others.
Any blocking required to level any curb is excluded.
All work based on regular business hours.
All equipment housekeeping pads by others.
All painting by others.
Temporary HVAC, if required, by others.
Dumpsters for construction material provided by others.
All ceiling removal and reinstallation by others.
Third party commissioning of HVAC systems excluded.
Bond not included.

PRICE \$ 19,972.78 ~~20,036.00~~ *JK*

Please call with any questions.

Joshua Moreno

Estimator

ACCEPTANCE OF PROPOSAL

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____

Construction Contract Change Order SUMMARY

Item No. 1
RFI No. (or COR, CPR, etc.) 10
Date: 9/29/2020

Project No. CMC Job # 2023
Project Name: CPSB Classroom Pods - Phase 11

Sub Contractor Name: Calcasieu Mechanical Contractors, Inc.

Description of Work: Furnish labor, materials and equipment necessary to complete the scope of work associated with the changes requested in RFP #10 dated 9/19/2020. Clarifications attaced are included as part of scope & price.

Sub Contractor Direct Costs - Breakdown No.
(See attached breakdown)

Total Sub Contractor Cost
(Sub Contract Direct Cost plus OH&P)

15 %
(Max: 15%)

16,961.00
\$ 16,997.00

~~\$19,547.00~~
\$19,505.15

Subcontractor Cost Breakdowns
(See attached.)

Subcontractor Name - 2nd Tier	Breakdown No.	A Total Direct Cost	B OH&P (Max 15%)	C Total A+(A X B)
			%	
			%	
			%	
			%	
			%	
			%	
			%	
			%	
			%	

Subcontractor - 2nd Tier Direct Costs Total
(Sum column A)

\$ -

Subcontractor - 2nd Tier Direct Costs + Subcontractor OH&P
(Sum column C)

Sub Contractor OH&P on Subcontractor Direct Cost at
(Sum column A times Sub Contractor OH&P rate.)

10 %
(Max: 10%)

Total Subcontractor 2nd Tier Costs
(Subcontractor - 2nd Tier Direct Costs + OH&P + Sub Contractor OH&P)

Change Order Subtotal
(Sum of Total Sub Contractor Costs and Total Subcontractor 2nd Tier Costs)

GL

2.5 %

Amount will be ☒ increased ☐ decreased ☐ unchanged by
(Sum of Change Order Subtotal and Performance and Payment Bond)

Days will be ☒ increased ☐ decreased ☐ unchanged by
(Attach supporting data such as meteorological reports)

~~\$19,547.00~~

19,505.15

\$489.00

489.63

~~\$20,036.00~~

\$19,992.78

1

Construction Contract Change Order BREAKDOWN

Breakdown No. 1

Item No.

RFP No. (or COR, CPR, etc.) 10

Project No.: CMC Job # 2023

Date: 9/29/2020

Project Name: CPSB Classroom Pods - Phase 11

Contractor/Subcontractor Name: Calcasieu Mechanical Contractors, Inc.

Direct Cost of Work :

A. Labor <small>Check here if explained on the Comment Sheet</small>		Hourly Wage Rate	Hours	Total Cost
1	Piping Equipment Labor	<input type="checkbox"/> 36.00	4	\$144.00
2	Piping Field Labor	<input type="checkbox"/> 36.00	1	\$36.00
3	Piping Supervision	<input type="checkbox"/> 42.50	1	\$43.00
4	Burden Included	<input type="checkbox"/>		
5		<input type="checkbox"/>		
6		<input type="checkbox"/>		
7		<input type="checkbox"/>		

Add Labor Burden @ %

LABOR TOTAL

\$223.00

B. Material		Unit Price	Unit	Units	Total Cost
1	Johnson Supply - See attached quote	<input type="checkbox"/> 16,388.00	LS	1	\$16,388.00
2		<input type="checkbox"/>			
3		<input type="checkbox"/>			
4		<input type="checkbox"/>			
5		<input type="checkbox"/>			
6		<input type="checkbox"/>			
7		<input type="checkbox"/>			

(Copies of invoices may be required.)

Add Tax @ %

MATERIAL TOTAL

\$16,388.00

C. Equipment		Unit Rate	Unit	Units	Total Cost
1	Extended Reach Forklift	<input type="checkbox"/> 350.00	LS	1	\$350.00
2		<input type="checkbox"/>			
3		<input type="checkbox"/>			
4		<input type="checkbox"/>			
5		<input type="checkbox"/>			
6		<input type="checkbox"/>			
7		<input type="checkbox"/>			

(Copies of invoices may be required.)

Add Tax @ 10.2 %

EQUIPMENT TOTAL

\$386.00

TOTAL DIRECT COST FOR THIS BREAKDOWN:

1

\$16,997.00

(Sum A, B & C)

Handwritten: 16,997.00



4002 CAMERON STREET, LAFAYETTE, LA, 70506 (337) 232-9862 FAX 337) 232-2158

www.johnsonsupply.com

JOHNSON SUPPLY

QUOTATION FOR: PODS XI, ITEC C/O for Moss Bluff Middle School CPU Room

Calcasieu Mechanical

QUOTE NUMBER: 20200713-RAS1

DATE: August 25, 2020

WE ARE PLEASED TO QUOTE THE FOLLOWING:

ALLIED
Commercial

MITSUBISHI
ELECTRIC
COOLING & HEATING
Live Better

Bard
UNITARY

Friedrich

QUANTITY	SYMBOL	DESCRIPTION	
1	160H1DB15MPXXXX	BARD 5.0-TON ITEC, 2-STG HEAT PUMP, 15KW, DEHUM, CRV 230/3	PFU-D
	FACTORY OPTIONS:	15.5 IPLV, 11.2 EER, 3.3 COP, 2-STAGE COOL AND HEAT + AUX HEAT - 15KW, CRV, DEHUM CIRCUIT, BEIGE PAINT	
1	FREIGHT	BARD FACTORY MOTOR FREIGHT, OHIO TO LAKE CHARLES.	
		SUBTOTAL UNIT ONLY W/ FREIGHT	\$13,642.00
		ACCESSORIES FOR COMPLETE INSTALL:	
1	IWS-B	BARD Wall Sleeve adjustable 8-13.5" total depth	
1	ILS1-10	BARD 1" Standard Outdoor Louver, Anodized Aluminum	
1	IPBDFH12-X	BARD Duct-Free Plenum Box 12" W/ Black linear slot grilles, Beige	
1	IST4-X	BARD 4" Side trim kit, Beige	
1	S8403-067	BARD CO2 Control w/ Normally Open SPST relay, 24VAC	
1	H6062A1000	HONEYWELL Digital De-Humidistat, Configurable, 24VAC	
2	TG511A1000	HONEYWELL Lock Box, Plastic, Small Size	
		SUBTOTAL ACCESSORIES ONLY	\$2,746.00

NOTE: THERMOSTAT BY JCI, NOT INCLUDED.
PLASMA IONIZATION NOT INCLUDED.

Quoted by:

Robert Sonnier
(337) 232-9862

rsonnier@johnsonsupply.com

NOT INCLUDED:

* ISOLATION, CONTROLS, VALVES, DISCONNECTS, THERMOSTATS, SMOKE DETECTORS, FILTERS (OTHER THAN STANDARD THROWAWAY), FIRESTATS, AND ALL ITEMS OTHER THAN LISTED ABOVE.

NOTES:

* JOB INFO SHEET REQUIRED ON ALL ORDERS OVER \$5,000 / PAYMENT BOND OVER \$25,000
* FOB: SHIPPING POINT - FREIGHT INCLUDED
* QUOTATION EXPIRES IN 30 DAYS

TOTAL \$16,388.00
(tax not included)

IF AN EXTENDED PROTECTION PLAN IS QUOTED, EXTENDED WARRANTY WILL NOT BE VALID UNTIL REGISTRATION FORMS ARE COMPLETED IN FULL AND RETURNED TO JOHNSON SUPPLY WITHIN 30 DAYS OF EQUIPMENT START-UP.



Quotation

PROJECT:	Calcasieu Classroom Pods Phase 11	QUOTE NO:	ME0714200830
LOCATION:	Lake Charles , LA 70601	DESCRIPTION:	Visual Display / Contract
BID DATE:	July 14, 2020	BONDABLE:	
TO:	Keinland Construction	PRICE VALID:	Sixty (60) Days
ATTENTION:	John Gratz	FAX NO:	

Cable News Pops Phase 11-Kentland 7/14/2025 8:55 AM

Insight

INCORPORATED

P.O. BOX 12660 • Alexandria, LOUISIANA 71315
TELEPHONE 225/907-8515 • FAX 318/767-1813

SCOPE LETTER / BID PRICING

TO: John Gratz – Keiland Construction, LLC

FROM: Jeff Barbe, Insight, Inc.

LA. CONTRACTORS LICENSE# 12969

PROJECT: Moos Bluff MS

WE WILL BE BIDDING ON THE FOLLOWING:

To remove the casework out of Rm 306 at Moss Bluff MS would result in a deduct of \$1903.00.

NO TAXES ARE INCLUDED IN THESE PRICES

Work Not Included

Items not included include removal of construction debris, Standing running trim, floor preparation, or any other work not specifically mentioned as being included above.

Sincerely,



Jeff Barbe

318.767.1812

318.767.1813 Fax

225.907.8515 Cell. Phone



July 6, 2020

Keiland Construction
ATTN: John Gratz

RE: Classroom Pods Ph.11- Moss Bluff Middle
Change Order #4

Scope of work:

We propose to furnish labor and material to add a new panel, power poles, outlets, data drops, surface raceway, etc.. in Room 306 per drawing RFP – 10.1

Material (conduit, wire, cable, boxes, panel, power poles, devices, etc...)	\$ 5,125.00
LRC (Data)	<u>\$ 9,750.00</u>
	\$ 14,875.00
15%	<u>\$ 2,231.00</u>
	\$ 17,106.00
Labor 82 m/h @ \$90.00	<u>\$ 7,380.00</u>
	\$ 24,486.00

Thank you for the opportunity of quoting this work.

Sincerely,

R. Keith Chiasson, Jr.

R. Keith Chiasson, Jr.

RKC:jc



We build it better

Keiland LLC
600 Bayou Pines East
Suite G
Lake Charles, LA 70601

Request for Change Order

To: Champeaux, Evans, Hotard Architects
2000 Lake St.
Lake Charles, LA 70601

Project: Classroom Pods Phase 11

RFC No: **1919-28 MBMS Revised Drainage Improvements**

Date: 10/6/20

Description: Per direction from Champeaux, Evans, Hotard Architects:

1. Provide labor and material to install additional drainage improvements at Moss Bluff Middle School per Revised RFP #17 dated 10/3/20:

- Mat. & Labor – 24" SDR35.....\$2,073.75
- Mat. & Labor – 24" SDR35 Y fitting.....\$2675.00
- Change from 15" SDR35 to 18" SDR35.....\$500.50
- Demo existing ECB-1.....\$450.00
- Equipment rental.....\$1,500.00
- MODIFY CB-1 (upsized to 30"x30").....\$250.00
- ADD NEW ECB-1 (30"x30").....\$2,450.00
- Credit for original modifications to ECB-1.....(-\$680.00)
- Keiland Supervision.....\$780.00
- Keiland OH&P @ 15%.....\$1,725.27

All for the Sum of: \$11,724.52

ALTERNATE FOR EAST LATERAL:

- Add 110 lf. of 15" SDR35
- Add 3 – 15" SDR35 T fittings
- Add 3 – 1/2" 3610-3 grates with concrete collar
- Add CB-6 with collar
- Demo and replace existing sidewalk (40 sf)
- Add stone and soil backfill
- Slope to drain and add sod (1450 sf)

Add the Sum of: \$22,619.48



We build it better

Keiland LLC

600 Bayou Pines East

Suite G

Lake Charles, LA 70601

Response to this Change Order Is Due BY 10/7/20. This change order would add 5 working days to the construction schedule. Each day past specified due date will add equal calendar days extension of the contract completion date.

The above work is subject to the same conditions as specified in the original contract unless noted.

Upon approval the sum of \$11,724.52 will be added to the base contract price. If the "Alternate for the East Lateral" is agreed to, add an additional \$22,619.48 to the contract price.

See attached documents

ATTN: Harold Heath

Date: 10/5/20

DESCRIPTION:

Add drains lines/catch basins/upsized piping per Drainage Improvements at Moss Bluff Middle school per RFP #17 dated 10/3/20 less the East Lateral.

PRIME CONTRACTOR'S WORK				Revisions/Comments	
1 Direct Materials			5,924.25		
2 Sales Tax on Materials	9.0% of line 1	10.75%	0.00		
3 Direct Labor			2,575.00		
4 Insurance, Taxes, & Fringe Benefits	35% of line 3	0.00%	0.00		
5 Rental Equipment			0.00		
6 Sales Tax on Rental Equipment	10.75% of line 5	10.75%	0.00		
7 Equipment Ownership			1,500.00		
8 SUBTOTAL	Add lines 1-7			9,999.25	
9 Field Overhead	10% of line 8	0.00%	0.00		
10 SUBTOTAL	Add lines 8 & 9			9,999.25	

Prime Remarks:

SUB-CONTRACTOR'S FIELD WORK				Revisions/Comments	
11 Direct Materials			0.00		
12 Sales Tax on Materials	9.5% of line 11	0.00%	0.00		Included in line 11
13 Direct Labor			0.00		
14 Warranty	4 % of line 11	0.00%	0.00		
15 Rental Equipment			0.00		
16 Sales Tax on Rental Equipment	9% of line 15	0.00%	0.00		Included in line 11
17 Equipment Ownership			0.00		
18 SUBTOTAL	add lines 11-17			0.00	
19 Field Overhead	5% of line 18	0.00%	0.00		
20 SUBTOTAL	add lines 18 & 19			0.00	
21 Home Office Overhead & Profit	10% of line 20	0.00%	0.00		included in line 20
22 Profit	10% of line 20	0.00%	0.00		
23 ADJUSTMENT			0.00		
24 SUBTOTAL	Add lines 20 - 22			0.00	

Sub Remarks:

24 Prime Contractor's Work	from line 10		9,999.25		
25 Sub-contractor's Work	from line 23		0.00		
26 SUBTOTAL	add lines 24 & 25			9,999.25	
27 Prime Overhead on Sub-contractor	5% of line 25	10.00%	0.00		
28 Prime's Home Office Overhead	5% of line 24	5.00%	499.96		
29 Prime's Profit	10% of line 26	10.00%	999.93		
30 SUBTOTAL	add lines 26 - 29			11,499.14	
31 Prime Contractor's Bond Premium	0% of line 30	1.96%	225.38		
32 TOTAL COST	add lines 30 & 31			11,724.52	

Estimate time extension and justification

TBD working days

11,724.52

Prime Contractor name: Keiland Construction, LLC

Sub-contractor name:

Signature & Title of preparer

Date

10/3/2020

John Gratz

Project Manager

Notes: Not in original scope of work.

Moss Bluff Middle - Drainage Improvements Revised

Client: Calcasieu Parish School Board
 Architect: Champeaux, Evans, Hotard Architects
 Contract No.

Date: **3-Oct-20**

BREAKDOWN OF DIRECT COSTS

Classroom Pods Phase 11

ITEMS OF WORK FOR Prime Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		WK	Rate	Total
Project Manager	4	HR	0.00	0.00	65.00	260.00				0.00
Superintendent	8	HR		0.00	65.00	520.00				0.00
Material & Labor - 24" SDR35 drain lines	35	LF	31.25	1,093.75	28.00	980.00				0.00
Material & Labor - 24" SDR Y-Fitting	1	EA	2,630.00	2,630.00	45.00	45.00				0.00
Backfill existing CB and dispose of 10" drain line		LS		0.00	575.00	0.00				0.00
Slope to drain and fine grade swales (640 sf)		SF	0.00	0.00	1.25	0.00				0.00
Install Sod in existing pod (640 sf)		PLTS	160.00	0.00	70.00	0.00				0.00
MODIFY CB-1 (up-size to 30"x30")	1	EA	175.00	175.00	75.00	75.00				0.00
UPSIZE 15"SDR35 to 18"SDR35	70	LF	7.15	500.50		0.00				0.00
ADD NEW ECB-1 (30"x30")	1	EA	1,525.00	1,525.00	925.00	925.00				0.00
Demo existing ECB-1	1	LSUM		0.00	450.00	450.00				0.00
Credit for original modification to existing ECB-1	1	LSUM		0.00	-680.00	-680.00				0.00
Fuel		WK		0.00		0.00				0.00
Cell Phone		MO		0.00		0.00				0.00
Computer		WK		0.00		0.00				0.00
Field Office Trailer		MO		0.00		0.00				0.00
Conex Storage Container		MO		0.00		0.00				0.00
Dumpster Rental		MO		0.00		0.00				0.00
Portable Toilet		MO		0.00		0.00				0.00
Rental Equipment	1	WK						1	1500	1500.00
DIRECT Prime Contractor's TOTALS				5,924.25		2,575.00	R	Total (Rental)		0.00
							O	Total (Owned)		1500.00

ITEMS OF WORK FOR Sub-Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		unit	Rate	Total
		LSUM	0.00	0.00	0.00	0.00				0.00
		LSUM	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
DIRECT Sub-Contractor's TOTALS				0.00		0.00	R	Total (Rental)		0.00
							O	Total (Owned)		

ATTN: Harold Heath

Date: 10/6/20

DESCRIPTION: Add drains lines/catch basins/upsized piping per Drainage Improvements at Moss Bluff Middle school per RFP #17 dated 10/3/20 including East Lateral

PRIME CONTRACTOR'S WORK				Revisions/Comments	
1 Direct Materials			13,912.75		
2 Sales Tax on Materials	9.0% of line 1	10.75%	0.00		
3 Direct Labor			12,577.50		
4 Insurance, Taxes, & Fringe Benefits	35% of line 3	0.00%	0.00		
5 Rental Equipment			0.00		
6 Sales Tax on Rental Equipment	10.75% of line 5	10.75%	0.00		
7 Equipment Ownership			2,800.00		
8 SUBTOTAL	Add lines 1-7			29,290.25	
9 Field Overhead	10% of line 8	0.00%	0.00		
10 SUBTOTAL	Add lines 8 & 9			29,290.25	
Prime Remarks:					

SUB-CONTRACTOR'S FIELD WORK				Revisions/Comments	
11 Direct Materials			0.00		
12 Sales Tax on Materials	9.5% of line 11	0.00%	0.00		Included in line 11
13 Direct Labor			0.00		
14 Warranty	4 % of line 11	0.00%	0.00		
15 Rental Equipment			0.00		
16 Sales Tax on Rental Equipment	9% of line 15	0.00%	0.00		Included in line 11
17 Equipment Ownership			0.00		
18 SUBTOTAL	add lines 11-17			0.00	
19 Field Overhead	5% of line 18	0.00%	0.00		
20 SUBTOTAL	add lines 18 & 19			0.00	
21 Home Office Overhead & Profit	10% of line 20	0.00%	0.00		Included in line 20
22 Profit	10% of line 20	0.00%	0.00		
23 ADJUSTMENT			0.00		
24 SUBTOTAL	Add lines 20 - 22			0.00	
Sub Remarks:					

24 Prime Contractor's Work	from line 10		29,290.25		
25 Sub-contractor's Work	from line 23		0.00		
26 SUBTOTAL	add lines 24 & 25			29,290.25	
27 Prime Overhead on Sub-contractor	5% of line 25	10.00%	0.00		
28 Prime's Home Office Overhead	5% of line 24	5.00%	1,464.51		
29 Prime's Profit	10% of line 26	10.00%	2,929.03		
30 SUBTOTAL	add lines 26 - 29			33,683.79	
31 Prime Contractor's Bond Premium	0% of line 30	1.96%	660.20		
32 TOTAL COST	add lines 30 & 31			34,343.99	

Estimate time extension and justification

TBD working days

34,343.99

Prime Contractor name: Keiland Construction, LLC

Sub-contractor name:

Signature & Title of preparer

Date

10/6/2020

John Gratz

Project Manager

Notes: Not in original scope of work.

Moss Bluff Middle - Drainage Improvements Revised

Client: Calcasieu Parish School Board

Architect: Champeaux, Evans, Hotard Architects

BREAKDOWN OF DIRECT COSTS

Contract No.

Date: 6-Oct-20

Classroom Pods Phase 11

ITEMS OF WORK FOR Prime Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		WK	Rate	Total
Project Manager	6	HR	0.00	0.00	65.00	390.00				0.00
Superintendent	12	HR		0.00	65.00	780.00				0.00
Material & Labor - 15" SDR35 drain lines	110	LF	11.85	1,303.50	26.00	2,860.00				0.00
Material & Labor - 15" SDR35 T-fitting	3	EA	595.00	1,785.00	45.00	135.00				0.00
Material & Labor - V-3610-3 Grate w/conc collar	3	EA	150.00	450.00	135.00	405.00				0.00
Material & Labor - 24" SDR35 drain lines	35	LF	31.25	1,093.75	28.00	980.00				0.00
Material & Labor - 24" SDR Y-Fitting	1	EA	2,630.00	2,630.00	45.00	45.00				0.00
Field Labor - ADD Install CB-6 catch basin & collar	1	EA		0.00	850.00	850.00				0.00
Material - ADD PC Catch basins-CB-6	1	EA	1,350.00	1,350.00	0.00	0.00				0.00
Backfill existing CB and dispose of 10" drain line	1	LS		0.00	575.00	575.00				0.00
Demo and replace existing sidewalk @ Pod	40	SF		0.00	28.00	1,120.00				0.00
Material - ADD stone backfill	60	TONS	35.00	2,100.00	15.00	900.00				0.00
Material - ADD compacted soil backfill	45	TCYDS	8.00	360.00	15.00	675.00				0.00
Slope to drain and fine grade swales (1450 sf)	1450	SF	0.00	0.00	1.25	1,812.50				0.00
Install Sod in existing pod (1450 sf)	4	PLTS	180.00	640.00	70.00	280.00				0.00
MODIFY CB-1 (up-size to 30"x30")	1	EA	175.00	175.00	75.00	75.00				0.00
UPSIZE 15"SDR35 to 18"SDR35	70	LF	7.15	500.50		0.00				0.00
ADD NEW ECB-1 (30"x30")	1	EA	1,525.00	1,525.00	925.00	925.00				0.00
Demo existing ECB-1	1	LSUM		0.00	450.00	450.00				0.00
Credit for original modification to existing ECB-1	1	LSUM		0.00	-680.00	-680.00				0.00
Fuel		WK		0.00		0.00				0.00
Cell Phone		MO		0.00		0.00				0.00
Computer		WK		0.00		0.00				0.00
Field Office Trailer		MO		0.00		0.00				0.00
Conex Storage Container		MO		0.00		0.00				0.00
Dumpster Rental		MO		0.00		0.00				0.00
Portable Toilet		MO		0.00		0.00				0.00
Rental Equipment	1	WK						1	2800	2800.00
DIRECT Prime Contractor's TOTALS				13,912.75		12,577.50	R	Total (Rental)		0.00
							O	Total (Owned)		2800.00

ITEMS OF WORK FOR Sub-Contractor	QTY	UNIT	MATERIAL		LABOR		R O	EQUIPMENT		
			Unit Cost	Total Cost	Unit Cost	Total Cost		unit	Rate	Total
		LSUM	0.00	0.00	0.00	0.00				0.00
		LSUM	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
		EA	0.00	0.00	0.00	0.00				0.00
DIRECT Sub-Contractor's TOTALS				0.00		0.00	R	Total (Rental)		0.00
							O	Total (Owned)		

Item 11.E.

Information
available prior
to board
meeting

RECOMMENDATION OF ACCEPTANCE

11.F

TO: Calcasieu Parish School Board

DATE: October 1, 2020

PROJECT NO: MA 1902

PROJECT NAME: COVERED PAVILIONS & RESTROOMS
R. W. VINCENT ELEMENTARY SCHOOL
ALONZO LEBLANC MIDDLE SCHOOL
Calcasieu Parish School Board

DESIGNER: Ellender Architects & Associates, LLC

CONTRACTOR: K & J Development of SWLA

OWNER: Calcasieu Parish School Board

I certify that, to the best of my knowledge and belief, this project is complete or substantially complete in accordance with the Plans and specifications to the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

DATE OF ACCEPTANCE: August 24, 2020

CONTRACT DATE OF COMPLETION: March 27, 2020

NUMBER OF DAYS : N/A

VALUE OF PUNCH LIST (Attach Itemized List) \$ 38,000.00

Recommended:


ARCHITECT

For Use of Owner

I concur in the Acceptance of this project:

Accepted:

CALCASIEU PARISH SCHOOL BOARD
OWNER

COVERED PAVILIONS AND RESTROOMS

R.W. VINCENT ELEMENTARY SCHOOL

ALONZO LEBLANC MIDDLE SCHOOL

PUNCH LIST - 8/24/20

General Items

Cost:

- | | |
|---|----------|
| 1) Clean up any construction debris | \$200.00 |
| 2) Submit roof warranties | \$500.00 |
| 3) Submit As Built Drawings | \$300.00 |
| 4) Deliver extra materials to school | \$300.00 |
| ·Ceiling Tile | |
| ·Paint | |
| 5) Clean tile floors & walls and seal joints | \$300.00 |
| 6) Adjust all door closers for ADAAG compliant closing and latching speed | \$400.00 |

R.W. Vincent Elementary School

- | | |
|---|------------|
| 1) Provide benches as specified | \$1,500.00 |
| 2) Complete hydroseeding | \$500.00 |
| 3) Caulk joint between masonry and metal wall panel | \$200.00 |
| 4) Complete porcelain tile base to door frame in corridor | \$200.00 |
| 5) Provide fire rating identification on door and frame at Mechanical Room | \$300.00 |
| 6) Complete window installation in existing exterior wall | \$500.00 |
| 7) Complete wall base in existing classroom & new restroom | \$500.00 |
| 8) Provide transition strip where porcelain tile meets VCT at new single restroom in existing classroom. | \$100.00 |
| 9) Touch up paint above base in existing classroom | \$100.00 |
| 10) Complete base and wall tile at opening to existing corridor | \$200.00 |
| 11) Cut out foam and seal vertical joint at wall at opening to existing corridor | \$100.00 |
| 12) Clean up Mechanical Room and seal floor and provide transition strip at floor | \$300.00 |
| 13) Repair or straighten existing fencing in back that was knocked over | \$100.00 |
| 14) Haul off ball game laying down next to temporary building | \$100.00 |
| 15) Remove old marker board from computer lab | \$100.00 |
| 13) Door #2 | \$200.00 |
| ·Provide and install door closer | |
| 14) Door #1 | \$1,500.00 |
| ·Re-pour concrete landing outside to comply with Building and ADA codes | |
| ·Chip out concrete to a depth of 2" and pour new concrete landing flush with finishing floor. Area affected is bound by the wall panels, doors, and playcourt slab. | |

·Wall panels, bottom sill flashing, and associated trim will ne to be raised to facilitate new concrete landing. Do not pour concrete against wall panels.

·It is possible a 1:50 or flatter slope can be attained from the finished floor to the playcourt slab. In field elevation check and verification shall be performed.

·If 1:50 can't be achieved, then a level slab shall be poured creating a 1" offset at the playcourt slab. A transitional modular surface applied ramp must be installed with integral returns to the brick veneer.

15) Girls RR 103

·Reverse swing of handicapped toilet stall door. Door shall hinge from short side, opposite from toilet

\$400.00

Alonzo Leblanc Middle School:

- | | |
|---|------------|
| 1) Clean out new drains | \$200.00 |
| 2) Flush out existing 8" PVC drain to street | \$200.00 |
| 3) Provide swale to walkway drain going to the north | \$200.00 |
| 4) Repair existing brick finish on exterior wall near existing restroom | \$100.00 |
| 5) Provide flashing against existing wall along walkway covers | \$400.00 |
| 6) Provide benches as specified | \$1,500.00 |
| 7) Door #6 | |
| ·Provide and install perimeter gasketing | \$150.00 |
| ·Provide and install dogging cylinder | \$50.00 |
| ·Remove sweeps and install NGP #15Na door bottoms | \$150.00 |
| ·Provide and install threshold | \$700.00 |
| ·Provide Trimco 1209 extra heavy-duty floor stops | \$150.00 |
| 8) Clean pavilion structure | \$750.00 |

Civil/Structural Items

R.W. Vincent Elementary

- | | |
|--|----------|
| 1) Remove temporary road and regrade disturbed grade | |
| 2) Reinstall/Repair fence at temporary road | |
| 3) Remove erosion control efforts from catch basins | \$150.00 |
| 4) Fine grading at catch basins | \$300.00 |
| 5) Remove grade against brick at building | \$300.00 |
| 6) Remove (or grade on site?) dirt pile at SE corner of site | \$300.00 |

Alonzo Leblanc Middle School:

- | | |
|--|----------|
| 1) General clean up | \$100.00 |
| 2) Remove paper from concrete expansion joints | \$100.00 |
| 3) Clean catch basins (silted over) | \$150.00 |
| 4) Remove temporary road and regrade disturbed grade | |
| 5) Reinstall/Repair fence at temporary road | \$300.00 |

Total: \$15,150.00



DATE: 7-29-2020 ADG # 19218
PROJECT NAME: CPSB – Covered Pavilions & Restrooms
ARCHITECT: Moss Architects
CONTRACTOR: Lake Area Electric
PERSONS PRESENT: Claire Jumonville

ITEMS OBSERVED:

1. Ref Sheet E1.1
 - a. Crosshatched Luminaires are to be wired as “unswitched”. Currently, they are not wired properly \$1000
2. Ref Sheet E1.2
 - a. New Elec Panel LP19:..... \$500
 - i. Provide accurate typewritten circuit directory.
 - ii. Provide proper I.D./Nametag per detail.
 - iii. Verify feeder breaker is labelled properly.
 - b. Provide proper I.D./Nametag on disconnect switches serving condensing units \$200
 - c. Provide a proper termination for existing wiring on exterior wall of building which now occurs in NW corner of New Mech Rm 102 \$150
 - d. All new exterior receptacles shall receive proper “Raintight while-in-use” coverplates equal to the specified type. Currently, the coverplates do not meet specifications \$275
3. Ref Sheet E1.3
 - a. Install I/C Trumpet per drawing \$700
 - b. Complete installation of new receptacles..... \$550
 - c. Identify empty stubbed up raceways in NW corner of pavilion \$175

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.



DATE: 7-30-20 ADG # 19218
PROJECT NAME: Covered Pavilions and Restrooms
ARCHITECT: Moss Architects
CONTRACTOR: Air Conduit, H2O Plumbing
PERSONS PRESENT: Jase McGough

ITEMS OBSERVED:

1. Provide 3 sets of O&M manuals in plastic binders for all mechanical and plumbing equipment. Include TAB report, manufacturer warranties, as-built record drawings, etc.
\$500
2. Provide "as-built" redline record drawings showing any deviations from the plans and specifications for all HVAC and plumbing systems. Include copy in O&M manuals.
\$500
3. Complete test and balance of all mechanical systems (HVAC, fans, etc.) by an independent test and balance contractor. Test and Balance contractor shall verify that sequences of control are working as specified. Provide Test & Balance report for all systems to engineer for review. Include copy in O&M manuals.
\$3,000
4. Complete and demonstrate to engineer all controls and graphics serving expansion.
\$10,000
5. Adjust all restroom and janitor exhaust fan occupancy sensors to five minutes as scheduled on sheet M2.2.
\$100



6. Provide UV/weatherproof mastic on all exposed refrigerant piping as per specifications.
\$200
7. Clean smudges from all ceiling cassettes.
\$50
8. Provide and install fire damper in outside air unit duct penetration at corridor as shown on revised drawings stamped 1-6-20.
\$1,250
9. Provide vibration isolator on threaded rods supporting FAU-1 as shown in detail #7 sheet M2.1.
\$500
10. Repair or replace girl's restroom exhaust fan grille due to bent grid components.
\$250
11. Exhaust fans in boy's and class restrooms would not activate on this date. Determine cause and remediate.
\$500
12. Provide and install louver flange at outside air duct louver.
\$250



13. Unable to determine if trap primer serving girl's restroom floor drain is operating correctly. Verify flow. If flow cannot be achieved, then provide and install trap seal and reinstall floor drain strainer.
\$200
14. Provide and install pre-cut truebro lav guard at classroom restroom lav.
\$300
15. At second water closet from entrance in girl's restroom, wall escutcheon does not cover wall rough-in penetration. Remove escutcheon, fill wall penetration and paint to match.
\$150
16. Provide and install pro-set trap guard in mechanical room floor drain.
\$200
17. Electric water cooler front panel on high side is installed such that panels right edge is exposed leaving sharp surface. Properly install front panel.
\$100
18. East most water closet in boy's restroom produces noise when valve seats. Determine cause and remediate.
\$100
19. Provide tee keys for hose bibb to owner.
\$50



20. Provide cutoff valve above ceiling for hose bibb as shown on sheet P1.1.
\$200
21. Provide and install 2-1/8" thick 3/4# density fiberglass insulation with aluminum foil vapor barrier on roof drain piping per specifications.
\$750
22. Clean all plumbing fixtures to as new condition.
\$150

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

RECOMMENDATION OF ACCEPTANCE

11.G

TO: Calcasieu Parish School Board

DATE: August 20, 2020

PROJECT NO: EA 2018-14

PROJECT NAME: PHASE 2 – NEW TWO STORY CLASSROOM WING,
RESTROOM RENOVATIONS, NEW HYDRONIC PIPING
2017 BOND ISSUE IMPROVEMENTS
WASHINGTON-MARION HIGH SCHOOL
2802 Pineview Street, Lake Charles, Louisiana 70615
Calcasieu Parish School Board

DESIGNER: Ellender Architects & Associates, LLC

CONTRACTOR: Pat Williams Construction, LLC

OWNER: Calcasieu Parish School Board

I certify that, to the best of my knowledge and belief, this project is complete or substantially complete in accordance with the Plans and specifications to the point where it can be used for the purpose which was intended. It is recommended that it be accepted.

DATE OF ACCEPTANCE: August 20, 2020

CONTRACT DATE OF COMPLETION: August 21, 2020

NUMBER OF DAYS Underrun As of Acceptance Date: One (1) Calendar Day

VALUE OF PUNCH LIST (Attach Itemized List): \$ 119,730.00

Was part of project occupied prior to Acceptance: Yes

PORION OCCUPIED: Attach Beneficial Occupancy Forms

Recommended:


ARCHITECT

For Use of Owner

I concur in the Acceptance of this project:

Signed:

CALCASIEU PARISH SCHOOL BOARD
OWNER

ELLENDER Architects & Associates, LLC



PUNCH LIST – August 14, 2020

PHASE 2 – NEW TWO STORY CLASSROOM WING RESTROOM RENOVATIONS NEW HYDRONIC PIPING

WASHINGTON-MARION HIGH SCHOOL

2017 BOND ISSUE IMPROVEMENTS
Calcasieu Parish School Board
CPSB Bid No. 2019-07PC

PUNCH LIST TOTAL VALUE\$ 119,730

GENERAL

- 1) Complete all work in accordance with project plans, specifications, addenda, and change orders.
- 2) Clean all surfaces in all rooms and spaces. Remove paint from paint from stained doors and door hardware, protective plastic, wrappings, stickers, etc. **\$2000**
- 3) Provide operational & maintenance documents per Specification Section 011000, including original warranty documents. **\$ 2000**
- 4) Maintenance Materials
 - a) Ceiling Tiles: Four (4) boxes. **\$300**
 - b) Paint: One (1) gallon for each paint & color used. **\$200**
 - c) VCT Flooring: Twelve (12) boxes of field color and four (4) boxes of each accent color. **\$1000**
 - i) Deliver all maintenance materials to CPSB marked as Washington-Marion New Two Story Classroom Wing. **\$200**
- 5) Apply bead of sealant where hollow metal frames intersect VCT floor tile. Sealant color shall be "black". **\$400**
- 6) Exterior Windows
 - a) The inside vertical turn-up leg of the window sub-sill flashing does not fit tight against the window frame. Reshape and tighten to remove gap. **\$1200**
 - b) Remove metal filings from all window framing, interior & exterior. **\$800**
 - c) Complete window perimeter sealant application. Numerous beads are not complete in the corners. Beads have pulled from window frames. **\$1200**
- 7) Complete installation of all door hardware and secure all door closer covers. **\$3000**

- 8) Apply transition strip where VCT flooring stops at sealed concrete floor. \$100
- 9) Adjust all door closers for proper closing and latching speeds. Speeds and pressures shall comply with ADA requirements. \$800
- 10) Gaps between CMU wall and switch/receptacle boxes. Fill and paint. \$500
- 11) Complete firestopping applications at rated walls. \$750
- 12) Complete painting of metal doors and frames. \$800
- 13) Where shelving units form corners, close top of shelving units with same laminated material as shelving. \$900
- 14) Straighten horizontal "Kelly green" paint lines in corridors and stairs. \$500
- 15) For all electrical device wall plates, ensure CMU gaps are closed and tight against device boxes. Apply bead of sealant to close gaps between wall plates and masonry wall. \$800
- 16) Provide and install furniture for S.T.E.M. 6101, Computer 6105, and S.T.E.M. 6102. \$45,000

EXTERIOR

- 1) Smooth grade all areas around the building slab, concrete walks, equipment slab, etc. Grade up to within 3" of the slab surface and 6" below the brick ledge. Apply hydroseeding as specified to all areas and during a time period so as to not promote seeding loss due to rain. \$800
- 2) Clean up all site areas affected by this construction project: New Two Story Building, covered walk, chiller yard, parking area, etc. Remove debris, rocks, pieces of concrete, etc. \$500
- 3) Apply pavement joint sealant to sidewalk joints and where concrete slabs and walks abut the building foundation, etc. Create sealant reservoirs and fill with sealant as specified and detailed. \$400
- 4) Remove concrete splatters from all pavement surfaces. \$300
- 5) Smooth concrete surface areas where underground storm drain piping penetrates the slab. Concrete surface not finished. \$200
- 6) Underground storm drain piping cap is concealed by concrete sidewalk. Raise pipe cap to clear concrete slab. \$500
- 7) Provide and install rain hood over rear exterior doors. \$800
- 8) Glass Doors, Main Front Entry
 - a) Bottom sweep of main entry glass doors is torn. Replace. Adjust door closing to prevent tearing of the sweep. \$150
 - b) Adjust doors. Doors are not square with frame and door pulls are not level with one another. \$400
- 9) Chiller Yard & Hydronic Piping
 - a) Remove and dispose of debris. \$400
 - b) Cut old fence posts off at slab level. Fill pipe opening with non-shrink structural grout level with slab. \$200

- c) Clean mortar from brick walls. \$100
- d) Provide and install pipe hoods where hydronic piping penetrates exterior walls. Seal and watertight. \$900

ELECTRICAL 6123

- 1) Clean and seal concrete floor. \$250

ELEVATOR EQUIPMENT 6122

- 1) Clean and seal concrete floor. \$250

SPRINKLER 6124

- 1) Clean and seal concrete floor. \$250

CORRIDOR 6100

- 1) Replace damaged ceiling grid near Lounge. \$250

S.T.E.M. 6101

- 1) Clean ceiling tile. \$100
- 2) Adjust cabinet doors. Parting doors making contact. \$150

COMPUTER 6105

- 1) Ceiling grid improperly installed SE corner of room. \$200

OFFICE 6108

- 1) Ceiling tile cut too short for grid. Provide new tile cut to grid. \$100
- 2) CMU mortar joints incomplete. Point up and repaint. \$250

LOUNGE 6109

- 1) Radius edge of wall splash material where material extends beyond upper cabinet. \$150
- 2) Front edge of laminate, left of knee space, is chipped. Replace laminate. \$200

HALL 6110

- 1) CMU mortar joints incomplete. Point up and repaint. \$250
- 2) Remove paint from ceiling speaker grille. \$75
- 3) Wall paint on door frame. Repaint. \$100

SUPPLY 6111

- 1) Remove paint from door. \$75

HOUSEKEEPING 6112

- 1) Provide and install stainless steel wall splash as detailed on Sheet A6.3.
Apply bead of sealant where splash sits atop mop sink. \$500
- 2) Clean door. \$150

WOMEN 6113 & MEN 6114

- 1) Apply bead of color matched sealant where lavatory station abuts the ceramic tile wall. Match color of wall. \$150

BOYS 6115 & GIRLS 6116

- 1) Apply bead of color matched sealant where lavatory station abuts the ceramic tile wall. Match color of wall. \$250
- 2) Girls 6116: Replace stained ceiling tiles. \$75

COLLABORATION 6117

- 1) Install room signage. \$50
- 2) Bard unit is noisy and rattling. Investigate and correct. \$400

STAIR 6119 & STAIR 6120

- 1) Complete installation of rubber stair landings and wall base. \$800

MECHANICAL 6121

- 1) Provide and install rubber base. Clean and seal concrete floor. \$400
- 2) Provide and install flooring transition strip between VCT and sealed concrete floor slab. \$100

S.T.E.M. 6201

- 1) Bard unit is noisy and rattling. Investigate and correct. \$400
- 2) Remove paint from tack board. \$75
- 3) East window not latching. \$250

SUPPLY 6201A

- 1) VCT flooring has gaps. Correct. \$200
- 2) Complete wall base installation. \$200

CLASSROOM 6202

- 1) Wall base return at door frame not adhered. \$100
- 2) East window not latching. \$250
- 3) Bard unit trim screws not fastened. Bottom trim bulging out and is not secure. \$300

SUPPLY 6202A

- 1) Complete wall base installation. \$200

CLASSROOM 6205

- 1) East window not latching. \$250

CLASSROOM 6206

- 1) East window not latching. \$250

CLASSROOM 6207

- 1) Bard unit bottom trim foam is not secure. \$150

CLASSROOM 6208

- 1) Adjust ceiling grid for flush fit along south wall. \$150
- 2) VCT flooring has gaps. Correct. \$200

SUPPLY 6208A & SUPPLY 6208B

- 1) Complete wall base installation. \$200
- 2) Remove paint from doors. \$100
- 3) VCT flooring in Supply 6208B has gaps. Correct. \$200

COLLABORATION 6211

- 1) Bard bottom trim not fitting properly. \$250
- 2) West window not latching. \$250
- 3) Wall base return at door frame not adhered. \$100

BOYS 6209 & GIRLS 6210

- 1) Apply bead of color matched sealant where lavatory station abuts the ceramic tile wall. Match color of wall. \$250
- 2) Boys 6209: Wall grout top of bull nose is incomplete. Fill and repaint. \$250
- 3) Girls 6210: Tile is overcut at wall switch. Replace. \$300
- 4) Girls 6210: Door closer is noisy. Replace. \$200

MECHANICAL ELECTRICAL 6216

- 1) Complete VCT flooring and rubber wall base installation. \$1200
- 2) Remove different paint from door frame. \$50

BOYS 1170, GIRLS 1177, GIRLS 4227, BOYS 4228U

- 1) Smooth and seal all grout joints, floors, and walls. Complete base installation. \$400
- 2) Caulk and seal joint where plumbing fixtures abut wall and floor surfaces. \$400
- 3) Install marble thresholds and complete flooring installation. \$600

METAL ROOFING AND SIDING

- 1) Submit standing seam metal roofing, wall, and soffit panel warranty documents. Originals signed with "blue" ink. \$1000
- 2) Clean all metal roof, siding, and soffit panels. \$2000
- 3) Complete seaming of caps. \$1500

- 4) Remove excess sealant at wall panel siding laps. \$1000
- 5) Wall panel surfaces are scratched and base metal appears to be exposed. Apply factory touch up paint. \$1000
- 6) 2nd Floor wall louver, north side of building: "white" colored metal siding above louver. Replace with specified wall panel, same color as siding. \$1000

PUNCH LIST



DATE: 8-7-2020 ADG # 18198
PROJECT NAME: PH2 Two Story Classroom Wing
ARCHITECT: Ellender Architects / Moss Architects
CONTRACTOR: Pat Williams
PERSONS PRESENT: Jase McGough

ITEMS OBSERVED:

CLASSROOM WING

1. Provide 3 sets of O&M manuals in plastic binders for all mechanical and plumbing equipment. Include TAB report, manufacturer warranties, as-built record drawings, etc.
\$500

2. Provide "as-built" redline record drawings showing any deviations from the plans and specifications for all HVAC and plumbing systems. Include copy in O&M manuals.
\$500

3. Complete test and balance of all mechanical systems (HVAC, fans, etc.) by an independent test and balance contractor. Test and Balance contractor shall verify that sequences of control are working as specified. Provide Test & Balance report for all systems to engineer for review. Include copy in O&M manuals. Balancing contractor shall provide checkout of each individual Bard unit sequence of controls as required on sheet M2.2 and provide documentation. CRV shall be factory balanced to net positive pressure. Coordinate CO2 sensor setpoint with Johnson Controls and field adjust.
\$3,000

4. Thermostat settings varied on this date. The contractor shall coordinate with Johnson Controls for standard CPSB temp, humidity, and CO2 setpoints for proper Bard A/C unit operation.
\$2,000

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PUNCH LIST



5. Clean mud/dirt off of exterior Bard grilles. Use care not to get water inside Bard units when cleaning.
\$300
6. Clean all dirt/paint drops from Bard units. Install/tighten all screws on front and side panels on all units and fix bowed out skirts on second floor Bards. Touch up paint on Bard supply grilles and bodies due to scratched finishes. Including the below specific units.
 - a. Collaboration 6117 – Scratch on lower left-hand side of unit
 - b. Media 6102 – Touch up paint on right side of unit
 - c. S.T.E.M. 6201 – Remove paint from front of Bard.
 - d. Classroom 6205 – Remove paint from Bard skirt.\$650
7. Bard units serving Collaboration rooms 6117 and 6211 nameplates not secured to unit. Secure nameplate to Bard body.
\$50
8. Mastic coating on refrigerant piping at Southwest mechanical yard is cracking/peeling. Properly apply two coats of UV/weather resistant mastic on all exposed refrigerant piping and seal penetrations through exterior walls at Southwest mechanical yard.
\$500
9. Make final connection from outside air motorized damper to AHU controls. Motorized damper shall only open when compressor or heating element are activated.
\$200

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PUNCH LIST



10. Water has collected in AHU-1 drain pan. Determine cause and remediate. Remove all standing water from drain pan and install float switch as detailed in plans.
\$500
11. Remove all construction debris from AHU-1 mechanical room; including debris from within AHU-1 and WH-1 drain pans.
\$100
12. Restroom exhaust fans EF-1 – 5 on first floor not operating on this day. Determine cause and remediate.
\$1,000
13. Northwest diffuser in Classroom 6203 finish appears damaged. Repair to as new or replace.
\$200
14. Adjust all restroom and janitor exhaust fan occupancy sensors to two minutes as scheduled on sheet M2.2.
\$100
15. Bard serving Collaboration 6117 is louder than typical and rattling. Determine cause and remediate.
\$500
16. Clean all plumbing fixtures to as new condition including removing mortar from floor drains in restrooms.
\$250

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PUNCH LIST



17. Provide tee keys for hose bibbs to owner.
\$50
18. Provide check valve on domestic cold-water line at hot water heater as detailed on sheet P2.1 detail #3 upstream of recirculation line. Provide support for expansion tank.
\$100
19. Electric water cooler on first floor sprays water over bowl onto "shelf" of unit, splashing onto floor. Adjust flow to prevent splashing onto floor.
\$50
20. Urinal flush valve in Men 6114 not operating on this date. Determine cause and remediate.
\$250
21. Remove tape from exterior cleanout covers at Southwest mechanical yard.
\$100
22. Unable to verify installation of water valve with valve box at penetration into new building as shown on sheet P1.1 and detailed on sheet P2.1 detail #1.
\$300
23. Secure set screws on all plumbing fixture escutcheon and secure coupling to escutcheon on all water closets and urinals in restrooms.
\$100

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PUNCH LIST



- 24. Provide hotbox heater as noted in addendum dated 3-4-19. Make final connection from heater to power source.
\$900
- 25. Provide and install round stainless steel access cover on all wall cleanouts.
\$50
- 26. Water closet in women's restroom 6113 covered on this date. Verify flush valve operating and not producing noise while seating.
\$250
- 27. Men's second floor left hand urinal flush valve not installed properly and unable to activate. Determine cause and remediate.
\$500
- 28. In first floor girl's restroom provide lavatory drain strainer for right hand drain.
\$50
- 29. Water closets on second floor missing bolts caps. Provide bolt caps on all water closets.
\$50
- 30. Sloan water closet sensor panels do not cover rough-in opening. Adjust covers to completely cover openings.
\$300

PUNCH LIST



31. Prove ASSE 1070 compliant mixing valves at all sinks. Set mixing valve to maximum 110 degrees.
\$250

32. Complete installation of service sink accessories in both first and second floor janitor's closets including mop hanger, hose and bracket.
\$300

CHILLER YARD

33. Complete installation of aluminum cladding at chiller #3
\$100

34. Unable to access pump room on this date. Verify existing damaged insulation on pipe and pump removed and re-insulated with foam glass and ASJ; as well as all pipe drops, valves, strainers and housings as noted on sheet M3.1 keynote #10 & #11.
\$2,000

35. Secure metal grid panel along bottom of chiller #1.
\$50

36. Provide 3' long saddles secured with straps to stiffen pipe at revised support locations. Refer to revision markup dated 6-28-20. Note saddles installed do not meeting length requirement. All saddles supporting chilled water piping not secured with clevis hangers shall be strapped to pipe.
\$400

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PUNCH LIST



37. T&P plug on chiller #1 chilled water supply line appears to be covered partially with paste. Determine T&P plug works and provide insulation.

\$250

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

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PUNCH LIST



DATE: 08/05/19 ADG #: 18198
PROJECT NAME: CPSB Washington Marion Restroom Renovations
ARCHITECT: Ellender / Moss
CONTRACTOR: Pat Williams
PERSONS PRESENT: Spencer Comeaux

FIRE PROTECTION ITEMS OBSERVED:

1. It was observed that the Backflow Preventer Enclosure (Safe-T-Cover) has not been properly installed. The box will need to be anchored to the concrete pad so that it does not move when pushed\$1000.00
2. It was observed Tamper Switches had been installed on the PIV's and backflow preventer but not wired \$500.00
3. Provide Hydraulic Placards on Riser\$400.00
4. Provide Above and Underground Pipe Test Certificate with all required areas signed \$1000.00
5. Provide Green Tag on Sprinkler system\$500.00
6. Ensure all concealed cover plates are installed on sprinkler heads. It was observed one was missing in the stair well\$400.00
7. PIV shall be locked in the open position. Provide key to owner/maintenance personnel.\$200.00
8. BFP Enclosure doors shall be locked with padlock. Provide key to owner/maintenance personnel.
.....\$200.00

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

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PUNCH LIST



DATE: 08/06/2020 ADG #: 18198
PROJECT NAME: CPSB Washington Marion – Phase 2
ARCHITECT: Ellender / Moss
CONTRACTOR: Chiasson Electric
PROJECT MANAGER: Claire Jumonville

ELECTRICAL ITEMS OBSERVED:

1. Provide adequate/permanent labels on branch circuit breakers in new Main SWBD MSA and verify SPD has been activated \$250
2. Corr. 6100: One Type 'D' missing – East end \$500
3. Boys' 6115:
 - a) One Type 'D' missing \$500
 - b) One Type 'D' not wired "unswitched" as required \$250
4. Stair 6119: Type 'A' 2x4 is missing lens \$150
5. Mech 6121:
 - a) Light fixture 'C' not installed \$500
 - b) Remove temp lighting \$150
6. Women 6113: Wall light 'K' has debris behind lens \$150
7. House Keeping 6213: Ceiling tile appears damaged due to wiring at light fixture \$75
8. Areas of Rescue Assistance System is not installed, this date \$2000
9. Computer Lab 6105: Install receptacle coverplates \$750
10. Mech 6121: Flexible conduit is specified to be liquidtight metallic type – indoor & outdoor \$555
11. Mech/Elec 6216: Clean space as the current very dirty atmosphere is detrimental to networking equipment \$1200
12. Caulk at coverplates where opening in wall is larger than device cover \$250
13. Caulk at wall and floor penetrations – Mech/Elec 6216 \$500
14. The following areas are not included as the path to these areas not traversable (weather conditions):
 - a) Outdoor Elec/Mech Eq. Yd. (SW end of bldg.)
 - b) Elec 6123
 - c) Elev Eq 6122
 - d) Sprinkler 6124
15. Furnish accurate Record Documents (260001 – 1.13) \$800
16. Furnish accurate O&M's (260001 – 1.14) \$800
17. Furnish Spare Fuses (262713 – 2.6) \$150
18. Furnish Factory Start-Up and Commissioning Report on SPD. (262713 – 2.7) \$500

END OF COMMENT

The above is our understanding of the items discussed. If you should have any comments, or corrections, please notify our office in writing within ten days of receipt.

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BENEFICIAL OCCUPANCY

NOT FOR RECORDATION PURPOSES

DATE: August 12, 2019

PROJECT NAME: PHASE 2 – NEW TWO STORY CLASSROOM WING,
RESTROOM RENOVATIONS, NEW HYDRONIC PIPING
2017 BOND ISSUE IMPROVEMENTS
WASHINGTON-MARION HIGH SCHOOL
2802 Pineview Street, Lake Charles, Louisiana 70615
Calcasieu Parish School Board

PROJECT NO.: EA 2018-14

ARCHITECT: Ellender Architects & Associates, LLC

CONTRACTOR: Pat Williams Construction, LLC

OWNER: Calcasieu Parish School Board

The below described portion of subject project is, to the best of my knowledge and belief,
complete to a point where the User desires to use in according with the Contract Documents.

PORITION OCCUPIED: Restrooms Boys 1170, Girls 1177, Girls 4227, and Boys 4228

DATE OCCUPIED: August 13, 2019

WARRANTY items covered by Occupancy. (See Statement on Attached Punch List)

 Aug 14, 2019
ARCHITECT Date

 8-14-19
CONTRACTOR Date

 9-10-19
OWNER Date

Punch List See Attached List dated August 12, 2019
None

NOT FOR RECORDATION PURPOSES

ELLENDER Architects & Associates, LLC



Punch List - Beneficial Occupancy

Restrooms Boys 1170, Girls 1177, Girls 4227, and Boys 4228

August 12, 2019

PHASE 2 – NEW TWO STORY CLASSROOM WING, RESTROOM RENOVATIONS, NEW HYDRONIC PIPING 2017 BOND ISSUE IMPROVEMENTS WASHINGTON-MARION HIGH SCHOOL

Architectural

- Complete all work in accordance with plans, specifications, and addenda.
- Clean all surfaces. \$400
- Clean exterior brick surfaces as specified where wall openings were closed with new brick. \$250
- Complete removal of concrete pads and thickened slab edges outside of Boys 1170 and Girls 1177. Install fill to grade and slope away from slab edge for positive drainage. \$200
- Remove construction debris. \$200
- Smooth and seal all grout joints, floors and walls. \$400
- Grout around all floor drains. \$300
- Caulk and seal joint where plumbing fixtures abut wall and floor surfaces. \$400
- Caulk and seal perimeter ceiling grid at wall. \$500
- Install specified doors & hardware. \$2,000
- Install marble doorway thresholds as specified. \$200

Mechanical

- Complete test and balance of exhaust fans, grilles, and diffusers in restrooms and provide test and balance report to designer for review. \$1,000
- Verify proper operation of all sensor powered flush valves. \$100
- Provide tee keys for hose bibbs to school staff. \$50

Electrical

- Spec Section 260500 - 2.6 C: Coverplates are required to be brushed aluminum, however, stainless steel would be acceptable. \$400

Warranty Statement

As related to the four (4) restrooms stated herein, the Contractor's one (1) year warranty and applicable warranties for products installed therein shall commence on the Beneficial Occupancy date of August 13, 2019.

NAME	POSITION	LOCATION	DATES	ADDITIONAL INFO
RESIGNATION				
Chloun, Katharine	Teacher	St John Elementary	9/30/2020	Relocation
Dautriel, Paul	Plumber	Maintenance	9/10/2020	Accepting other employment
George, Maria	Teacher	SJ Welsh	09/25/20	Relocation
Segarra Rosa, Barbara	Tutor	FK White	9/25/2020	Relocation
Simonet, Merissa	Cafeteria Tech	Hunter Head Start	9/30/2020	Accepting other employment
Travis, Tamara	Teacher	Barbe High	9/30/2020	Relocation
Welch, Lori	Teacher	Barbe High	9/17/2020	Accepting other employment
Williams, Toriano	Teacher	Washington Marion	9/28/2020	Relocation
Zant, Royce	Teacher	Methodist Home	9/30/2020	Personal
MATERNITY LEAVE				Due Date:
Dennis, Kayla	Bus Driver	Sulphur 9th	11/4/2020- 12/17/2020 [B]	11/5/2020
LEAVE WITHOUT PAY				
Pickett, Kaitlyn	Teacher	Vinton Elementary	2020-2021 School Year	
Treme, Lauren	Teacher	Moss Bluff Elementary	2020-2021 School Year	

APPROVED 10/05/2020

Robert Darnett