
TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Regular Meeting – Tuesday, December 14, 2021, 7:00 p.m.
Long Hill Administration Building

AGENDA

<https://us06web.zoom.us/j/84533716436?pwd=OWNqOEZINXE2S3REZUpzSExrK0pYQT09>

Webinar ID: 845 3371 6436

Password: 537277

Join by telephone: (312) 626-6799 or (833) 548-0276 (Toll Free) / Webinar ID: 845 3371 6436

I. CALL TO ORDER

II. PRELIMINARY BUSINESS

- A. Pledge of Allegiance
- B. Election of Board of Education Officers – Board of Education
- C. Recognition – THS Students to Participate in United States Senate Youth Program
- D. Correspondence – Correspondence may be sent to BoardofEd@trumbullps.org
- E. [Public Comment](#) – The Trumbull Public Schools Board of Education will be allowing public comment at the upcoming Board Meeting. If you are interested in speaking during the Public Comment portion of the meeting, [please use this form to signup](#). We will limit participants to the first **15** individuals that submit the form. Public Comment will be limited to 2 minutes.
- F. Superintendent Report
- G. Teacher Board Representative Report

III. REPORTS/ACTION ITEMS

- A. Approval/Minutes – Regular Meeting, November 16, 2021
- B. Personnel – Dr. Semmel
- C. Approval/2022 Board of Education Dates – Dr. Semmel
- D. Donations Made to Trumbull Public Schools – Dr. Semmel
- E. Safe School Climate Survey Results– Dr. Hartman
- F. Revised BOE Five-Year Capital Plan – Mr. Cote
- G. Middlebrook Roof Project – Mr. Cote
- H. Curriculum Committee Report
 - Curriculum-Text and Survey Approvals – Dr. Iwanicki
 - Culinary II Curriculum New Text Approval
 - (3) Grade 11 English Curriculum Text Approvals
 - (3) Grade 12 Science Fiction Curriculum Text Approvals
 - Kindergarten Social Studies Curriculum Text Approval
 - (3) Grade 2 Social Studies Curriculum Text Approvals
 - Grade 3 Social Studies Curriculum Text Approval
 - Student Survey Review for Late School Start
- I. Policy Committee Report
 - First Readings – Dr. Iwanicki
 - Policy CPS3451 Petty Cash
 - Policy CPS3450 Monies in Buildings
 - Policy CPS3326.3 BOE Credit Card
- J. Finance Committee – Mr. Hendrickson
 - Financial Reports as of October 31, 2021

IV. RECEIVE AND FILE

- A. Pending Litigation
- B. Negotiations

V. OTHER

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Dr. Semmel

Agenda Item – II-C

Recognition: THS Students to Participate in
United States Senate Youth Program

The United States Senate Youth Program, established in 1962 by U.S. Senate Resolution, is a unique educational experience for outstanding high school students interested in pursuing careers in public service.

Two student leaders from each state will participate in a remote learning experience in March about the work of their national government. Student delegates will hear major policy addresses by senators, cabinet members, officials from the Departments of State and Defense and directors of other federal agencies, and they will hear from the president of the United States and a justice of the U.S. Supreme Court. In addition, each delegate will also be awarded a \$10,000 college scholarship for undergraduate studies, with encouragement to pursue coursework in history and political science.

Trumbull High School is very happy to announce that seniors Neya Kidambi and Eman Seyal will represent Connecticut at the 2022 US Senate Youth Program this year! Both students are members of Trumbull High's Rho Kappa Social Studies Honor Society as well as several other honor societies. Eman is our Student Representative to the Board of Education and the Founder of Trumbull High's Allies for Angels Club. Neya is the Secretary of National Honor Society, co-President of Trumbull's Model Congress team, and a member of the We the People team.

Recommendation:

Recognize and Commend

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Dr. Semmel

Agenda Item – III-A

Approval/Minutes

- Regular Meeting – November 16, 2021

Recommendation:

Approve the minutes of the above noted meeting.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Regular Meeting – November 16, 2021
Long Hill Administration Building

The Trumbull Board of Education met for a Regular Meeting at the Long Hill Administration Building.

Members present:

L. Timpanelli, Board Chairman
T. Gallo, Vice Chairman
J. Norcel, Board Secretary
S. Kerr
M. Petitti
A. Squicciarro
M. Ward

Agenda Item I—Call to Order

The meeting was called to order at 7:00 p.m.

Agenda Item II—Preliminary Business

- A. Salute to the Flag - The Public Session began with a salute to the Flag.
- B. Recognition
The Board and Administration recognized Board Member Mr. Michael C. Ward for his years of dedication and service to the Trumbull Board of Education from July, 1965 to present. Mr. Ward has served in many roles, particularly as principal and then Board Member as well as many committees over the years. He was presented with a plaque in his honor.

The Board congratulated and commended Mr. Ward on his dedication and years of service to the students of Trumbull Public Schools.
- C. Correspondence
Mrs. Norcel read the following correspondence: Mike Pastore asked the Board to visit Jane Ryan to view safety concerns that exist; Catherine Martini shared a link on the importance of adolescent sleep and well-being; Kristen Sabad has concerns about curriculum; Allison Vallance shared the final amount raised for the Pink Pledge - \$8,052; Ellie Grosso sent a note of praise for Mr. Sullivan and his team of special education teachers; Joshua Murphy thanked the BOE for all their support of the THSGEMB.
- D. Public Comment
The following people spoke: Gloria Manna expressed concerns regarding the Allies Program at THS; Emilio Annunziata cited safety concerns at Jane Ryan Elementary

School; Michaela Durand spoke about Mr. Ward's strong and caring presence in our school system and his many accomplishments; Daniel Durden talked about ways to improve the school system and referenced a video; Kristen Sabad read a quote from *The Hiding Place* and stated that our children's innocence is worth protecting.

E. Superintendent Report- Dr. Semmel reported:

- 79.37% of Trumbull's 12–17-year-old children have been fully vaccinated and 83.6% have had at least one shot. Three vaccine clinics have been held by Griffin Health to begin vaccinating the 5–11-year-old children in our community.
- We have begun the screen and stay process in our schools that can allow close contacts to stay in school and not miss valuable in class learning.
- The Covid rate has increased to 4.35% in Connecticut and the Department of Health encourages all who are eligible to get vaccinated.
- Mr. Hendrickson has resubmitted necessary grant approval documentation and we are now waiting to hear back from the state of Connecticut regarding the Middlebrook roof project.
- Congratulations to Susanna Lavorgna-Lye and the World Language department at THS for being recognized as a premier district by the Connecticut Italian Teachers Association.
- Dr. Semmel was fortunate to attend the Veterans Day assembly at THS. Thanks to Mrs. Rubano for presenting a special opportunity for our Trumbull High seniors to hear veterans' powerful stories and honor their service.

F. Board Chairman Report

Board Chair Lucinda Timpanelli lauded the accomplishments of Mike Ward and his many years of service to Trumbull Public Schools. Mike is a positive influence on those who have crossed paths with him. We will miss him on the Board and send him all our best wishes.

G. Student Board Representatives Report

Eman Seyal and Edrina Laude reported on events taking place at TPS: The Veterans Day program featured the Chamber Singers and the Band, the dance team performance; Allies for Angels to raise awareness for children's health issues; the Cross-Country Team made it to the FCIAC and placed in the state finals; Agriscience Fall Farm Fair; the play *12 Angry Jurors*; Mr. Manuel's interactive bulletin board to celebrate teachers and staff; Spirit Week; Harvest Ball for juniors and seniors, the Food Pantry and Homes for the Brave initiatives. At Hillcrest and Madison: Pink Pledge; the success of the cross-country team and National Red Ribbon week. At our elementary schools: Veterans' Day celebrations; trunk or treat; Kindness Club; Vicki Soto race; Gratitude Tree and service projects for the students to give back to the community.

Agenda Item III—Reports/Action Items

A. Attorney Dugas (online) presented the following contracts for Board approval:

- CILU Supervisors
- CILU Support

It was moved (Squicciarro) and seconded (Gallo) to approve the CILU Supervisors contract as presented. Vote: Unanimous in favor.

It was moved (Squicciarro) and seconded (Norcel) to approve the CILU Support contract as presented. Vote: Unanimous in favor.

B. Field Trip Approvals

Dr. Iwanicki and Band Director Mr. Joshua Murphy presented the following field trips that need full Board approval:

- THS Winter Color Guard to Bethlehem, PA, March, 2022
- THS Winter Percussion to WGI Monroe, New Jersey, March, 2022
- THS Winter Color Guard Trip to Dayton, Ohio April, 2022
- THS Winter Percussion Trip WGI Finals to Dayton, Ohio, April, 2022

It was moved (Gallo) and seconded (Kerr) to approve the above field trips as presented. Vote: Unanimous in favor.

C. Facilities Report

Mr. Kerr stated the Facilities Committee met on October 13, 2021 to review projects and thanked John Morello for his outstanding service. Director of Operations Mr. David Cote updated the Board on the recent facilities projects: concrete project at Hillcrest; elevator at Jane Ryan; cooling tower replacement at Frenchtown; boiler replacement at Agriscience and the hot water system at THS.

D. Five Year Capital Plan

Mr. Cote updated the Board on the Five-Year Capital Plan and presented the most needed projects: Jane Ryan paving, curbing, sidewalks, drainage and ADA compliance to address safety issues, (managed by the Town of Trumbull); THS wellness and fitness center; Booth Hill roof replacement; and at 6 schools – HVAC improvements. Mr. Cote answered questions and the Board stressed the need to make the Jane Ryan paving project a priority.

It was moved (Kerr) and seconded (Ward) to approve the Five-Year Capital Plan as presented. Vote: Unanimous in favor.

E. Approval Minutes:

Regular Meeting, October 26, 2021

It was moved (Squicciarro) and seconded (Gallo) to approve the Regular Board of Education minutes of the October 26, 2021 meeting as presented. Vote: Unanimous in favor.

F. Personnel – Dr. Semmel

Dr. Semmel presented the following certified resignations/retirements:

Anderson, Kathleen; family and consumer science teacher at Madison Middle School since September 2006, retiring effective June 30, 2022.

McCallum, Alexandra; social worker at Middlebrook Elementary School, since August 2020, resigning effective November 12, 2021.

It was moved (Gallo) and seconded (Norcel) to approve the above resignations. Vote: all in favor.

G. Approval/District Calendars for 2022-2023 and 2023-2024

Dr. Iwanicki presented the draft district calendars from the Calendar Committee for the school year 2022-2023 and school year 2023-2024 for full Board approval.

It was moved (Ward) and seconded (Squiccimarro) to approve the district calendar for school year 2022-2023 and school year 2023-2024. Vote: Unanimous in favor.

H. District Professional Learning Update

Dr. Iwanicki presented a Professional Learning Update and discussed the district's goal to address learning loss and strategies to maintain rigor. November 2 was teacher professional development day that emphasized positive psychology and wellness choices; new curriculum and collaboration; and high leverage strategies at THS to inform teaching, learning and school improvement. District Leading and Learning PLC meets approximately once a month to focus on our collective impact on student achievement.

I. Donation to ELITE Bookstore - Dr. Semmel

In accordance with Board of Education Policy 3210, Gifts to the School District, Dr. Semmel presented a donation of \$5,000 from Mr. Peter DiNardo to the ELITE Bookstore.

It was moved (Gallo) and seconded (Norcel) to accept this donation as presented. Vote: Unanimous in favor.

Adjournment

For his final Board of Ed meeting, Mr. Ward called to adjourn the Public Session at 8:45 p.m. and the Board unanimously agreed.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
REVISED

Report to the Board of Education
Regular Meeting, December 14, 2021

Dr. Semmel

Agenda Item III-B

Personnel

Appointments – Certified

Ashley, Patricia; 6/13 (\$83,038) special education* teacher at Trumbull High School effective November 8, 2021.

Doyle, Meghan*; 6/5 (\$65,244) school social worker at Middlebrook Elementary School, effective December 9, 2021.

Emanuelson, Clifford; MA/9 (\$68,952) science* teacher at Hillcrest and Madison Middle School, effective October 14, 2021.

Recommendation:

Receive and file.

Resignations – Certified

Chicos, Elizabeth; special education teacher at Trumbull High School since September 2006, resigning effective January 12, 2022.

Hibson, Robert; technology integration specialist at Trumbull High School since August 2021, resigning effective December 23, 2021.

Tavares, Elizabeth; district English Learner department chairperson/teacher since August 2018, resigning effective January 7, 2022.

Taylor, Dawn; school psychologist at Madison Middle School since August 2021, resigning effective November 17, 2021.

Vance, Jeffrey; language arts/reading teacher at Madison Middle School since August 2008, resigning effective December 23, 2021.

Whitley, Randi; psychologist (.6) at Frenchtown Elementary School since August 2016, resigning effective January 10, 2022.

Recommendation:

Accept.

*Designated teacher shortage area
**THS Graduate
***Trumbull Resident

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Board of Education

Agenda Item – III-C

Approval/2022 Board of Education Meeting Dates

In accordance with Section 10-218 of the
Connecticut General Statutes and the By-laws
of the Trumbull Board of Education, the
Board shall adopt a meeting schedule for the
upcoming year.

Administrative Recommendation:

Adopt the attached Board of Education
Meeting Dates for calendar year 2022.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
BOARD OF EDUCATION
MEETING DATES
2022
DRAFT

Tues.	January 11	7:00 p.m. Budget
Thurs.	January 13	7:00 p.m. Budget
Tues.	January 18	7:00 p.m. if needed Budget
Tues.	February 8	7:00 p.m.
Tues.	February 22	7:00 p.m.
Tues.	March 8	7:00 p.m.
Tues.	March 22	7:00 p.m.
Tues.	April 12	7:00 p.m.
Tues.	May 3	7:00 p.m.
Tues.	May 24	7:00 p.m.
Tues.	June 7	7:00 p.m.
Tues.	July 12	7:00 p.m.
Tues.	August 16	7:00 p.m.
Tues.	September 13	7:00 p.m.
Tues.	September 27	7:00 p.m.
Tues.	October 11	7:00 p.m.
Tues.	October 25	7:00 p.m.
Tues.	November 15	7:00 p.m.
Tues.	December 13	7:00 p.m.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Dr. Semmel, Dr. Hartman, Ms. Beaman

Agenda Item – III-D

Donations Made to Trumbull Public Schools

In accordance with Board of Education Policy 3210, Gifts to the School District, a donation of \$4,640 from the Dick Seaman Scholarship Fund will be presented to Trumbull Public Schools for the ELITE Bookstore.

Recommendation:

Review, Discuss and Accept donations per the BOE Policy 3210

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Dr. Hartman

Agenda Item – III-E

Safe School Climate Survey Results

Dr. Tammy Hartman will provide a brief overview of the Safe School Climate survey results from the students, staff and families.

Recommendation:

Review and Discuss

Trumbull Public Schools

Safe School Climate Committee



Committed to Excellence

Pre-Survey Results 2021-2022

Safe School Climate

State Requirements for Survey



Assess the following areas:

- *Rules and Norms*
- *Physical Safety*
- *Socio-Emotional Security*
- *Respect for Diversity*
- *School Connectedness*

**Each area is assessed on all surveys, but there are varying questions asked on each survey.

**Wording of the responses vary per questionnaire (e.g. Always/Often vs. Strongly/Somewhat Agree)

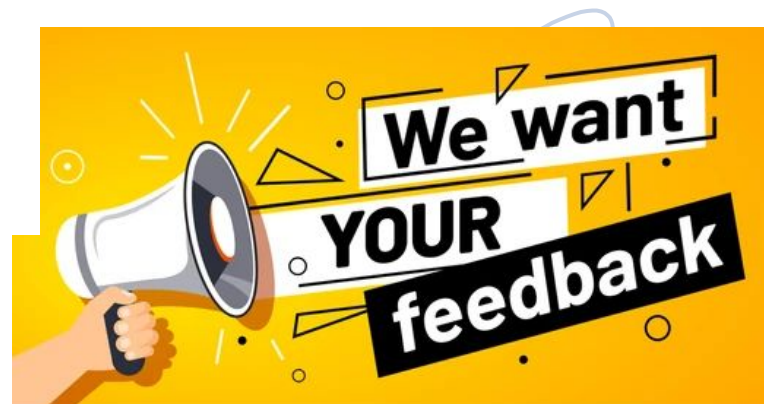
Why The Chosen Survey

- Looking for baseline information
- Followed CAS
- Information will be analyzed per level and per school

Going forward, we will look at additional information that will foster growth opportunities.



Results



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- Number of elementary responses grades 3rd-5th: **1,148**
- Number of middle/high school responses grades 6th-12th: **2,979**
- Number of family responses: **1443**
- Number of teacher responses: **450-460**

SURVEY



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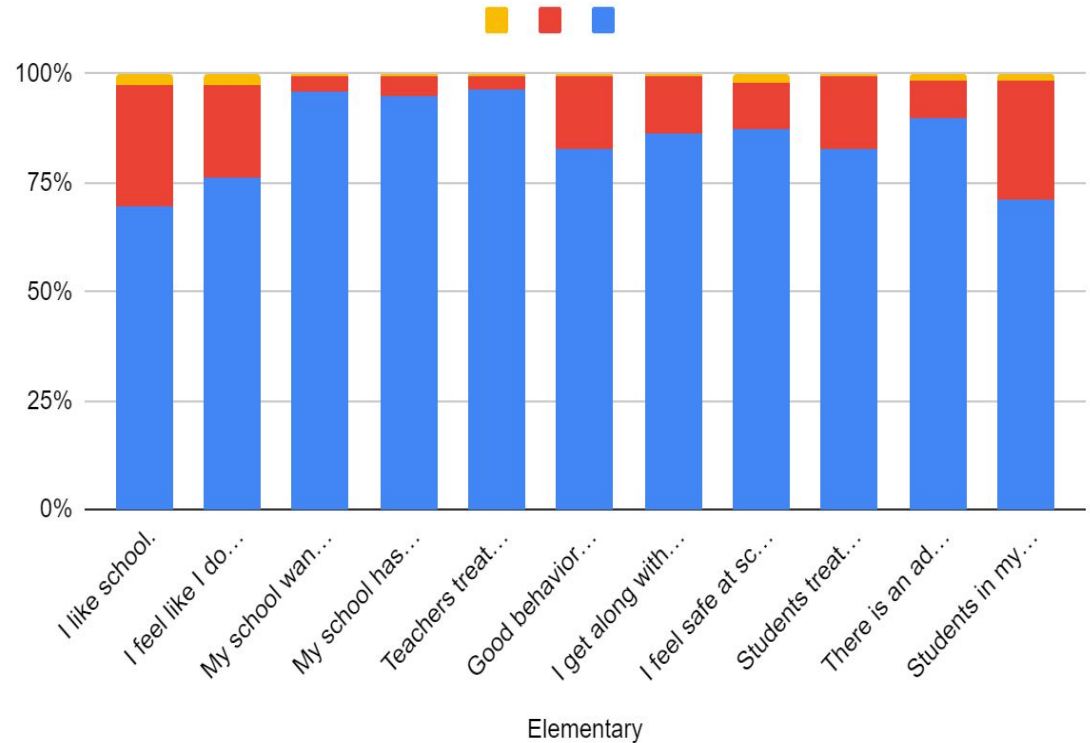
Results

Elementary and Secondary Levels

Elementary Student Responses (Grades 3-5)

I like school.
I feel like I do well in school.
My school wants me to do well.
My school has clear rules for behavior.
Teachers treat me with respect.
Good behavior is noticed at my school.
I get along with other students.
I feel safe at school.
Students treat each other well.
There is an adult at my school who will help me if I need it.
Students in my class behave so that teachers can teach.

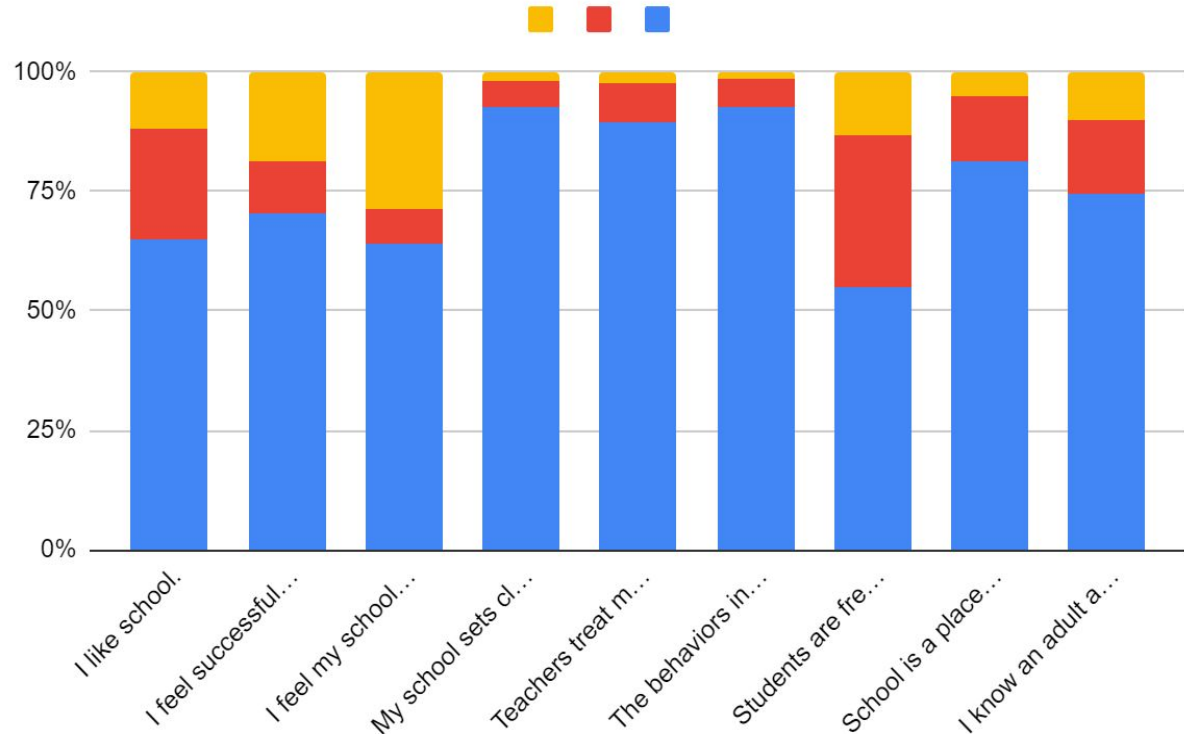
- Always/Often
- Sometimes
- Never



Middle/High School Student Responses

I like school.
I feel successful at school.
I feel my school has high standards for achievement
My school sets clear rules for behavior
Teachers treat me with respect
The behaviors in my class allow the teachers to teach.
Students are frequently recognized for good behavior.
School is a place at which I feel safe.
I know an adult at school that I can talk with if I need help

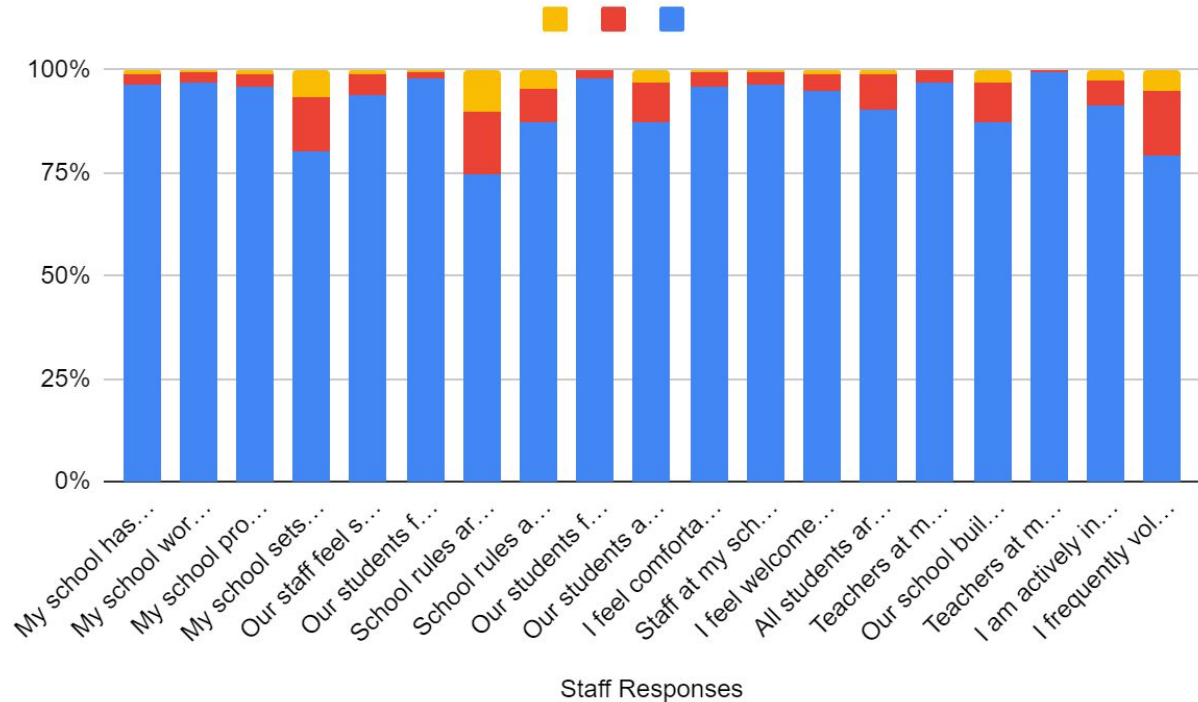
- Strongly/Somewhat Agree
- Somewhat Disagree
- Strongly Disagree



STAFF RESPONSES

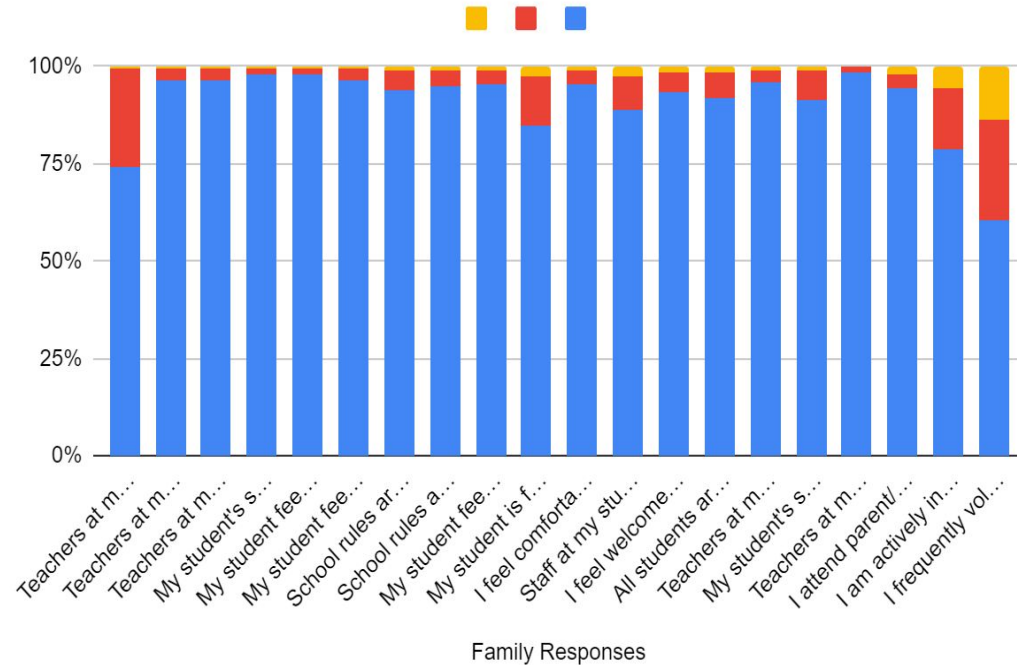
My school has high standards for achievement.
 My school works hard to make sure that students do well.
 My school promotes academic success for all students.
 My school sets clear rules for behavior.
 Our staff feel safe at school.
 Our students feel safe going to and from school
 School rules are consistently enforced at my school
 School rules and procedures at my school are fair
 Our students feel successful at school
 Our students are frequently recognized for good behavior
 I feel comfortable talking to teachers at school
 Staff at my school communicate well with parents
 I feel welcome at my school
 All students are treated fairly at my school
 Teachers at my school treat all students with respect
 Our school building is well-maintained
 Teachers at my school keep their classrooms clean and organized
 I am actively involved in activities at my school
 I frequently volunteer to help on special projects at my school

- Strongly/Somewhat Agree
- Somewhat Disagree
- Strongly Disagree



FAMILY RESPONSES

Teachers at my student's school have high standards for achievement.
 Teachers at my student's school work hard to make sure that students do well.
 Teachers at my student's school promote academic success for all students.
 My student's school sets clear rules for behavior
 My student feels safe at school.
 My student feels safe going to and from school.
 School rules are consistently enforced at my student's school.
 School rules and procedures at my student's school are fair.
 My student feels successful at school.
 My student is frequently recognized for good behavior.
 I feel comfortable talking to teachers at my student's school.
 Staff at my student's school communicate well with parents.
 I feel welcome at my student's school.
 All students are treated fairly at my student's school.
 Teachers at my student's school treat all students with respect.
 My student's school building is well-maintained.
 Teachers at my student's school keep their classrooms clean and organized.
 I attend parent/teacher conferences at my student's school.
 I am actively involved in activities at my student's school.
 I frequently volunteer to help on special projects at my student's school.



- Strongly/Somewhat Agree
- Somewhat Disagree
- Strongly Disagree

Steps Moving Forward

- District committee members will review district-wide data along with individual school data.
- Based on highlighted areas, we will identify strategies to address lower scores. For example:
 - ▷ Continue and target the strategies of the District's SEL - Positive Psychology.
 - ▷ Strategize within each of the school's climate committee.
 - ▷ Utilize a post-survey to assess to impact of our work.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education

Regular Meeting – December 14, 2021

Mr. David P. Cote, P.E.

Agenda Item III-F

Revised Board of Education Capital Improvement Plan:

The 5-year Capital Improvement Plan was approved by the Board of Education at its November 16, 2021 meeting.

The attached Revised 5-year Capital Improvement Plan requires Board of Education approval. The revisions to the plan include the addition of Town Engineering projects for paving and sidewalks at several school and additional funding for the Agri-Science High School boiler replacement for which bids were received in excess of the approved authorization.

Recommendation:

The Board of Education approve the revised 5-year Capital Improvement Plan.

FINAL

BUILDING	CATEGORY	DESCRIPTION	CY 2021 Total Funding Approved	CY 2022 Capital Plan Planned	CY 2023 Capital Plan Planned	CY 2024 Capital Plan Planned	CY 2025 Capital Plan Planned	CY 2026 Capital Plan Planned
Hillcrest Middle School	Environmental	Asbestos (Flooring and Insulation)	40,000					
Hillcrest Middle School	Safety	Remove ext. concrete shade panels	92,000					
Hillcrest Middle School	On site Construction	Design Locker Rooms renovations	-	50,000				
Hillcrest Middle School	On site	Locker Rooms renovations	-		400,000			
Hillcrest Middle School	Windows	Window replacement	-		1,600,000	1,600,000		
Hillcrest Middle School	On Site const	Science Classroom upgrades	-			210,000		
Hillcrest Middle School	On Site const	Courtyard renovations hardscape	-					200,000
Hillcrest Middle School	Water	Water Main pipe replacement	-				210,000	
Hillcrest Middle School	Electrical	Upgrade panel infrastructure			175,000			
Hillcrest Middle School	HVAC	Design/engineering of HVAC Improvements		100,000				
Hillcrest Middle School	HVAC	Installation of HVAC Improvements				1,750,000	1,750,000	
Hillcrest Middle School	On Site const	Toilet Partition replacements		30,000				
Hillcrest Middle School	On Site const	Planetarium renovation/equipment		150,000				
Total Hillcrest School:			132,000	330,000	2,175,000	3,560,000	1,960,000	200,000
Madison Middle School	Environmental	Asbestos (Flooring and Insulation)	75,000	75,000				
Madison Middle School	Electrical	Upgrade panel Infrastructure			175,000			
Madison Middle School	On Site const	Design of Locker rooms renovations		50,000				
Madison Middle School	Construction	Locker rooms renovations			400,000			
Madison Middle School	HVAC	Design/engineering of HVAC Improvements		100,000				
Madison Middle School	HVAC	Installation of HVAC Improvements	-				2,400,000	2,400,000
Madison Middle School	On Site const	Gymnasium floor refinishing	-	75,000				
Madison Middle School	On Site const	Toilet Partition replacements	-	35,000				
Madison Middle School	On Site const	Window replacement	-		1,750,000	1,750,000		
Madison Middle School	On Site const	Courtyard renovations hardscape	-					200,000
Madison Middle School	Construction	Detention basin construction	-	220,000				
Total Madison School:			75,000	555,000	2,325,000	1,750,000	2,400,000	2,600,000

BUILDING	CATEGORY	DESCRIPTION	CY 2021 Total Funding Approved	CY 2022 Capital Plan Planned	CY 2023 Capital Plan Planned	CY 2024 Capital Plan Planned	CY 2025 Capital Plan Planned	CY 2026 Capital Plan Planned
Middlebrook Elementary	Roofing	Roof replacement	1,725,000					
Middlebrook Elementary	HVAC	Design of HVAC Improvements	-	50,000				
Middlebrook Elementary	HVAC	Installation of HVAC Improvements	-		1,137,500	1,137,500		
Middlebrook Elementary	Electrical	Upgrade panel Infrastructure			175,000			
Middlebrook Elementary	On Site const	Courtyard renovations hardscape					150,000	
Middlebrook Elementary	On Site const	Toilet Partition replacements		20,000				
Middlebrook Elementary	On Site const	Gymnasium Floor refinishing		50,000				
			-					
Total Middlebrook Elementary School:			1,725,000	120,000	1,312,500	1,137,500	150,000	-
Daniels Farm Elementary	Paving	Parking Lot - Sidewalks, and Driveway Paving	-			1,012,759		
Daniels Farm Elementary	Windows	Window Replacement (1962)	-				800,000	800,000
Daniels Farm Elementary	Roofing	Roof Replacement (1991)	-			1,200,000		
Daniels Farm Elementary	Electrical	Upgrade panel Infrastructure	-		150,000			
Daniels Farm Elementary	HVAC	Design of HVAC Improvements	-	50,000				
Daniels Farm Elementary	HVAC	Installation of HVAC Improvements	-			1,000,000	1,000,000	
Daniels Farm Elementary	On Site const	Toilet Partition replacements	-	30,000				
			-					
Total Daniels Farm Elementary School:			-	80,000	150,000	3,212,759	1,800,000	800,000
Jane Ryan Elementary		Single bottom Cylinder Upgrade(code)	90,000					
Jane Ryan Elementary	Paving	Paving, Curbing, Sidewalks, Drainage and ADA compliance	-	850,000	710,000			
Jane Ryan Elementary	Electrical	Upgrade panel Infrastructure	-		150,000			
Jane Ryan Elementary	HVAC	Design of HVAC Improvements	-	50,000				
Jane Ryan Elementary	HVAC	Installation of HVAC Improvements	-		850,000	850,000		
Jane Ryan Elementary	On Site const	Toilet Partition replacements	-	25,000				
			-					
Total Jane Ryan Elementary School:			90,000	925,000	1,710,000	850,000	-	-

BUILDING	CATEGORY	DESCRIPTION	CY 2021 Total Funding Approved	CY 2022 Capital Plan Planned	CY 2023 Capital Plan Planned	CY 2024 Capital Plan Planned	CY 2025 Capital Plan Planned	CY 2026 Capital Plan Planned
Booth Hill Elementary	Environmental	Asbestos (Flooring and Insulation)	25,000					
Booth Hill Elementary	Drainage	Drainage design and construction	515,000					
Booth Hill Elementary	Electrical	Update Electrical infrastructure	-	150,000	135,000			
Booth Hill Elementary	Roofing	Roof replacement (1991)	-	1,450,000				
Booth Hill Elementary	HVAC	Design of HVAC Improvements	-	50,000		.		
Booth Hill Elementary	HVAC	Installation of HVAC Improvements	-				820,000	820,000
Booth Hill Elementary	On Site const	Install Portable classrooms	-	200,000				
			-					
Total Booth Hill Elementary School:			540,000	1,850,000	135,000	-	820,000	820,000
			-					
Tashua Elementary	Paving	Parking Lot - Sidewalks, and Driveway Paving	-		750,000			
Tashua Elementary	Windows	Window Replacement (1965)	-			1,500,000		
Tashua Elementary	Roofing	Roof replacement (1991)	-		1,600,000			
Tashua Elementary	Electrical	Update Electrical infrastructure	-			150,000		
Tashua Elementary	HVAC	Design of HVAC Improvements	-			50,000		
Tashua Elementary	HVAC	Installation of HVAC Improvements	-				875,000	875,000
Tashua Elementary	On Site const	Toilet Partition replacements	-	30,000				
Tashua Elementary	On Site const	Removal of portable classrooms	-	50,000				
			-					
Total Tashua Elementary School:			-	80,000	2,350,000	1,700,000	875,000	875,000
Frenchtown Elementary	HVAC	Cooling Tower Replacement	150,000					
Frenchtown Elementary	Paving	Parking Lot and Driveway Paving	-				1,023,000	
Frenchtown Elementary	HVAC	Boiler Replacement	-			250,000		
Frenchtown Elementary	HVAC	Cooling Tower Replacement	-					
Frenchtown Elementary	HVAC	Replace RTU, exhaust fans, HV etc	-				175,000	175,000
Frenchtown Elementary	On Site const	Playscape resurfacing	-	50,000				
			-				.	
Total Frenchtown Elementary School:			150,000	50,000	-	250,000	1,198,000	175,000

BUILDING	CATEGORY	DESCRIPTION	CY 2021 Total Funding Approved	CY 2022 Capital Plan Planned	CY 2023 Capital Plan Planned	CY 2024 Capital Plan Planned	CY 2025 Capital Plan Planned	CY 2026 Capital Plan Planned
TECEC	HVAC	Boiler Replacement	-	250,000				
TECEC	HVAC	RTU Replacement	-				425,000	425,000
			-					
Total TECEC:			-	250,000	-	-	425,000	425,000
			-					
Agriscience High School	HVAC	Boiler replacements	275,000	150,000				
Agriscience High School	On Site Const	Fencing Replacement	-	62,000				
Agriscience High School	Roofing	Greenhouse Roof Replacement	-	75,000				
Agriscience High School	Roofing	Flat Roof Replacement	-				350,000	
			-					
Total Aggriscience High School:			275,000	287,000	-	-	350,000	-
			-					
Trumbull High School	On Site Const	Wellness/Fitness Center - Design Work	35,000					
Trumbull High School	Environmental	THS Auditorium Improvements	57,500					
Trumbull High School	HVAC	Cooling tower sump replacement	120,000					
Trumbull High School	On Site Const	ADA Field Compliance	-	25,000				
Trumbull High School	On Site Const	Athletic field Storage Building 20 x 25	-	75,000				
Trumbull High School	On Site Const	Wellness/Fitness Center	-	1,100,000				
Trumbull High School	On Site Const	Football Field - Track/Area D Replacement	-			1,200,000		
Trumbull High School	On Site Const	Baseball/Softball Fields Press Boxes	-	25,000				
Trumbull High School	HVAC	Exterior Duct Cleaning	-		200,000			
			-					
			-					
Total Trumbull High School:			212,500	1,225,000	200,000	1,200,000	-	-
			-					
Equip and Infra Dist Wide	Equipment	Vehicle	120,000	100,000				
			-					
Total Equip and Infra Dist Wide:			120,000	100,000	-	-	-	-

BUILDING	CATEGORY	DESCRIPTION	CY 2021 Total Funding Approved	CY 2022 Capital Plan Planned	CY 2023 Capital Plan Planned	CY 2024 Capital Plan Planned	CY 2025 Capital Plan Planned	CY 2026 Capital Plan Planned
Long Hill Admin Building	Paving	Parking Lot Drainage & paving	290,000	215,000	-			
Long Hill Admin Building	Construction	Design and Replacement of HVAC & control system and roof evaluation	-		1,500,000			
Long Hill Admin Building	Roofing	Roof Replacement	-		250,000			
Long Hill Admin Building	HVAC	Boiler and AC Replacement	-			320,000		
Long Hill Admin Building	Electrical	Upgrade panel Infrastructure	-	150,000				
			-					
Total Long Hill Admin Building:			290,000	365,000	1,750,000	320,000	-	-
			-					
Bus Garage	Paving	Parking lot design & permitting	-	70,000				
Bus Garage	Paving	Parking lot construction	-		500,000			
			-					
Total Bus Garage:			-	70,000	500,000	-	-	-
District Wide	Facility	District Central Storage Facility			500,000			
District Wide	Planning	District Wide Master Plan		250,000				
Total District wide:			-	250,000	500,000	-	-	-
GRAND TOTAL			3,609,500	6,537,000	13,107,500	13,980,259	9,978,000	5,895,000

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education

Regular Meeting – December 14, 2021

Mr. David P. Cote, P.E.

Agenda Item III-G

Middlebrook Elementary Roof Replacement Project:

The Middlebrook Roof Replacement Building Committee approved the final drawings, specifications and cost estimate at its December 8, 2021 meeting

The attached drawings, specifications and cost estimate require Board of Education approval as per the Department of School Construction of the Connecticut State Department of Education.

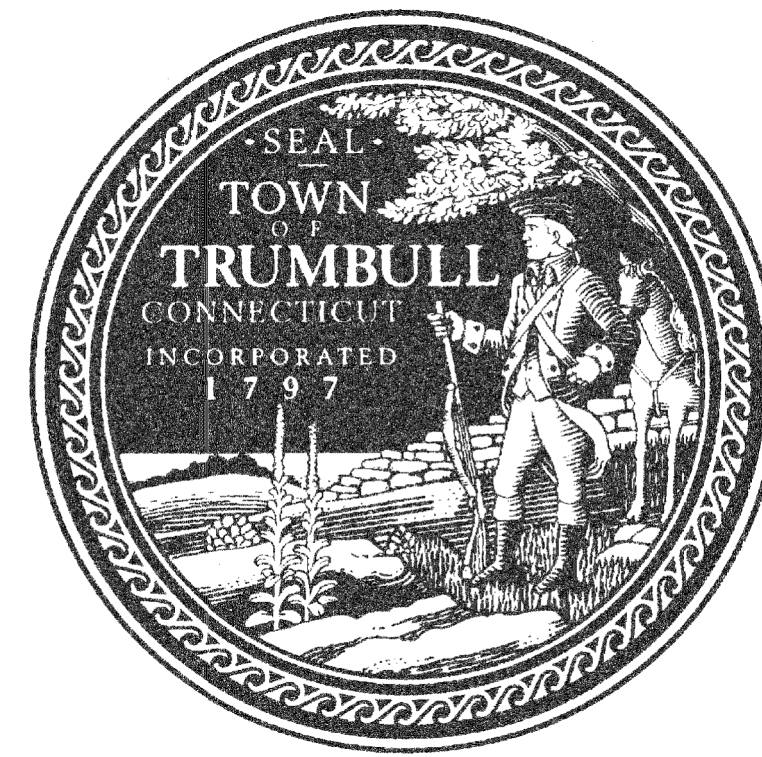
Recommendation:

The Board of Education to approve the Final Drawings, Specifications and Cost Estimate for the Middlebrook Elementary Roof Replacement Project.

TRUMBULL PUBLIC SCHOOLS

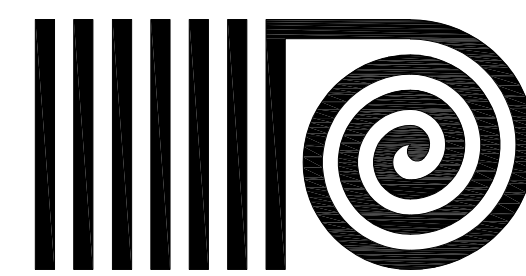
MIDDLEBROOK SCHOOL ROOF REPLACEMENT

220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT 06611



Martin J. Semmel Ed.D - Superintendent
David P.Cote, P.E. - Director of Operations

DECEMBER 06, 2021



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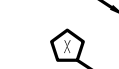


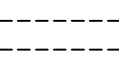
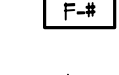
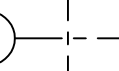






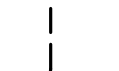

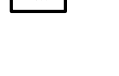
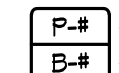

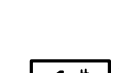




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Certifications of Local Approval:		
I certify that I have local jurisdiction over the State Building Code and that the plans and project manual dated _____ for the above referenced project comply with all applicable building codes.		
Local Building Official's Name	Signature	Date
I certify that I have local jurisdiction over the State Fire Safety Code and that the plans and project manual dated _____ for the above referenced project comply with all applicable fire codes.		
Local Fire Marshal's Name	Signature	Date
I certify that I have local jurisdiction over the State Health Code and that the plans and project manual dated _____ for the above referenced project comply with all applicable health codes.		
Local Health Official's Name	Signature	Date
I certify that I have local jurisdiction over Section 504 of the Rehabilitation Act of 1973 , and the Uniform Federal Accessibility Standards (UFAS). I further certify that the plans and project manual dated _____ for the above referenced project comply with all applicable accessibility codes.		
Local Federal 504 Official's Name	Signature	Date

GRAPHICS LEGEND		ABBREVIATIONS		GENERAL NOTES		DRAWING LIST			
<p>CONSTRUCTION PLAN SYMBOLS</p> <p> ROOM NAME AND NUMBER</p> <p> DOOR NUMBER</p> <p> WINDOW TYPE</p> <p> SIGNAGE DESIGNATION</p> <p> WALL TYPE DESIGNATION</p> <p> REVISION</p> <p> REFERENCE POINT</p> <p> CONSTRUCTION NOTE</p> <p> DEMOLITION NOTE</p> <p> NEW METAL STUD CONSTRUCTION</p> <p> NEW CONC. MASONRY CONSTRUCTION</p> <p> EXISTING WALL</p> <p> WALL OR OBJECTS TO BE REMOVED</p> <p> FINISH TYPE</p> <p> COLUMN GRID LINES AND DESIGNATIONS</p> <p> BUILDING SECTION</p> <p> WALL SECTIONS</p> <p> INTERIOR ELEVATIONS</p> <p> DETAILED ENLARGED AREA</p> <p> DETAIL NUMBER</p>		<p>FINISH PLAN SYMBOLS</p> <p> WALL FINISH</p> <p> BASE FINISH</p> <p> FLOOR FINISH</p> <p> INDICATES DIRECTION OF FLOORING</p> <p> INDICATES FLOOR FINISH MATERIAL</p> <p> INDICATES GRAPHIC FLOOR PATTERN</p> <p> INDICATES FLOOR TRANSITION</p>		<p>AB. ANCHOR BOLT ACT. ACOUSTICAL CEILING TILE A.F.F. ABOVE FINISHED FLOOR AGGR. AGGREGATE ALUM. ALUMINUM ALT. ALTERNATE APPROX. APPROXIMATE A.P. ACCESS PANEL ARCH. ARCHITECTURAL A.S. ALUMINUM SADDLE @ AT AVB AIR / VAPOR BARRIER BD. BOARD BIT. BITUMINOUS BLDG. BUILDING BLKG. BLOCKING B.M. BENCHMARK BM. BEAM BOT. BOTTOM BRK. BRICK B.U. BUILT UP CPT CARPET C CLEAN, CLOSER CAB. CABINET C.B. CHALKBOARD CB CATCH BASIN CAP. CAPACITY C.H. CABINET HEATER C.I. CAST IRON C.L. CENTER LINE C.J. CONTROL JOINT CLG. CEILING CLKG. CAULKING CLR. CLEAR C.M.U. CONCRETE MASONRY UNIT COL. COLUMN CONC. CONCRETE CONT. CONTINUOUS CRS. COURSE C.S.B.C. CT STATE BUILDING CODE C & W CLEAN AND WAX C.T. CERAMIC TILE C.W. COLD WATER DEG. DEGREE DET./DTL. DETAIL D.F. DRINKING FOUNTAIN DIAG. DIAGONAL DIA. DIAMETER DISP. DISPENSER DNL DOWN DS. DOWNSPOUT DUR. DURANODIC DWG. DRAWING E. EPOXY EA. EACH E-J EXPANSION JOINT EL. ELEV. ELEC. ELECTRICAL ELEV. ELEVATION EMER. EMERGENCY E.P. ELECTRICAL PANEL EQ. EQUAL EQUIP. EQUIPMENT E.W.C. ELECTRIC WATER COOLER EXP. JT. EXPANSION JOINT EXT. EXTERIOR EXIST. EXISTING (BY OWNER) F.D. FLOOR DRAIN FON. FOUNDATION F.E. FIRE EXTINGUISHER F.E.C. FIRE EXTINGUISHER CABINET F.F. FINISH FLOOR FIN. FINISH FLR. FLOOR FLUOR. FLUORESCENT F.O.B. FACE OF BRICK F.O.G. FACE OF CONCRETE F.R. FIRE RATED F.R.P. FIBER REINFORCED PLASTIC FT. FOOT OR FEET FTG. FOOTING FURK. FURRING GA. GAUGE GALV. GALVANIZED G.C. GENERAL CONTRACTOR GL. GLASS GYP. BD. GYPSUM BOARD HC HANDICAPPED HDFBD HIGH DENSITY FIBER BOARD HM. HOLLOW METAL H.O. HOLD OPEN (ELECTRO MAGNETIC) H.P. HIGH POINT HR. HOUR HT. HEIGHT HVAC HEATING, VENTILATION AND AIR CONDITIONING H.W. HOT WATER I.D. INSIDE DIAMETER I.G. ISOLATED GROUND INSUL. INSULATION INFO. INFORMATION INT. INTERIOR INV. INVERT JAN. JANITOR J.O.H. JAMB OPENING HEIGHT J.O.W. JAMB OPENING WIDTH JOINT JOINT JOIST JOIST KIT. KITCHEN LAB. LABORATORY LAM. LAMINATE LAV. LAVATORY L.C.C. LEAD COATED COPPER L.H. LEFT HAND LVR. LOUVER L.P. LOW POINT LT. LIGHT MAX. MAXIMUM MECH. MECHANICAL MEMB. MEMBRANE MFR. MANUFACTURER M.H. MANHOLE MIN. MINIMUM MISC. MISCELLANEOUS M.O. MASONRY OPENING M.S. MARBLE SADDLE MSY MASONRY MTL. METAL MUL. MULLION N.L. NOT IN CONTRACT NO. NUMBER N.T.S. NOT TO SCALE OCC. OCCUPANT(S) O.C. ON CENTER O.D. OUTSIDE DIAMETER O.H. OVERHEAD OPENG. OPENING OPP. OPPOSITE ORD. OVERFLOW ROOF DRAIN P. P. PTD. PAINT PART. BD. PARTICLEBOARD P.L. PROPERTY LINE PLAM. PLASTIC LAMINATE PLAS. PLASTER PLYWD. PLYWOOD P.S. PROJECTION SCREEN R. RISER RAD. RADIIUS R.C.P. REINFORCED CONCRETE PIPE R.D. ROOF DRAIN REFR. REFRIGERATOR REINF. REINFORCED REQ'D. REQUIRED R.H. RIGHT HAND RM. ROOM R.O. ROUGH OPENING R.V. ROOF VENT R.W.L. RAIN WATER LEADER S.C. SOLDIER COURSE SCHED. SCHEDULE SECT. SECTION S.F. SQUARE FOOT S.F.S.C. STATE FIRE SAFETY CODE SHT. SHEET SIM. SIMILAR SP. CAB. STANDPIPE CABINET SPEC. SPECIFICATION SQ. OR Φ SQUARE S.S. STAINLESS STEEL ST. STAIN STD. STANDARD STL. STEEL STRUC. STRUCTURAL SUSP. SUSPENDED SYS. SYSTEM T.B. TEMPERED T.O.S. TOP OF STEEL T.O.D. TOP OF DECK TR. TREAD T & B TOP AND BOTTOM THK. THICK TYP. TYPICAL ULL. UNDERWRITERS LABORATORY U.O.N. UNLESS OTHERWISE NOTED VCT VINYL COMPOSITION TILE VERIF. IN FIELD V.L.F. VERTICAL W/ WITH WASH. F. WASH FOUNTAIN W.B. WHITEBOARD W.C. WATER CLOSET WD. WOOD W/O WITHOUT</p>		<p>A. ALL CONTRACTORS SHALL VISIT THE PROJECT SITE AND FAMILIARIZE THEMSELVES WITH ALL BUILDING AND WORKING CONDITIONS BEFORE SUBMITTING A BID.</p> <p>B. ALL CONTRACTORS TO HAVE ADEQUATE INSURANCE AND SHALL SUBMIT PROOF OF SAME BEFORE STARTING WORK.</p> <p>C. ALL CONTRACTORS SHALL OBTAIN AND PAY FOR ANY PERMITS REQUIRED FOR HIS DISCIPLINE.</p> <p>D. ALL CONTRACTORS SHALL VERIFY ALL DIMENSIONS IN THE FIELD AS REQUIRED BEFORE SUBMITTING SHOP DRAWINGS AND/OR PRIOR TO PERFORMING ALL WORK REQUIRED AS SHOWN ON THESE DRAWINGS. ALL DISCREPANCIES THAT MAY IMPEDE THE FINISHED PRODUCT OF THIS CONTRACT SHALL BE DISCUSSED WITH THE ARCHITECT BEFORE PROCEEDING WITH WORK.</p> <p>E. ALL WORK SHALL CONFORM TO EXISTING CODES, REGULATIONS, AND SEISMIC REQUIREMENTS AND BE DONE IN A FIRST CLASS CRAFTSMAN-LIKE MANNER, ACCORDING TO GOOD CONSTRUCTION PRACTICES.</p> <p>F. ALL CONTRACTORS TO BE RESPONSIBLE FOR KEEPING AREAS ADJACENT TO WORK AREA CLEAN AND FREE FROM ALL MATERIALS CONNECTED WITH ALTERATION/ RENOVATION WORK. AREAS TO BE CLEANED AT THE END OF EACH WORK DAY. EACH TRADE RESPONSIBLE FOR CLEAN-UP AND DISPOSAL OF WASTE DURING CONSTRUCTION. FINAL CLEAN-UP REQUIRED UPON COMPLETION OF JOB. SEE SPECS.</p> <p>G. ALL SURFACES DISTURBED BY DEMOLITION & NEW CONSTRUCTION OPERATIONS SHALL BE PATCHED & REPAIRED TO MATCH & BLEND W/ EXISTING ADJACENT SURFACES UNLESS NOTED OTHERWISE.</p> <p>H. CONTRACTOR SHALL PROVIDE ALL CUTTING & PATCHING OF EXISTING ROOF DECK. ANY CUTTING, PATCHING OR DEMOLITION FOR THIS PROJECT SHALL BE PERFORMED BY EACH CONTRACTOR AS REQUIRED.</p> <p>I. ANY NEW ITEM WHICH IS A REPLACEMENT FOR AN EXISTING ITEM AT THE SAME LOCATION WILL REQUIRE THE CONTRACTOR TO REMOVE THE EXISTING ITEM FOR THE REPLACEMENT INSTALLATION.</p> <p>J. THE TERM "PROVIDE" SHALL MEAN THE CONTRACTOR SHALL PURCHASE AND INSTALL ITEM NOTED, ALONG WITH ANY AND/OR ALL REQUIRED LABOR TO INSTALL THEM. THE INTENT IS FOR A COMPLETE FUNCTIONING INSTALLATION.</p> <p>K. THE CONTRACTOR SHALL TAKE AND VERIFY ALL DIMENSIONS & SHALL BE RESPONSIBLE FOR SAME.</p> <p>L. ALL DEMOLITION DEBRIS SHALL BE DISPOSED OFF SITE IN APPROVED DUMP SITES.</p> <p>M. THE CONTRACTOR SHALL VISIT THE SITE AND DETERMINE TO HIS OWN SATISFACTION THAT HE IS FAMILIAR WITH ALL CONDITIONS THAT IMPACT ON THE WORK AND WITH THE SCOPE OF THE WORK CALLED FOR BY CONSTRUCTION DOCUMENTS BEFORE SUBMITTING HIS BID. A BID SUBMISSION SHALL BE TAKEN TO MEAN COMPLIANCE WITH THE ABOVE (THIS ALSO SHALL APPLY TO SUBCONTRACTORS).</p> <p>N. PATCH AND REPAIR ALL DISTURBED SURFACES AND AREAS AS REQUIRED TO MATCH EXISTING ADJACENT SURFACES AND AREAS. ALL MASONRY INFILL WORK TO MATCH AND ALIGN WITH ADJACENT SURFACE FINISHES FOR A SMOOTH TRANSITION.</p> <p>O. ALL CUTTING AND PATCHING REQUIRED BY ALL TRADES NOT SPECIFICALLY NOTED ON THE DRAWINGS SHALL BE BY THE CONTRACTOR.</p> <p>P. TEMPORARILY REMOVE AND/OR RELOCATE ALL PIPING, CONDUITS, EQUIPMENT, ETC ON ROOFS AND WALLS WHICH INTERFERE WITH NEW ROOFING.</p> <p>Q. TAPER ALL NEW RIGID INSULATION TO PROVIDE POSITIVE DRAINAGE.</p> <p>R. ALL CUTTING AND PATCHING REQUIRED BY ALL TRADES NOT SPECIFICALLY NOTED ON THE DRAWINGS SHALL BE BY THE CONTRACTOR.</p> <p>S. CONTRACTOR TO CONFIRM STAGING AREAS WITH OWNER TO MINIMIZE THE DISTURBANCE OF DAILY BUILDING OPERATIONS AND TO PROTECT EXISTING SITE ELEMENTS (PAVEMENT, SIDEWALKS, LANDSCAPING, ETC.) FROM DAMAGE.</p> <p>T. DO NOT SCALE DRAWINGS, WRITTEN DIMENSIONS GOVERN, IN CASE OF CONFLICT, CONSULT THE ARCHITECT.</p> <p>U. ALL COLORS, MATERIALS, ETC. TO BE SELECTED BY ARCHITECT. SUBMIT SAMPLES FOR APPROVAL IF ANY SUBSTITUTIONS ARE PROPOSED.</p> <p>V. ALL CONTRACTORS ARE TO BE CONSIDERED PRIMARY FOR THEIR PARTICULAR DISCIPLINE; THE NOTES ABOVE APPLY TO ALL.</p>		<p>COVER COVER</p> <p>INFO- I DRAWING LIST, GENERAL NOTES, ABBREVIATIONS, GRAPHICS LEGEND, SITE LOCATION MAP</p> <p><u>ARCHITECTURAL DRAWINGS</u></p> <p>A - 100 ROOF PLAN</p> <p>A - 101 TAPERED INSULATION PLAN</p> <p>A - 101A TYPICAL ROOF DETAILS AND TAPERED INSULATION SECTIONS</p> <p>A - 102 ROOF DETAILS</p> <p>A - 103 ROOF DETAILS</p> <p>A - 104 ROOF DETAILS</p> <p>A - 105 ROOF DETAILS</p> <p>A - 106 ROOF DETAILS</p> <p>A - 107 ROOF DETAILS</p> <p>A - 108 ROOF DETAILS</p> <p>A - 109 ROOF DETAILS</p> <p>A - 110 ROOF DETAILS</p> <p>A - 111 MAIN LEVEL OVERFLOW DRAIN PIPING PLAN & DETAILS</p> <p>A - 112 LOWER LEVEL OVERFLOW DRAIN PIPING PLAN</p>	

SITE LOCATION MAP

Palisade Ave

Granite Pl

Middlebrooks Ave

Woodlawn Dr

Trumbull Emergency Medical Services

Middlebrook School

Middlebrook Courtyard

AREA OF WORK

PROJECT NORTH

[illegible]



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REVISIONS:

[illegible]

TRUMBULL PUBLIC SCHOOLS

MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:

ROOF PLAN

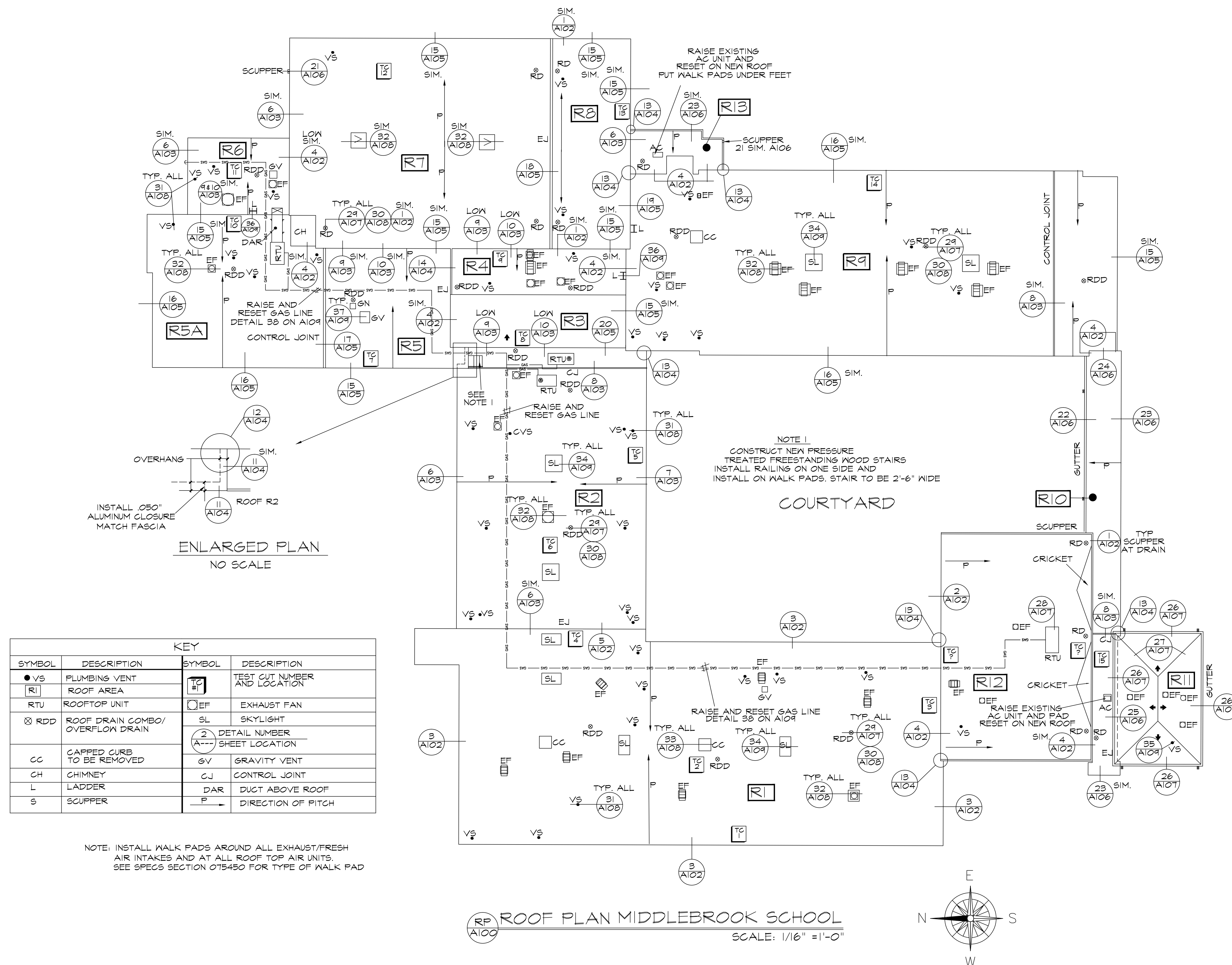
SCALE: AS NOTED	DRAWN BY: jfd	REVIEWED BY: ---
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DRAWING NO.

A-100

DATE:
06 DECEMBER 2021

JOB NUMBER:	21019
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DATE	DESCRIPTION

TRUMBULL PUBLIC SCHOOLS
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:
TAPERED INSULATION
PLAN

SCALE:
AS NOTED

DRAWN BY:
jfd

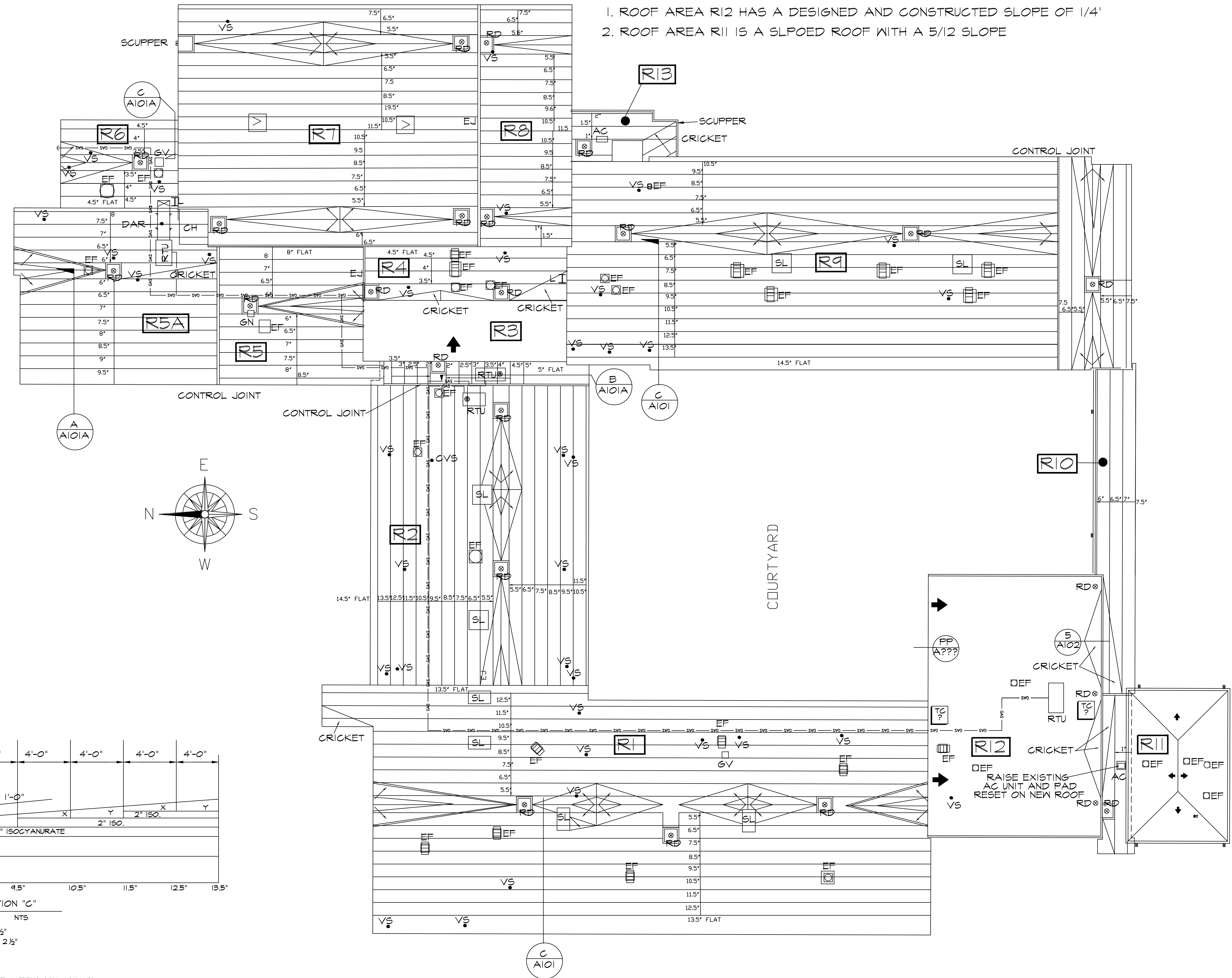
REVIEWED BY:

DRAWING NO.
A-101

DATE:
06 DECEMBER 2021

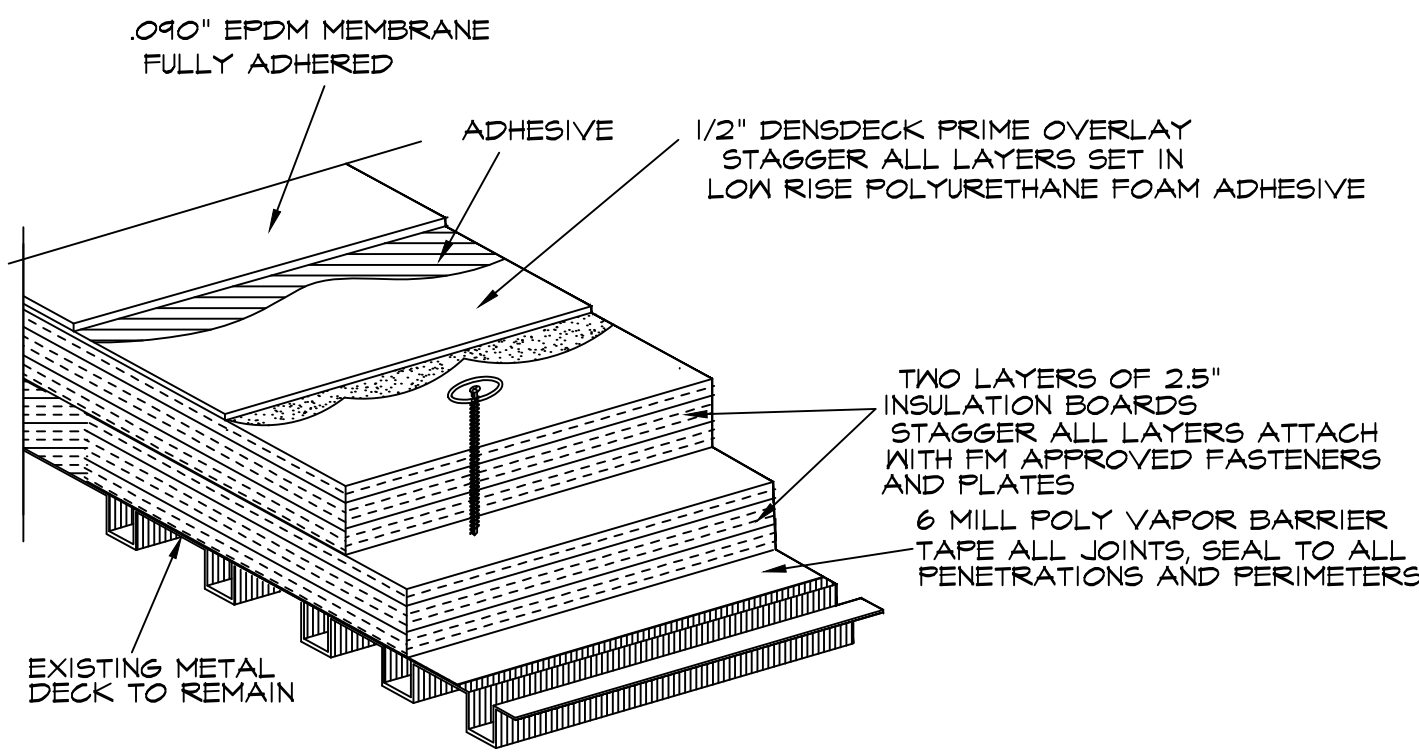
JOB NUMBER:
21019

1. ROOF AREA R12 HAS A DESIGNED AND CONSTRUCTED SLOPE OF 1/4'
2. ROOF AREA R11 IS A SLOPED ROOF WITH A 5/12 SLOPE

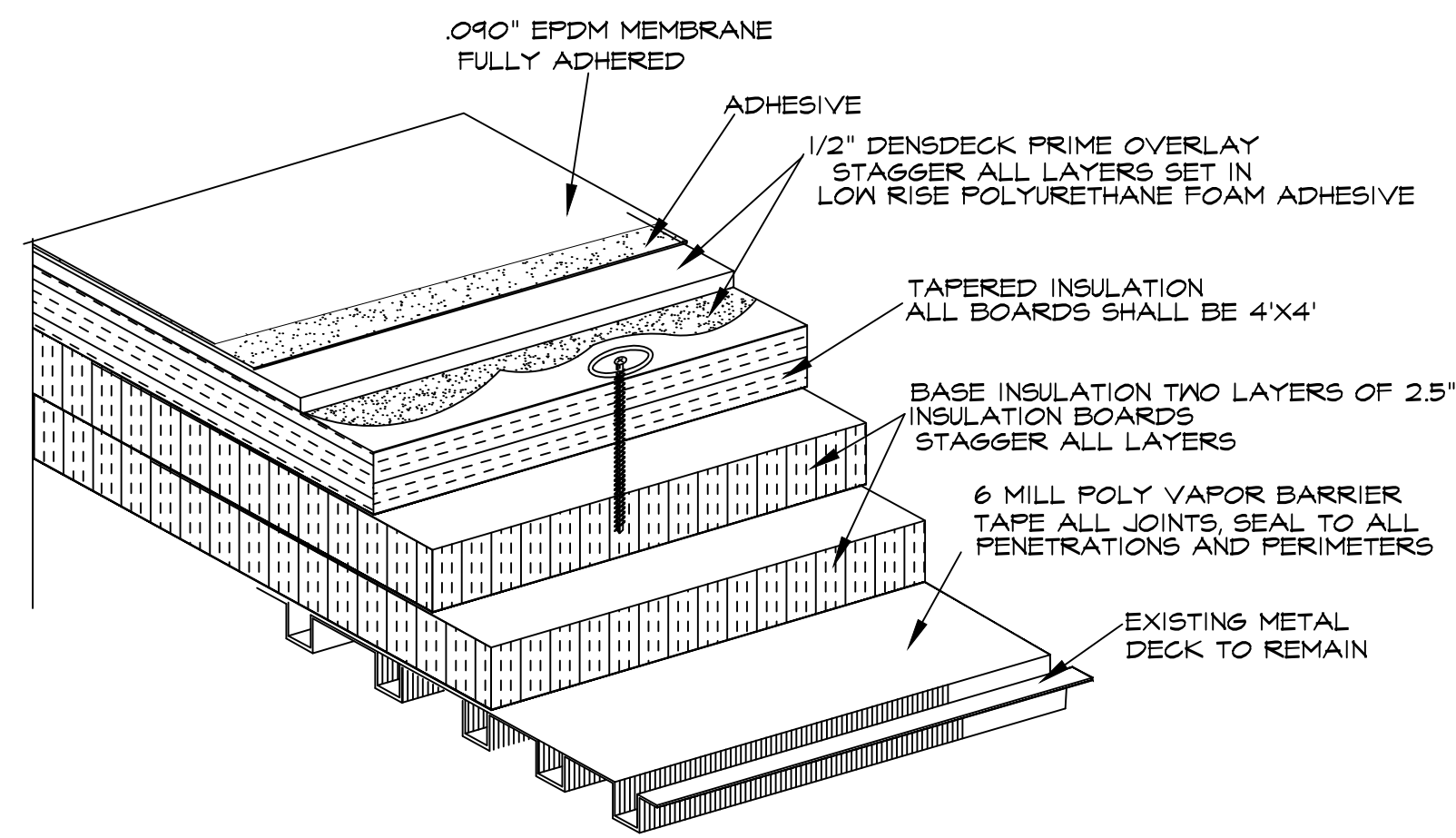


NOTES:
1. 1/2" DENSDECK PRIME OVERLAY NOT SHOWN

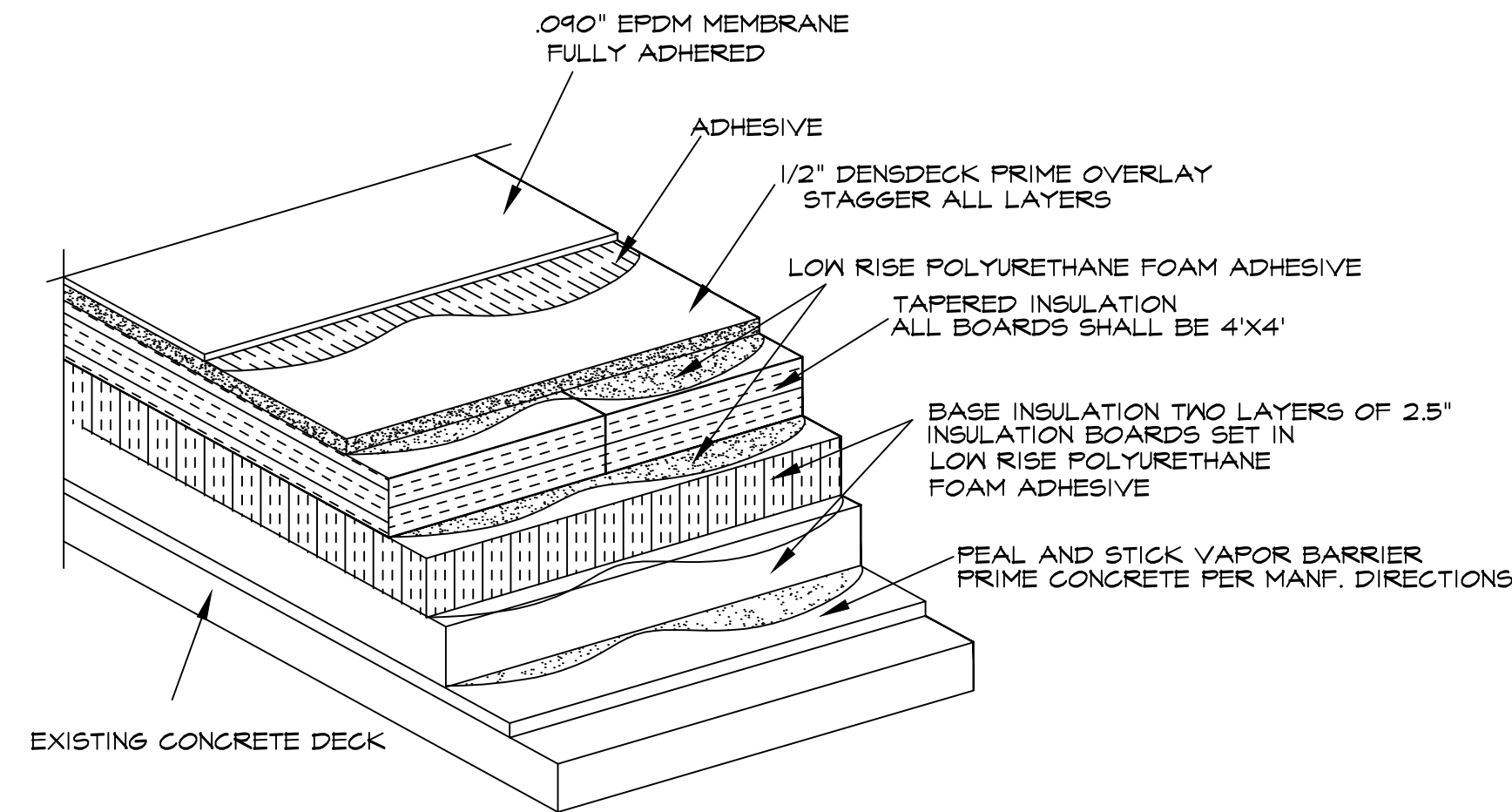
TRP TAPER INSULATION PLAN MIDDLEBROOK SCHOOL
SCALE: 1/16" = 1'-0"



C
A101A
TYPICAL ROOFING DETAIL "C" IS AT ROOF AREA R12
NO SCALE

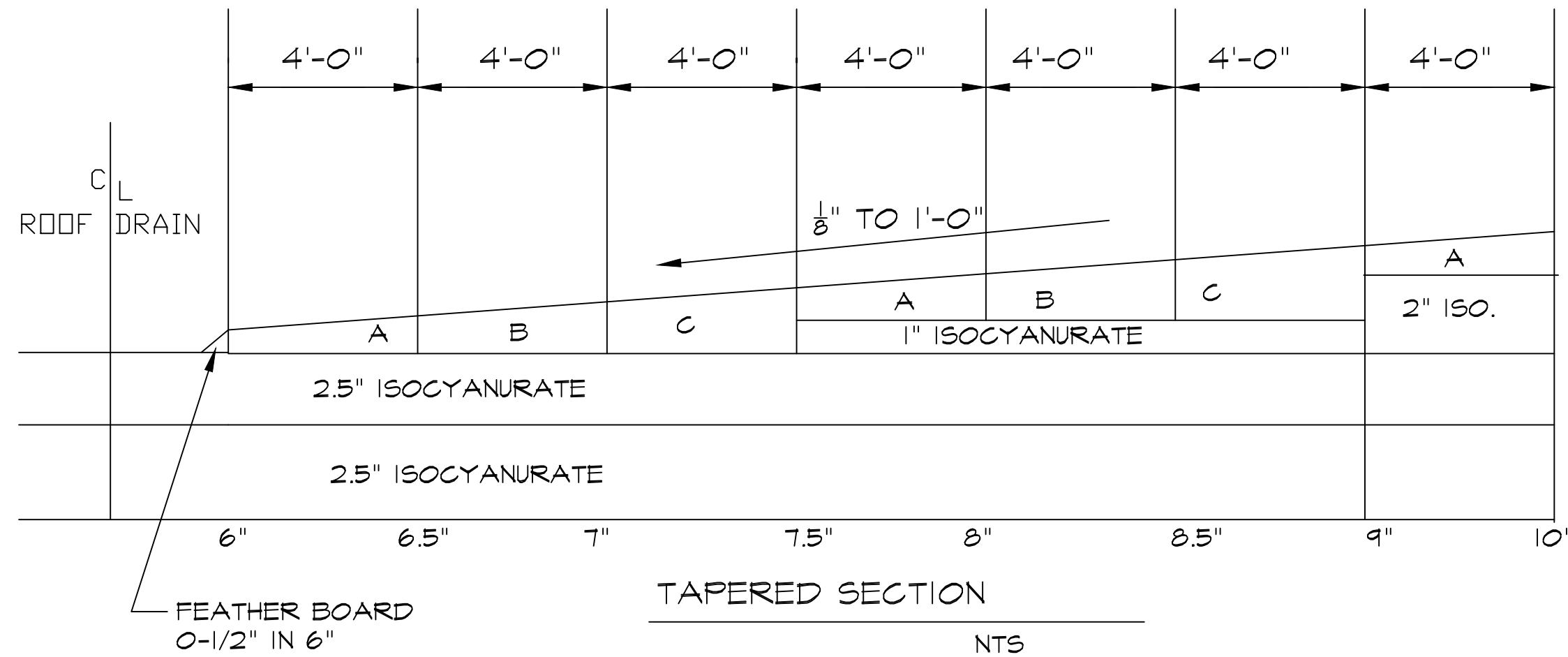


B
A101A
TYPICAL ROOFING DETAIL "B" AT ROOF
AREAS R1, R7, R10, AND R13
NO SCALE



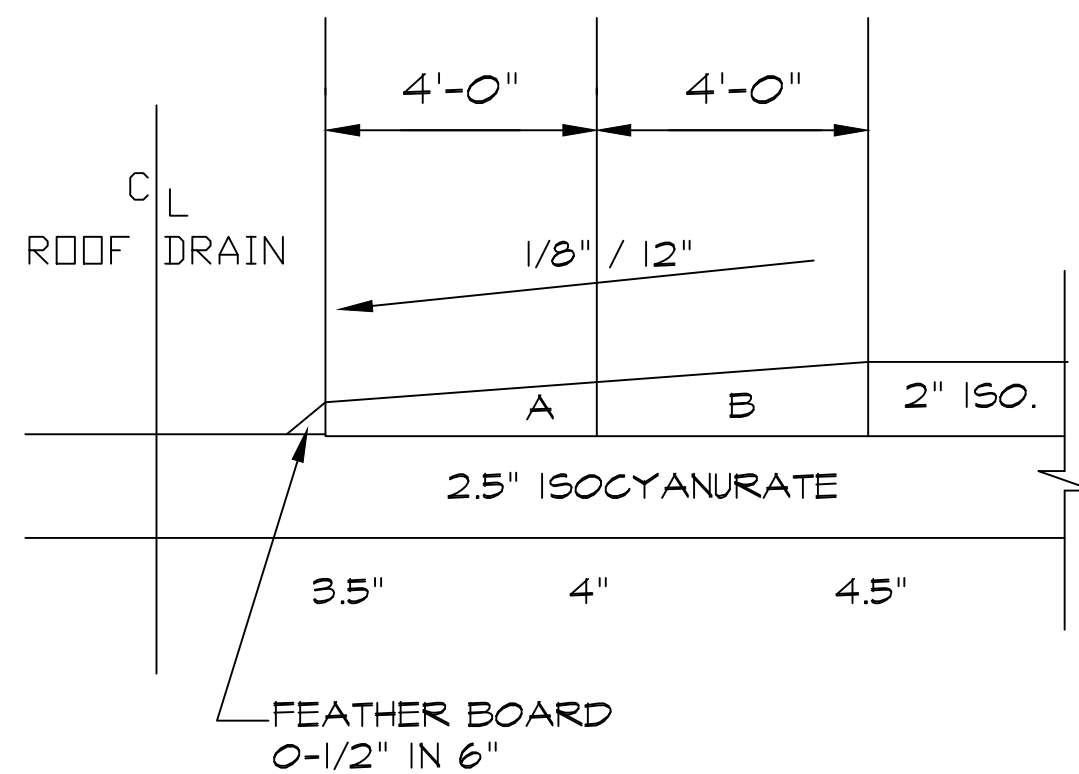
A
A101A
TYPICAL ROOFING DETAIL "A" AT ROOF
AREA R2, R3, R4, R5, R5A, R6, R8, AND R9
NO SCALE

NOTE: ADHESIVES FOR ATTACHING INSULATION TO DECK TO BE LOW
RISE POLYURETHANE FOAM ADHESIVE OR URETHANE ADHESIVE
ACCEPTABLE TO THE ROOFING MANUFACTURER.

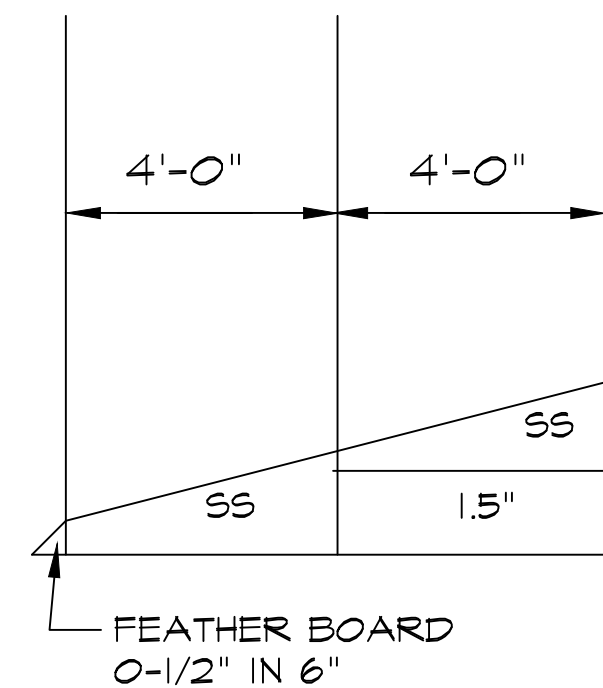


NOTES:

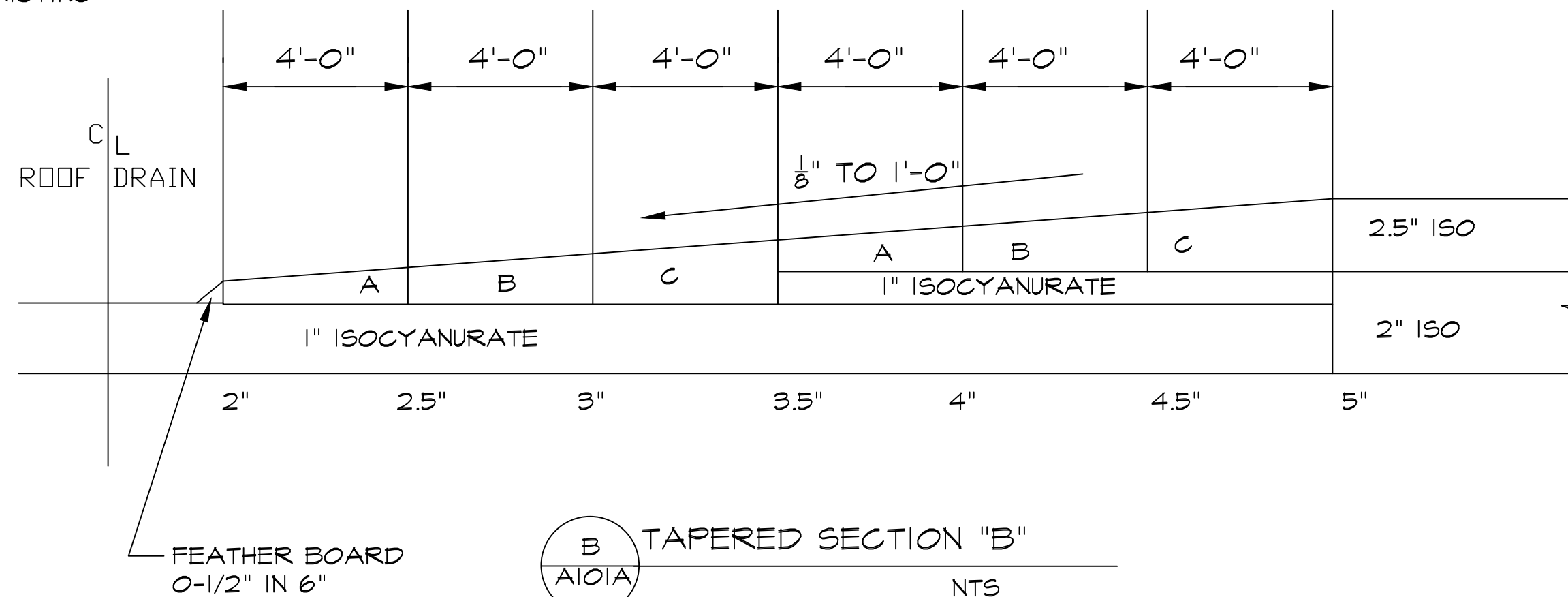
- 1/2" DENSDECK PRIME OVERLAY NOT SHOWN
- EXISTING DECK IS SLOPED TO DRAIN
ADDING AN 1/8" TAPER TO EXISTING



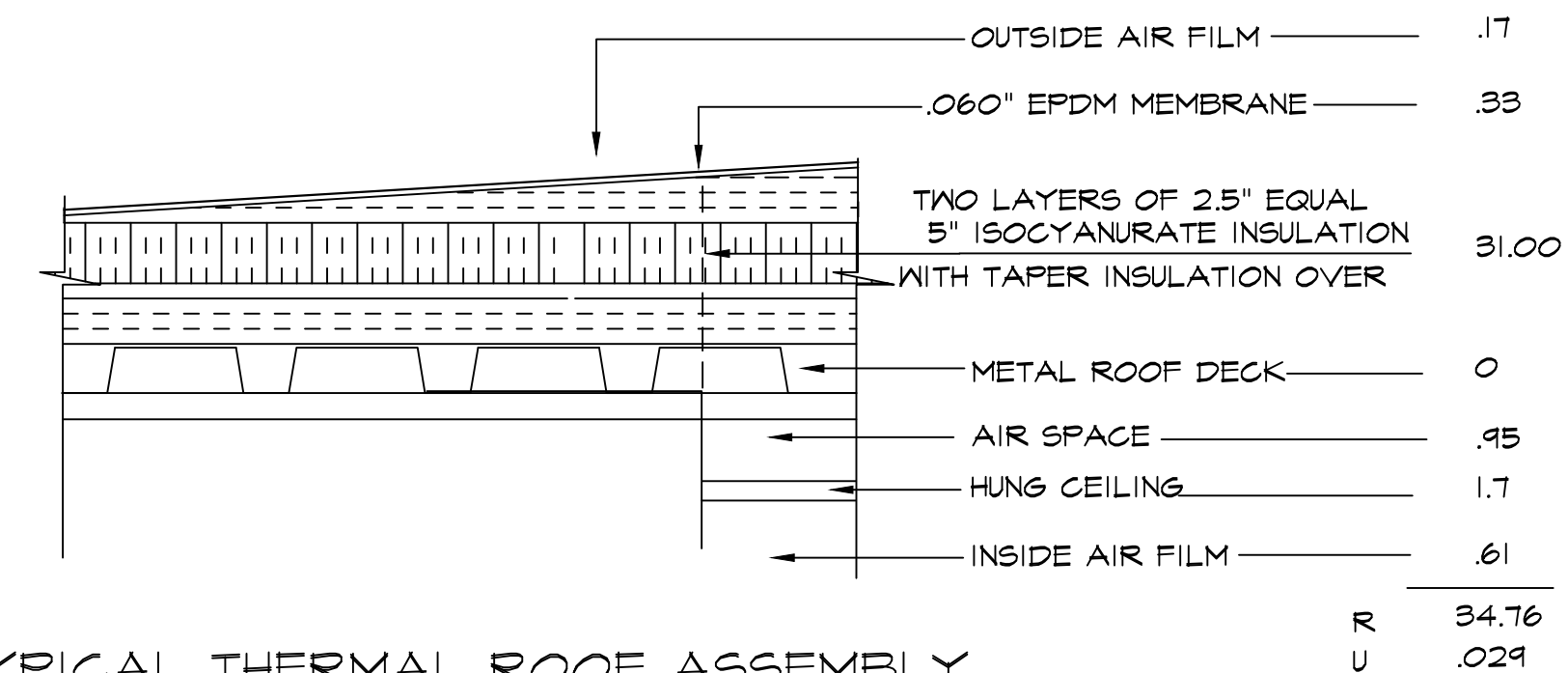
C
A101A
TAPERED SECTION "C"
NTS
A PANEL 1" TO 1 1/2"
B PANEL 1 1/2" TO 2"
C PANEL 2" TO 2.5"



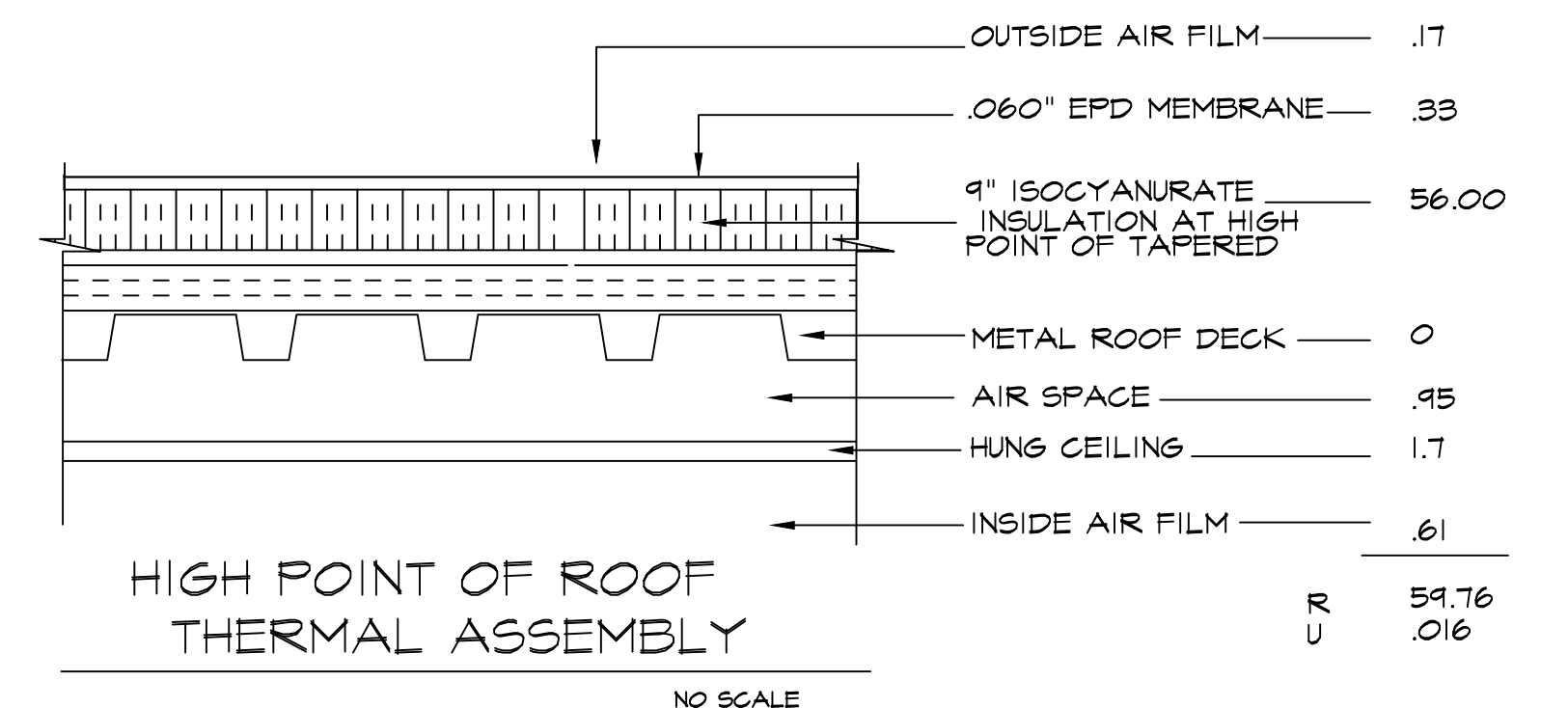
NTS
SS PANEL 1/2" TO 2"



B
A101A
TAPERED SECTION "B"
NTS
A PANEL 1" TO 1 1/2"
B PANEL 1 1/2" TO 2"
C PANEL 2" TO 2.5"



TYPICAL THERMAL ROOF ASSEMBLY
NO SCALE



HIGH POINT OF ROOF
THERMAL ASSEMBLY
NO SCALE



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CERTIFICATION:

REVISIONS:

DATE DESCRIPTION

DATE	DESCRIPTION

TRUMBULL PUBLIC SCHOOLS

MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:

TYPICAL ROOF DETAILS
AND TAPERED INSULATION
SECTIONS

SCALE:

AS NOTED

DRAWN BY:

jfd

REVIEWED BY:

DRAWING NO.

A-101A

DATE:
06 DECEMBER 2021

JOB NUMBER:
21019



2 FASCIA DETAIL
A102 SCALE: 3" = 1'-0"



4 ROOF TO WALL DETAIL
A102 SCALE: 3" = 1'-0"



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ARCHITECTURE & INTERIORS

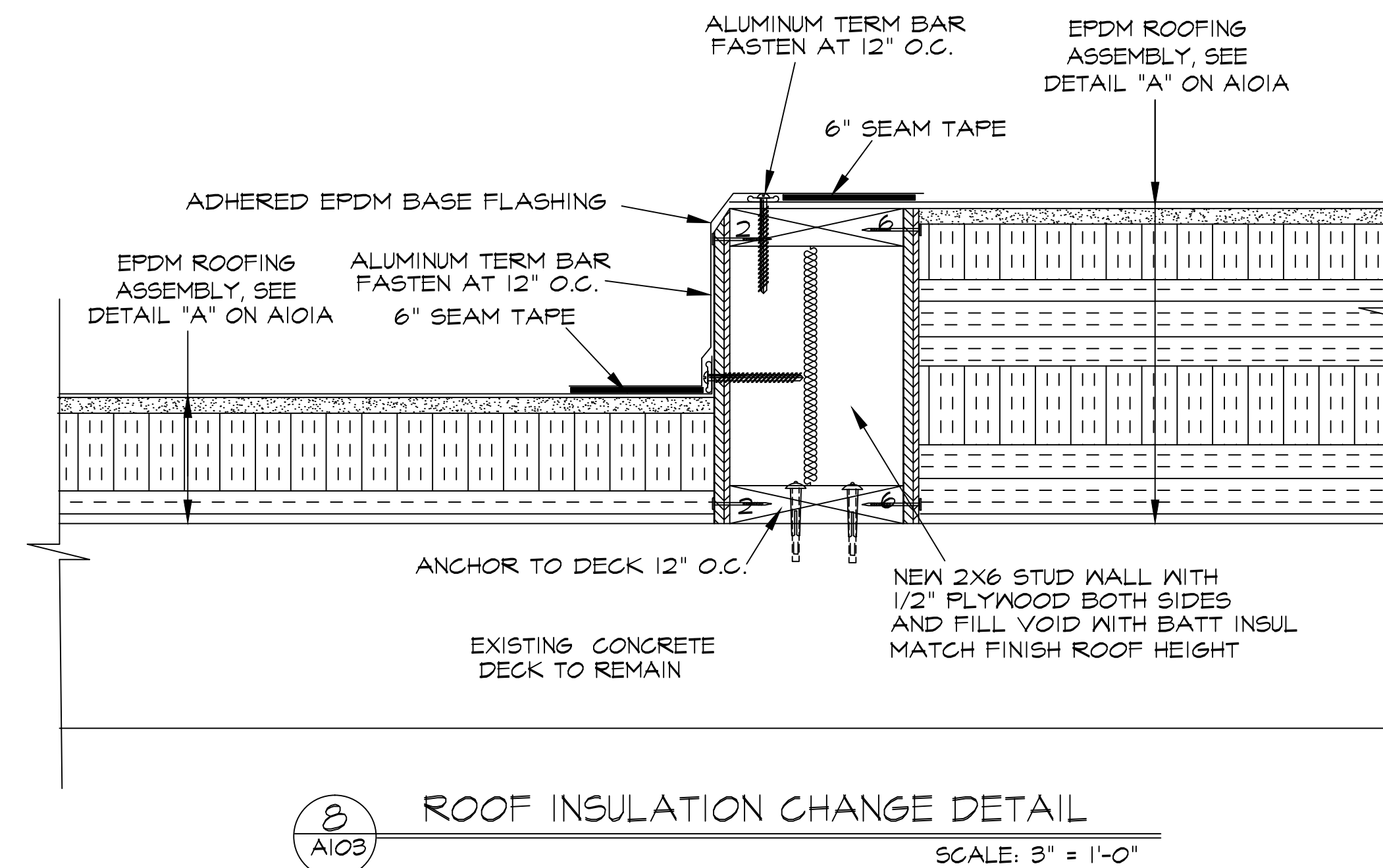
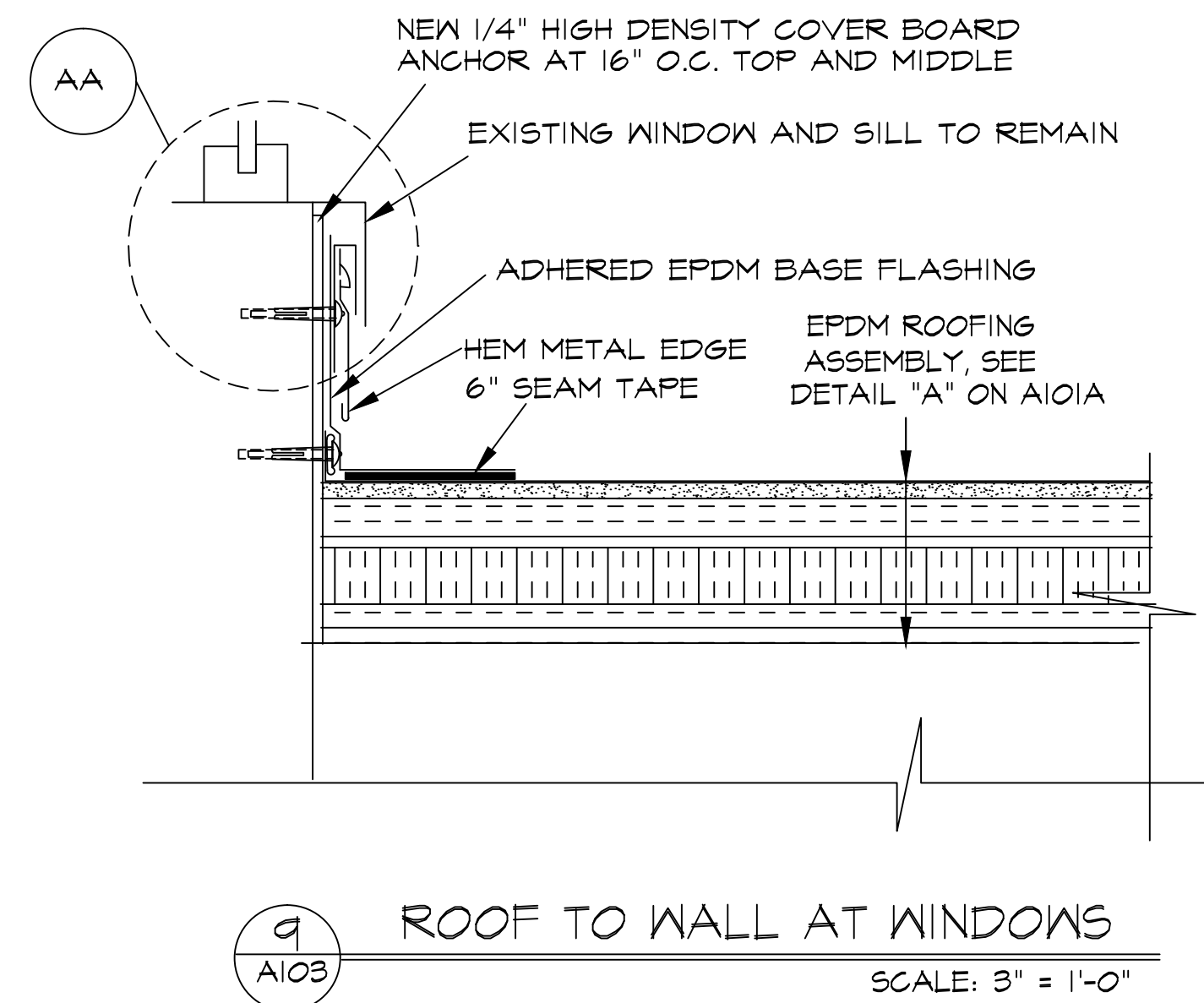
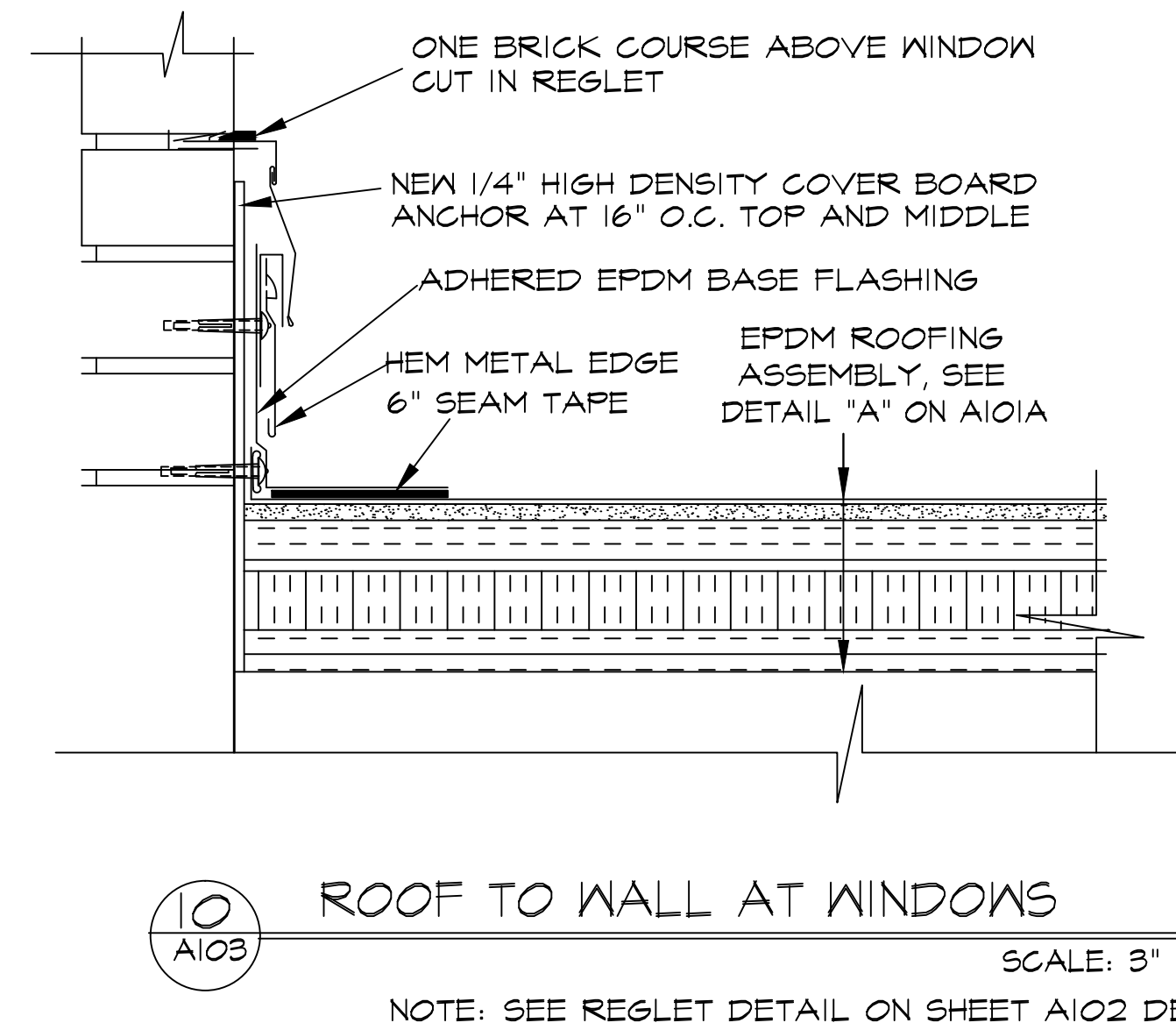
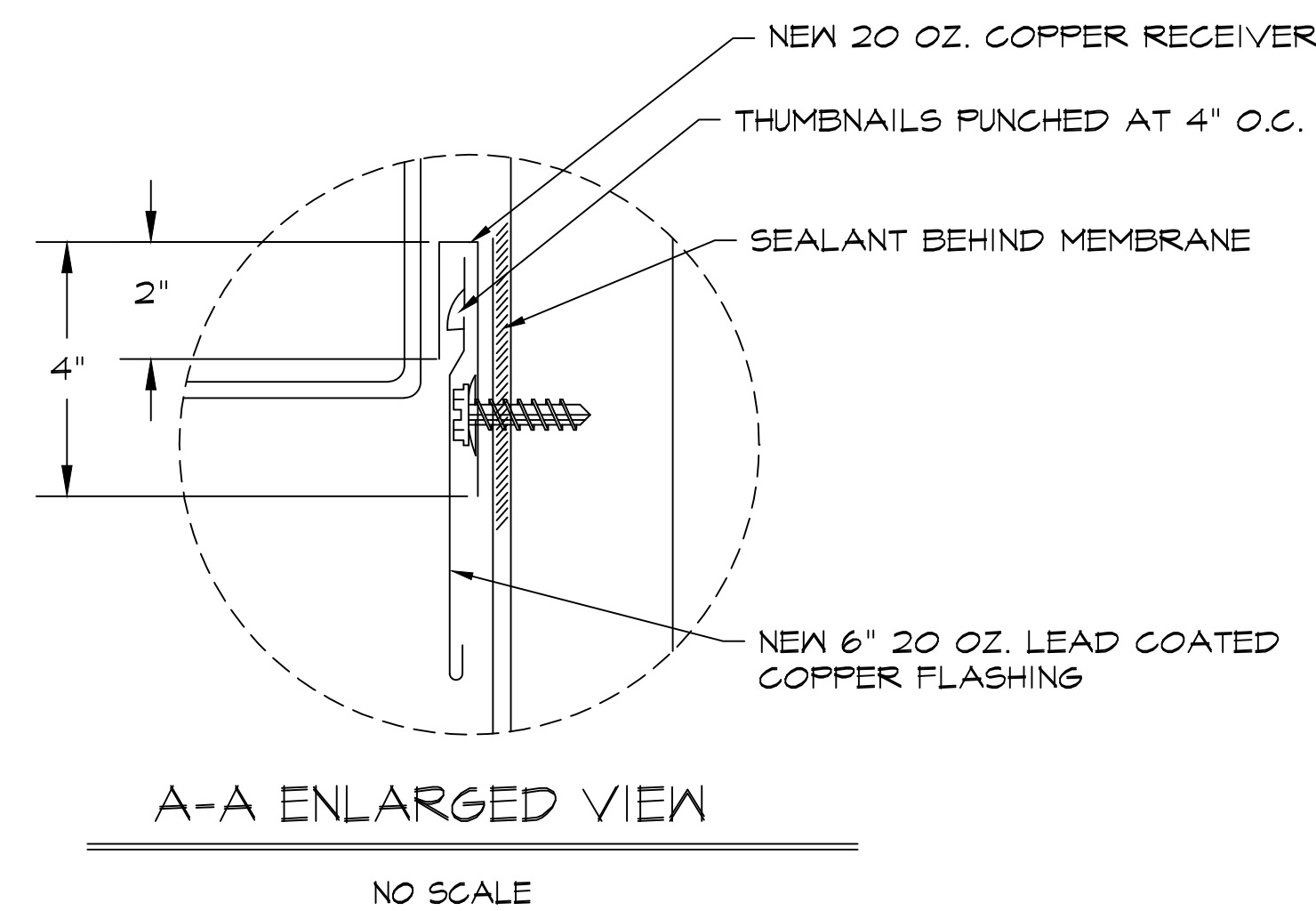
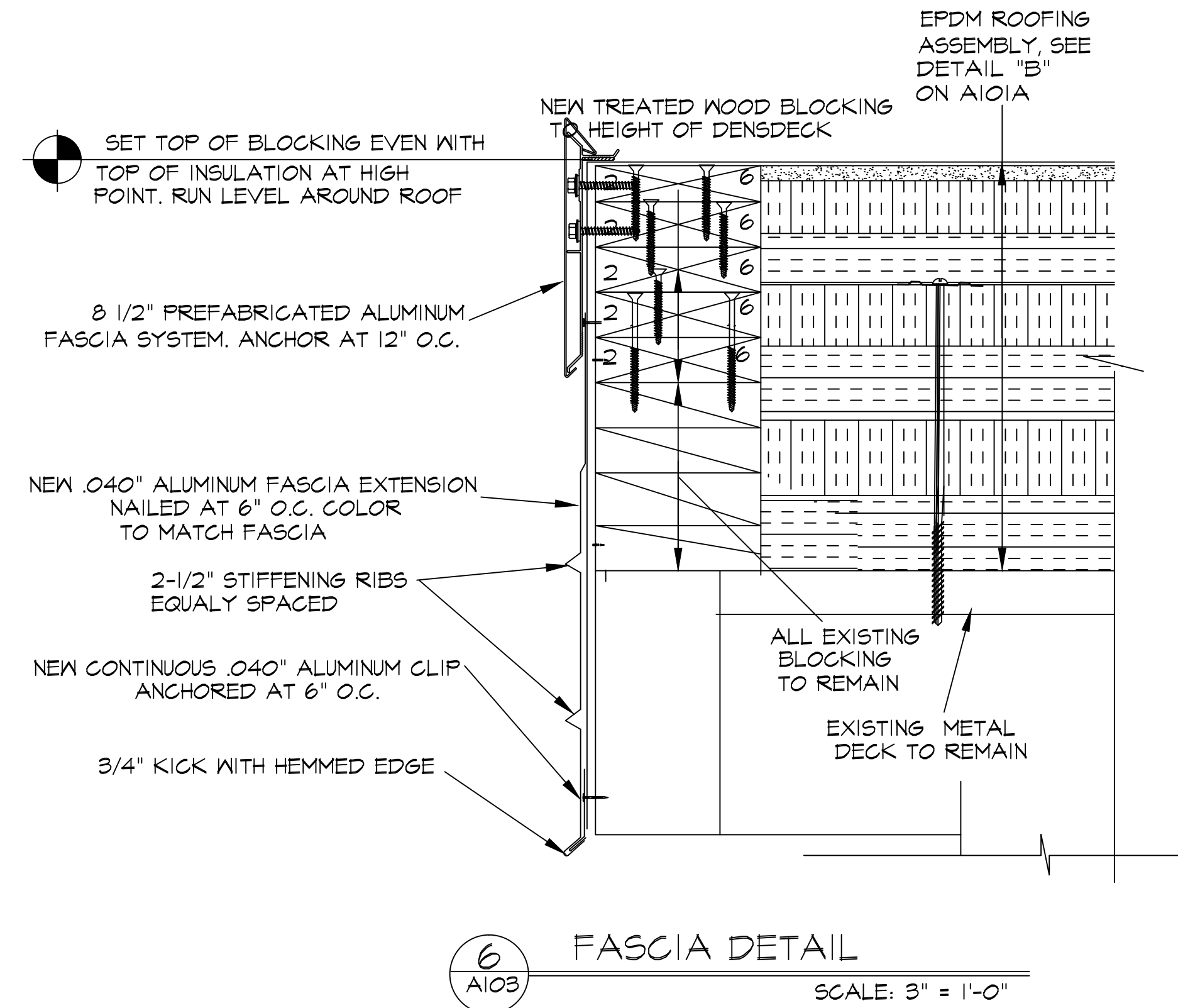
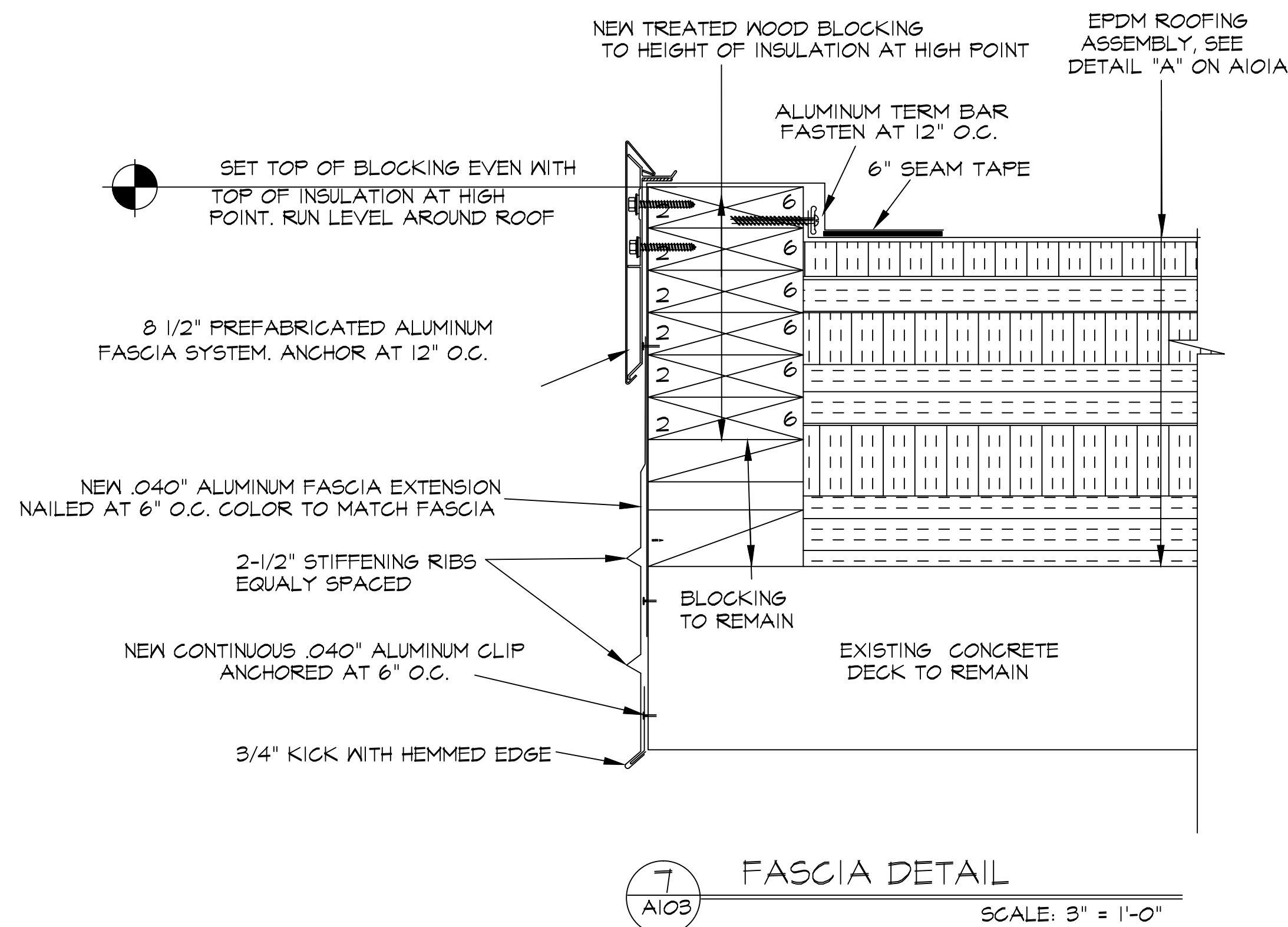
TRUMBULL PUBLIC SCHOOLS

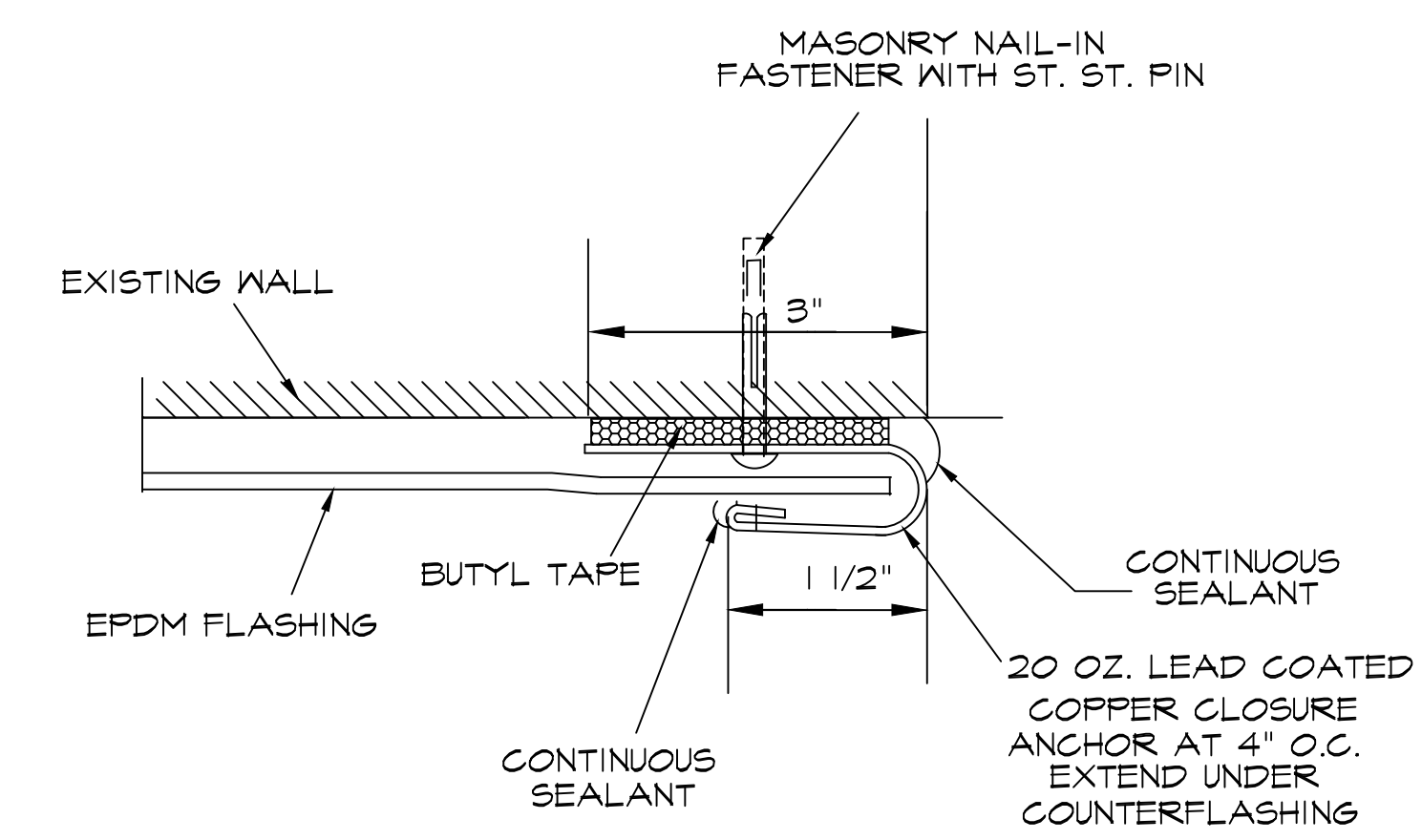
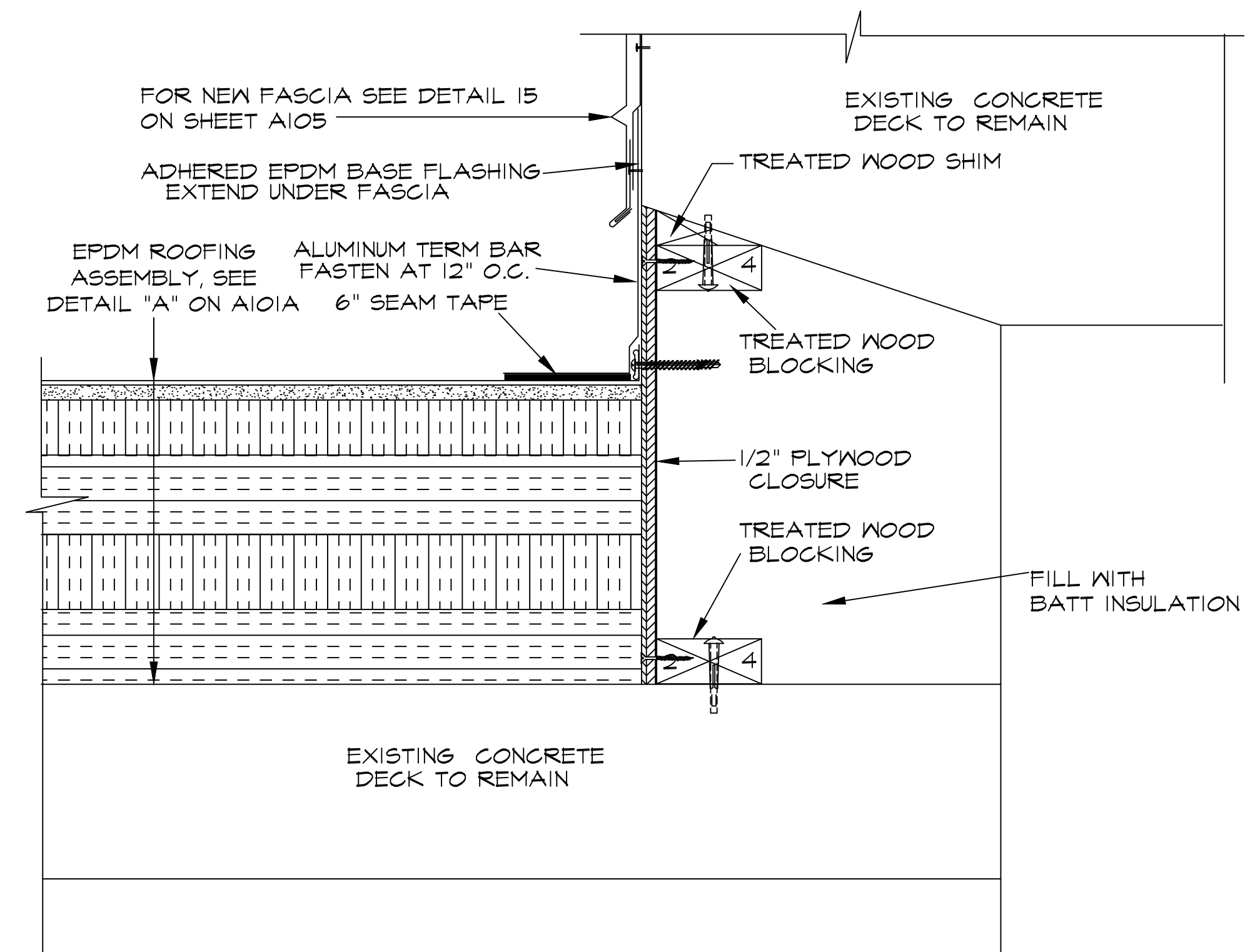
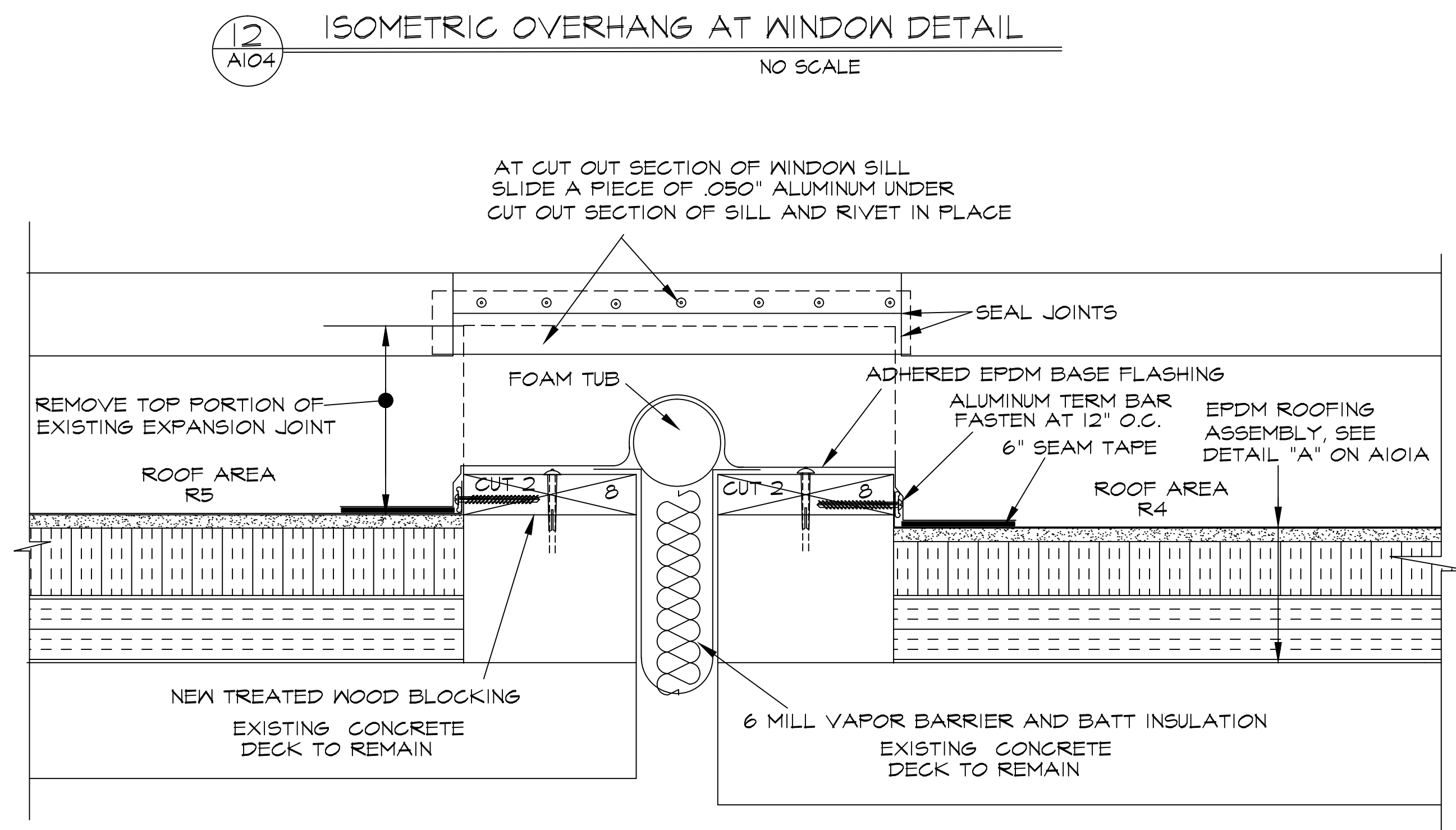
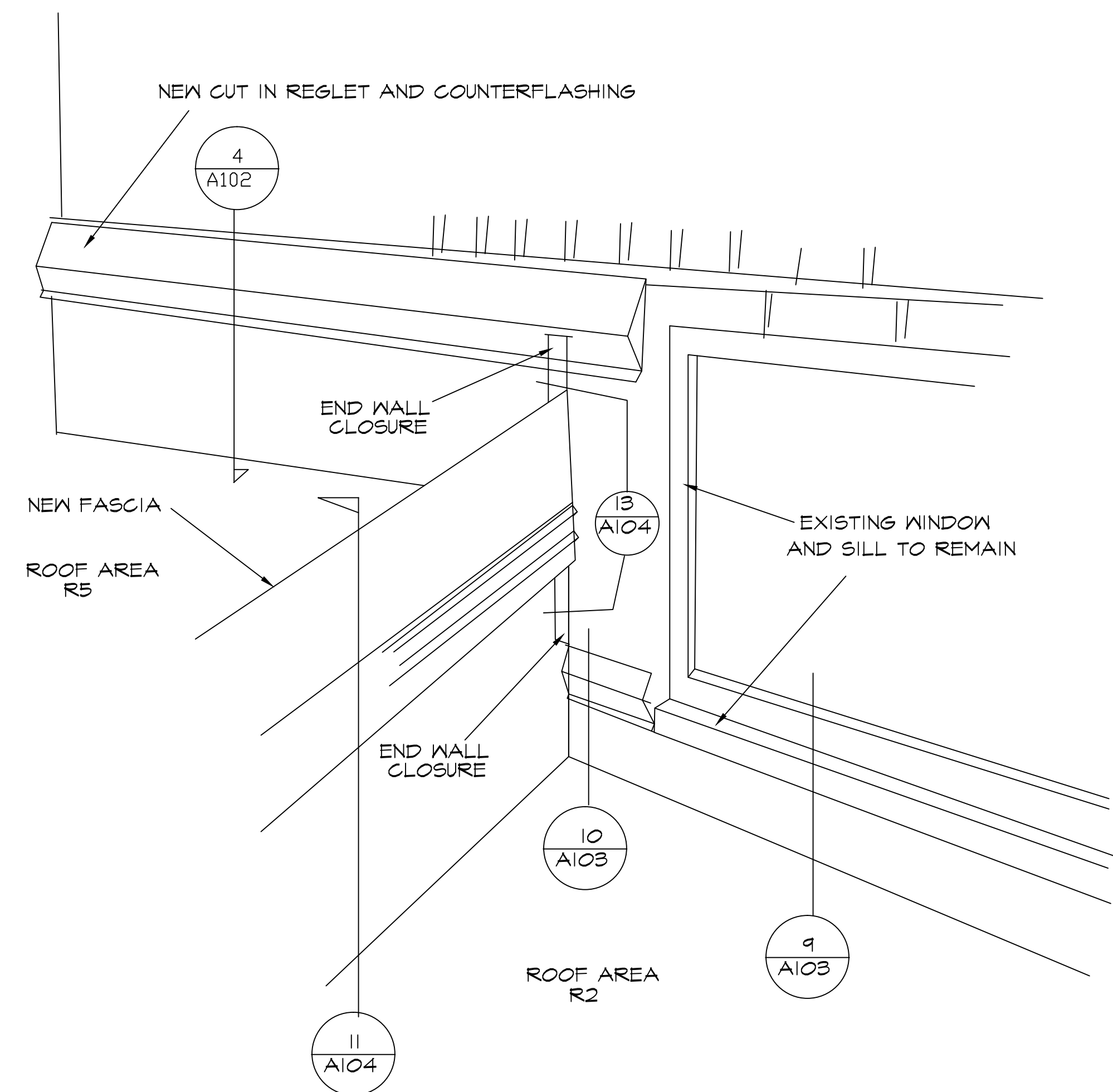
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

A-102

DATE: 06 DECEMBER 2021

JOB NUMBER	21019
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CERTIFICATION:

REVISIONS:

	DATE	DESCRIPTION
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TRUMBULL PUBLIC SCHOOLS

MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:

ROOF DETAILS

SCALE:	DRAWN BY:	REVIEWED BY:
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AS NOTED

DRAWING NO.

A-104

DATE: 06 DECEMBER 2021

JOB NUMBER:
21019

DATE	DESCRIPTION

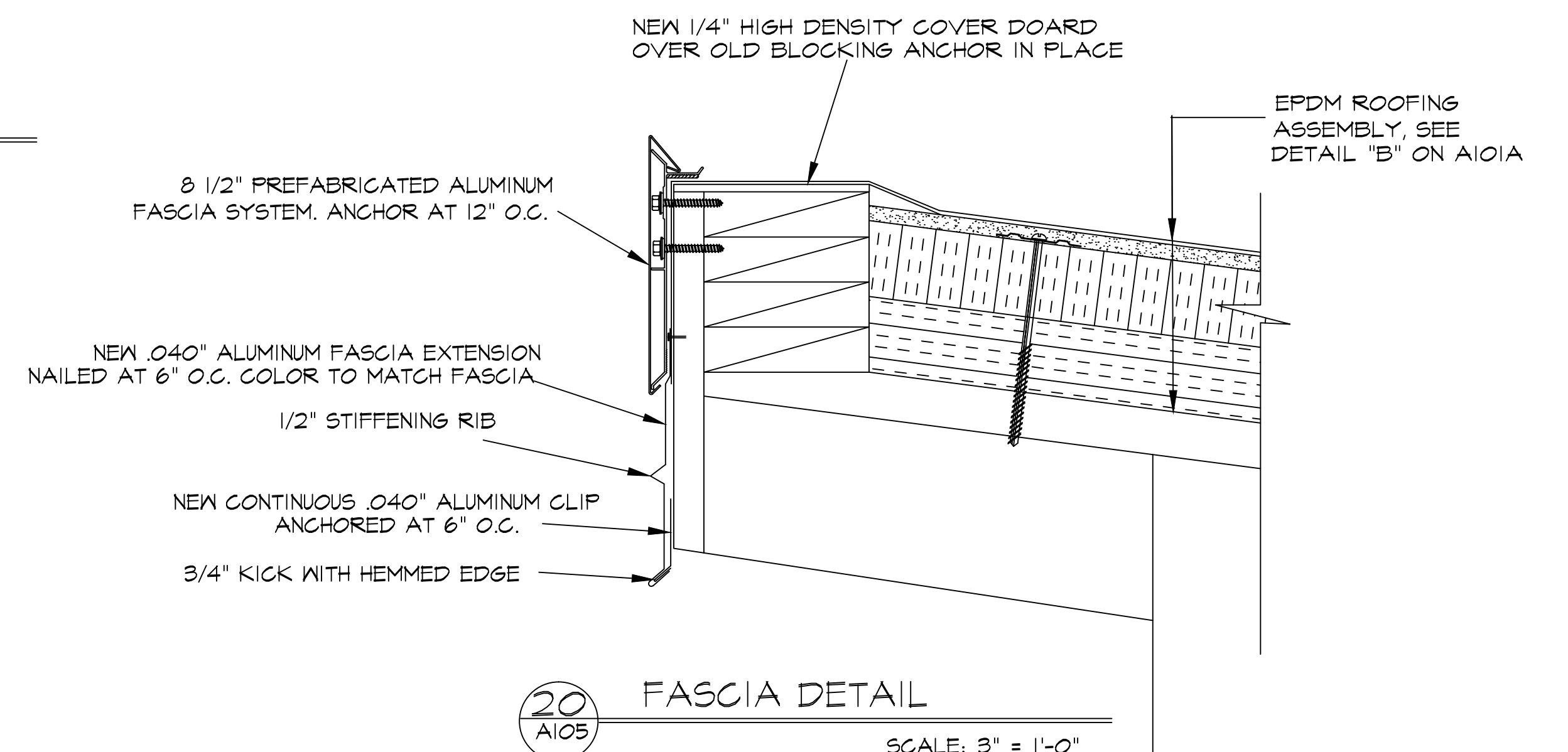
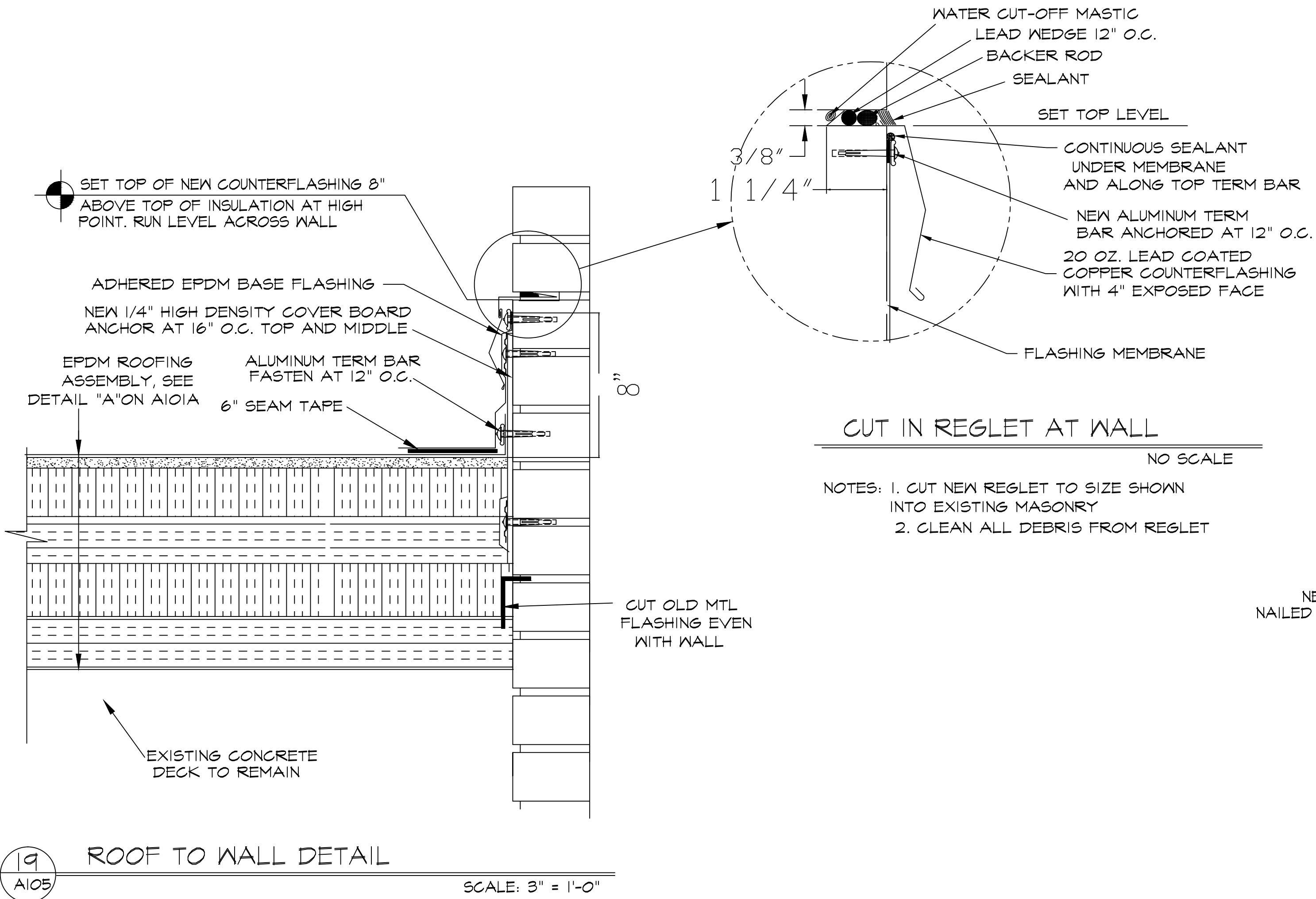
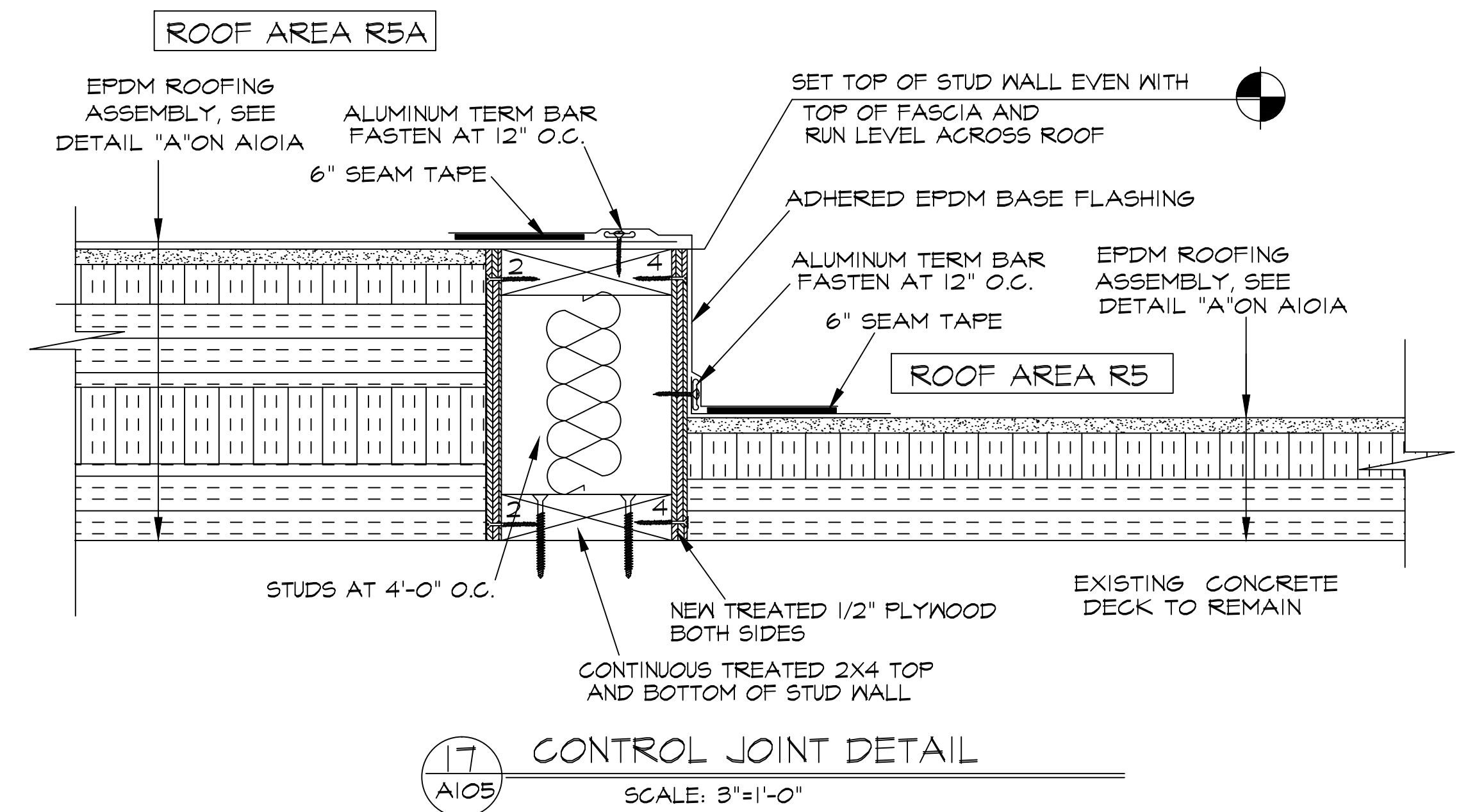
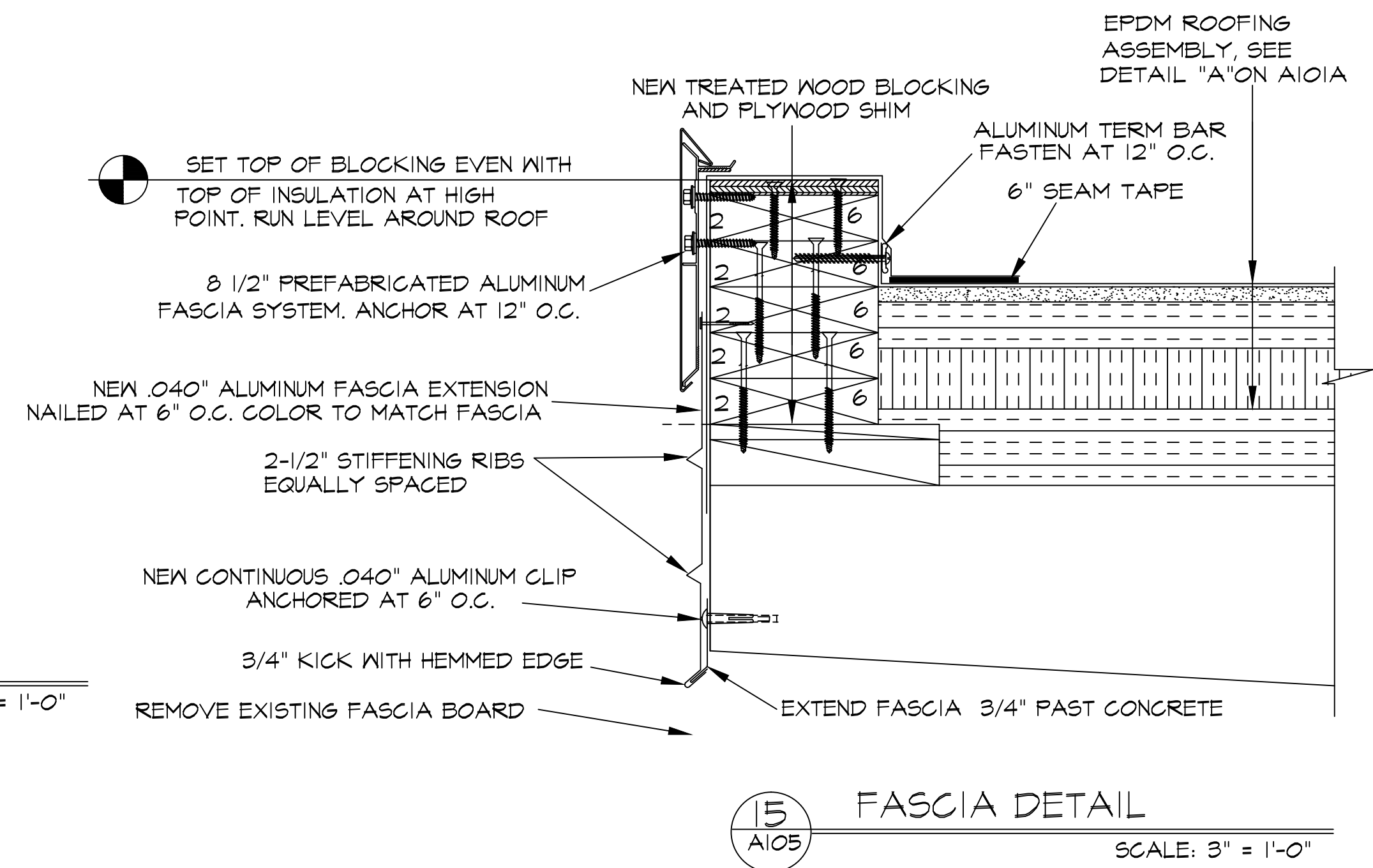
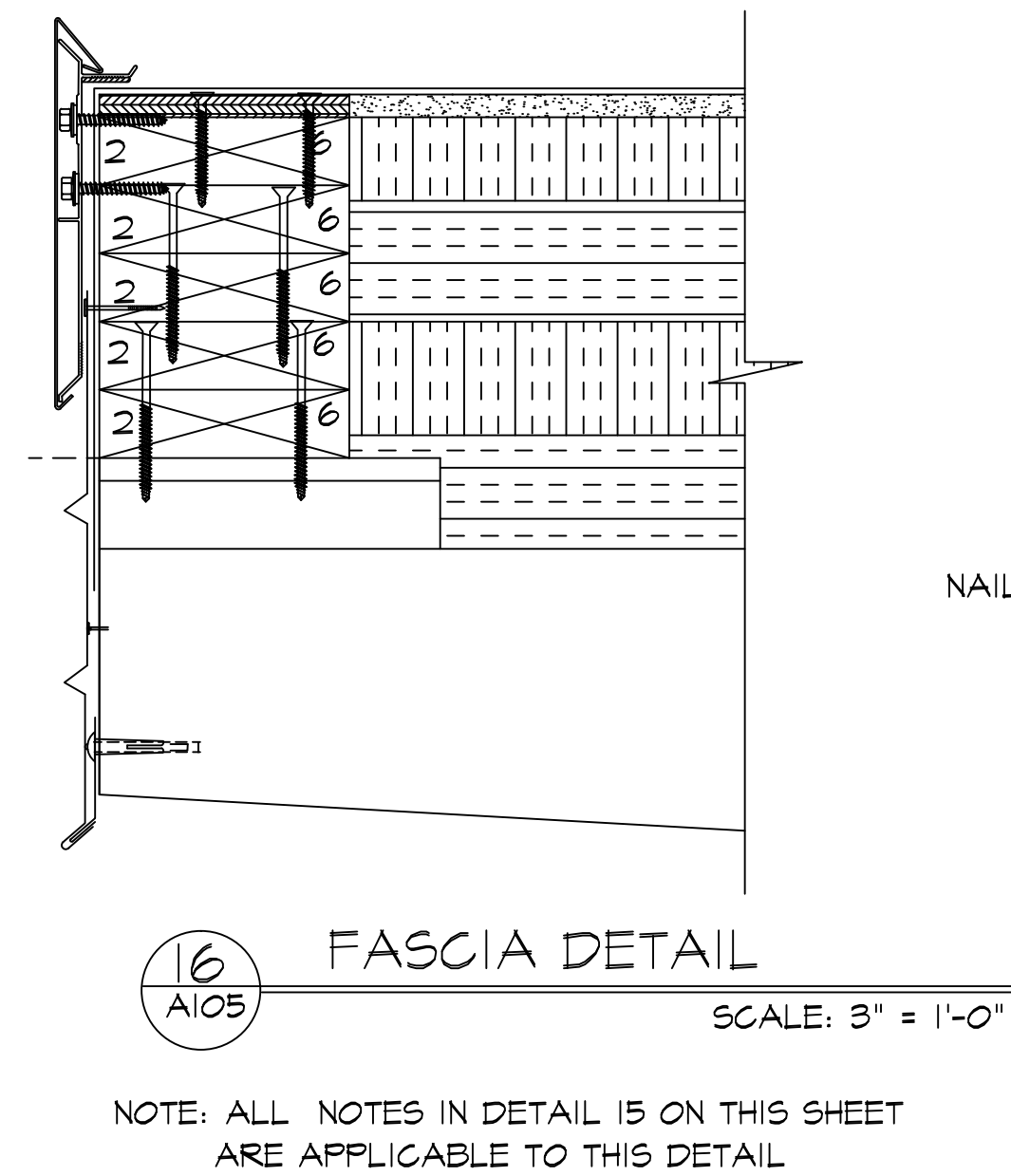
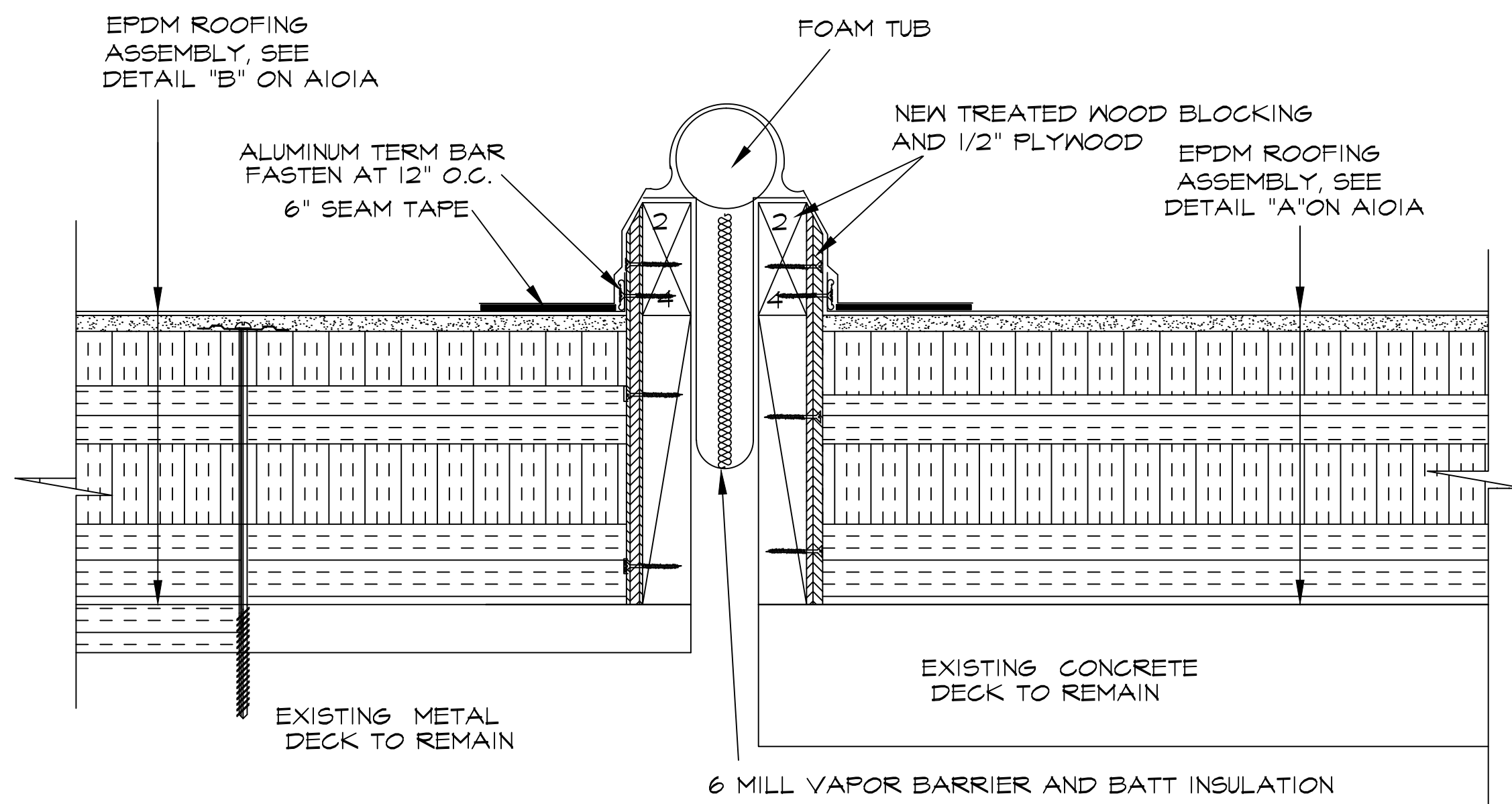
TRUMBULL PUBLIC SCHOOLS
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

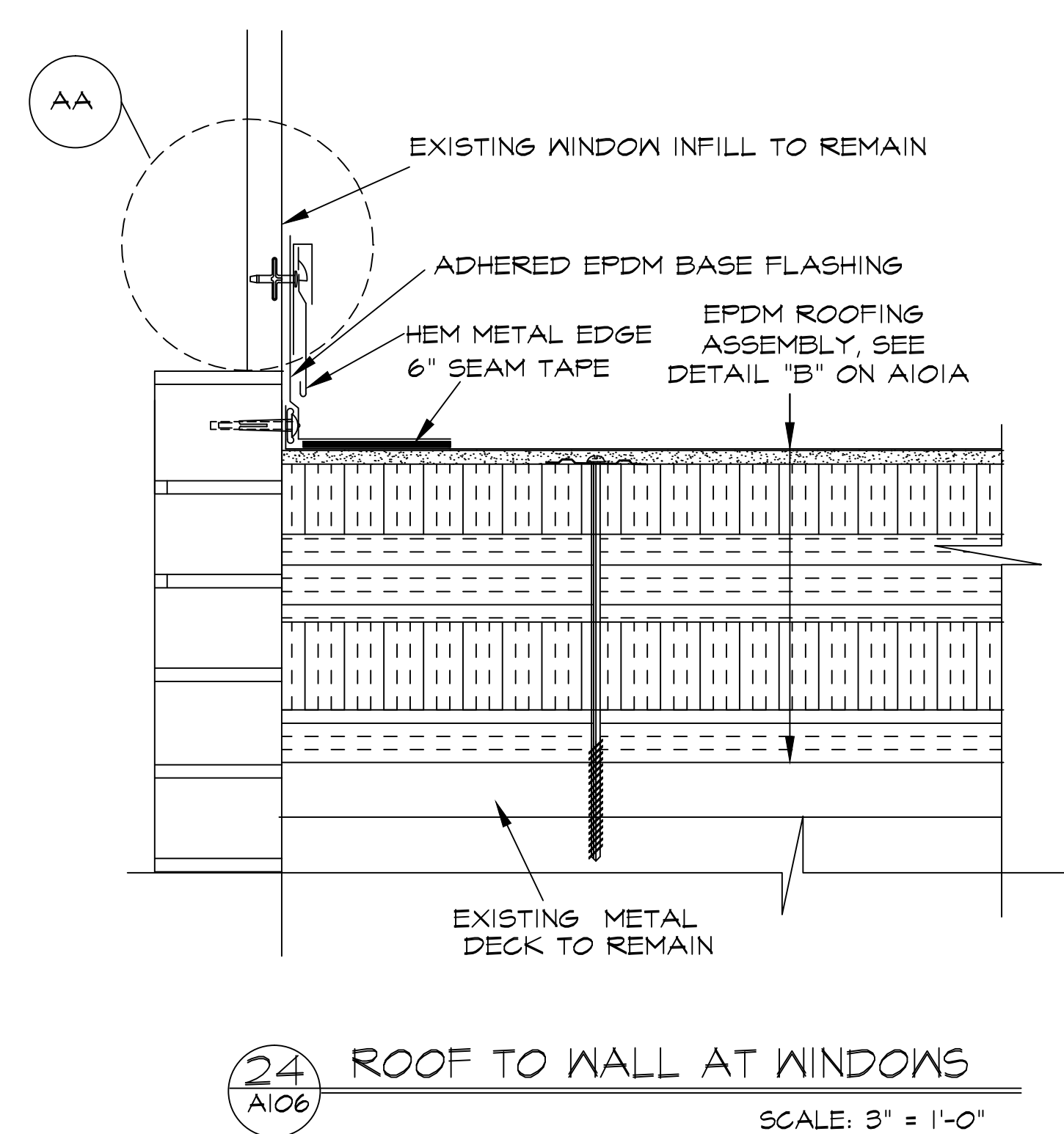
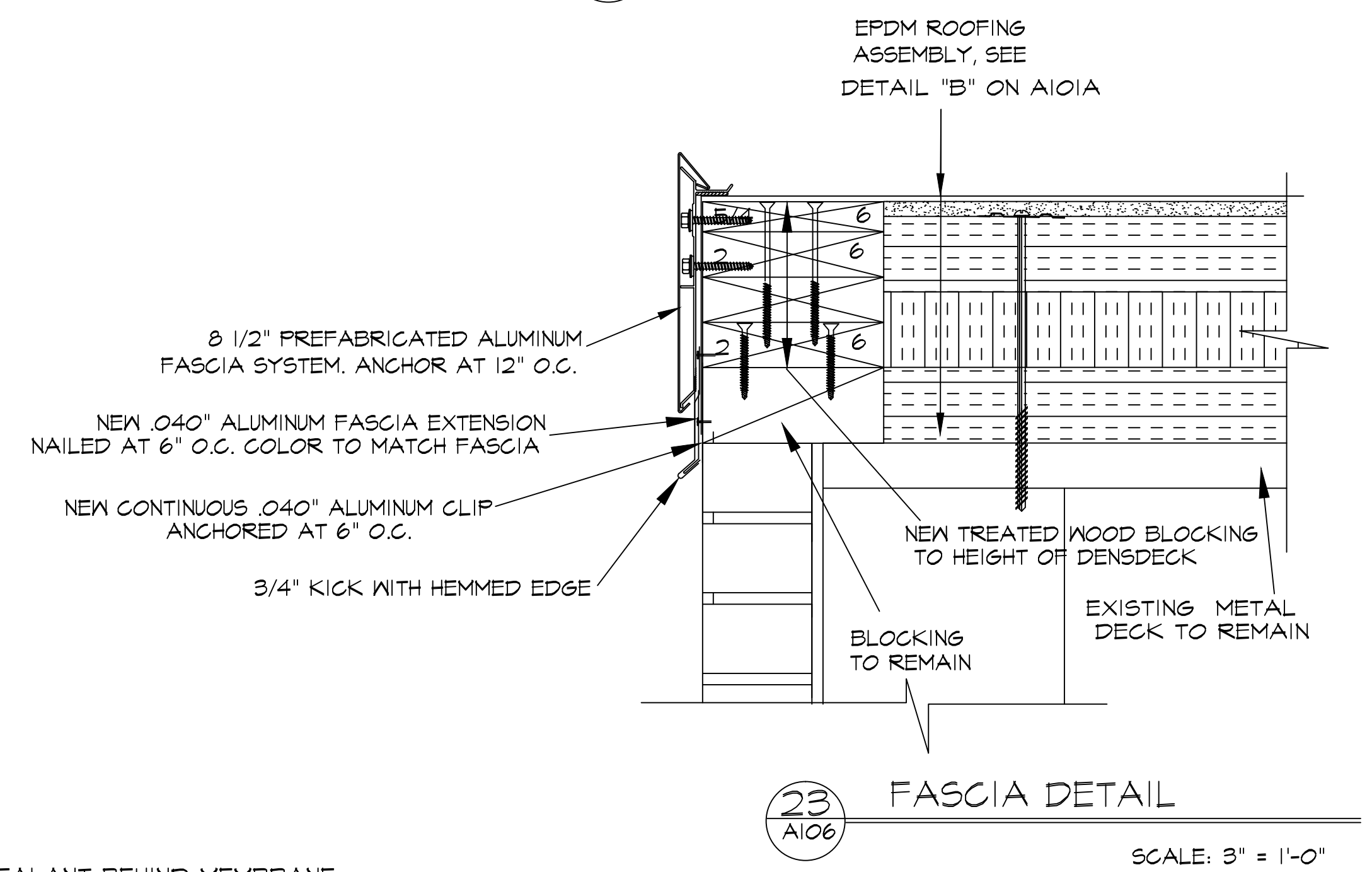
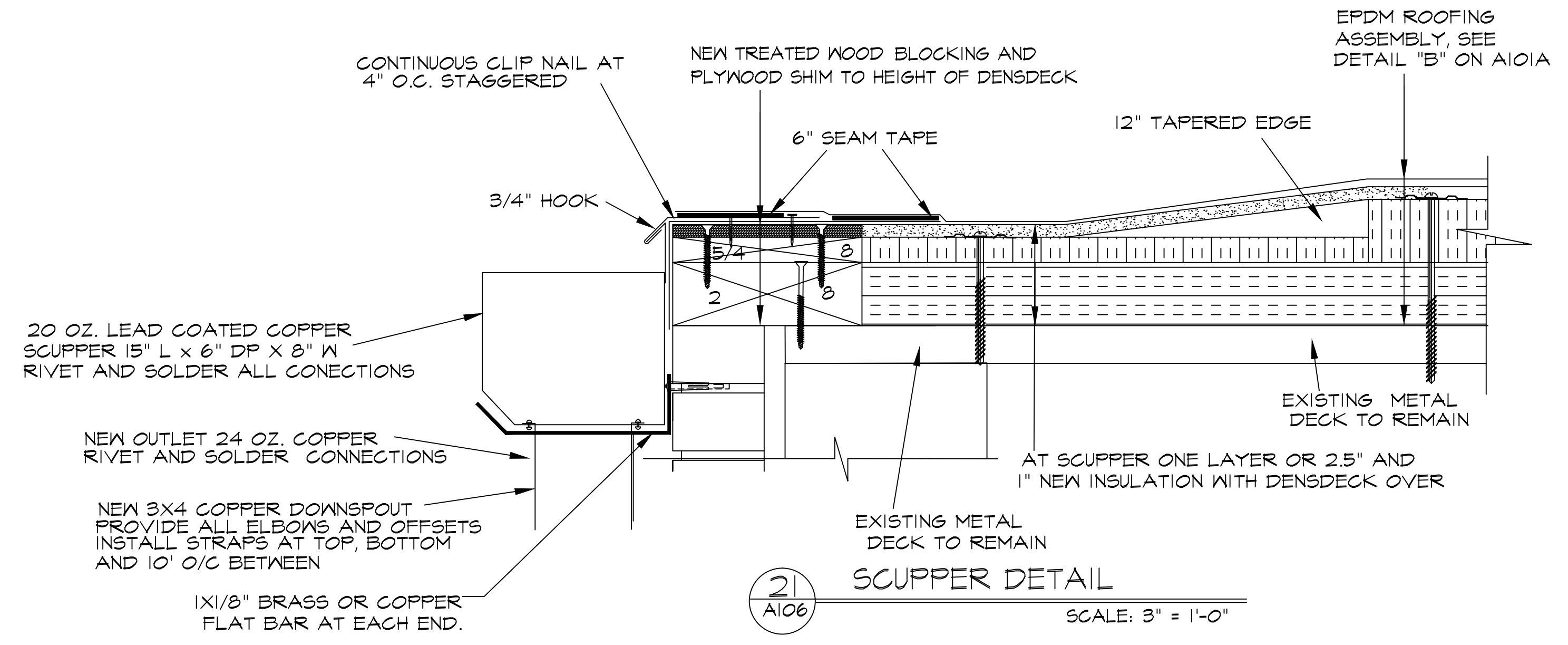
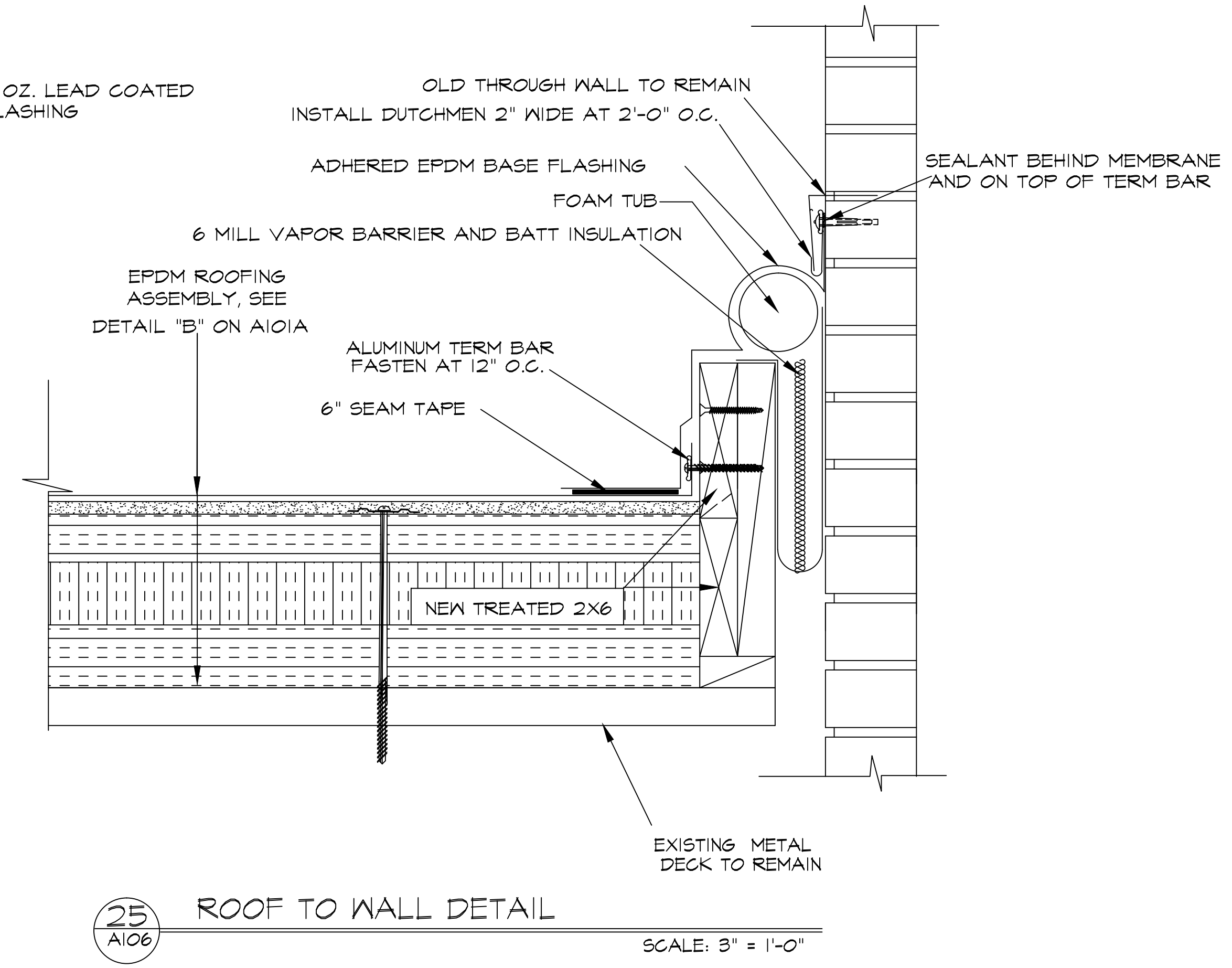
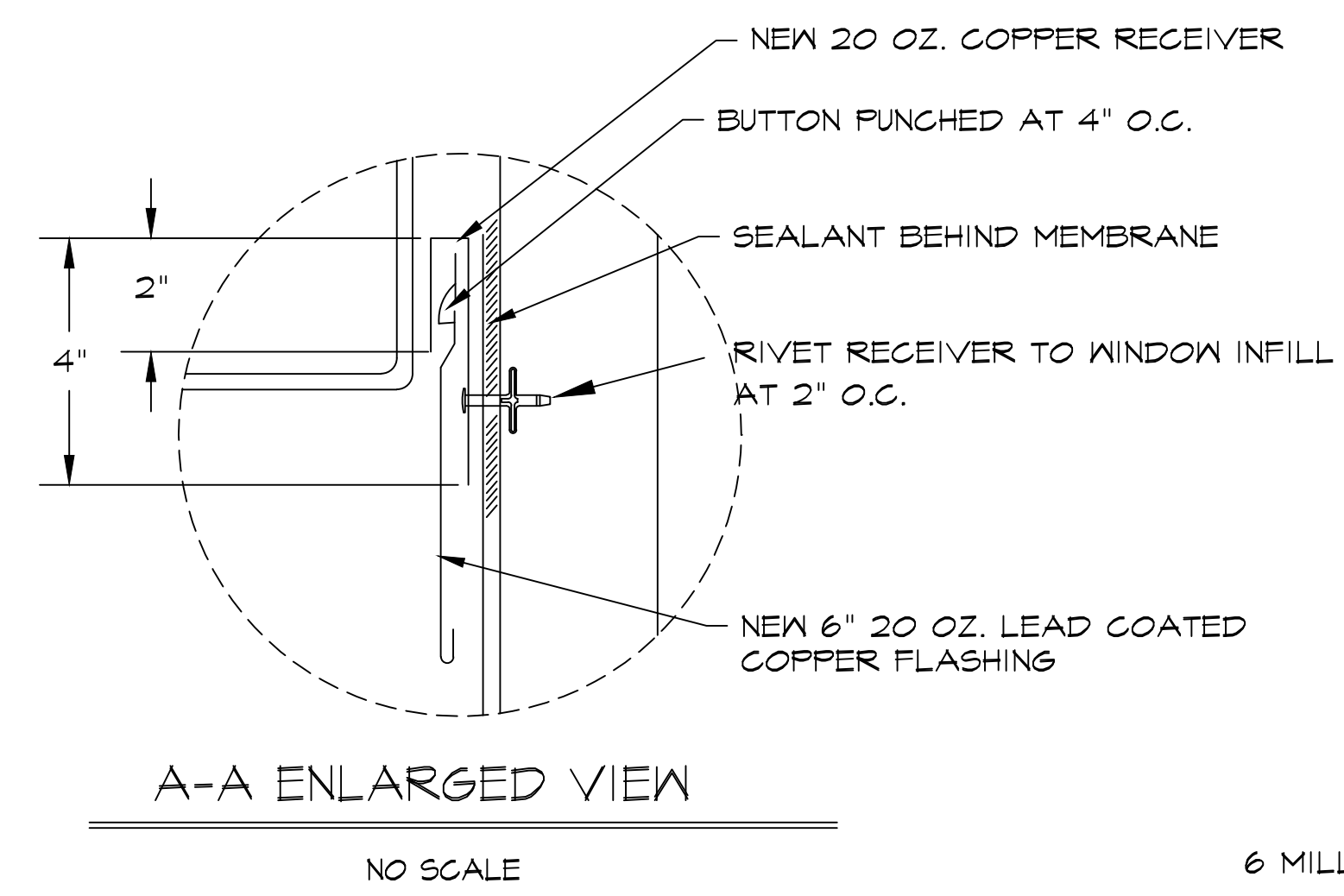
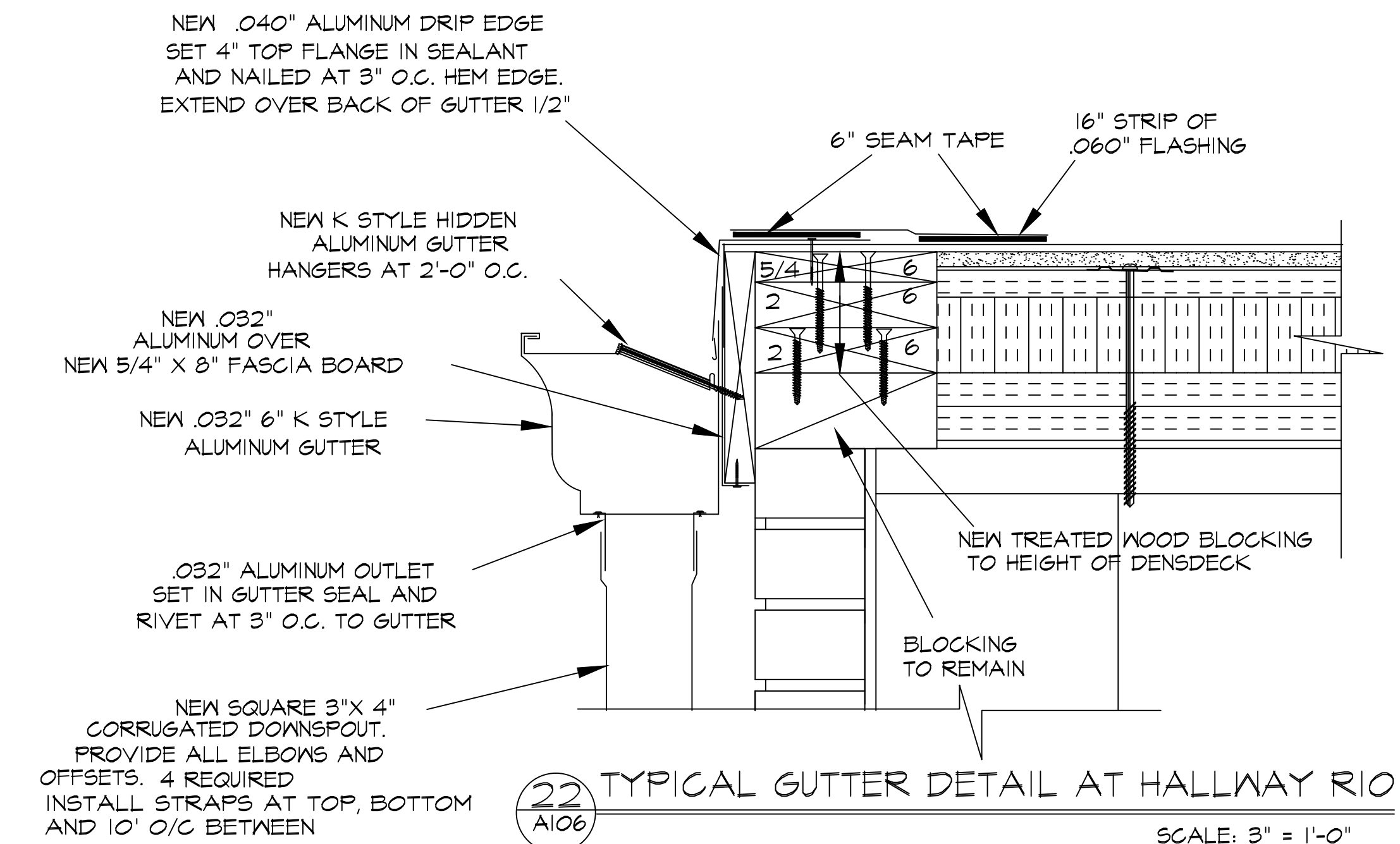
DRAWING TITLE:
ROOF DETAILS

SCALE: AS NOTED
DRAWN BY: jfd
REVIEWED BY: ---
DRAWING NO.

A-105

DATE: 06 DECEMBER 2021
JOB NUMBER: 21019





REVISIONS:	
DATE	DESCRIPTION

TRUMBULL PUBLIC SCHOOLS
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:
ROOF DETAILS

SCALE: AS NOTED	DRAWN BY: jfd	REVIEWED BY: ---
DRAWING NO.		



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REVISIONS:

[illegible]

MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

ROOF DETAILS

A-107

DATE:	JOB NUMBER:
06 DECEMBER 2021	21019

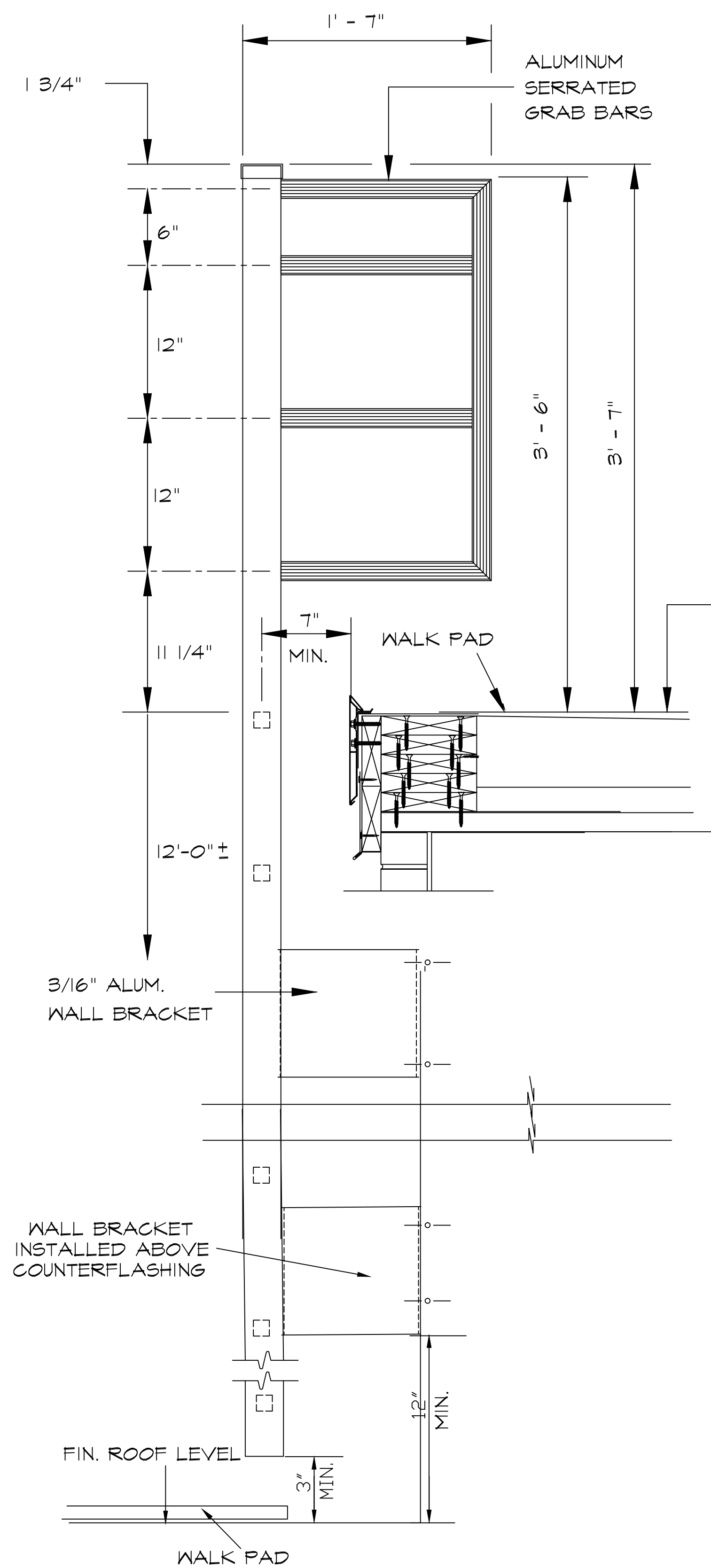


1. THIS DETAIL PERTAINS TO ALL RIDGES AND HIPS
2. SEAL EACH RIDGE/HIP SHINGLE
WITH A QUARTER SIZE DAB OF ADHESIVE BOTH SIDES



1. NEW ROOF / OVERFLOW DRAIN FROET
1000 WHERE SHOWN ON ROOF PLAN.
PRIMARY TO CONNECT TO EXISTING PIPING
OVERFLOW RUN SEPERATELY TO DAYLIGHT
2. NEW ROOF DRAIN CONNECTED TO EXISTING
PIPING WHERE NO OVERFLOW REQUIRED



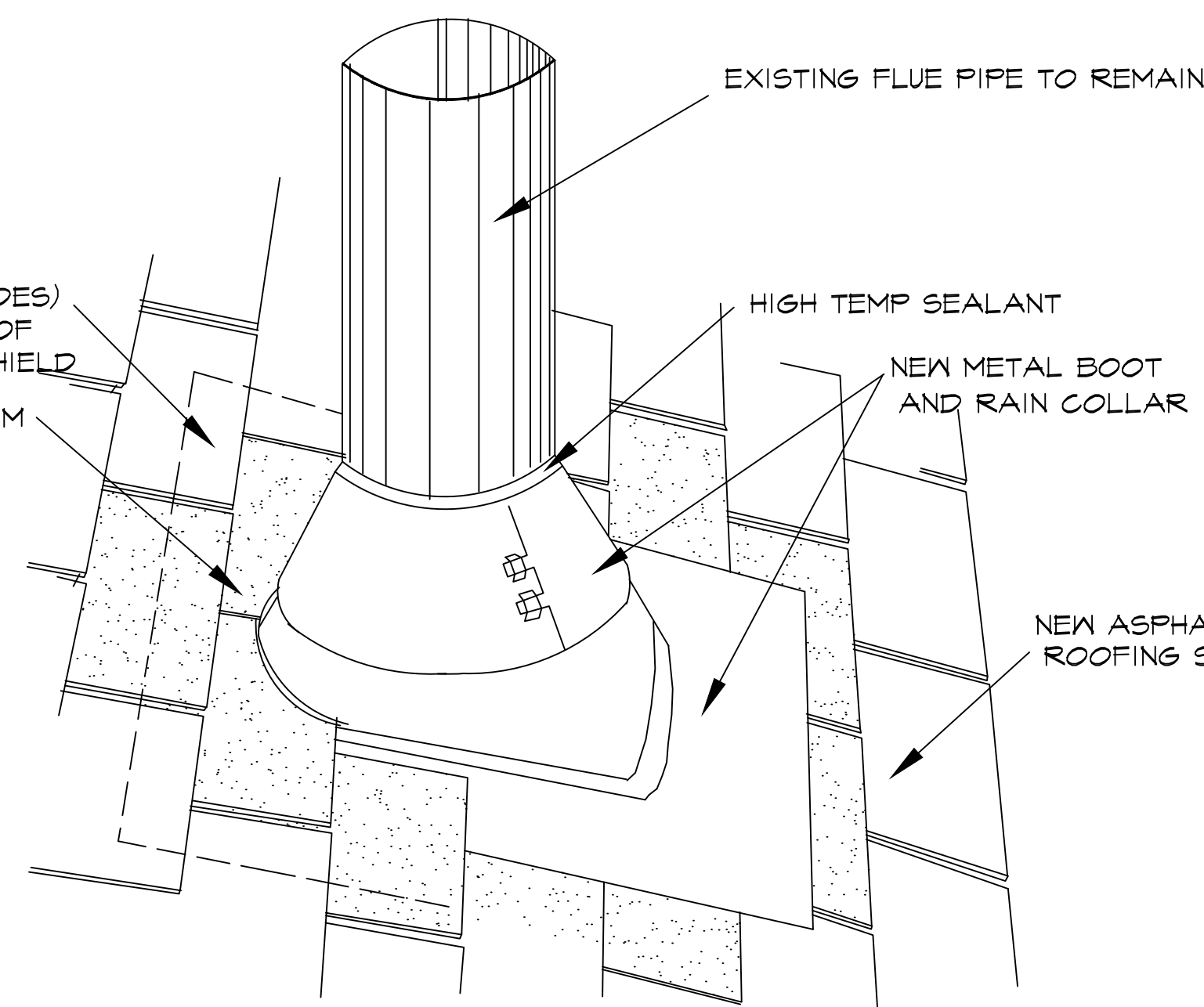


36 LADDER DETAIL R4 TO R9
A109 NO SCALE

NOTES:

- 1: FIELD VERIFY ALL LADDER DIMENSIONS
- 2: NEW LADDER FROM R9 TO R8 SIM.
HEIGHT 6'-8" ±
- 3: NEW LADDER FROM R5A TO R6 SIM.
HEIGHT 6'-4" ±
- 4: FOR ALL NEW LADDERS PROVIDE
TWO WALL BRACKETS EACH
- 5: FOR DETAIL AT BASE OF LADDER IN ROOF AREA
R6 SEE DETAIL 43 ON SHEET A110

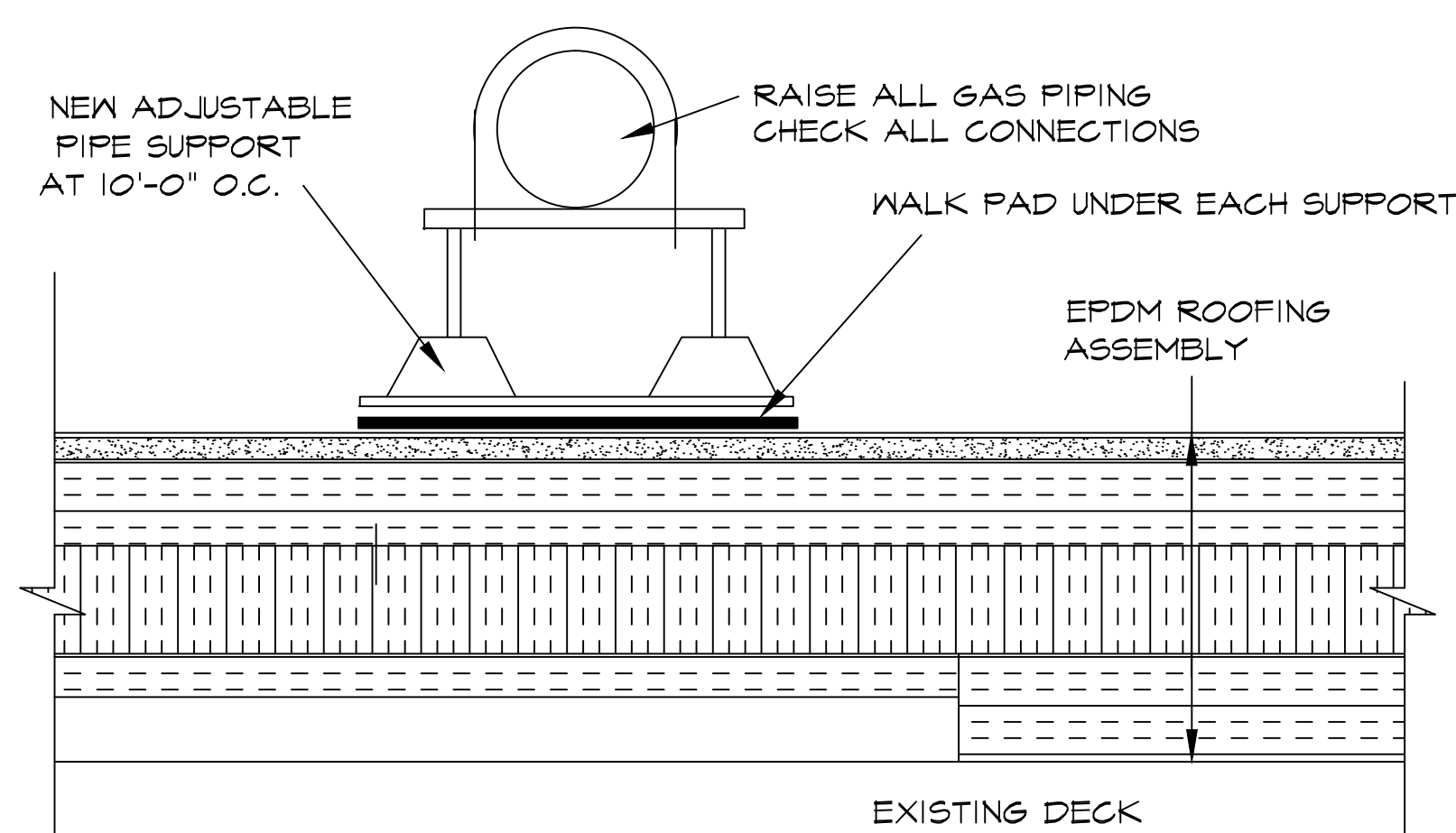
ICE AND WATER SHIELD
(12" WIDTH AT TOP & SIDES)
LAP NEW FELTS A MINIMUM OF
6" OVER ICE AND WATER SHIELD
NAIL FLANGE 3" O.C. MAXIMUM



35 TYPICAL FLUE PIPE FLASHING
A109 NO SCALE

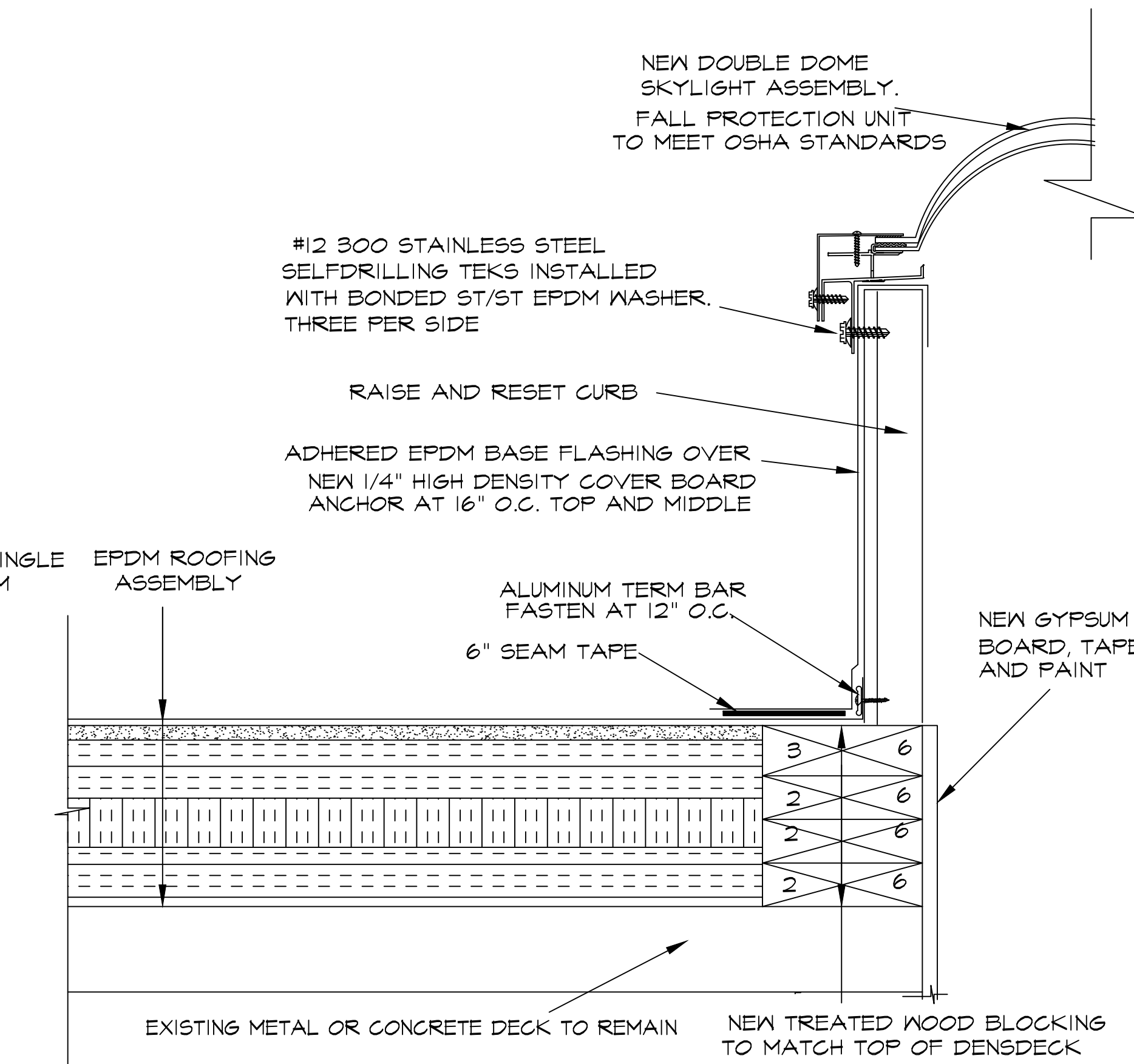
NOTES:

1. REMOVE EXISTING BOOT AND STORM COLLAR



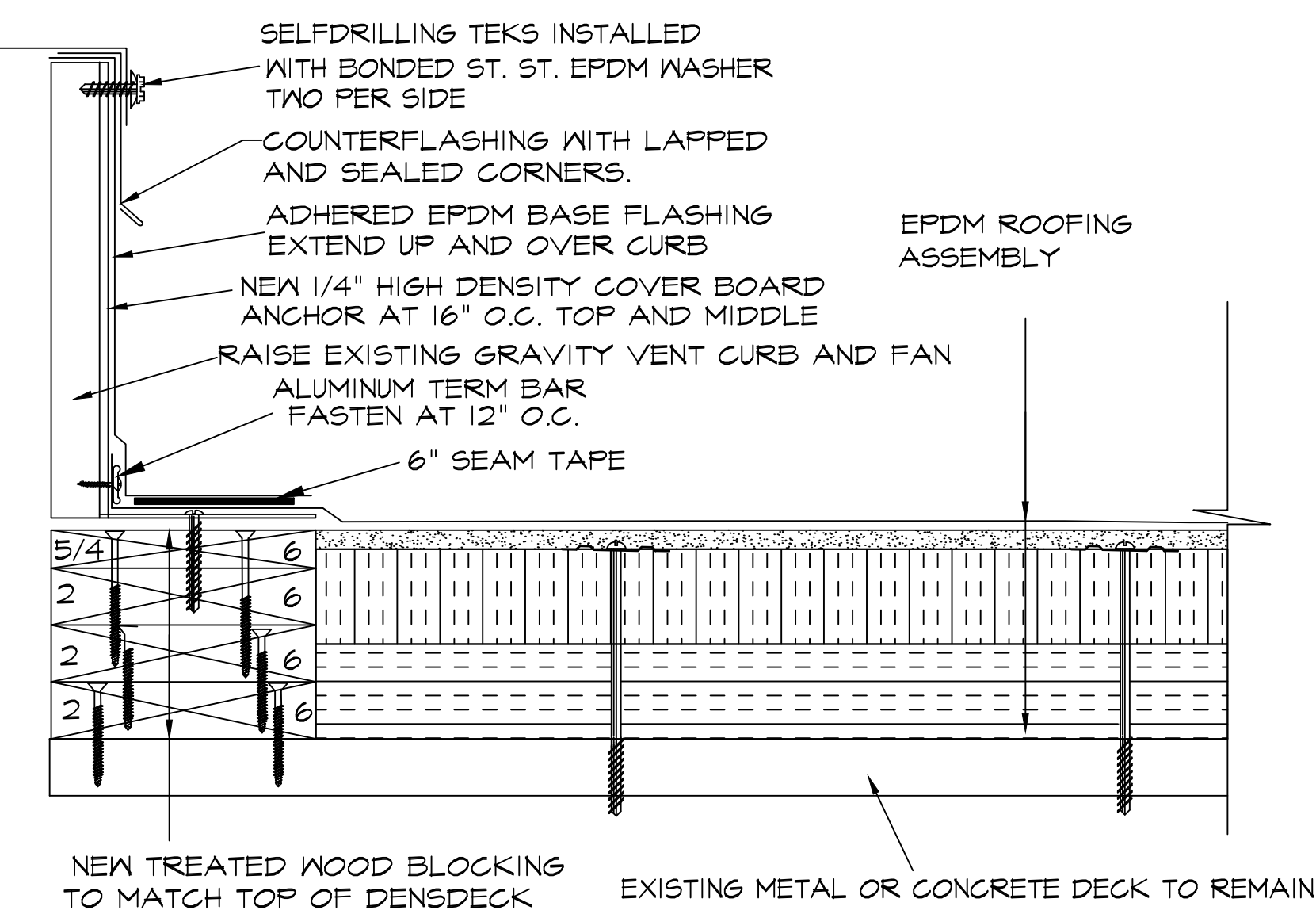
38 TYPICAL GAS SUPPORT DETAIL
A109 NO SCALE

#12 300 STAINLESS STEEL
SELFDRILLING TEKS INSTALLED
WITH BONDED ST/ST EPDM WASHER.
THREE PER SIDE



34 TYPICAL SKYLIGHT DETAIL (SL)
A109 SCALE 3" = 1'-0"

NOTE: THE THREE SKYLIGHTS ON ROOF AREAS
R1 AND R2 SHALL BE CLEAR OVER WHITE
AND THE SKYLIGHTS OVER AREA R9 SHALL BE CLEAR OVER CLEAR



37 TYPICAL GRAVITY VENT CURB DETAIL
A109 SCALE 3" = 1'-0"

NOTES:

1. ELECTRICIAN SHALL EXTEND, LENGTHEN, DISCONNECT AND
RECONNECT ALL ELECTRICAL AS REQUIRED TO
PROVIDE PROPER FLASHING HEIGHT.
2. HVAC CONTRACTOR TO DISCONNECT ALL DUCTWORK
FOR RAISING EXISTING FAN. AFTER CURB IS INSTALLED CONTRACTOR
SHALL EXTEND DUCTWORK AND RECONNECT THE UNIT
3. MECHANICAL CONTRACTOR SHALL START ALL UNITS TO SHOW
THEY ARE IN WORKING ORDER.
4. INSULATION THICKNESS VARIES FOR NEW BLOCKING
HEIGHTS. SEE TAPERED INSULATION PLAN



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REVISIONS:
DATE DESCRIPTION

DATE	DESCRIPTION

TRUMBULL PUBLIC SCHOOLS

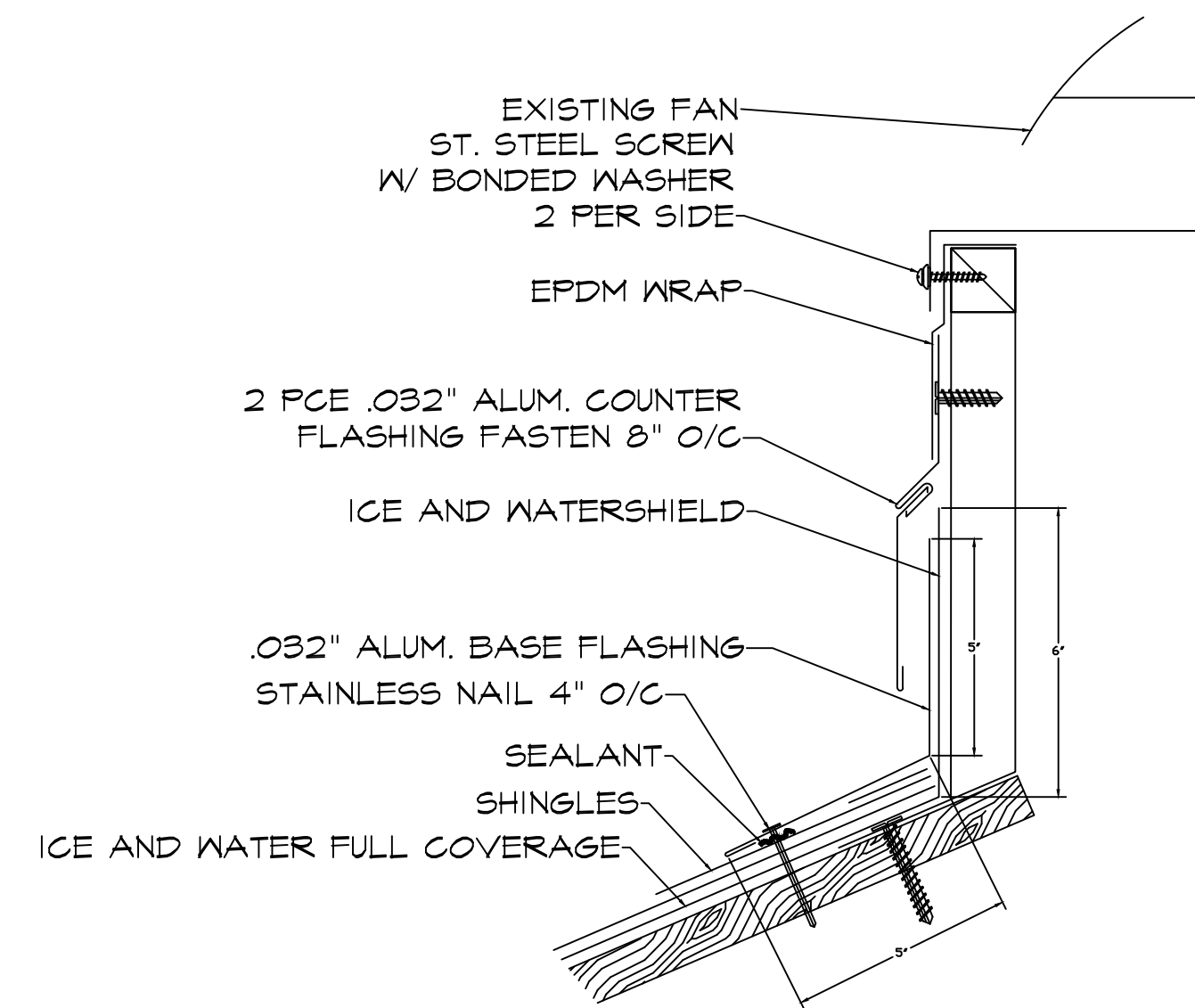
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:
ROOF DETAILS

SCALE: AS NOTED
DRAWN BY: jfd
REVIEWED BY: ---
DRAWING NO.

A-109

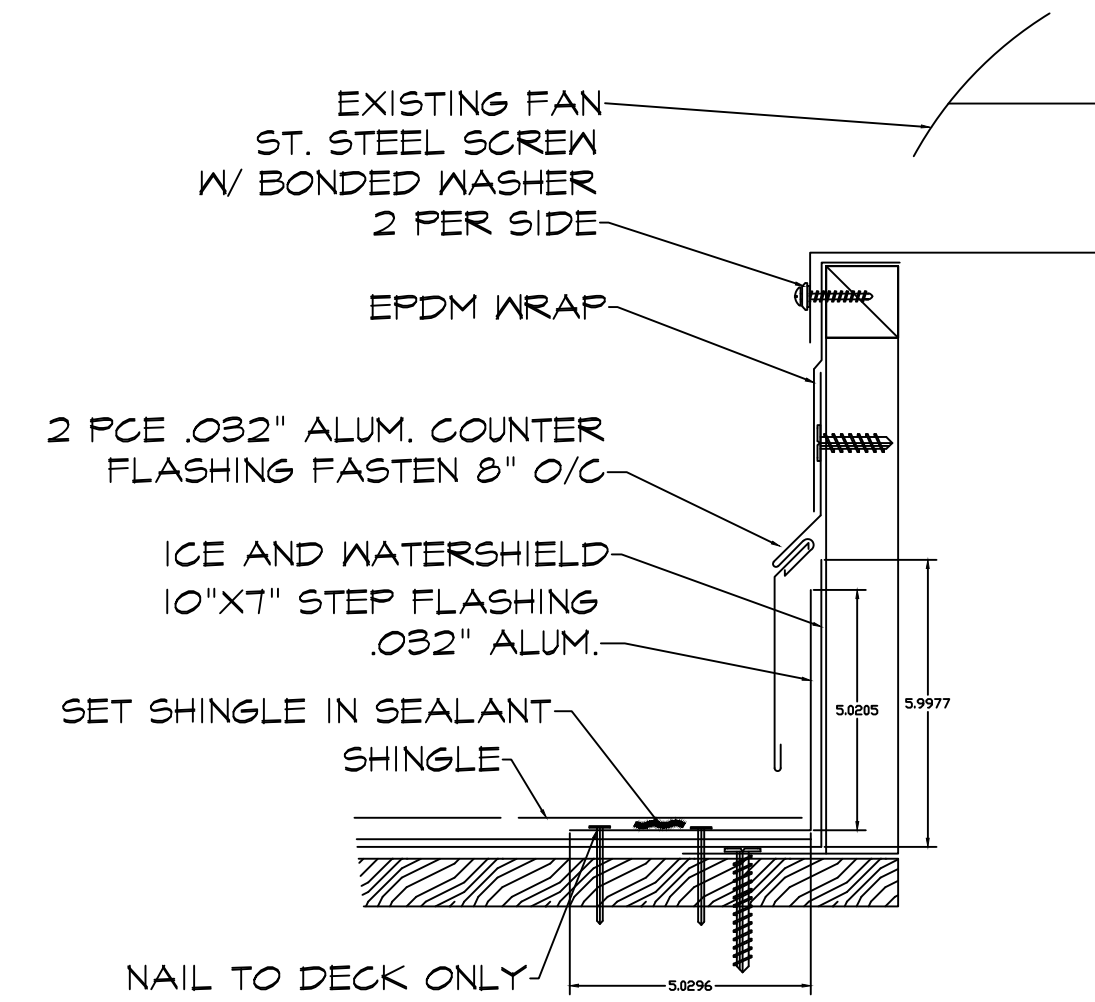
DATE: 06 DECEMBER 2021
JOB NUMBER: 21019



BASE FLASHING AT CURB

39
A110

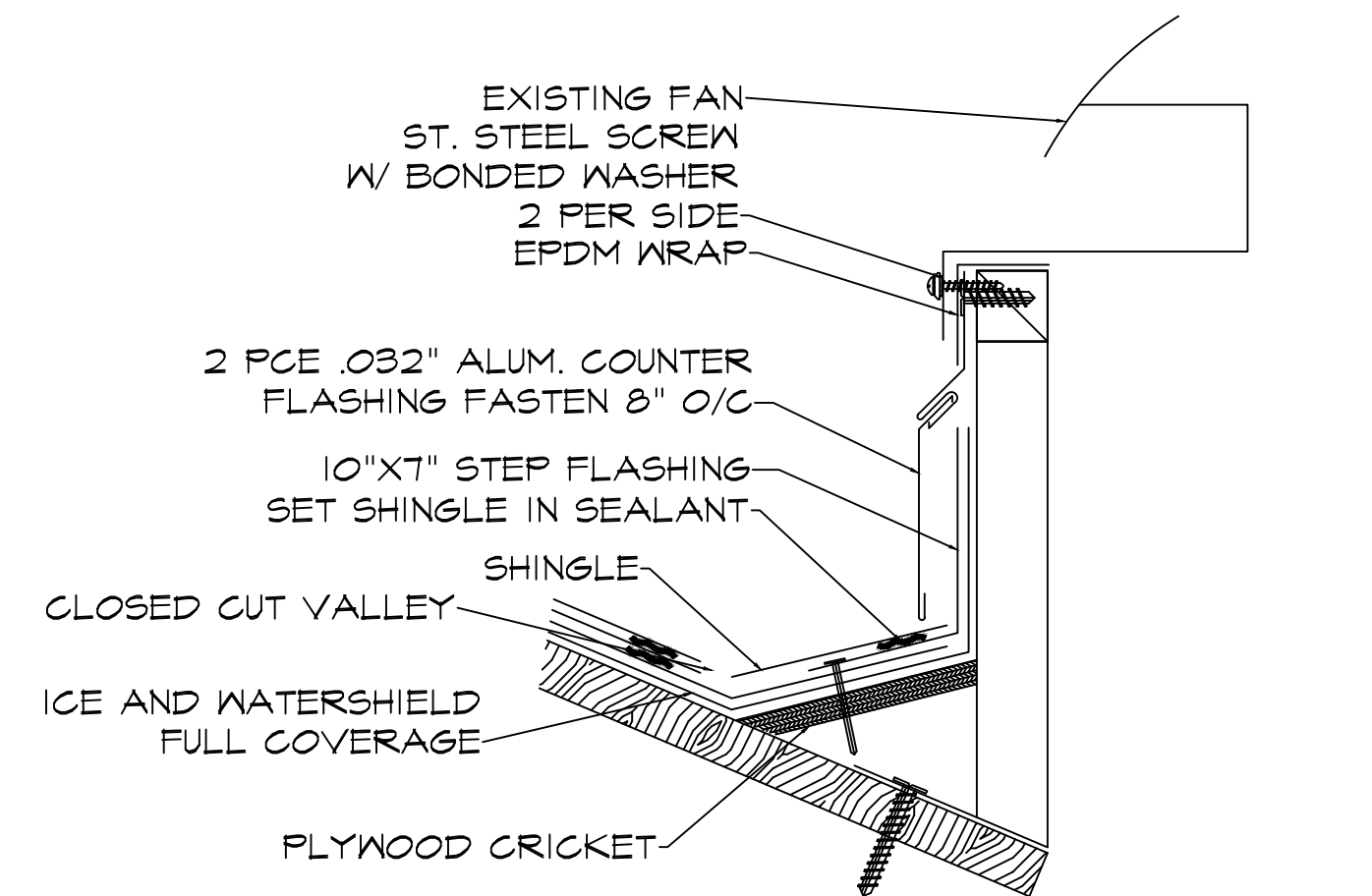
SCALE 3" = 1'-0"



STEP FLASHING AT CURB

40
A110

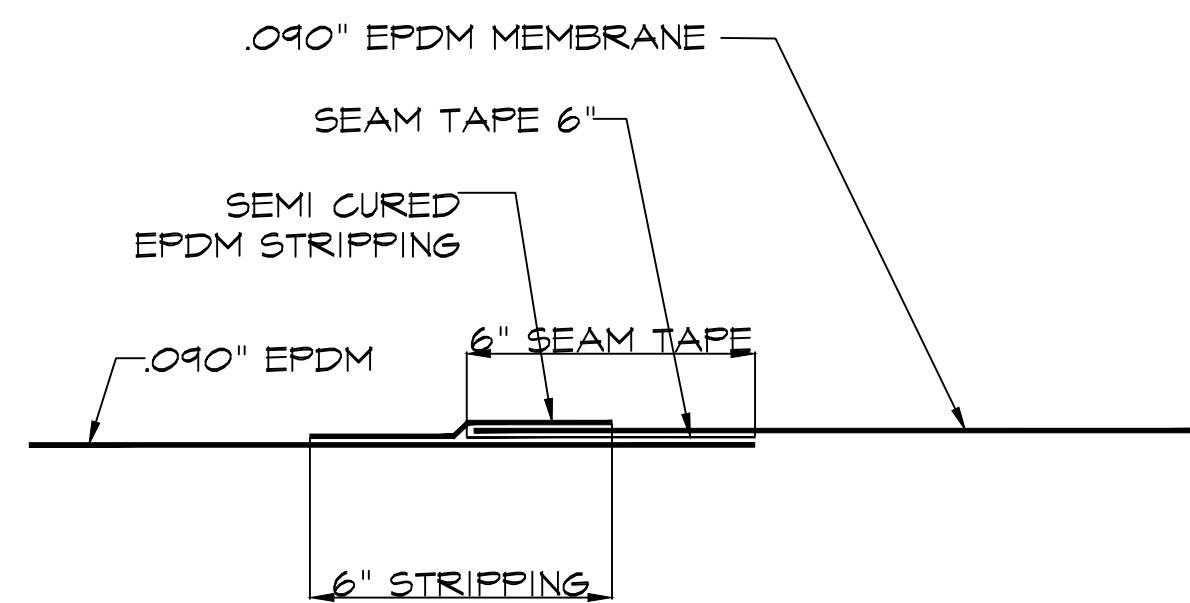
SCALE 3" = 1'-0"



CRICKET AT CURB

41
A110

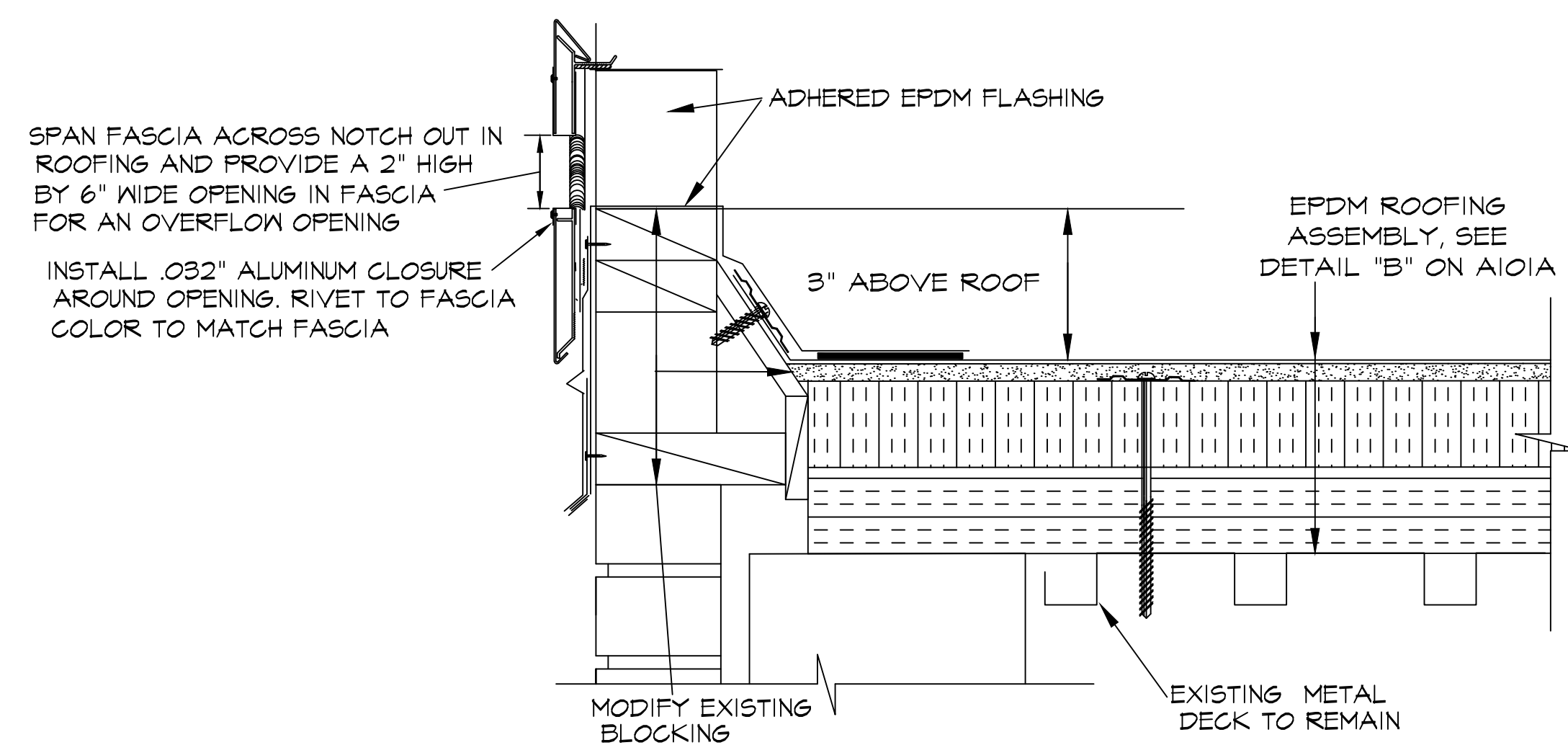
SCALE 3" = 1'-0"



TYPICAL SEAM EPDM

42
A110

SCALE 3" = 1'-0"

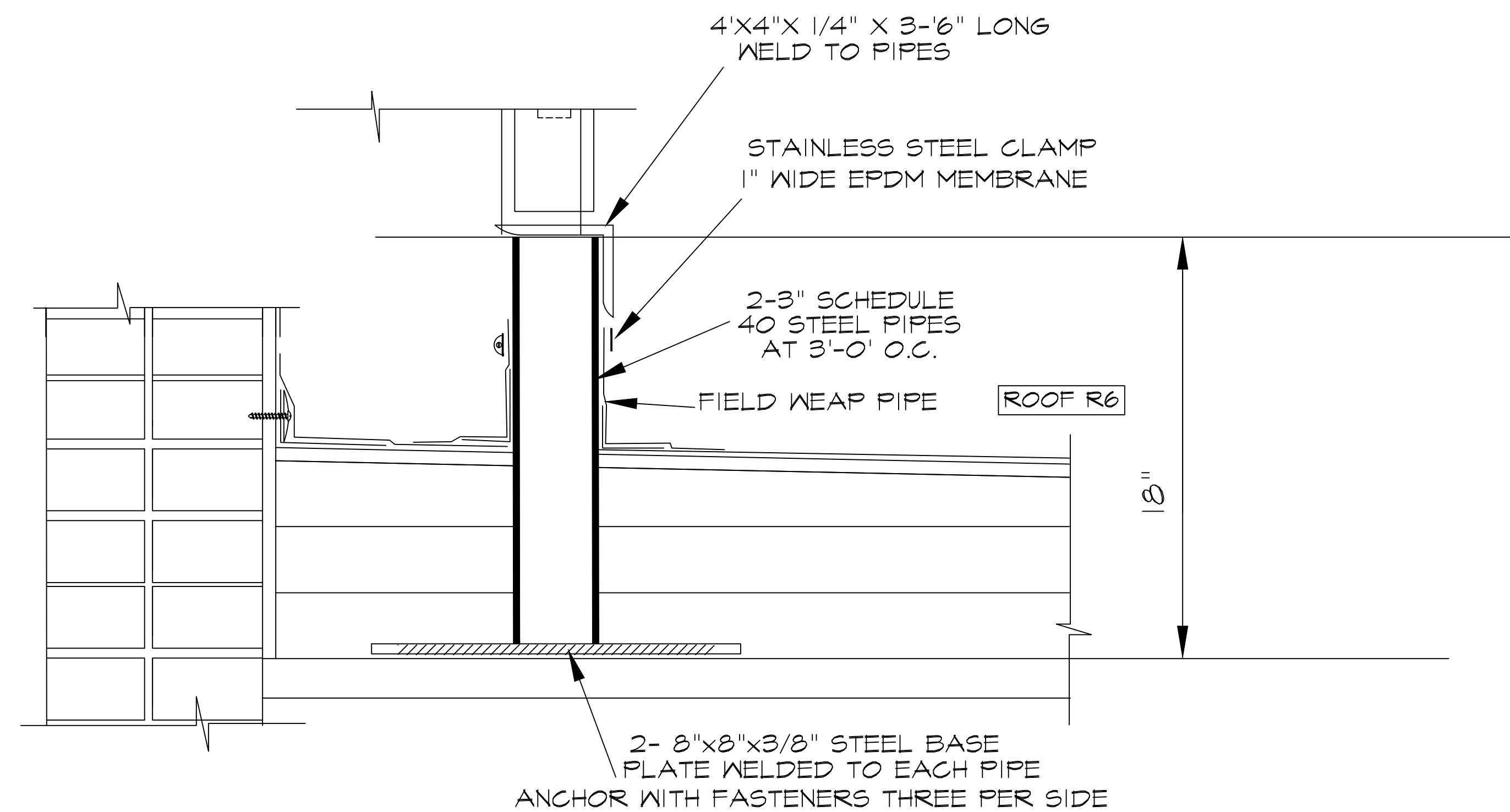


SCUPPER DETAIL

44
A110

SCALE: 3" = 1'-0"

NOTE: NOTCH OUT BLOCKING FOR OVERFLOW SCUPPER AT DRAINS



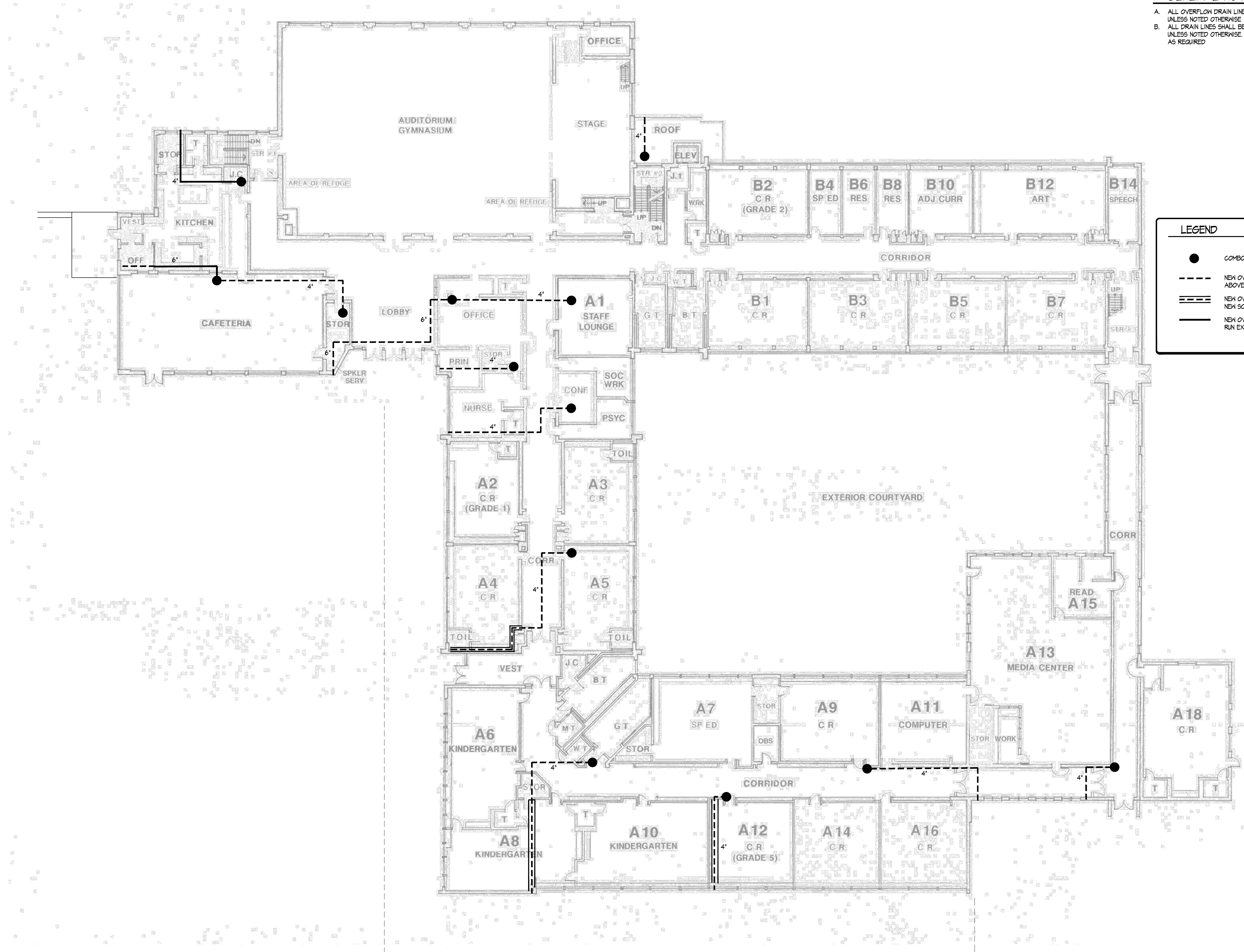
NEW LADDER AND SUPPORT DETAIL

43
A110

NO SCALE

NOTE: HOT DIP GALVANIZE ENTIRE LADDER SUPPORT ASSEMBLY.
TWO LADDERS REQUIRED

DATE	DESCRIPTION



GENERAL NOTES

- A. ALL OVERFLOW DRAIN LINES SHOWN SHALL BE 4" SCHEDULED 40 PVC UNLESS NOTED OTHERWISE.
- B. ALL DRAIN LINES SHALL BE RUN ABOVE ACOUSTICAL TILE CEILING UNLESS NOTED OTHERWISE. REMOVE AND REINSTALL EXISTING CEILING AS REQUIRED.

LEGEND

- COMBO ROOF DRAIN /OVERFLOW DRAIN
- NEW OVERFLOW DRAIN LINES RUN ABOVE EXISTING CEILING
- === NEW OVERFLOW DRAIN LINES RUN WITHIN NEW SOFFIT SEE DETAIL A1/A-12
- NEW OVERFLOW DRAIN LINES RUN EXPOSED BELOW CEILING

TRUMBULL PUBLIC SCHOOLS

MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE
MAIN LEVEL OVERFLOW
DRAIN PIPING PLAN

SCALE: AS NOTED
DRAWN BY: RMR
REVIEWED BY: PAL

DRAWING NO.

A-111

DATE: 06 DECEMBER 2021
JOB NUMBER: 21019

A2 MAIN LEVEL FLOOR PLAN
NOT TO SCALE

ARCHITECTURE & INTERIORS

CERTIFICATION:

[illegible]

TRUMBULL PUBLIC SCHOOLS

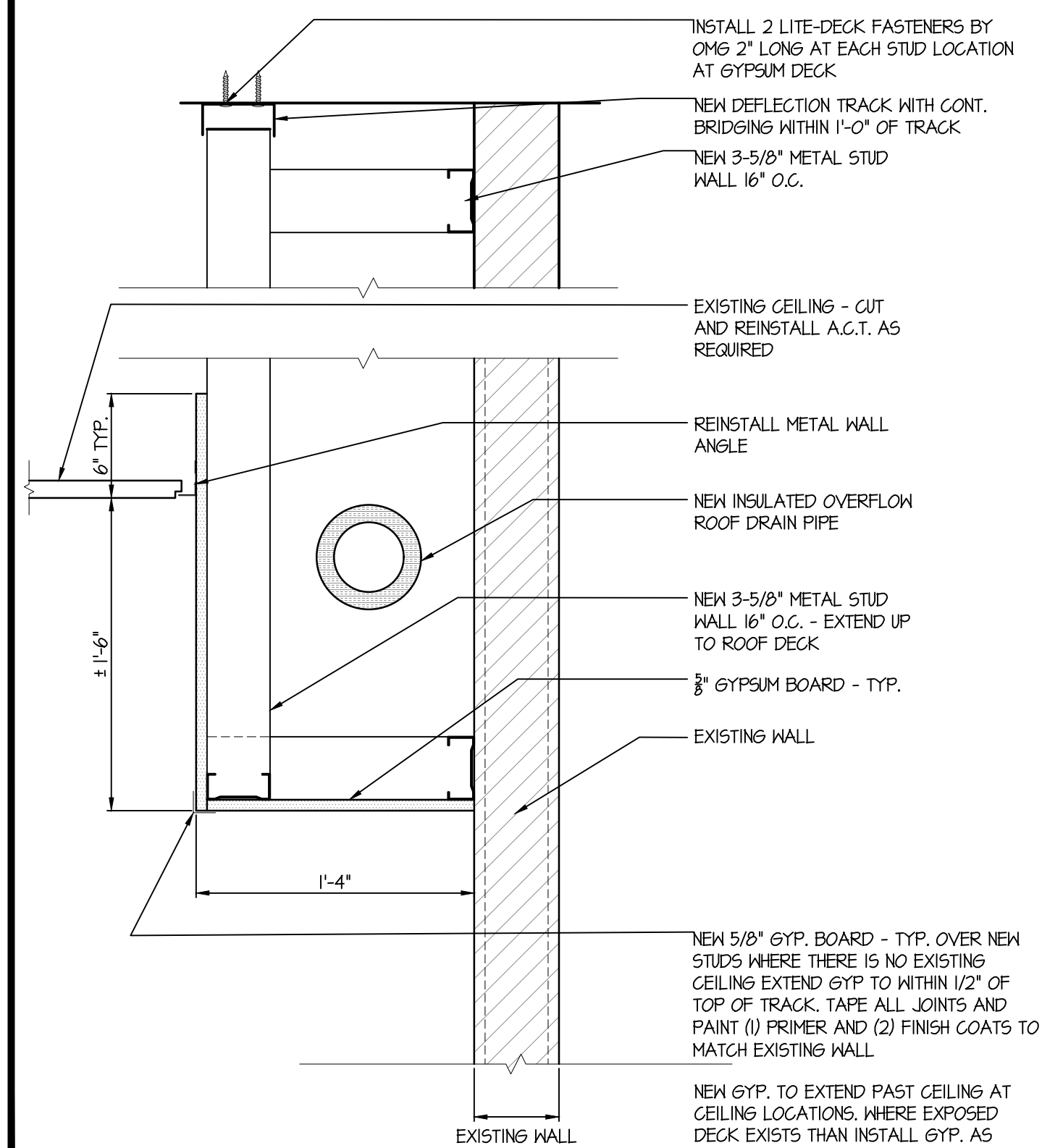
MIDDLEBROOK SCHOOL
ROOF REPLACEMENT
220 MIDDLEBROOKS AVE.
TRUMBULL, CONNECTICUT

DRAWING TITLE:
UPPER LEVEL OVERFLOW
DRAIN PIPING PLAN & DETAILS

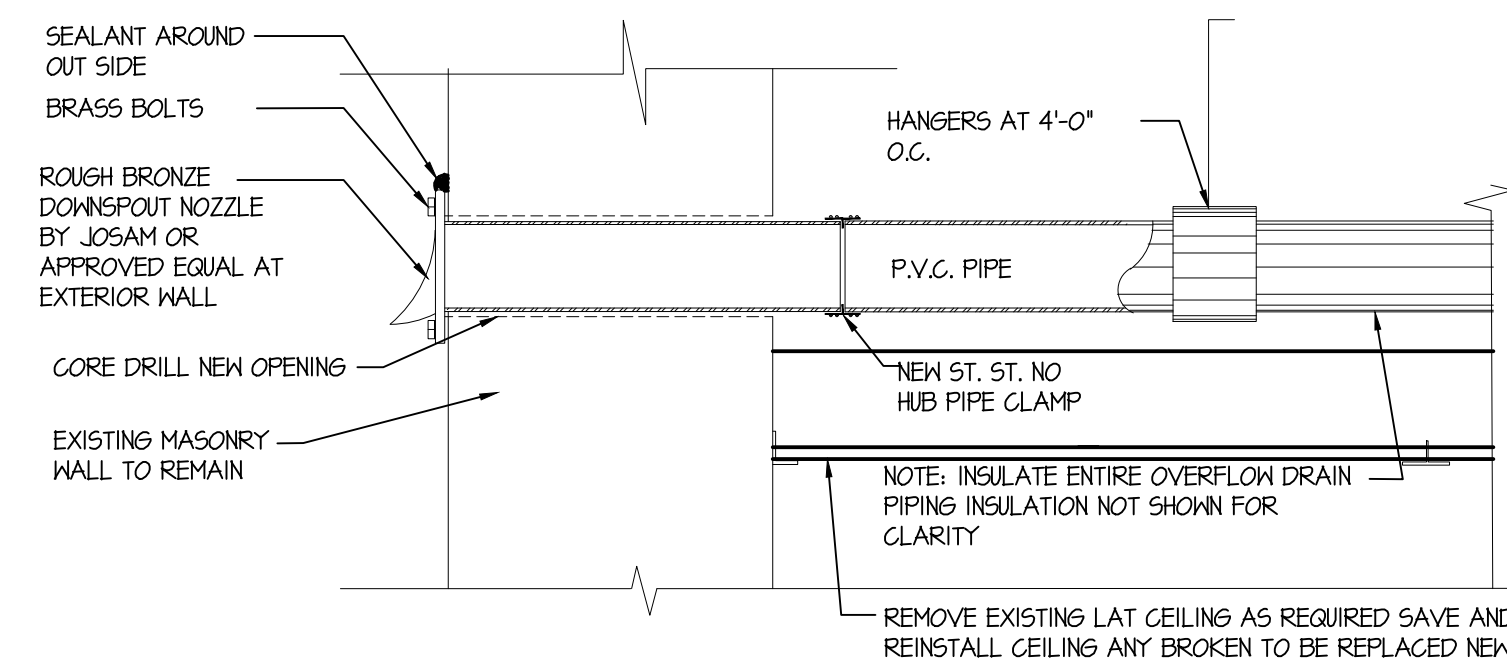
SCALE: AS NOTED	DRAWN BY: RMR	REVIEWED BY: PAL
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A-112

DATE:	JOB NUMBER:
06 DECEMBER 2021	21019



A1 ROOF DRAIN SOFFIT DETAIL
SCALE: 1-1/2" = 1'-0"



A2 OVERFLOW DRAIN DETAIL
SCALE: 1-1/2" = 1'-0"



TOWN OF TRUMBULL, CONNECTICUT

REQUEST FOR PROPOSAL, CONDITIONS, SPECIFICATIONS, SPECIAL PROVISIONS AND DRAWINGS

December 6, 2021

RFP # **TBD** - ROOF REPLACEMENT
MIDDLEBROOK SCHOOL

PRE-PROPOSAL MEETING: **TBD**
PROPOSAL SUBMITTAL: **TBD**

PREPARED FOR THE TOWN OF TRUMBULL BY:



ANTINOZZI ASSOCIATES
ARCHITECTURE & INTERIORS

271 Fairfield Avenue
Bridgeport, CT
203.377.1300

Certifications of Local Approval:

I certify that I have local jurisdiction over the **State Building Code** and that the plans and project manual dated _____ for the above referenced project comply with all applicable building codes.

I certify that I have local jurisdiction over the **State Fire Safety Code** and that the plans and project manual dated _____ for the above referenced project comply with all applicable fire codes.

Local Fire Marshal's Name

Signature

Date

I certify that I have local jurisdiction over the **State Health Code** and that the plans and project manual dated _____ for the above referenced project comply with all applicable health codes.

Local Health Official's Name

Signature

Date

I certify that I have local jurisdiction over **Section 504 of the Rehabilitation Act of 1973**, and the Uniform Federal Accessibility Standards (UFAS). I further certify that the plans and project manual dated _____ for the above referenced project comply with all applicable accessibility codes.

Local Federal 504 Official's Name

Signature

Date

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<u>SECTION TITLE</u>	<u>PAGE</u>
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GENERAL INSTRUCTIONS	6
STATEMENT OF BIDDER (PROPOSER) QUALIFICATIONS	10
PROPOSAL FORMS	16
ATTACHMENT A – CONNECTICUT STATE PREVAILING WAGE RATES	21

<u>Division 01</u>	<u>General Requirements</u>
<u>Section No.</u>	<u>Title</u>
011000	Summary of Work
011100	Milestone Schedule
012100	Allowances
012300	Alternates
012500	Substitution Procedures
012600	Contract Modification Procedures
012900	Payment Procedures
013100	Project Management and Coordination
013300	Submittal Procedures
014000	Quality Requirements
015000	Temporary Facilities and Controls
016000	Product Requirements
017300	Execution Requirements
017329	Cutting and Patching
01770	Closeout Procedures

<u>Division 02</u>	<u>Existing Conditions</u>
<u>Section No.</u>	<u>Title</u>
020600	Roof Test Cuts
020700	Roof Demolition
020800	Asbestos Report
024119	Selective Demolition

<u>Division 03</u>	<u>Concrete</u>
<u>Section No.</u>	<u>Title</u>
037330	Concrete Roof Deck Repair

<u>Division 05</u>	<u>Metals</u>
<u>Section No.</u>	<u>Title</u>
053000	Metal Roof Deck
055150	Aluminum Ladders

<u>Division 06</u>	<u>Wood, Plastics & Composites</u>
<u>Section No.</u>	<u>Title</u>
061100	Roof Rough Carpentry

<u>Division 07</u>	<u>Thermal and Moisture Protection</u>
<u>Section No.</u>	<u>Title</u>
071940	Vapor Retarder
072210	Roof Insulation
073110	Asphalt Shingles
075410	Fully Adhered EPDM Roofing

076000	Flashing and Sheet Metal
077100	Roof Accessories
079000	Joint Sealants

Division 15	Plumbing
<u>Section No.</u>	<u>Title</u>
154020	Roof Drainage Replacement

END OF TABLE OF CONTENTS

NOTICE TO PROPOSERS

**TOWN OF TRUMBULL
REQUEST FOR PROPOSALS**

DUE: TBD @ 3:00PM

RFP # TBD

ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL

Sealed proposals for the roof replacement at Middlebrook School, 220 Middlebrooks Avenue, Trumbull, CT will be received at the office of the Purchasing Agent, 5866 Main Street, Trumbull, Connecticut, on or before the date indicated above, at which time all proposals received will be opened and read aloud.

Proposal documents may be obtained (at a cost to you) from Digiprint, 25 Ferry Blvd., Stratford, CT 06615, (203-375-1228). The consulting engineer for this project is: Paul Lisi, Antinozzi Associates, Bridgeport, CT (203-377-1300).

A Pre Proposal meeting will be held on **TBD** for interested parties at the school.

Proposers shall comply with State mandated Prevailing Wage Guidelines, Equal Opportunity Employment Practices, and Safety and Health Regulations.

Proposal (Bid) Security is required in the amount of ten percent (10%) of the base proposal and shall be in the form of a Certified Check or Bond. A Performance and Payment Bond in the full amount (100%) of the contract is required and shall be included in the Base Proposal. No oral, telephone or telegraphic responses shall be considered. A proposer may not withdraw a proposal within ninety (90) days of the proposal opening.

The Town of Trumbull reserves the right to waive and/or reject any and all proposals or any part thereof, waive the information in the proposal process, and reject any unqualified proposals, or accept any proposal or part thereof, deemed to be in the best interest of the Town of Trumbull.

Kevin Bova
Purchasing Agent

**TOWN OF TRUMBULL
REQUEST FOR PROPOSAL
RFP # **TBD**- ROOF REPLACEMENT AT MIDDLEBROOKS SCHOOL
DUE: TBD at 3:00PM**

GENERAL INSTRUCTIONS

The Town of Trumbull, (hereinafter referred to as Town or Owner), through the office of the Purchasing Agent, will accept sealed proposals for the **ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL** in the Town of Trumbull in accordance with the specifications and requirements detailed in this request. All qualified and interested parties (hereinafter referred to as proposer, bidder, contractor or supplier) are invited to submit proposals under the terms and conditions set forth as follows:

This RFP is not a contract offer, and no contract exists until a written contract is signed by the Town and the successful proposer.

A Pre proposal meeting meeting will be conducted for interested parties on **TBD at the school 220 Middlebrooks Ave., Trumbull, CT).**

1. PREPARATION FOR PROPOSALS

An original and three (3) exact copies of each Proposal shall be submitted in a sealed envelope, and addressed to: Purchasing Agent, Town of Trumbull, in a sealed envelope and plainly marked on the outside as “**ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL**”. The envelope shall bear on the outside the name of the proposer and address. No oral, telephone or telegraphic responses will be considered. Proposals received after the advertised time and date due shall not be opened or considered. The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any proposer at any time after proposals are opened

2. PROPOSAL SUBMISSION

- a) Proposals are to be completed (unless directed otherwise in the specifications), printed, signed by an authorized agent, and sealed in an envelope (including all official literature, brochures, etc., which support this request) and addressed as follows:

PROPOSAL # **TBD DUE: **TBD****
Trumbull Town Hall – Attn: Kevin Bova, Purchasing Agent
5866 Main Street, Trumbull CT 06611

- b) All Proposals must be made on the enclosed Proposal form. All blank spaces for Proposal prices must be filled in, in ink or typewritten, and the proposal form must be fully completed and executed when submitted. Please be advised that the person signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the subject project
- c) The party signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the contractual period requested.
- d) The Town reserves the right to correct, after proposer verification, any mistake in a proposal that is a clerical error, such as a price extension or decimal point error.

3. PROPOSAL RESPONSE TIME

Responses to this request shall be received at the office of the Purchasing Agent, Town Hall prior to the advertised hour (noted above) of opening, at which time all proposals (total proposal amount only) shall be publicly opened and read aloud. A proposer may withdraw a proposal at any time prior to the above scheduled date and time. Any proposal received after the above scheduled date and time shall not be considered or opened. No proposer may withdraw a proposal within ninety (90) days after the actual proposal opening.

4. TOWN OPTIONS

The Town reserves the right to accept all or any part of a proposal, reject any or all proposals and to waive any requirements, informalities or irregularities, technical defects or non-material deficiencies in a proposal. The Town also reserves the right, if applicable, to award the purchase of individual items under this RFP to any combination of separate proposals or proposers. The award shall be made after careful consideration of all factors including but not limited to price.

5. TAX EXEMPT

The Town of Trumbull is exempt from the payment of taxes imposed by the Federal Government and/or State of Connecticut. Such taxes must not be included in the proposal price. The Town of Trumbull Tax Exempt number is 05-010 31-000.

6. SPECIFICATIONS

If quoted materials and/or equipment do not meet or better the attached specifications on ALL points, the proposer must note ALL exceptions as separate attachments to their formal response; otherwise, it will be presumed that the proposal is in accordance with all specifications requested herein.

7. INQUIRIES & ADDENDUMS

- All technical inquiries regarding this request may be directed to Paul Lisi – Antinozzi Associates (203-377-1300 (PLisi@Antinozzi.com)). No inquiries shall be responded to that are received after **TBD**.
- Answers to questions the Town deems to be in the interest of all proposers will be made available in writing, email or by Fax as appropriate to all proposers.
- The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of this request; the Town further reserves the right to request additional information from any proposer at any time after proposals are opened.
- It is the sole responsibility of a proposer to verify any addendums that may have been issued relating to this request prior to submission of a proposal. Any notice of addendum shall be published on the Town website (www.trumbull-ct.gov) in the Purchasing Department Section (Bid Notices). Failure to submit a response that does not address any changes or addendums may result in a disqualification of a proposal submission.**

8. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS

Any assignment or subcontracting by a proposer, bidder, supplier, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

9. HOLD HARMLESS CLAUSE

The Contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this request, whether or not due in whole or in part of any act, omission or negligence of the Owner or any of his representatives or employees.

10. WORK REGULATIONS, STANDARDS AND FEDERAL AND STATE PREVAILING WAGE

- All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.
- Applicable laws and regulations relating to **State Prevailing Wages**, employment practices, nondiscrimination, safety and health regulations shall be adhered to by the contractor. The contractor shall be responsible for "Certified Statements of Compliance" regarding Prevailing Wages. Contractor shall also collect and submit four (4) Certified "Statements of Compliance" from any sub-contractors.

11. INSURANCE

The successful proposer shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with an Insurance Company licensed to write such insurance in Connecticut, against the following risks and in not less than the following amounts:

Commercial General Liability	Each Occurrence	Aggregate
Bodily Injury Liability	\$2,000,000	\$5,000,000
Property Damage Liability	\$1,000,000	\$5,000,000
Personal Injury Liability	\$1,000,000	\$5,000,000
Comprehensive Auto Liability	Each Occurrence	Aggregate
Including coverage of owned, non owned & rented vehicles	\$2,000,000	\$5,000,000

The insurance policy must contain the additional provision wherein the company agrees that fifteen (15) days prior to termination, expiration, cancellation or reduction of the insurance afforded by this policy with respect to the contract involved, written notice will be served by registered mail to the Purchasing Agent, Town of Trumbull.

Additionally the successful proposer (Contractor) shall provide adequate statutory Workmen's Compensation Insurance for all labor employed on this project, and comprehensive General Public Liability Insurance (Coverage "B")

The successful proposer (Contractor) and each Subcontractor agree that their insurance carriers waive subrogation against the Town, its agents or employees with respect to any loss covered by the Contractor's and each Subcontractor's insurance.

12. CONFLICT OF INTEREST

No purchase shall be made from nor shall services (other than services as an officer, agent, or employee of the Town) be secured from any officer or employee of the Town, or from any partnership or corporation in which such officer or employee is a partner or officer, or holds a substantial interest, unless such relationship and the fact that such purchase is contemplated shall be made known in writing to the agency making such purchase, and notice thereof posted, for at least five (5) days before such purchase be made, in the office of the agency making such purchase and in a public place in the Trumbull Town Hall.

13. PROPOSAL, PERFORMANCE AND PAYMENT BONDS

- a) A Bond payable to the Owner must accompany each Proposal for ten (10%) percent of the total amount of the Proposal. As soon as the Proposal prices have been compared, the Owner will return the bonds of all except the three lowest responsible Proposals. When the Agreement is executed, the bonds of the two remaining unsuccessful Proposers will be returned. The Proposal Bond of the successful Proposer will be retained until the Payment Bond and Performance Bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a Proposal (Bid) Bond.
- b) A Performance Bond and a Payment Bond, each in the amount of 100 percent (100%) of the Contract Price, with a corporate surety approved by the Owner, will be required for the faithful performance of the contract. Attorneys-in-fact who sign the Bid Bonds or Payment Bonds and Performance Bonds must file with each bond, a certified and effective dated copy of their power of attorney.
- c) The party to whom the contract is awarded will be required to execute the Agreement and obtain the Performance Bond and Payment Bond within ten (10) calendar days from the date when Notice of Award is delivered to the Proposer. The Notice of Award shall be accompanied by the necessary Agreement and Bond forms. In case of failure of the Proposer to execute the Agreement, the Owner may, at his option, consider the Proposer in default, in which case the Bid Bond accompanying the proposal shall become the property of the Owner.
- d) The Owner, upon receipt of acceptable Performance Bond, Payment Bond and Agreement signed by the Contractor, shall sign the Agreement and return to the Contractor an executed duplicate of the Agreement within a reasonable period of time. The returned executed Agreement by the Owner to the Contractor shall be accompanied with a Notice to Proceed.

14. LIQUIDATED DAMAGES:

- a) Non-compliance with the scheduled completion date of the Contract shall result in engineering charges as follows:
- b) The Contractor shall pay liquidated damages of \$250.00 per working day for each day after the agreed Contract completion date up to, and including, the actual date of completion.

15. LOWEST RESPONSIBLE PROPOSAL

- a) The Town shall determine the "lowest responsible qualified proposer" on the basis of the Proposer submitting the lowest "Total Proposal", responsiveness of his Technical Proposal; and demonstrating a history of the ability and integrity necessary to perform the required work; and certifying that it shall perform the work in accordance with the specifications.
- b) Proposals will be compared on the basis of the "Total Proposal" of the items listed in the Proposal and on basis of the Proposer's experience and competence.
- c) If the Lowest Total Proposal exceeds the amount of funds available for the project, the Town reserves the right to increase or decrease any class, item or part of the work. After determining the "lowest responsible qualified proposer", the Town will issue a Notice of Award to the successful Proposer.
- d) The Proposer designated by the Town as the "lowest responsible qualified proposer" to whom the contract is awarded shall execute the Contract and submit the following documents:
 - i. Performance Bond
 - ii. Labor, Payment and Materials Bond
 - iii. Copy of valid license issued by the State of Connecticut, Department of Consumer Protection.
- e) In the event that the lowest responsible qualified proposer fails to execute the Contract and/or fails to provide the required documents within the time period prescribed, the Town, at its option, may consider the lowest responsible qualified proposer to be in default, in which case the Bid Guarantee shall become the property of the Town.

16. MISCELLANEOUS

- a) All Contractors must develop a complete and thorough schedule which demonstrates that the Contractor will be able to complete the project in a timely fashion.
- b) Selected proposer agrees to warranty all work completed for this requirement.
- c) The Town may make such investigations as necessary and it deems appropriate to determine the qualifications of the proposer to perform the work required. Each proposer shall submit a Statement of Bidder Qualifications. If the Town is not satisfied that the proposer is properly qualified, the Town reserves the right to reject the proposal of said proposer.

17. STATE SET-ASIDE

- a. The contractor who is selected to perform this State project must comply with CONN. GEN.STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5.
- b. State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. §4a-60g. (25% of the work with DAS ce11ified Small and Minority owned businesses and 25% of that work with DAS ce11ified Minority, Women and/or Disabled owned business) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.
- c. Contractor will coordinate with the State directly for Commission on Human Rights & Opportunity Contract Compliance regulations (CHRO)
- d. For municipal public works contracts and quasi-public agency projects, the contractor must file a written or electronic non-discrimination certification with the Commission on Human Rights and Opportunities. Forms can be found at:

http://www.ct.gov/opm/cwp/view.asp?a=2982&g=390928&opmNav_GID=1806

Forms and Reports For Construction Contractors

- [Checklist for Contractors on Municipal Public Works Contracts](#)
- [Affirmative Action Plan Format](#)
- [Set Aside Plan Format](#)
- [Sample AA/EOE Policy Statement](#)
- [Instructions for Filing Forms](#)
- [Minority Workforce Utilization Report \(CHRO CC257 AND CC 257a\)](#)
- [Cumulative Minority Workforce Utilization Report \(CHRO CC257b\)](#)
- [Small Contractor and MBE Status Report \(CC258a\)](#)
- [Monthly Materials Consumption Report \(CHRO CC259\)](#)
- [Map of CT Metropolitan Statistical Areas](#)
- [Links to maps for download in various formats](#)

STATEMENT BIDDERS QUALIFICATION STATEMENT

Submitted by:

Name of Organization _____

Name of Individual _____

Title _____

Address _____

Telephone _____

Submitted to:

Name _____

Address _____

Telephone _____

Project Name and Description (if applicable)

Contractor's General Business Information

Check If:

Corporation Partnership Joint Venture Sole Proprietorship

If Corporation:

a. Date and State of Incorporation

b. List of Executive Officers

Name Title

If Partnership:

a. Date and State of Organization

b. Names of Current General Partners

c. Type of Partnership

General Publicly Traded

Limited Other (describe): _____

If Joint Venture:

a. Date and State of Organization

b. Name, Address and Form of Organization of Joint Venture Partners: (Indicate managing partner by an asterisk*)

If Sole Proprietorship:

a. Date and State of Organization

Address of Owner or Owners

b. Name and

1. On Schedule A, attached, list major engineered construction projects completed by this organization in the past five (5) years. (If a joint venture list each participant's projects separately).

2. On Schedule B, attached, list current projects under construction by this organization. (If joint venture, list each participant's projects separately).

3. Name of surety company and name, address, and phone number of agent.

4. Is your organization a member of a controlled group of corporations as defined in I.R.C. Sec. 1563?

Yes ____ No ____

If yes, show names and addresses of affiliated companies.

5. Furnish on Schedule C, attached, details of the construction experience of the principal individuals of your organization directly involved in construction operations.

6. Has your organization ever failed to complete any construction contract awarded to it?

Yes ____ No ____

If yes, describe circumstances on attachment.

7. Has any Corporate officer, partner, joint venture participant or proprietor ever failed to complete a construction contract awarded to him or her in their own name or when acting as a principal of another organization?

Yes ____ No ____

If yes, describe circumstances on attachment.

8. In the last five years, has your organization ever failed to substantially complete a project in a timely manner?

Yes ____ No ____

If yes, describe circumstances on attachment.

9. Indicate general types of work performed with your own work force.

10. If required, can your organization provide a bid bond for this project? Yes ____ No ____

11. What is your approximate total bonding capacity?

\$500,000 to \$2,000,000 ____

\$2,000,000 to \$5,000,000 ____

\$5,000,000 to \$10,000,00 ____

\$10,000,000 or more ____

12. Describe the permanent safety program you maintain within your organization. Use attachment if necessary.

13. Furnish the following information with respect to an accredited banking institution familiar with your organization.

Name of Bank _____

Address _____

Account Manager _____

Telephone _____

I hereby certify that the information submitted herewith, including any attachment is true to the best of my knowledge and belief.

Name of Organization: _____

By: _____

Title: _____

Dated: _____

Notary Public Signature

Date Commission Expires

Schedule A: Prior Experience (Copy Additional Pages as Needed)

[illegible]

Schedule B: Current Experience (Copy Additional Pages as Needed)

[illegible]

Schedule C: Personnel (Copy Additional Pages as Needed)

[illegible]

**TOWN OF TRUMBULL
REQUEST FOR PROPOSAL
RFP # TBD – ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL
DUE: TBD at 3:00PM
PROPOSAL**

Proposal of _____ (hereinafter called "Proposer, Bidder"), organized and existing under the laws of the State of Connecticut, doing business as to the Engineering Department, Town of Trumbull, Connecticut (hereinafter called the "Owner").

In compliance with your Advertisement for Proposals, Proposer hereby proposes for the **ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL** project, in the Town of Trumbull, Connecticut together with all related incidental and appurtenant work as described in the specifications or outlined and/or shown on the exhibits. The work is to be done in strict accordance with the Specifications, Drawings and all Contract Documents, within the time set forth therein, and at the prices stated on the Proposal Schedule.

By submission of this Proposal, each Proposer certifies, that this Proposal has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Proposal with any other Proposer or with any competitor.

Proposer hereby agrees to commence work under this contract on or before a date to be specified in the "Notice to Proceed", and to fully complete the Project within one hundred and twenty (120) consecutive calendar days thereafter.

Proposer further agrees to pay as liquidated damages, the sum of (\$250.00) two hundred and fifty dollars for each consecutive calendar day thereafter till completion of the full contract as provided in the General Conditions. Proposer further agrees that he will provide and sustain the required Bonds and Insurance Policies as required.

Proposer understands that the Owner reserves the right to reject any or all proposals and to waive any informality in the bidding.

Proposer agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving proposals.

Upon receipt of written notice of the acceptance of this proposal, proposer shall execute the formal contract attached within five (5) days and deliver a Surety Bond or Bonds as required in the General Conditions. The Bid Security attached in the sum of _____ Dollars (\$) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

Company Name

By (Signature)

Address

Print Name

Title

Date

Telephone/Fax

PROPOSAL – ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL (continued)

The undersigned hereby declares that in regard to all conditions affecting the work to be done and the labor and materials required, this proposal is based on his investigations and findings, and the Town of Trumbull and the Engineers and their officers, agents and employees shall not in any manner be held responsible for the accuracy of, or be bound by any estimates, borings, water or underground conditions relative to the proposed work, indicated in this or in the other contract documents; that no warranty or representation has been made by the Town of Trumbull or the Engineers or their officers, agents and employees as to subsurface soil or rock conditions, ground water, or other underground and similar conditions; nor has any representation or warranty been so made that the estimated quantities to be used for comparison of proposals will even approximate the actual quantities or materials and work which the Contractor may be required to furnish or perform.

Respectfully submitted,

Company Name

By (Signature)

Address

Print Name

Address

Title

(SEAL-if proposal is by a corporation)

Note: Insert Proposer's name. If a corporation, give the State of Incorporation using the phrase, "A corporation organized under the laws of

_____, composed of officers as follows:

President

Secretary

Vice President

Treasurer

If a partnership, give names of partners, using also the phrase, "co-partners trading and doing business under the firm name and style of _____, composed of partners as follows:

PROPOSAL - ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL (continued)

(TO BE ON BIDDER'S LETTERHEAD)

To: Town of Trumbull
5688 Main Street
Trumbull, CT 06611

Project TRUMBULL TOWN HALL
ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL
5688 MAIN STREET
TRUMBULL, CONNECTICUT

Date: _____

Submitted by: _____

(full name)

(full address)

1. OFFER

Pursuant to and in compliance with the Invitation to Bid relating thereto, the Undersigned,

himself/herself with the conditions present and carefully examined all the documents (including the drawings and specifications dated December 6, 2012), General Instructions, Bid Proposal Form, etc., together with all Addenda issued and received prior to closing time for receipt of Bids as prepared by Antinozzi Associates hereby offers and agrees as follows:

To provide all materials, all labor and all else whatsoever necessary to erect and properly finish all work in accordance with said documents for the above mentioned projects to the satisfaction of the Architect and Owner for the stipulated sum of

Base Bid (in words) _____

Base Bid (in figures) \$ _____

Enclosed herewith is the Bid Guaranty (10% of Base Bid minimum), which is in the form of:
() Bid Bond () Certified Check

All State of Connecticut taxes are excluded from the Bid Sum.

2. ACCEPTANCE

- a. This offer shall be open to acceptance for ninety (90) days from the Bid opening date.
- b. If this Bid is accepted by the Owner within the time period stated above, Undersigned will:
- c. Execute this Agreement within ten days of receipt of acceptance of this Bid.
- d. Furnish the required bond (s) within ten days of receipt of acceptance of this Bid.
- e. Commence work within seven days after written Notice to Proceed or Contract signing.
- f. If this Bid is accepted within the time stated, and the Undersigned fails to provide the required Bond(s), the Owner may charge against the Undersigned the difference between the amount of this bid and the amount for which the contract for the work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the bid guaranty.
- g. In the event this Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

PROPOSAL – ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL (continued)

3. CONTRACT TIME

If this Bid is accepted, the Undersigned will complete all the work per the contract documents and shall receive satisfactory inspection by the appropriate municipal and state entities within **90 calendar days** from Notice to Proceed. Is it additionally understood that liquidated damages, in the amount of **\$250 per calendar day**, will be assessed for failure to complete the project within the above time period.

4. CHANGES TO THE WORK

Equitable adjustments for Changes in the Work will be net cost plus a percentage fee in accordance with the General Conditions.

5. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Base Bid.

Addenda # _____, _____, _____, _____, _____

6. ALTERNATES

Deduct Alternate No.1 – Provide .060" EPDM membrane system with 20 year warranty in lieu of specified system.

DEDUCT THE SUM OF \$_____

7. BID FORM SIGNATURE (S)

The Corporate Seal

(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

Was hereunto affixed in the presence of:

(Authorized signing officer)

(Title)

(Seal)

(Authorized signing officer)

(Title)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END OF BID FORM

PROPOSAL – ROOF REPLACEMENT AT MIDDLEBROOK SCHOOL (continued)

THE PROPOSER SHALL STATE THE NAMES OF ALL OF ALL PROPOSED SUBCONTRACTORS.

PROPOSED SUBCONTRACTORS

If none, write "None" _____.

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Insert description of work and subcontractors' names as may be required.

This is to certify that the names of the above mentioned subcontractors are submitted with full knowledge and consent of the respective parties.

The Proposer warrants that none of the proposed subcontractors have any conflict of interest as respects this contract.

Proposer _____
(Fill in Name)

By _____
(Signature and Title)

Wage rates
placeholder

SECTION 011000 – SUMMARY OF WORK

PART 1 - GENERAL

1.1 PROJECT INFORMATION

- A. Project: **Roof Replacement**
- B. Project Locations:
 - 1. **Middlebrooks Elementary School**
220 Middlebrooks Avenue, Trumbull, CT 06611
- C. Owner: Trumbull Public Schools / Town of Trumbull
- D. Architect: Antinozzi Associates Architects, PC
- E. This project consists of renovations at the above location, including but not limited to **complete replacement of existing roofing system and associated work as shown on drawings and specifications.**
- F. Work by Owner: No separate contracts are anticipated for the completion of this work.
- G. The Project will be constructed under a single prime-contracting arrangement.

1.2 GENERAL REQUIREMENTS

- A. DIVISION 0 - BIDDING DOCUMENTS, CONTRACTS AND CONDITIONS
- B. DIVISION 1 - GENERAL REQUIREMENTS

1.3 CONTRACTOR'S USE OF PREMISES

- A. General: During the construction period the prime Contractors jointly shall have full use of the premises for construction operations, including use of the site. The General Contractors use of the premises is limited only by the Owner's right to perform work or retain other contractors on portions of the Project.
- B. Access to the building will be Monday through Friday, 6:00 am thru 9:00 pm. Access to the buildings on weekends will not be permitted without written permission by the Owner. If access is granted on weekends, the District reserves the right to invoice the Contractor for their personnel costs in the form of a change order to the Contract.
- C. Use of the Site: Limit use of the premises to work in areas indicates. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.

1. Owner Occupancy: Allow for Owner occupancy and use by the public.
 2. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
- D. Use of the Existing Building: Maintain the existing building in a weather tight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

1.4 OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with the Owner's operations.

1.5 DEFINITIONS

- A. Definitions as applied to "Contractors" involved with the work of this Project:
1. "The Contractor" or "Contractor" meaning that General Contractor (GC) responsible for the work referenced.
 2. "Trade Contractor" meaning that General Contractor as above; and such other terms relating to Contractors to be taken in context with respect to referenced work.
 3. Further, wherein said Division 00 and 01 and respective Sections therein, any reference is made to "General Contractor", same shall be construed to mean "Contractor for the General Construction".
 4. The Architect cannot guarantee the correctness of the existing conditions shown and assumes no responsibility therefore, it shall be the responsibility of the Contractor to visit the site and verify all existing conditions prior to bid.

B. ADDITIONAL SECURITY PROVISIONS

1. All Contractors' employees shall use a single means of access and egress, except in the case of emergency, to be designated by the Owner.
2. Each Contractor and each Subcontractor shall require his employees, while on the job site, to wear, in a conspicuous location, a Photo I.D. button bearing the name of the Contractor. The buttons of each Contractor shall be numbered consecutively. An up-to-date list of all I.D. buttons, indicating the name and number for each employee, shall be furnished to the Construction Manager.

1.6 ASBESTOS AND LEAD PAINT AWARENESS REQUIREMENTS

- A. Contractor agrees not to use or permit the use of any asbestos containing material in or on any property belonging to the Owner.
- B. For purposes of this requirement, asbestos free shall mean free from all forms of asbestos, including - actinolite, amosite, anthrophyhlite, chrysotile, cricidolite and tremolite, both in friable and non-friable states and without regard to the purposes for which such material is used.

1.7 CONSTRUCTION TIME REQUIREMENTS

- A. The Contractor is advised the “time is of the essence” of the Contract as defined in Article 8 of the “General Conditions” for the completion of the construction of the facility.
 - 1. It is understood that the work is to be carried through to completion with the utmost speed consistent with good workmanship.
- B. Work shall proceed in such a manner as to cause the least amount of disruption to the ongoing operations as possible.
- C. COORDINATE CLOSELY WITH BUILDING OPERATIONS PERSONNEL.
- D. All work and storage areas shall be completely enclosed by a fence or barricade at all times so that no student or the public can approach the area or the equipment.
 - 1. The Contractor shall maintain fences and barricades at all times and shall -
 - 2. Repair/ restore and/ or pay for any temporary fencing damaged by their work.
 - 3. Maintain at all times, all exits and walkways from the Building.
 - 4. Where the barricade is removed for work, the Contractor performing such work shall provide adequate safety personnel to prevent unauthorized persons from approaching the work area.

1.8 PROOF OF ORDERS AND DELIVERY DATES - Coordinate with Sections 01 3300.

- A. Within 2 weeks after the approval of shop drawings, samples, product data and the like, the Contractor shall provide copies of purchase orders for all equipment and materials which are not available in local stock. The Contractor shall submit written statements from suppliers confirming the orders and stating promised delivery dates.

1.9 INTENT OF DOCUMENTS

- A. In the event of conflict, ambiguity and/or unclear circumstances between any of the requirements of the Contract Documents, the requirement that is most inclusive and of highest quality, quantity, and/or cost shall govern. The Contractor shall (1) provide the better quality or greater quantity of Work and/or (2) comply with the more stringent requirement; either or both

in accordance with the Architect's interpretation. The Contractor herewith agrees that no extra compensation shall be awarded to him based upon a claim of conflict, ambiguity or unclear circumstances in the Contract Documents. See the General Conditions for greater detail.

1.10 FIELD MEASUREMENTS

- A. The General Contractor shall take all necessary field measurements prior to fabrication and installation of work and shall assume complete responsibility for accuracy of same.
- B. This project is an ALTERATION / RENOVATION and therefore necessitates additional attention to existing conditions receiving newly fabricated and installed equipment, i.e. note the requirements for field dimensioning of shop fabricated items whether or not so required by each technical section.

1.11 INITIAL SUBMITTAL REQUIREMENTS

- A. As outlines in Sections 01 3300 and 01 5000, the General Contractor shall provide items noted including - bonds, insurance, emergency telephone numbers, progress scheduling, schedules of submittals, subcontractor listings and the like prior to the start of any work.

1.12 SCHEDULES

- A. General
 - 1. The objective of this project is to complete the overall work in the shortest period of time and to protect the building and occupants from damages caused by weather and construction activity during the progress of the work.
 - 2. To meet these objectives, the Contractor shall plan the work, obtain materials, and execute the construction in the most expeditious manner possible in accordance with the requirements listed below.
 - 3. If the Contractor fails to expedite and pursue any part of the work, the Owner may terminate the Contract.
 - 4. The Contractor shall work in coordination with work of other Contractors and with school activities with special attention to noise, dust, safety and other contract requirements for work in and around the occupied buildings.

1.13 DELAYS IN TIMEFRAME / TIME CHARGE

- A. The Contractor recognizes that time is of the essence for this Project and the date set for Final Completion shall be no later than the date indicated in their Contract Documents.
- B. Within four (4) calendar days from an occurrence of any such delay, The Contractor shall notify the Purchasing Director in writing as soon as he/she knows that the original Final Completion timeframe cannot be met. The Town shall have the right to agree to a new completion timeframe that will include working on Saturdays.

- C. The Contractor shall be liable for all additional cost (at the applicable District pay rates) incurred by the Owner to provide staff required to make the facility accessible to the Contractor, Consultants and Owner's representative as required to perform inspection after the contract completion date.
- D. All costs incurred by the Owner, and the cost of additional services and Owner's representative inspections will be subtracted from payment due the Contractor or, if the amount due the Contractor for payment is sufficient, the deficiency shall be paid by the Contractor to the Owner.

1.14 ADDITIONAL REQUIREMENTS

- A. The following are additional general and special requirements which will govern the work of the projects covered by these Documents.
 - 1. If it appears that some of the work cannot be completed by the scheduled date, the Contractor shall increase the work force or increase the hours of work, including evenings and weekends as necessary, at no additional cost to the Owner.
 - 2. If the work is complete but the area is not cleaned and debris or equipment is not removed, the Owner shall have the right to prepare the area for occupancy with his own forces and deduct the costs from the Contract Amount. (If Contractor does not respond within 24 hours' notice).
 - 3. If the Contractor fails to staff the job adequately to meet the completion date, the Owner reserves the right to assume possession of the material and complete installation with the Owner's forces or other Contractors or to require the Contractor to work evenings and weekends at no additional cost (See Section 00 0301).
 - 4. The school can be made available on weekends and evenings to allow the Contractor adequate time to complete the work before final completion date. Any custodial cost resulting in this after hours scheduling will be the Contractor's responsibility.
 - 5. In addition to the above-stated requirements for phasing of the work, the General Contractor shall not do any noisy work in the areas where examinations will be conducted as per the published school calendar.
 - 6. Work in each work period shall progress at least at a pace in proportion to the Contract time available.
 - 7. The Contractor is responsible for temporary protection of all work until acceptance.
 - 8. The building will be closed on Saturdays, Sundays, regularly schedules District holidays, and at night after cleaning crews have finished.
 - 9. If any contractor wishes to work at any time when the building is normally closed, that Contractor shall arrange and pay for custodial services for the building at the

applicable district pay rates.

10. All existing conditions must be verified in the field. The Owner takes no responsibility for actual conditions found deviating from the drawings. If existing condition interferes with contract work, contractor is responsible to eliminate this condition.
11. Contractor must plan, provide and maintain his own access, ramping, and egress as required into and out of the site, staging of trailer(s), materials, machinery, and equipment in agreement with the Owner. Maintain free and safe access on the jobsite for other related project personnel. Maintain safe pedestrian or vehicular traffic must be regulated by a flagman. Trucking and delivery operation should be coordinated with Construction Manager's Superintendent and all other trades.
12. Contractors' proposed schedule must be approved by the Owner. Contractor shall indicate significant events such as submittals, shop drawings, material ordering, fabrication, delivery, coordination precedents, installation, testing and turnover by area or system as agreed with Owner. A revised progress status shall be required on a weekly basis.
13. Decisions required from the Owner, Architect and/or Engineer, shall be anticipated by the Contractor to provide ample time for inspection, investigation or detailed drawings.
14. Contractor shall limit his operations including storage of materials and prefabrication to areas within the Contract Limit Lines unless otherwise permitted by the Owner.
15. Contractor shall coordinate the use of premises with the Owner and Construction Manager and shall move at his own expense any stored products under Contractor's control, including excavated material, which interfere with operations of the Owner or separate contractors.
16. Contractor shall obtain and pay for the use of additional storage of work areas needed for operations.
17. Contractor shall assume full responsibility for the protection and safekeeping of products under this Contract stored on the site and shall cooperate with the Owner to insure security for the Owner's Property.
18. The intention of the work is to follow a logical sequence; however, the Contractor may be required by Owner to temporarily omit or leave out any section of his work, or perform his work out of sequence. All such out of sequence work and come back time to these areas shall be performed at no additional cost.
19. Contractor shall submit a two-week look ahead (man-loaded by work activity and area) to the Owner each week. Contractor's representative shall attend a weekly meeting with all contractors, chaired by the Architect, for the purpose of job coordination and sequencing. Contractor is responsible to coordinate the job with other trades and the Architect, and to cooperate with other trades in pursuit of the overall project's shop drawings and actively participate in resolving discrepancies, conflicts, interferences, etc.

20. Sufficient manpower shall be provided at all times to maintain progress of the job. A shortage of labor in the industry shall not be accepted as an excuse for not properly manning the job.
21. The Contractor shall take special care in verifying that his equipment matches the characteristics of the power being supplied.
22. Insubordination, unsafe practices, horseplay, abusive behavior or language, wanton destruction of property, use of drugs or alcohol, possession of firearms, and solicitation shall not be tolerated. There will be no warnings, and Contractor shall designate a responsible on-site supervisor to handle any situations that may arise, including termination.
23. Contractor is responsible to supply and install all wood blocking/bracing necessary to properly secure their work. This responsibility includes coordinating the installation in concealed areas without delaying other trades.
24. Organize daily clean ups as well as participating in a weekly joint clean up involving all prime contractors on site. Clean up shall be considered a safety issue. All Contractors that do not participate in clean-up will have the work performed by others and their contract amount adjusted accordingly.
25. General Contractor shall provide protection from damage to adjacent and adjoining work and/or structures. Contractor shall clean, repair and/or replace any damage for which this contractor is responsible.
26. General Contractor shall submit hourly rate sheets that would apply to time and material work for all pertinent trades upon Award of Contract.
27. General Contractor shall examine surfaces and conditions prior to start of work. Report unacceptable conditions to the Architect. Do not proceed until unacceptable conditions are corrected and acceptable. Starting of work implies acceptance.
28. General Contractor shall include general housekeeping of light debris. All debris from will be collected daily and disposed of into dumpsters. Contractor shall provide a weekly broom sweep of all areas for the entire duration of the project. The broom sweep shall include debris from all trades working on site.
29. It is the responsibility of the General Contractor to review the entire Summary of Work and remaining documents for additional work items.
30. General Contractor shall coordinate with the Owner for lay down areas, staging areas, and overall use of project site.
31. All contractors and their employees, subcontractors and supplier are expressly prohibited from entering the occupied areas of the buildings during normal hours without prior written permission of the Owner and for using any of its facilities (i.e. restrooms, cafeteria, etc.).

32. Janitorial hourly wage rate to be charged to the Contractor for access to the building(s) on off work hours shall be \$45.00 per hour.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 011100 – MILESTONE SCHEDULE**PART 1 - GENERAL**

1.1 MILESTONE

The following milestone schedule serves as a basis for bidding. A Master Schedule will be developed at a general meeting of the successful bidders within 7 days of Letter of Intent to Award the Contracts. General Contractor will coordinate activities, forward submittals, deliver materials and provide necessary manpower to meet the milestones listed below.

1.2 MILESTONE SCHEDULE

A. Start Date: Mobilization (start of regular full work day on site)

a. **June 28, 2022**

B. Completion Dates:

a. Substantial Completion: **August 25, 2022**

- i. Work shall be completed in accordance with the Contract Documents so that the Owner can occupy or use the Work or a portion thereof for its intended use.
- ii. If necessary, the Owner will allow the Contractor access to the building after regular school hours and on Saturdays at no additional cost for custodial O.T., only to complete all work necessary for Final Completion.
- iii. The Owner and Architect will make the determination whether the project is substantially complete.

b. Final Completion: **August 31, 2022**

- i. ALL WORK must be checked, tested and fully operational, and punch list complete.

ALL WORK REQUIRED BY ANY OF THE OWNER'S REPRESENTATIVES AND CONSULTANTS, INCLUDING THE ARCHITECT, ARCHITECT'S CONSULTANTS, OWNER'S ATTORNEYS, ETC., TO EXECUTE FINAL CLOSE-OUT OF CONTRACT AFTER 60 DAYS BEYOND MILESTONE DATES IF DETERMINED TO BE CAUSED BY CONTRACTOR, SHALL RESULT IN PAYMENT(S) TO THE OWNER'S REPRESENTATIVES AND CONSULTANTS, INCLUDING THE ARCHITECT, ARCHITECT'S CONSULTANTS, OWNER'S ATTORNEYS, ETC., IN THE FORM OF A CHANGE ORDER DEDUCT TO THE BASE CONTRACT.

PART 2 - PRODUCTS (Not Used)**PART 3 - EXECUTION (Not Used)**

END OF SECTION 011100

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
 - 1. Quantity allowances.

1.3 DEFINITIONS

- A. Allowance is a quantity of work or dollar amount established in lieu of additional requirements, used to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.

1.4 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection, or purchase and delivery, of each product or system described by an allowance must be completed by the Owner to avoid delaying the Work.
- B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Architect from the designated supplier.

1.5 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances in the form specified for Change Orders.

1.6 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.

- B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.7 QUANTITY ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include freight and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials ordered by Owner or selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.
- C. Unused Materials: Return unused materials purchased under an allowance to manufacturer or supplier for credit to Owner, after installation has been completed and accepted.
 - 1. If requested by Architect, retain and prepare unused material for storage by Owner. Deliver unused material to Owner's storage space as directed.

1.8 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
 - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
 - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other markups.
 - 3. Submit substantiation of a change in scope of Work, if any, claimed in Change Orders related to unit-cost allowances.
 - 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
 - 1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of Work has changed from what could have been foreseen from information in the Contract Documents.
 - 2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance #1: Provide an allowance in the Base Bid for replacement of 2,500 square feet existing deteriorated steel roof deck with new 1.5", 20 gauge galvanized metal deck, Type 'B'. Refer to Section "053000 – Metal Roof Deck" for additional information.
- B. Allowance #2: Provide an allowance in the Base Bid for wiring brushing and painting of 20,000 square feet of existing rusted steel roof deck. Refer to Section "053000 – Metal Roof Deck" for additional information.
- C. Allowance #3: Provide an allowance in the Base Bid for reinforcing 500 square feet of existing deteriorated steel roof deck. Refer to Section "053000 – Metal Roof Deck" for additional information.
- D. Allowance #4: Provide an allowance in the Base Bid for repairing and fastening 50 broken welds. Refer to Section "053000 – Metal Roof Deck" for additional information.
- E. Allowance #5: Provide an allowance in the Base Bid to fasten mid-span of adjacent steel roof deck where fasteners are missing at 100 locations. Refer to Section "053000 – Metal Roof Deck" for additional information.
- F. Allowance #6: Provide an allowance in the Base Bid for repairing 500 square feet by 1" depth of deteriorated or uneven concrete roof deck in conjunction with new roofing. Refer to Section "037330 – Concrete Roof Deck" Repair for additional information.

END OF SECTION 012100

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - 1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

A. DEDUCT ALTERNATE #1:

Provide .060" EPDM membrane system with 20 year warranty in lieu of specified system.

END OF SECTION 012300

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Sections:
 - 1. Division 01 Section "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.
 - 2. Divisions 02 through 33 Sections for specific requirements and limitations for substitutions.

1.3 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
 - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
 - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

1.4 SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use CSI Form 13.1A.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
 - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.

- c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable specification section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.
 - g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
 - j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
 - k. Cost information, including a proposal of change, if any, in the Contract Sum.
 - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
 - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor through Construction Manager of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.5 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage qualified testing agency to perform compatibility tests recommended by manufacturers.

1.6 PROCEDURES

- A. Coordination: Modify or adjust affected work as necessary to integrate work of the approved substitutions.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately upon discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
 - 1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Substitution request is fully documented and properly submitted.
 - c. Requested substitution will not adversely affect Contractor's construction schedule.
 - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - e. Requested substitution is compatible with other portions of the Work.
 - f. Requested substitution has been coordinated with other portions of the Work.
 - g. Requested substitution provides specified warranty.
 - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Architect will consider requests for substitution if received within 15 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect.
 - 1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
 - b. Requested substitution does not require extensive revisions to the Contract Documents.
 - c. Requested substitution is consistent with the Contract Documents and will produce indicated results.

- d. Substitution request is fully documented and properly submitted.
- e. Requested substitution will not adversely affect Contractor's construction schedule.
- f. Requested substitution has received necessary approvals of authorities having jurisdiction.
- g. Requested substitution is compatible with other portions of the Work.
- h. Requested substitution has been coordinated with other portions of the Work.
- i. Requested substitution provides specified warranty.
- j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Sections include the following:
 - 1. Division 1 Section "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, within this specification.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Proposal Requests issued by Architect are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
 - 2. Within 5 days after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include costs of labor and supervision directly attributable to the change.
 - d. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

- B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change to Architect.
1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 4. Include costs of labor and supervision directly attributable to the change.
 5. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 6. Comply with requirements in Division 1 Section "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.
- C. Proposal Request Form: Recommended form is AIA Document G709 for Proposal Requests.

1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701 (or similar format).

1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Architect may issue a Construction Change Directive on AIA Document G714 (or similar format). Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Sections include the following:
 - 1. Division 1 Section "Allowances" for procedural requirements governing handling and processing of allowances.
 - 2. Division 1 Section "Unit Prices" for administrative requirements governing use of unit prices.
 - 3. Division 1 Section "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
 - 4. Division 1 Section "Construction Progress Documentation" for administrative requirements governing preparation and submittal of Contractor's Construction Schedule and Submittals Schedule.

1.3 DEFINITIONS

- A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.
 - 1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including the following:
 - a. Application for Payment forms with Continuation Sheets.
 - b. Submittals Schedule.
 - 2. Submit the Schedule of Values to Architect at earliest possible date but no later than fifteen (15) days before the date scheduled for submittal of initial Applications for Payment.
 - 3. Subschedules: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values correlated with each phase of payment.

- B. Format and Content: Use the Project Manual table of contents as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's project number.
 - d. Contractor's name and address.
 - e. Date of submittal.
2. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:
 - a. Related Specification Section or Division.
 - b. Description of the Work.
 - c. Name of subcontractor.
 - d. Name of manufacturer or fabricator.
 - e. Name of supplier.
 - f. Change Orders (numbers) that affect value.
 - g. Dollar value.
 - 1) Percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate.
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site. Include evidence of insurance or bonded warehousing if required.
6. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
7. Allowances: Provide a separate line item in the Schedule of Values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
8. Each item in the Schedule of Values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
 - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the Schedule of Values or distributed as general overhead expense, at Contractor's option.

9. Schedule Updating: Update and resubmit the Schedule of Values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
 1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The period covered by each Application for Payment starts on the first day of each calendar month and ends with the last day of the same month.
- C. Payment Application Forms: Use AIA Document G702 and AIA Document G703 Continuation Sheets as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
 1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions were made.
 2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- E. Transmittal: Submit 5 signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
 1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- F. Waivers of Mechanic's Lien: Commencing with the second Application for Payment, with each Application for Payment, submit waivers of mechanic's lien from every entity who is lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment. Waivers shall indicate partial release of lien with respect to that period of time covered by the preceding Application for Payment.
 1. Submit partial waivers on each item for amount requested, before deduction for retainage, on each item.
 2. When an application shows completion of an item, submit final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Delays: Submit each Application for Payment with Contractor's waiver of mechanic's lien for construction period covered by the application.
 - a. Submit final Application for Payment with or preceded by final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.

5. Waiver Forms: Submit waivers of lien on forms, and executed in a manner, acceptable to Owner.
- G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
 2. Schedule of Values.
 3. Contractor's Construction Schedule (preliminary if not final).
 4. Products list.
 5. Schedule of unit prices.
 6. Submittals Schedule (preliminary if not final).
 7. List of Contractor's staff assignments.
 8. List of Contractor's principal consultants.
 9. Copies of building permits.
 10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 11. Initial progress report.
 12. Report of preconstruction conference.
 13. Certificates of insurance and insurance policies.
 14. Performance and payment bonds.
 15. Data needed to acquire Owner's insurance.
 16. Initial settlement survey and damage report if required.
- H. Application for Payment at Substantial Completion: After issuing the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- I. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
 2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
 3. Updated final statement, accounting for final changes to the Contract Sum.
 4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
 5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
 6. AIA Document G707, "Consent of Surety to Final Payment."
 7. Evidence that claims have been settled.
 8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
 9. Final, liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 - 1. General project coordination procedures.
 - 2. Administrative and supervisory personnel.
 - 3. Coordination drawings.
 - 4. Requests for Information (RFIs).
 - 5. Project meetings.
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.
- C. Related Sections:
 - 1. Division 01 Section "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
 - 2. Division 01 Section "Closeout Procedures" for coordinating closeout of the Contract.

1.3 DEFINITIONS

- A. RFI: Request from Owner, Construction Manager, Architect, or Contractor seeking information from each other during construction.

1.4 COORDINATION

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
 - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 - 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
 - 3. Make adequate provisions to accommodate items scheduled for later installation.

- B. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
 - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 - 2. Coordinate installation of different components with other contractors to ensure maximum performance and accessibility for required maintenance, service, and repair.
 - 3. Make adequate provisions to accommodate items scheduled for later installation.
- C. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
 - 1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities, and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
 - 1. Preparation of Contractor's construction schedule.
 - 2. Preparation of the schedule of values.
 - 3. Installation and removal of temporary facilities and controls.
 - 4. Delivery and processing of submittals.
 - 5. Progress meetings.
 - 6. Preinstallation conferences.
 - 7. Project closeout activities.
 - 8. Startup and adjustment of systems.
 - 9. Project closeout activities.
- E. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
 - 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

1.5 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings in accordance with requirements in individual Sections, where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.

1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
 - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
 - b. Coordinate the addition of trade-specific information to the coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
 - c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
 - d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
 - e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
 - f. Indicate required installation sequences.
 - g. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.
- B. Coordination Drawing Organization: Organize coordination drawings as follows:
 1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire protection, fire alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
 2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within ceiling plenum to accommodate layout of light fixtures indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
 3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire protection, fire alarm, and electrical equipment.
 4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
 5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
 6. Mechanical and Plumbing Work: Show the following:
 - a. Sizes and bottom elevations of ductwork, piping, and conduit runs, including insulation, bracing, flanges, and support systems.
 - b. Dimensions of major components, such as dampers, valves, diffusers, access doors, cleanouts and electrical distribution equipment.
 - c. Fire-rated enclosures around ductwork.
 7. Electrical Work: Show the following:

- a. Runs of vertical and horizontal conduit 1-1/4 inch diameter and larger.
 - b. Light fixture, exit light, emergency battery pack, smoke detector, and other fire alarm locations.
 - c. Panel board, switch board, switchgear, transformer, busway, generator, and motor control center locations.
 - d. Location of pull boxes and junction boxes, dimensioned from column center lines.
 8. Fire Protection System: Show the following:
 - a. Locations of standpipes, mains piping, branch lines, pipe drops, and sprinkler heads.
 9. Review: Architect will review coordination drawings to confirm that the Work is being coordinated, but not for the details of the coordination, which are the Contractor's responsibility. If the Architect determines that the coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, the Architect will so inform the Contractor, who shall make changes as directed and resubmit.
 10. Coordination Drawing Prints: Prepare coordination drawing prints in accordance with requirements of Division 01 Section "Submittal Procedures."
- C. Coordination Digital Data Files: Prepare coordination digital data files in accordance with the following requirements:
1. Upon issuance of a Notice to Proceed or similar authorization by the Owner, the Architect will transfer a copy of the current version of the digital model of the project to the Construction Manager's website for use by all trade contractors in preparing submittals and coordination drawings. The model was prepared using Revit 2013 software.
 2. All contractors using or accessing the digital Model shall first be required to execute a data licensing agreement in the form of AIA Document C106 Agreement form acceptable to the Owner and Architect. A fee of \$5,000 will be requested to gain access to the digital model.
 3. Over the course of the multi-year construction project, all contractors using or accessing the model shall be required to update their version of Revit to the latest available version of the software in general use at that time.
 4. File Preparation Format: RVT operating in Microsoft Windows operating system.
 5. File Submittal Format: Submit or post coordination drawing files using the same format as the file preparation or PDF format.
 6. The Architect or his consultants make no representation as to the accuracy or completeness of the digital model as it relates to the drawings.
 7. The Architect and his consultants shall be granted access to the coordination model on the Construction Manager's website for their use in conducting their construction administration responsibilities.

1.6 KEY PERSONNEL

- A. Key Personnel Names: Within 15 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home, office, and cellular telephone numbers and email addresses. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
1. Post copies of list in project meeting room, in temporary field office, on Project designated Web site, and by each temporary telephone. Keep list current at all times.

1.7 REQUESTS FOR INFORMATION (RFIs)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
1. Architect will return RFIs submitted to Architect by other entities controlled by Contractor with no response.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
1. Project name.
 2. Project number.
 3. Date.
 4. Name of Contractor.
 5. Name of Architect and Construction Manager.
 6. RFI number, numbered sequentially.
 7. RFI subject.
 8. Specification Section number and title and related paragraphs, as appropriate.
 9. Drawing number and detail references, as appropriate.
 10. Field dimensions and conditions, as appropriate.
 11. Contractor's suggested resolution. If Contractor's solution(s) impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 12. Contractor's signature.
 13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
 - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: AIA Document G716 Software-generated form with substantially the same content as indicated above, acceptable to Architect.
- D. Architect's and Construction Manager's Action: Architect and Construction Manager will review each RFI, determine action required, and respond. Allow seven working days for

Architect's response for each RFI. RFIs received by Architect or Construction Manager after 1:00 p.m. will be considered as received the following working day.

1. The following RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for coordination information already indicated in the Contract Documents.
 - d. Requests for adjustments in the Contract Time or the Contract Sum.
 - e. Requests for interpretation of Architect's actions on submittals.
 - f. Incomplete RFIs or inaccurately prepared RFIs.
2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt of additional information.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 01 Section "Contract Modification Procedures."
 - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect and Construction Manager in writing within 10 days of receipt of the RFI response.
- E. On receipt of Architect's and Construction Manager's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect and Construction Manager within seven days if Contractor disagrees with response.
- F. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. Use software log that is part of Project Web site. Include the following:
 1. Project name.
 2. Name and address of Contractor.
 3. Name and address of Architect and Construction Manager.
 4. RFI number including RFIs that were dropped and not submitted.
 5. RFI description.
 6. Date the RFI was submitted.
 7. Date Architect's and Construction Manager's response was received.
 8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
 9. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

1.8 PROJECT MEETINGS

- A. General: Construction Manager will schedule and conduct meetings and conferences at Project site, unless otherwise indicated.
 1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.

2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
 3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner, Construction Manager, and Architect, within three days of the meeting.
- B. Preconstruction Conference: Construction Manager will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 15 days after execution of the Agreement.
1. Conduct the conference to review responsibilities and personnel assignments.
 2. Attendees: Authorized representatives of Owner, Owner's Commissioning Authority, Construction Manager, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that could affect progress, including the following:
 - a. Tentative construction schedule.
 - b. Phasing.
 - c. Critical work sequencing and long-lead items.
 - d. Designation of key personnel and their duties.
 - e. Lines of communications.
 - f. Procedures for processing field decisions and Change Orders.
 - g. Procedures for RFIs.
 - h. Procedures for testing and inspecting.
 - i. Procedures for processing Applications for Payment.
 - j. Distribution of the Contract Documents.
 - k. Submittal procedures.
 - l. Sustainable design requirements.
 - m. Preparation of record documents.
 - n. Use of the premises.
 - o. Work restrictions.
 - p. Working hours.
 - q. Owner's occupancy requirements.
 - r. Responsibility for temporary facilities and controls.
 - s. Procedures for moisture and mold control.
 - t. Procedures for disruptions and shutdowns.
 - u. Construction waste management and recycling.
 - v. Parking availability.
 - w. Office, work, and storage areas.
 - x. Equipment deliveries and priorities.
 - y. First aid.
 - z. Security.
 - aa. Progress cleaning.
 4. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect, Construction Manager, and Owner's Commissioning Authority, of scheduled meeting dates.
 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
 - a. Contract Documents.
 - b. Options.
 - c. Related RFIs.
 - d. Related Change Orders.
 - e. Purchases.
 - f. Deliveries.
 - g. Submittals.
 - h. Review of mockups.
 - i. Possible conflicts.
 - j. Compatibility problems.
 - k. Time schedules.
 - l. Weather limitations.
 - m. Manufacturer's written recommendations.
 - n. Warranty requirements.
 - o. Compatibility of materials.
 - p. Acceptability of substrates.
 - q. Temporary facilities and controls.
 - r. Space and access limitations.
 - s. Regulations of authorities having jurisdiction.
 - t. Testing and inspecting requirements.
 - u. Installation procedures.
 - v. Coordination with other work.
 - w. Required performance results.
 - x. Protection of adjacent work.
 - y. Protection of construction and personnel.
 3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
 4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
 5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Project Closeout Conference: Construction Manager will schedule and conduct a Project closeout conference, at a time convenient to Owner and Architect, but no later than 90 days prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to Project closeout.
 2. Attendees: Authorized representatives of Owner, Owner's Commissioning Authority, Construction Manager, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend

- the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
 - a. Preparation of record documents.
 - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
 - c. Submittal of written warranties.
 - d. Requirements for preparing sustainable design documentation.
 - e. Requirements for preparing operations and maintenance data.
 - f. Requirements for demonstration and training.
 - g. Preparation of Contractor's punch list.
 - h. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
 - i. Submittal procedures.
 - j. Coordination of separate contracts.
 - k. Owner's partial occupancy requirements.
 - l. Installation of Owner's furniture, fixtures, and equipment.
 - m. Responsibility for removing temporary facilities and controls.
 4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- E. Progress Meetings: Construction Manager will conduct progress meetings at weekly regular intervals.
1. Coordinate dates of meetings with preparation of payment requests.
 2. Attendees: In addition to representatives of Owner, Owner's Commissioning Authority, Construction Manager, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Status of submittals.

- 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.
 - 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Progress cleaning.
 - 10) Quality and work standards.
 - 11) Status of correction of deficient items.
 - 12) Field observations.
 - 13) Status of RFIs.
 - 14) Status of proposal requests.
 - 15) Pending changes.
 - 16) Status of Change Orders.
 - 17) Pending claims and disputes.
 - 18) Documentation of information for payment requests.
4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
 - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
- F. Coordination Meetings: Construction Manager will conduct Project coordination meetings at weekly regular intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
 1. Attendees: In addition to representatives of Owner, Owner's Commissioning Authority, Construction Manager, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
 - c. Review present and future needs of each contractor present, including the following:
 - 1) Interface requirements.

- 2) Sequence of operations.
 - 3) Status of submittals.
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.
 - 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Work hours.
 - 10) Hazards and risks.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Change Orders.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Sections:
 - 1. Division 01 Section "Payment Procedures" for submitting Applications for Payment and the schedule of values.
 - 2. Division 01 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
 - 3. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
 - 4. Division 01 Section "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
 - 5. Division 01 Section "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.
- C. Action Submittals: Written and graphic information and physical samples that require Architect's [and Construction Manager's] responsive action. Action submittals are those submittals indicated in individual Specification Sections as action submittals.
- D. Informational Submittals: Written and graphic information and physical samples that do not require Architect's [and Construction Manager's] responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as informational submittals.
- E. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.
- F. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

1.3 ACTION SUBMITTALS

- A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or modifications to submittals noted by the Architect and Construction Manager and additional time for handling and reviewing submittals required by those corrections.
1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
 2. Initial Submittal: Submit concurrently with start-up construction schedule. Include submittals required during the first 15 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
 3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.
 - a. Submit revised submittal schedule to reflect changes in current status and timing for submittals.
 4. Format: Arrange the following information in a tabular format:
 - a. Scheduled date for first submittal.
 - b. Specification Section number and title.
 - c. Submittal category: Action, informational.
 - d. Name of subcontractor.
 - e. Description of the Work covered.
 - f. Scheduled date for Architect's and Construction Manager's final release or approval.
 - g. Scheduled dates for purchasing.
 - h. Scheduled dates for installation.
 - i. Activity or event number.

1.4 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. Architect's Digital Data Files: Architect can furnish Contractors access to the digital model of the Contract Drawings for use in preparing Shop Drawings, Coordination Drawings and Project record drawings.
1. Upon issuance of a Notice to Proceed or similar authorization by the Owner, the Architect will transfer a copy of the current version of the digital model of the project to the Construction Manager's website for use by all trade contractors in preparing submittals and coordination drawings. The model was prepared using Revit 2013 software.
 2. All contractors using or accessing the digital Model shall first be required to execute a data licensing agreement in the form of AIA Document C106 Agreement form acceptable to the Owner and Architect. A fee of \$5,000 will be requested to gain access to the digital model.

3. Over the course of the multi-year construction project, all contractors using or accessing the model shall be required to update their version of Revit to the latest available version of the software in general use at that time.
 4. File Preparation Format: RVT operating in Microsoft Windows operating system.
 5. File Submittal Format: Submit or post coordination drawing files using the same format as the file preparation or PDF format.
 6. The Architect or his consultants make no representation as to the accuracy or completeness of the digital model as it relates to the drawings.
 7. The Architect and his consultants shall be granted access to the coordination model on the Construction Manager's website for their use in conducting their construction administration responsibilities.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
1. Coordinate each submittal with the project phasing, fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 - a. Transmit submittals only as required for the work of the current phase. Do not transmit submittals for work in subsequent phases prior to or concurrently with the submittals of the current phase. Submittals issued for work that is not in the current phase of construction will not be reviewed until all other submittals have been reviewed for the work in the current phase.
 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
 4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. Architect and Construction Manager reserve the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.

2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 15 days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
 5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow 15 days for review of each submittal. Submittal will be returned to Construction Manager, through Architect, before being returned to Contractor.
- D. Identification and Information: Place a permanent label or title block on each paper copy submittal item for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately **6 by 8 inches** on label or beside title block to record Contractor's review and approval markings and action taken by Architect and Construction Manager.
 3. Include the following information for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name of Architect.
 - d. Name of Construction Manager.
 - e. Name of Contractor.
 - f. Name of subcontractor.
 - g. Name of supplier.
 - h. Name of manufacturer.
 - i. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
 - j. Number and title of appropriate Specification Section.
 - k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Other necessary identification.
- E. Identification and Information: Identify and incorporate information in each electronic submittal file as follows:
1. Assemble complete submittal package into a single indexed file with links enabling navigation to each item.
 2. Name file with submittal number or other unique identifier, including revision identifier.
 - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).

3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect [and Construction Manager].
 4. Include the following information on an inserted cover sheet:
 - a. Project name.
 - b. Date.
 - c. Name and address of Architect.
 - d. Name of Construction Manager.
 - e. Name of Contractor.
 - f. Name of firm or entity that prepared submittal.
 - g. Name of subcontractor.
 - h. Name of supplier.
 - i. Name of manufacturer.
 - j. Number and title of appropriate Specification Section.
 - k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Related physical samples submitted directly.
 - n. Other necessary identification.
 5. Include the following information as keywords in the electronic file metadata:
 - a. Project name.
 - b. Number and title of appropriate Specification Section.
 - c. Manufacturer name.
 - d. Product name.
- F. Options: Identify options requiring selection by the Architect.
- G. Deviations: Identify deviations from the Contract Documents on submittals.
- H. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Architect or Construction Manager observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
1. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect and Construction Manager.
- I. Transmittal: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect and Construction Manager will return submittals, without review, received from sources other than Contractor.
1. Transmittal Form: Use CSI Form 12.1A.
 2. Transmittal Form: Provide locations on form for the following information:
 - a. Project name.
 - b. Date.
 - c. Destination (To:).
 - d. Source (From:).
 - e. Names of subcontractor, manufacturer, and supplier.
 - f. Category and type of submittal.
 - g. Submittal purpose and description.

- h. Specification Section number and title.
 - i. Indication of full or partial submittal.
 - j. Drawing number and detail references, as appropriate.
 - k. Transmittal number [numbered consecutively].
 - l. Submittal and transmittal distribution record.
 - m. Remarks.
 - n. Signature of transmitter.
3. On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect and Construction Manager on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.
- J. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
- 1. Note date and content of previous submittal.
 - 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 - 3. Resubmit submittals until they are marked with approval notation from Architect's and Construction Manager's action stamp.
- K. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- L. Use for Construction: Use only final submittals that are marked with approval notation from Architect's and Construction Manager's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
- 1. Post electronic submittals as PDF electronic files directly to Construction Manager's FTP site specifically established for Project.
 - a. Architect, through Construction Manager, will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
 - 2. Action Submittals: Submit two paper copies of each submittal, unless otherwise indicated. Architect, will not return paper copies.
 - 3. Informational Submittals: Submit two paper copies of each submittal, unless otherwise indicated. Architect and Construction Manager will not return copies.
 - 4. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Division 01 Section "Closeout Procedures."

5. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
 - a. Provide a digital signature with digital certificate on electronically-submitted certificates and certifications where indicated.
 - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.
 6. Test and Inspection Reports Submittals: Comply with requirements specified in Division 01 Section "Quality Requirements."
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
 2. Mark each copy of each submittal to show which products and options are applicable.
 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.
 - d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
 4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams showing factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 5. Submit Product Data before or concurrent with Samples.
 6. Submit Product Data in the following format:
 - a. PDF electronic file.
 - b. Two paper copies of Product Data, unless otherwise indicated. Architect will not return paper copies.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data, unless submittal based upon Architect's digital data drawing files is otherwise permitted.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:

- a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.
 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches but no larger than 30 by 42 inches.
 3. Submit Shop Drawings in the following format:
 - a. Two opaque copies of each submittal. Architect will not return paper copies.
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of applicable Specification Section.
 3. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
 - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
 - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
 4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit two full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect, through Construction Manager, will return one submittal with options selected.
 5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or

containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

- a. Number of Samples: Submit three sets of Samples. Architect and Construction Manager will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a Project record sample.
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
 - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
 1. Type of product. Include unique identifier for each product [indicated in the Contract Documents].
 2. Manufacturer and product name, and model number if applicable.
 3. Number and name of room or space.
 4. Location within room or space.
 5. Submit product schedule in the following format:
 - a. Two paper copies of product schedule or list, unless otherwise indicated. Architect will not return paper copies.
- F. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation."
- G. Application for Payment: Comply with requirements specified in Division 01 Section "Payment Procedures."
- H. Schedule of Values: Comply with requirements specified in Division 01 Section "Payment Procedures."
- I. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Use CSI Form 1.5A.
 1. Name, address, and telephone number of entity performing subcontract or supplying products.
 2. Number and title of related Specification Section(s) covered by subcontract.
 3. Drawing number and detail references, as appropriate, covered by subcontract.
 4. Submit subcontract list in the following format:
 - a. Number of Copies: Three paper copies of subcontractor list, unless otherwise indicated. Architect, through Construction Manager, will return two copies.

- J. Coordination Drawings: Comply with requirements specified in Division 01 Section "Project Management and Coordination."
- K. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- L. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on American Welding Society (AWS) forms. Include names of firms and personnel certified.
- M. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
- N. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
- O. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- P. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- Q. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- R. Product Test Reports: Submit written reports indicating current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- S. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
 - 1. Name of evaluation organization.
 - 2. Date of evaluation.
 - 3. Time period when report is in effect.
 - 4. Product and manufacturers' names.
 - 5. Description of product.
 - 6. Test procedures and results.
 - 7. Limitations of use.
- T. Schedule of Tests and Inspections: Comply with requirements specified in Division 01 Section "Quality Requirements."

- U. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- V. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- W. Field Test Reports: Submit reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- X. Maintenance Data: Comply with requirements specified in Division 01 Section "Operation and Maintenance Data."
- Y. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

2.2 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
 - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally-signed PDF electronic file and three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect and Construction Manager.

- B. Project Closeout and Maintenance/Material Submittals: Refer to requirements in Division 01 Section "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S AND CONSTRUCTION MANAGER'S ACTION

- A. General: Architect and Construction Manager will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Architect and Construction Manager will review each submittal, make marks to indicate corrections or modifications required, and return it. Architect and Construction Manager will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
- C. Informational Submittals: Architect and Construction Manager will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect and Construction Manager will forward each submittal to appropriate party.
- D. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect and Construction Manager.
- E. Incomplete submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- F. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
 - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
 - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
 - 3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, Construction Manager, or authorities having jurisdiction are not limited by provisions of this Section.
- C. Related Sections:
 - 1. Divisions 02 through 49 Sections for specific test and inspection requirements.

1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect or Construction Manager.
- C. Mockups: Full size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Laboratory Mockups: Full-size, physical assemblies constructed at testing facility to verify performance characteristics.
 2. Integrated Exterior Mockups: Mockups of the exterior envelope erected separately from the building but on the project site, consisting of multiple products, assemblies and subassemblies.
 3. Room Mockups: Mockups of typical interior spaces complete with wall, floor, and ceiling finishes, doors, windows, millwork, casework, specialties, furnishings and equipment, and lighting.
- D. Preconstruction Testing: Tests and inspections performed specifically for the Project before products and materials are incorporated into the Work to verify performance or compliance with specified criteria.
- E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- F. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., plant, mill, factory, or shop.
- G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade or trades.
- J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.4 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.

- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.5 ACTION SUBMITTALS

- A. Shop Drawings: For mockups, provide plans, sections, and elevations, indicating materials and size of mockup construction.
 - 1. Indicate manufacturer and model number of individual components.
 - 2. Provide axonometric drawings for conditions difficult to illustrate in two dimensions.

1.6 INFORMATIONAL SUBMITTALS

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Contractor's Quality-Control Manager Qualifications: For supervisory personnel.
- C. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility sent to authorities having jurisdiction before starting work on the following systems.
 - 1. Seismic-force resisting system, designated seismic system, or component listed in the designated seismic system quality assurance plan prepared by the Architect.
 - 2. Main wind-force resisting system or a wind-resisting component listed in the wind-force-resisting system quality assurance plan prepared by the Architect.
- D. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- E. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
 - 1. Specification Section number and title.
 - 2. Entity responsible for performing tests and inspections.
 - 3. Description of test and inspection.
 - 4. Identification of applicable standards.
 - 5. Identification of test and inspection methods.
 - 6. Number of tests and inspections required.
 - 7. Time schedule or time span for tests and inspections.
 - 8. Requirements for obtaining samples.
 - 9. Unique characteristics of each quality-control service.

1.7 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan within 10 days of Notice to Proceed, and not less than five days prior to preconstruction conference. Submit in format acceptable to Architect. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.
- B. Quality-Control Personnel Qualifications: Engage qualified full-time personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.
 - 1. Project quality-control manager shall not have other Project responsibilities.
- C. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- D. Testing and Inspection: Include in quality-control plan a comprehensive schedule of Work requiring testing or inspection, including the following:
 - 1. Contractor-performed tests and inspections including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections.
 - 2. Special inspections required by authorities having jurisdiction and indicated on the "Statement of Special Inspections."
 - 3. Owner-performed tests and inspections indicated in the Contract Documents, including tests and inspections indicated to be performed by the Commissioning Authority.
- E. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- F. Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results. Include work Architect has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

1.8 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
 - 1. Date of issue.
 - 2. Project title and number.
 - 3. Name, address, and telephone number of testing agency.
 - 4. Dates and locations of samples and tests or inspections.
 - 5. Names of individuals making tests and inspections.

6. Description of the Work and test and inspection method.
 7. Identification of product and Specification Section.
 8. Complete test or inspection data.
 9. Test and inspection results and an interpretation of test results.
 10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
 12. Name and signature of laboratory inspector.
 13. Recommendations on retesting and reinspecting.
- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of technical representative making report.
 2. Statement on condition of substrates and their acceptability for installation of product.
 3. Statement that products at Project site comply with requirements.
 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 6. Statement whether conditions, products, and installation will affect warranty.
 7. Other required items indicated in individual Specification Sections.
- C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of factory-authorized service representative making report.
 2. Statement that equipment complies with requirements.
 3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 4. Statement whether conditions, products, and installation will affect warranty.
 5. Other required items indicated in individual Specification Sections.
- D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.9 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this Project in material, design, and extent.
- F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
 - 1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and where required by authorities having jurisdiction, that is acceptable to authorities.
 - 1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
 - 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
 - 1. Contractor responsibilities include the following:
 - a. Provide test specimens representative of proposed products and construction.
 - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.

- c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
 - d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
 - e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
 - f. When testing is complete, remove test specimens, assemblies, mockups, do not reuse products on Project.
 2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, through Construction Manager, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.
 - K. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
 1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect or Construction Manager.
 2. Notify Architect and Construction Manager seven days in advance of dates and times when mockups will be constructed.
 3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction at the Project.
 4. Demonstrate the proposed range of aesthetic effects and workmanship.
 5. Obtain Architect's and Construction Manager's approval of mockups before starting work, fabrication, or construction.
 - a. Allow seven days for initial review and each re-review of each mockup.
 6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
 7. Demolish and remove mockups when directed, unless otherwise indicated.
 - L. Integrated Exterior Mockups: Construct integrated exterior mockup in accordance with approved Shop Drawings as indicated on Drawings. Coordinate installation of exterior envelope materials and products for which mockups are required in individual specification sections, along with supporting materials.
- 1.10 QUALITY CONTROL
- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
 1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.

2. Payment for these services will be made from testing and inspecting allowances, as authorized by Change Orders.
 3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.
- B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
 2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
 - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
 3. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
 4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
 5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Division 01 Section "Submittal Procedures."
- D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. Testing Agency Responsibilities: Cooperate with Architect, Construction Manager, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Architect, Construction Manager, and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.

3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
 6. Do not perform any duties of Contractor.
- G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
 2. Incidental labor and facilities necessary to facilitate tests and inspections.
 3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
 4. Facilities for storage and field curing of test samples.
 5. Delivery of samples to testing agencies.
 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.
- H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents as a component of the Contractor's quality-control plan. Coordinate and submit concurrently with Contractor's construction schedule. Update as the Work progresses. .
1. Distribution: Distribute schedule to Owner, Architect, Construction Manager, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.
- 1.11 SPECIAL TESTS AND INSPECTIONS
- A. Special Tests and Inspections: Owner will engage a qualified testing agency special inspector to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, as indicated in Statement of Special Inspections included in the project manual, and as follows:
- B. Special Tests and Inspections: Conducted by a qualified testing agency as required by authorities having jurisdiction, as indicated in individual Specification Sections, and in Statement of Special Inspections included in the project manual, and as follows:

1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviewing the completeness and adequacy of those procedures to perform the Work.
2. Notifying Architect, Construction Manager, and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect, through Construction Manager, with copy to Contractor and to authorities having jurisdiction.
4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

- A. Prepare a record of tests and inspections. Include the following:
 1. Date test or inspection was conducted.
 2. Description of the Work tested or inspected.
 3. Date test or inspection results were transmitted to Architect.
 4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and modifications as they occur. Provide access to test and inspection log for Architect's and Construction Manager's reference during normal working hours.

3.2 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Division 01 Section "Execution."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes requirements for temporary facilities and controls.
- B. Temporary utilities include, but are not limited to, the following:
 - 1. Electric power service.
 - 2. Lighting.
 - 3. Telephone service.
 - 4. Water Service
 - 5. Sanitary Facilities.
 - 6. Protection Facilities.

1.3 USE CHARGES

- A. Temporary Utilities Service: With the exception of toilet facilities and telephone service, the owner will pay for service use charges for usage of temporary utilities, by all parties engaged in construction, at Project site for construction operations for this project.

1.4 QUALITY ASSURANCE

- A. Standards: Comply with ANSI A10.6, NECA's "Temporary Electrical Facilities," and NFPA 241.
 - 1. Trade Jurisdictions: Assigned responsibilities for installation and operation of temporary utilities are not intended to interfere with trade regulations and union jurisdictions.
 - 2. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.
- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.5 PROJECT CONDITIONS

- A. Conditions of Use: The following conditions apply to use of temporary services and facilities by all parties engaged in the Work:
 - 1. Keep temporary services and facilities clean and neat.
 - 2. Relocate temporary services and facilities as required by progress of the Work.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Provide new materials. Provide materials suitable for use intended.
- B. Tarpaulins: Fire-resistive labeled with flame-spread rating of 15 or less.

2.2 EQUIPMENT

- A. General: Provide equipment suitable for use intended.
- B. Fire Extinguishers: Hand carried, portable, UL rated. Provide class and extinguishing agent as indicated or a combination of extinguishers of NFPA-recommended classes for exposures.
 - 1. Comply with NFPA 10 and NFPA 241 for classification, extinguishing agent, and size required by location and class of fire exposure.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Water Service: Use of Owner's existing water service facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.
- B. Sanitary Facilities: Contractor shall provide temporary toilets, wash facilities and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
- C. Electric Power Service: Use of Owner's existing electric power service will be permitted, as long as equipment is maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.
- D. Lighting: If required, provide temporary lighting that provides adequate illumination to allow for safe working conditions during normal working hours.

3.2 TEMPORARY FACILITIES INSTALLATION

- A. Lighting: If required, provide temporary lighting that provides adequate illumination for construction operations and traffic conditions.
- B. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
 - 1. Prior to commencing work, isolate the HVAC system in area where work is to be performed in accordance with procedures approved by the architect.
 - a. Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas as required.
 - b. Maintain negative air pressure within work area using HEPA-equipped air filtration units, starting with commencement of temporary partition construction, and continuing until removal of temporary partitions is complete.
 - 2. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust containment devices.
 - 3. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.

3.3 OPERATION, TERMINATION, AND REMOVAL

- A. Maintenance: Maintain facilities in good operating condition until removal. Protect from damage.
- B. Termination and Removal: Remove each temporary facility when need for its service has ended.
 - 1. Materials and facilities that constitute temporary facilities are the property of Contractor. Owner reserves right to take possession of Project identification signs.
 - 2. At Substantial Completion, clean and renovate permanent facilities used during construction period. Comply with final cleaning requirements in Division 1 Section "Closeout Procedures."

END OF SECTION 015000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Sections:
 - 1. Division 01 Section "Substitution Procedures" for requests for substitutions.

1.3 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
 - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
 - 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
 - 3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the specification.

1.4 ACTION SUBMITTALS

- A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
1. Include data to indicate compliance with the requirements specified in "Comparable Products" Article.
 2. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor through Construction Manager of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
 - a. Form of Approval: As specified in Division 01 Section "Submittal Procedures."
 - b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.
- B. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 01 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.
1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.

C. Storage:

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.
7. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.

- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.

1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
3. Refer to Divisions 02 through 49. Sections for specific content requirements and particular requirements for submitting special warranties.

- C. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.

1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:

1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements or a comparable product. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or comparable source that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
3. Products:
 - a. Product List: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products will be considered during the bid period.
4. Manufacturers:
 - a. Manufacturer List: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products will be considered during the bid period.
5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, provide the specified or indicated product or a comparable product. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require "match Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.

1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Division 01 Section "Substitution Procedures" for proposal of product.

- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
 2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 3. Evidence that proposed product provides specified warranty.
 4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
 5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
 - 1. Construction layout.
 - 2. Field engineering and surveying.
 - 3. Installation of the Work.
 - 4. Cutting and patching.
 - 5. Coordination of Owner-installed products.
 - 6. Progress cleaning.
 - 7. Starting and adjusting.
 - 8. Protection of installed construction.
 - 9. Correction of the Work.
- B. Related Sections:
 - 1. Division 01 Section "Submittal Procedures" for submitting surveys.
 - 2. Division 01 Section "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.
 - 3. Division 07 Section "Penetration Firestopping System" for patching penetrations in fire-rated construction.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other work.
- B. Patching: Fitting and repair work required to restore construction to original conditions after installation of other work.

1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For land surveyor, and professional engineer.

- B. Certificates: Submit certificate signed by land surveyor, or professional engineer certifying that location and elevation of improvements comply with requirements.
- C. Cutting and Patching Plan: Submit plan describing procedures at least 10 days prior to the time cutting and patching will be performed. Include the following information:
 - 1. Extent: Describe reason for and extent of each occurrence of cutting and patching.
 - 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building appearance and other significant visual elements.
 - 3. Products: List products to be used for patching and firms or entities that will perform patching work.
 - 4. Dates: Indicate when cutting and patching will be performed.
 - 5. Utilities and Mechanical and Electrical Systems: List services and systems that cutting and patching procedures will disturb or affect. List services and systems that will be relocated and those that will be temporarily out of service. Indicate how long services and systems will be disrupted.
- D. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.
- E. Certified Surveys: Submit two copies signed by land surveyor, or professional engineer.
- F. Final Property Survey: Submit 5 copies showing the Work performed and record survey data.

1.5 QUALITY ASSURANCE

- A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.
- B. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
 - 1. Structural Elements: When cutting and patching structural elements, notify Architect of locations and details of cutting and await directions from the Architect before proceeding. Shore, brace, and support structural element during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
 - a. Applies to all structural elements.
 - 2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. Operational elements include the following:
 - a. Primary operational systems and equipment.
 - b. Fire separation assemblies.
 - c. Air or smoke barriers.

- d. Fire-suppression systems.
 - e. Mechanical systems piping and ducts.
 - f. Control systems.
 - g. Communication systems.
 - h. Conveying systems.
 - i. Electrical wiring systems.
 - j. Operating systems of special construction.
3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, which results in reducing their capacity to perform as intended, or that result in increased maintenance or decreased operational life or safety. Other construction elements include but are not limited to the following:
- a. Water, moisture, or vapor barriers.
 - b. Membranes and flashings.
 - c. Exterior curtain-wall construction.
 - d. Equipment supports.
 - e. Piping, ductwork, vessels, and equipment.
 - f. Noise- and vibration-control elements and systems.
4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- C. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.
- D. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- 1. For projects requiring compliance with sustainable design and construction practices and procedures, utilize products for patching that comply with requirements of Division 01 Section "Sustainable Design Requirements."
- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.

1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to the Architect for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, including mechanical and electrical systems, and other construction affecting the Work.
 1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; underground electrical services, and other utilities.
 2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.
- B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
 1. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
 - a. Description of the Work.
 - b. List of detrimental conditions, including substrates.
 - c. List of unacceptable installation tolerances.
 - d. Recommended corrections.
 2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
 3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
 4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
 5. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to local utility that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of the Contractor, submit a request for information to Architect according to requirements in Division 01 Section "Project Management and Coordination."

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect and Construction Manager promptly.
- B. General: Engage a land surveyor or professional engineer to lay out the Work using accepted surveying practices.
 - 1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
 - 2. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
 - 3. Inform installers of lines and levels to which they must comply.
 - 4. Check the location, level and plumb, of every major element as the Work progresses.
 - 5. Notify Architect and Construction Manager when deviations from required lines and levels exceed allowable tolerances.
 - 6. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and rim and invert elevations.
- D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.
- E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect and Construction Manager.

3.4 FIELD ENGINEERING

- A. Identification: Owner will identify existing benchmarks, control points, and property corners.
- B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
 - 1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect or Construction Manager. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect and Construction Manager before proceeding.
 - 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- C. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
 - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 - 2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
 - 3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.
- D. Certified Survey: On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.
- E. Final Property Survey: Engage a land surveyor or professional engineer to prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by land surveyor or professional engineer, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.
 - 1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.
 - 2. Recording: At Substantial Completion, have the final property survey recorded by or with authorities having jurisdiction as the official "property survey."

3.5 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 - 1. Make vertical work plumb and make horizontal work level.
 - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
 - 3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.

4. Maintain minimum headroom clearance of 96 inches (2440 mm) in occupied spaces and 90 inches (2300 mm) in unoccupied spaces.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- F. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- G. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
 2. Allow for building movement, including thermal expansion and contraction.
 3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- H. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- I. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Temporary Support: Provide temporary support of work to be cut.

- C. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- D. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching in accordance with requirements of Division 01 Section "Summary."
- E. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- F. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Excavating and Backfilling: Comply with requirements in applicable Division 31 Sections where required by cutting and patching operations.
 - 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 - 6. Proceed with patching after construction operations requiring cutting are complete.
- G. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
 - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
 - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.

- a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
- H. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.7 OWNER-INSTALLED PRODUCTS

- A. Site Access: Provide access to Project site for Owner's construction personnel.
- B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction personnel.
1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
 2. Preinstallation Conferences: Include Owner's construction personnel at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.8 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).
 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
 - a. Utilize containers intended for holding waste materials of type to be stored.
 4. Coordinate progress cleaning for joint-use areas where more than one installer has worked.
- B. Site: Maintain Project site free of waste materials and debris.

- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills promptly.
 - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Division 01 Section "Temporary Facilities and Controls" or Division 01 Section "Construction Waste Management and Disposal."
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.9 STARTING AND ADJUSTING

- A. Coordinate startup and adjusting of equipment and operating components with requirements in Division 01 Section "General Commissioning Requirements."
- B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- E. Manufacturer's Field Service: Comply with qualification requirements in Division 01 Section "Quality Requirements."

3.10 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.11 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.
 - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 017300

SECTION 017329 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
 - 1. Divisions 2 through 33 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other Work.
- B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. Operating elements include the following:
 - 1. Primary operational systems and equipment.
 - 2. Mechanical systems piping and ducts.
 - 3. Control systems.
 - 4. Communication systems.
 - 5. Electrical wiring systems.
- C. Miscellaneous Elements: Do not cut and patch miscellaneous elements or related components in a manner that could change their load-carrying capacity, that results in reducing their

capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety. Miscellaneous elements include the following:

1. Equipment supports.
 2. Piping, ductwork, vessels, and equipment.
 3. Noise- and vibration-control elements and systems.
- D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers.
 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut. Provide temporary dams to contain water and moisture.
- B. Protection: Protect in-place construction during cutting and patching to prevent damage. Protect fixtures and personal property on other occupied floors in building from moisture, dust and impact damage.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete / Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 - 5. Proceed with patching after construction operations requiring cutting are complete.
- C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections.
 - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.

4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
- D. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

END OF SECTION 017329

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Substantial Completion procedures.
 - 2. Final completion procedures.
 - 3. Warranties.
 - 4. Final cleaning.
- B. Related Sections:
 - 1. Division 01 Section "Execution" for progress cleaning of Project site.
 - 2. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 3. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 4. Division 01 Section "Demonstration and Training" for requirements for instructing Owner's personnel.
 - 5. Divisions 02 through 33 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete with request.
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Advise Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Include copy of final payment application and Consent of Surety to Final Payment.
 - 5. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.

6. Prepare and submit Project Record Documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
 7. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
 8. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 9. Complete startup testing of systems.
 10. Submit test/adjust/balance records.
 11. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 12. Advise Owner of changeover in heat and other utilities.
 13. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
 14. Complete final cleaning requirements, including touchup painting.
 15. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Architect [and Construction Manager] will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
 2. Results of completed inspection will form the basis of requirements for final completion.

1.4 FINAL COMPLETION

- A. Preliminary Procedures: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Division 01 Section "Payment Procedures."
 2. Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
 3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
 4. Submit pest-control final inspection report and warranty.
 5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings.
- B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect [and Construction Manager] will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after

inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction. Use CSI Form 14.1A.

1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:
 - a. Project name.
 - b. Date.
 - c. Name of Architect and Construction Manager.
 - d. Name of Contractor.
 - e. Page number.
4. Submit list of incomplete items in the following format:
 - a. PDF electronic file.
 - b. [Three] paper copies of product schedule or list, unless otherwise indicated. Architect[, through Construction Manager,] will return [two] <Insert number> copies.

1.6 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
 1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (215-by-280-mm) paper.

2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
 3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
 4. Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide table of contents at beginning of document.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.
1. Use cleaning products that comply with the specified maximum allowable VOC levels.

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.

END OF SECTION 017700

SECTION 020600 - ROOF TEST CUTS

PART 1 - GENERAL

1.1 ROOF TEST CUTS

- A. Listed below is the Test Cut information for Middlebrook School. Note: Test cut information is only at the point of the test cut and may vary in other locations:

TEST CUT NO.	INFORMATION
1	A four-ply graveled surfaced built-up asphalt roof over 5-1/4" perlite that was installed over a single layer of 1" phenolic insulation over a metal roof deck - Roof Area R1.
2	A four-ply graveled surfaced built-up asphalt roof was installed over a 1.5" phenolic insulation over a metal roof deck - Roof Area R1.
3	A four-ply graveled surfaced built-up asphalt roof was over 4.5" of perlite insulation which was over a layer of 1.5" phenolic insulation over a metal roof deck - Roof Area R1.
4	A four-ply graveled surfaced built-up asphalt roof was over 4.5" of perlite insulation which was over a layer of 1.5" phenolic insulation over a metal roof deck - Roof Area R1.
5	A four-ply graveled surfaced built-up roof over 1.5" perlite insulation over a layer of 1.5" phenolic insulation over a concrete deck - Roof Area R2.
6	A four-ply graveled surfaced built-up roof was over a layer of .5" perlite insulation that was over a 1" layer of phenolic insulation that was over a 1" layer of perlite insulation over a concrete deck - Roof Area R2.
7	A four-ply graveled surfaced built-up roof was over a 2" layer of perlite insulation that was over a layer of 1.5" phenolic insulation over an asphalt vapor barrier installed over a concrete deck - Roof Area R5.
8	A granular surfaced modified bitumen membrane was installed over a four-ply built-up roof that was over a 1" layer of perlite insulation that was over a layer of 1.5" phenolic insulation over a second built-up roof that was over 2" of phenolic insulation over a metal roof deck - Roof Area. R3.
9	A graveled surfaced four-ply built-up roof was installed over a layer of .5" perlite insulation that was over a layer of 1.5" phenolic insulation over a concrete deck - Roof Area R4.

- 10 A four-ply graveled surfaced built-up roof was installed over a layer of 1.5" phenolic insulation that was installed over a .5" layer of perlite insulation that was installed over a built-up coal tar pitch vapor barrier - Roof Area R5A.
- 11 A four-ply built-up graveled surfaced roof was over a layer of .5" perlite insulation that was over a layer of 1.5" phenolic insulation that was over a four-ply built-up roof over 3.5" of fiberboard insulation over a concrete deck - Roof Area R6.
- 12 A four-ply graveled surfaced built-up roof was installed over a layer of 1" perlite insulation over a layer of 1.5" phenolic insulation over a built-up roof over a layer of 1" fiberboard insulation over a metal roof deck - Roof Area R7.
- 13 A four-ply graveled surfaced built-up roof was over a layer of .5" perlite insulation that was over a layer of 1.5" phenolic insulation over a two-ply vapor barrier over a concrete deck - Roof Area R8.
- 14 A four-ply graveled surfaced built-up roof was over a layer of .5" perlite insulation that was over a layer of 1.5" phenolic insulation over a two-ply vapor barrier over a concrete deck - Roof Area R9.
- 15 A modified bitumen membrane roof was installed over a 1" perlite over a layer of 1.5" phenolic insulation over a metal roof deck - Roof Area R10.
- 16 An adhered EPDM roof was installed over a layer of 1.5" ISO which was installed over a metal roof deck. Roof Area R12.

END OF SECTION 020600

SECTION 020700 - ROOF DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. The Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Removal of all built-up roofing, modified roofing, EPDM roofing, all insulations, base flashings, fascia, edging, etc., down to surface of steel or concrete decking.
 - 2. Cut deck for installation of new drain bodies where indicated.
 - 3. Release, cut, elevate, disconnect, extend, reconnect all mechanical/electrical, including all gas piping and ductwork, as required to raise equipment and install new roofing system at all rooftop equipment.
 - 4. Mechanically clean off all roof drain lines down to storm drain line in pavement.
 - 5. Temporarily support all existing ducts, gas, and electrical lines.
 - 6. Removal of existing vapor barriers and asphalt from concrete decks.
 - 7. Removal of all abandoned capped equipment curbs and install new metal deck over.
 - 8. Removal of existing expansion joints.
 - 9. Raise all existing gas piping and reconnect. Modify as required at rooftop equipment.
 - 10. Remove all existing asphalt roof shingles, felts, and ice dam materials from Roof Area R11.
- D. Related Work Specified Elsewhere Includes:
 - 1. 053000 Metal Roof Deck
 - 2. 061100 Roof Rough Carpentry
 - 3. 072210 Roof Insulation
 - 4. 075410 Adhered EPDM Roofing
 - 5. 076000 Flashing and Sheet Metal

1.2 QUALITY ASSURANCE

- A. All work of this Section shall be carried out in accordance with the State Demolition Code.
- B. The existing building is an Elementary School. The Contractor shall notify the Owner of where work will start three (3) days before and provide a demolition and roofing schedule.

- C. Contractor shall check the test cut information in Specification Section 020600 - Roof Test Cuts for existing roofing conditions and the makeup of the existing roofing to be removed. Note: Test cut information is only at the point of the cut and may vary in other areas. This information is for general usage.

PART 2 - MATERIAL

2.1 POLY TARPS.

2.2 ROOF CEMENT.

PART 3 - EXECUTION

- 3.1 Prior to commencing any work called for in this Section, carefully examine the substrata and conditions under which the work is to be performed and notify the Architect in writing of any unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected. Start of work shall indicate acceptance of conditions.
- 3.2 Contractor at no time shall uncover more roof area than can be covered with a complete new roof system and made watertight by the end of the working day or in case of a sudden storm. Contractor shall have on hand sufficient quantities of temporary covers in case of a sudden rain storm to dry-in the area. At the end of each day, install a temporary patch between new roofing and existing roofing to completely seal against moisture penetration.
- 3.3 Remove all existing roofing, built-up, EPDM and modified bitumen; insulation; and miscellaneous flashings from roof area, taking care not to damage existing roof deck, including all asphalt roof shingles, felts, and ice dam materials from Roof Area R11.
- 3.4 Contractor shall not drop materials from the roof or remove materials or equipment in such a manner as to cause unnecessary noise or dust. All debris to be trash chuted into covered containers. No debris shall be visible on the grounds at the end of each workday.
- 3.5 All debris resulting from the work performed under this Section shall be cleaned up daily, loaded in proper containers, and removed from the site and disposed of by the Contractor on a daily basis. No debris shall pile up or be left overnight on the site.
- 3.6 Deck surface shall be left broom clean, dry, and dust free, ready for application of new roofing materials. All debris shall be removed from the flutes of the metal deck areas. Contractor shall have the deck checked each day for structural integrity. Rotted deck or extremely rusted deck shall be removed and replaced in kind anchoring down new to sound deck.

- 3.7 Temporarily remove with care roof mounted mechanical equipment and all other roof accessories as required for the proper execution of the work called for in other Sections of the Specifications. Notify the Owner at least two (2) days prior to temporary removal of equipment.
- 3.8 Reinstall all items, which were disturbed after other work is complete. Restore to original condition.
- 3.9 Remove existing drains. Cut deck to allow installation of new combination dual outlet overflow/roof drains.
- 3.10 Remove all bituminous products from walls and curbs.
- 3.11 Those items, which are not to be incorporated into the new roofing, are to be removed and properly disposed of.
- 3.12 There are no clogged drains at this time. The Contractor is to plug drains with expansion plug at beginning of demolition work each day. Plugs shall be removed by the end of each working day, or in the event of rain.
- 3.13 Mechanically clean all drains to level of storm drain in pavement.

END OF SECTION 020700

**AmeriSci New York**

117 EAST 30TH ST.
NEW YORK, NY 10016
TEL: (212) 679-8600 • FAX: (212) 679-3114

PLM Bulk Asbestos Report

Hygenix, Inc.
Attn: Robert Brown
49 Woodside Street

Stamford, CT 6902

Date Received 05/01/21 **AmeriSci Job #** 221051032
Date Examined 05/01/21 **P.O. #**
Page 1 of 2
RE: Antinozzi Associates; Middlebrook School - 220 Middlebrook
Avenue, Trumbull, CT

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
043021-01 Location: Roof R1 A - Roofing Materials Analyst Description: Black, Homogeneous, Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 10%, Non-fibrous 90%	221051032-01	No	NAD (by CVES) by Bo Sun on 05/01/21
043021-02 Location: Roof R2 Roof C - Roofing Materials Analyst Description: Black, Homogeneous, Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 10%, Non-fibrous 90%	221051032-02	No	NAD (by CVES) by Bo Sun on 05/01/21
043021-03 Location: Roof R5 F - Roofing Materials Analyst Description: Black, Homogeneous, Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 10%, Non-fibrous 90%	221051032-03	No	NAD (by CVES) by Bo Sun on 05/01/21
043021-04 Location: Roof R7 YY - Roofing Materials Analyst Description: Black, Homogeneous, Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 20%, Non-fibrous 80%	221051032-04	No	NAD (by CVES) by Bo Sun on 05/01/21
043021-05 Location: Roof R7 PP - Roofing Materials Analyst Description: Black, Homogeneous, Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 15%, Non-fibrous 85%	221051032-05	No	NAD (by CVES) by Bo Sun on 05/01/21

PLM Bulk Asbestos Report

Antinozzi Associates; Middlebrook School - 220 Middlebrook
Avenue, Trumbull, CT

Reporting Notes:

Analyzed by: Bo Sun
Date: 5/1/2021



Reviewed by: Paul J. Mucha



*NAD/NSD =no asbestos detected; NA =not analyzed; NA/PS=not analyzed/positive stop, (SOF-V) = Sprayed On Fireproofing containing Vermiculite; (SM-V) = Surfacing Material containing Vermiculite; PLM Bulk Asbestos Analysis using Olympus, Model BH-2 Pol Scope, Microscope, Serial #: 229003, by Appd E to Subpt E, 40 CFR 763 quantified by either CVES or 400 pt ct as noted for each analysis (NVLAP 200546-0), ELAP PLM Method 198.1 for NY friable samples, which includes the identification and quantitation of vermiculite, or ELAP 198.6 for NOB samples, or EPA 400 pt ct by EPA 600-M4-82-020 (NY ELAP Lab 11480); Note:PLM is not consistently reliable in detecting asbestos in floor coverings and similar non-friable organically bound materials. NAD or Trace results by PLM are inconclusive, TEM is currently the only method that can be used to determine if this material can be considered or treated as non asbestos-containing in NY State (also see EPA Advisory for floor tile, FR 59,146,38970,8/1/94) National Institute of Standards and Technology Accreditation requirements mandate that this report must not be reproduced except in full without the approval of the lab.This PLM report relates ONLY to the items tested. AIHA-LAP, LLC Lab ID 102843, RI Cert AAL-094, CT Cert PH-0186, Mass Cert AA000054, NJ Lab ID #NY031.

_____END OF REPORT_____

ASBESTOS PLM BULK SAMPLE LOG

Date: 04/30/2021

[illegible]

CHAIN OF CUSTODY

Notes: Email results to: jgemmell@hygenix.com

Relinquished By: _____ Date/Time: _____
Received By: _____ Date/Time: _____

Received By:

Date/Time:

Test All Samples **24 Hr TAT**

24 Hr TAT

№221051032

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Demolition and removal of selected portions of a building or structure.
 - 2. Repair procedures for selective demolition operations.
- B. Related Sections include the following:
 - 1. Division 1 Section "Construction Facilities and Temporary Controls" for temporary construction and environmental-protection measures for selective demolition operations.
 - 2. Division 1 Section "Cutting and Patching" for cutting and patching procedures for selective demolition operations.

1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Detach items from existing construction and deliver them to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.
- D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

- A. Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, demolished materials shall become Contractor's property and shall be removed from Project site.
- B. Historic items, relics, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, antiques, and other items of interest or value to Owner that may be encountered during selective demolition remain Owner's property.

Carefully remove and salvage each item or object in a manner to prevent damage and deliver promptly to Owner.

1.5 SUBMITTALS

- A. Qualification Data: For firms and persons specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
- B. Proposed Dust-Control and Noise-Control Measures: Submit statement or drawing that indicates the measures proposed for use, proposed locations, and proposed time frame for their operation. Identify options if proposed measures are later determined to be inadequate.
- C. Stamped shoring layout drawings prepared by the General Contractor's Professional Engineer, indicating location, method and design loads for the temporary shoring system utilized.
- D. Schedule of Selective Demolition Activities: Indicate the following:
 - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
 - 2. Interruption of utility services.
 - 3. Coordination for shutoff, capping, and continuation of utility services.
 - 4. Use of elevator and stairs.
 - 5. Locations of temporary partitions and means of egress.
 - 6. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
- E. Inventory: After selective demolition is complete, submit a list of items that have been removed and salvaged.
- F. Predemolition Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by selective demolition operations. Submit before Work begins.
- G. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.6 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: An experienced firm that has specialized in demolition work similar in material and extent to that indicated for this Project.
- B. Professional Engineer Qualifications: Current Professional Engineer's License valid in the State of Connecticut.

- C. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- D. Standards: Comply with ANSI A10.6 and NFPA 241.
- E. Predemolition Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review methods and procedures related to selective demolition including, but not limited to, the following:
 - 1. Inspect and discuss condition of construction to be selectively demolished.
 - 2. Review structural load limitations of existing structure.
 - 3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
 - 4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.

1.7 PROJECT CONDITIONS

- A. Owner will occupy portions of site immediately adjacent to selective demolition areas. Conduct selective demolition so Owner's operations will not be disrupted. Provide not less than 72 hours' notice to the Owner's Representative of activities that will affect Owner's operations.
- B. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
 - 1. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from authorities having jurisdiction.
- C. Owner assumes no responsibility for condition of areas to be selectively demolished.
 - 1. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- D. Hazardous Materials: Hazardous materials, if present shall be the responsibility of the building owner. Do not disturb hazardous materials or items suspected of containing hazardous materials. The contractor shall contact the owner immediately upon discovery of suspect material.
- E. Storage or sale of removed items or materials on-site will not be permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
 - 1. Maintain fire-protection facilities in service during selective demolition operations.

1.8 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 REPAIR MATERIALS

- A. Use repair materials identical to existing materials.
 - 1. If identical materials are unavailable or cannot be used for exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
 - 2. Use materials whose installed performance equals or surpasses that of existing materials.
- B. Comply with material and installation requirements specified in individual Specification Sections.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped.
- B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to the Architect.
- E. Engage a professional engineer to survey condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective demolition operations. Professional Engineer shall develop shoring layout plan for all temporary shoring and supervise the General Contractor's implementation of that plan. See paragraph 1.5 for submittal requirements.
- F. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES

- A. Existing Utilities: Maintain services indicated to remain and protect them against damage during selective demolition operations.

- B. Do not interrupt existing utilities serving occupied or operating facilities unless authorized in writing by Construction Administrator and authorities having jurisdiction. Provide temporary services during interruptions to existing utilities, as acceptable to Owner and to authorities having jurisdiction.
 - 1. Provide at least 72 hours' notice to Construction Administrator if shutdown of service is required during changeover.
- C. Utility Requirements: Refer to Division 15 and 16 Sections for shutting off, disconnecting, removing or capping utilities. Do not start selective demolition work until utility disconnecting and sealing have been completed and verified in writing.

3.3 PREPARATION

- A. Dangerous Materials: Drain, purge, or otherwise remove, collect, and dispose of chemicals, gases, explosives, acids, flammables, or other dangerous materials before proceeding with selective demolition operations.
- B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference walks, walkways, and other adjacent occupied and used facilities.
 - 1. Do not close or obstruct walks, walkways, or other adjacent occupied or used facilities without permission from the owner's representative and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
 - 2. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
 - 3. Protect existing site improvements, appurtenances, and landscaping to remain.
- C. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
 - 3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
 - 4. Cover and protect furniture, furnishings, and equipment that have not been removed.
- D. Temporary Enclosures: Provide temporary enclosures for protection of existing building and construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.
 - 1. Where heating and cooling is needed and permanent enclosure is not complete, provide insulated temporary enclosures. Coordinate enclosure with ventilating and material drying or curing requirements to avoid dangerous conditions and effects.

- E. Temporary Partitions: Erect and maintain dustproof partitions and temporary enclosures to limit dust and dirt migration and to separate areas from fumes and noise.
- F. Temporary Shoring: Provide and maintain interior and exterior shoring, bracing, or structural support to preserve stability and prevent movement, settlement, or collapse of construction to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
 - 1. Strengthen or add new supports when required during progress of selective demolition.

3.4 POLLUTION CONTROLS

- A. Dust Control: Use water mist, temporary enclosures, and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations.
 - 1. Do not use water when it may damage existing construction or create hazardous or objectionable conditions, such as ice, flooding and pollution.
 - 2. Wet mop floors to eliminate trackable dirt and wipe down walls and doors of demolition enclosure. Vacuum carpeted areas.
- B. Disposal: Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
 - 1. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- C. Cleaning: Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.5 SELECTIVE DEMOLITION

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows.
 - 1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
 - 2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
 - 3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 - 4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden

- space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
5. Maintain adequate ventilation when using cutting torches.
 6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
 7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
 8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
 9. Dispose of demolished items and materials promptly.
 10. Return elements of construction and surfaces that are to remain to condition existing before selective demolition operations began.
- B. Existing Facilities: Protect existing elevators, stairs, walkways, loading docks, building entries, and other building facilities during selective demolition operations.
- C. Removed and Reinstalled Items: Comply with the following:
1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
 2. Pack or crate items after cleaning and repairing. Identify contents of containers.
 3. Protect items from damage during transport and storage.
 4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- D. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Construction Administrator, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.
- E. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals, using power-driven saw, then remove concrete between saw cuts.

3.6 PATCHING AND REPAIRS

- A. General: Promptly repair damage to adjacent construction caused by selective demolition operations.
- B. Patching: Comply with Division 1 Section "Cutting and Patching."
- C. Repairs: Where repairs to existing surfaces are required, patch to produce surfaces suitable for new materials.
1. Completely fill holes and depressions in existing masonry walls that are to remain with an approved masonry patching material applied according to manufacturer's written recommendations.

- D. Finishes: Restore exposed finishes of patched areas and extend restoration into adjoining construction in a manner that eliminates evidence of patching and refinishing.
- E. Floors and Walls: Where walls or partitions that are demolished extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish color, texture, and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - 1. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.
 - 2. Where patching occurs in a painted surface, apply primer and intermediate paint coats over patch and apply final paint coat over entire unbroken surface containing patch. Provide additional coats until patch blends with adjacent surfaces.
 - 3. Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.

3.7 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.8 SELECTIVE DEMOLITION SCHEDULE

- A. The general intent of scope for Selective Demolition is indicated on the Drawings.

END OF SECTION 024119

SECTION 037330 - CONCRETE ROOF DECK REPAIR

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Repair of any deteriorated or uneven concrete in conjunction with new roofing per allowances. Refer to Section 012100.
- D. Related Work Specified Elsewhere Includes:
 - 1. 020700 Roof Demolition
 - 2. 012100 Allowances
 - 3. 061100 Roof Rough Carpentry
 - 4. 075410 Adhered EPDM Roofing
 - 5. 076000 Flashing and Sheet Metal
 - 6. 079000 Joint Sealants
 - 7. 154020 Roof Drainage Replacement

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Concrete Patch:
 - 1. "Sonopatch" concrete repair material by Sonneborn Building Products.
 - 2. Thorite by Standard Drywall Products.
 - 3. Or equal and approved materials.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Examine the concrete deck and notify Architect/Consultant in writing of conditions detrimental to proper and timely completion of work. Do not proceed with work until unsatisfactory conditions have been corrected in a manner acceptable to Architect/ consultant.

3.2 Repair of low spots, deteriorated and/or cracked concrete deck.

- A. Chip and remove soft or deteriorated concrete.
- B. Prepare area to be patched in accordance with concrete repair material manufacturer's recommendations and requirements.
- C. Patch deteriorated, cracked, or uneven concrete deck areas with concrete patch per manufacturer's recommendations.
- D. Allow patch material to cure per manufacturer's requirements.

3.3 METHOD OF MEASUREMENT AND PAYMENT

- A. The Owners' representative shall be notified of all concrete deck areas to be repaired.
- B. The repaired areas shall be noted each day and signed for by both the Contractor's Representative and the Owner's Representative/Construction Manager.

END OF SECTION 037330

SECTION 053000 - METAL ROOF DECK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Supply and installing new 22 gauge galvanized metal deck Type "B" over all openings in deck created by removal of equipment or old capped curbs.
 - 2. Metal Roof Deck repair work per allowances. Refer to Section 012100.
- D. Related Work Specified Elsewhere Includes:
 - 1. 020700 Roof Demolition
 - 2. 012100 Allowances
 - 3. 072210 Roof Insulation

PART 2 - PRODUCTS

2.1 MATERIALS

- A. 20 Ga. G60 galvanized steel reinforcement sheets.
- B. #8 x 1" Tek cadmium plated self-drilling self-tapping screws (Mid-span).
- C. #12 x 1-1/2" Tek cadmium plated self-drilling self-tapping screws (broken welds).
- D. Paint - black asphaltum ASTM 1187-82, Type I.
- E. 20 Ga. Steel deck to match existing (deteriorated areas requiring replacement).

PART 3 - EXECUTION

3.1 INSPECTION

- A. Installer must examine areas and conditions under which metal decking is to be installed and notify Construction Coordinator/Architect in writing of conditions detrimental to proper and

timely completion of work. Do not proceed with work until unsatisfactory conditions have been corrected in a manner acceptable to the Construction Coordinator/Architect.

- 3.2 Wire brush rusted deck areas and paint entire steel deck with black asphaltum paint ASTM 1187-82, Type I. do not install so that paint drips to interior. Any interior damage from paint drippage will be cleaned to the owner's satisfaction at the full cost of the Contractor.
- 3.3 Areas found to be weak which are less than 12" x 12" shall be reinforced with 20 Ga. galvanized Fasten with 1" x #8 Tek fasteners spaced 6" on center at perimeter of sheet and 12" on center throughout field of sheet. No piece shall be less than 4 sq. ft.
- 3.4 Provide #8 x 1" self-drilling, self-taping fasteners where missing at adjacent deck panels at no more than 30" on center along seam.
- 3.5 Provide self-drilling, self-tapping fasteners at all locations where welds are broken. These must retain decking to structural steel.
- 3.6 New steel deck required to replace deteriorated shall match existing. Steel deck shall be retained to structural support 12" on center maximum with minimum #12 x 1-1/2" tek screws. Deck shall nest into existing. Deck shall extend a minimum of 6" onto existing deck.
 - A. Should replacement deck to match not be available, minimum 18 gauge galvanized splice plates 12" in width shall be placed at the junction of the two (2) dissimilar pieces of deck. Fasten splice plates 6" on center to each side of the discontinuity in the deck.
- 3.7 Install new deck over openings to close them off. Lap deck over onto existing metal or concrete deck at 12" all around. Use appropriate fasteners in each flute for the existing deck type.
- 3.8 METHOD OF MEASUREMENT AND PAYMENT
 - A. The Owner's Representative shall be notified of all areas.
 - B. The quantities of all Unit Price items shall be noted and signed for by both the Contractor's Representative and the Owner's Representative.

END OF SECTION 053000

SECTION 055150 - ALUMINUM LADDER

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Three (3) fixed access exterior ladders; one (1) from Roof Area R4 to R9, one (1) from Roof Area R9 to R8, and one (1) from Roof Area R5A to R6.
 - 2. Coordinate ladder location with Architect's Representative.
- D. Related Work Specified Elsewhere Includes:
 - 1. 077100 Roof Accessories

1.2 QUALITY ASSURANCE

- A. Take field measurements prior to preparation of shop drawings and fabrication. Allow for trimming and fitting when taking field measurements.
- B. Furnish anchoring to be set into existing exterior masonry walls for installation of new ladders. Provide setting drawings, templates, instructions and directions for installation of anchorage devices. Coordinate delivery with other work to avoid delay.

1.3 SUBMITTALS

- A. Shop Drawings: Submit shop drawings for fabrication and erection of new ladder. Show anchorage and accessory items. Provide templates for anchor and bolt installation by others.

1.4 JOB CONDITIONS

- A. Installer must examine the conditions under which this work is to be performed and notify the Contractor in writing of any conditions detrimental to the proper and timely completion of the work. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the Installer.
- B. Commencement of work indicates acceptance of substrate and any unsatisfactory conditions are now the responsibility of this Contractor.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Metals:

1. Aluminum Castings: ASTM B26, Alloy G4A, Condition F.
2. Stainless Steel: AISI 302/304, tubing ASTM A269, plate ASTM A167, bar stock ASTM A276.

2.2 FASTENERS AND INSERTS

- A. General: Provide stainless steel fasteners and inserts for attachment to exterior or interior masonry walls. Select fasteners for type, grade and class required.
- B. Rawl Power-Fast epoxy anchor with stainless steel thread rod 1/2" diameter, filled screen tube, nuts and washers.

2.3 ALUMINUM EXTERIOR ACCESS WALL LADDER

- A. Ladders: Three (3) Required: To be O'Keeffe's, Inc. Model 502 access ladder with roof over extensions.
- B. Ladder shall be 22" wide and permanently attached top and bottom with aluminum brackets for a maximum floor to roof height of approximately 11 ft. 4 in. Field verify required height after new roof hatch installed.
- C. Stringers: 2-1/4" serrated aluminum treads (6005-T5).
- D. Side Rails: 2-1/2" aluminum channels (6005-T5), Model No. 503 heavy-duty tubular rail parapet access with platform and return, by O'Keeffe's, Inc., or equal.
- E. Hand Rails: 1-1/4" square aluminum tubing.
- F. Safety Caps: 1/8" polyurethane.
- G. Finish: Mill finish aluminum.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Provide anchorage devices, as provided by the ladder manufacturer, and fasteners where necessary for securing ladder in-place construction with stainless steel fasteners.

END OF SECTION 055150

SECTION 061100 - ROOF ROUGH CARPENTRY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. All items required to complete rough carpentry including curbs, wood blocking, nailing strips, furring, anchoring, shoring, bracing, nailers, and miscellaneous closures for all work, including electrical, mechanical work requiring such work as described elsewhere in the Specifications and Drawings.
 - 2. All rough hardware required for fabrication and installation of the work, including bolts, spikes, anchors, nails, braces, insulation and similar items.
 - 3. Temporary enclosures as required for protection of work, equipment and materials.
 - 4. New gypsum board at new skylight interiors as noted on the Drawings.
 - 5. New 2x6 stud walls with batt insulation at control joints.
 - 6. New vented roof deck at Roof Area R11.
- D. Related Work Specified Elsewhere Includes:
 - 1. 020700 Roof Demolition
 - 2. 053000 Metal Roof Deck
 - 3. 072210 Roof Insulation
 - 4. 076000 Flashing and Sheet Metal

1.2 SUBMITTALS

- A. Submit sample of new wood blocking.
- B. Submit certification of pressure treatment and kiln drying.
- C. Sample of fasteners.
- D. Certification of fastener corrosion resistance.

1.3 QUALITY ASSURANCE

- A. National Forest Products Association (NFPA):
NFPA-1977 "National Design Specification for Wood Construction"
- B. Southern Forest Products Association (SFPA):
SFPA-1977 "Grading Rules"
- C. Western Wood Products Association (WWPA):
WWPA-1977 "Grading Rules for Western Lumber"
- D. National Lumber Grades Authority (NLGA):
NLGA-1978 "Standard Grading Rules"
- E. American Wood Preserver's Bureau (AWPB):
LP-2 "Above Ground Use, Pressure Treated with Water-Bourne Preservatives"
- F. American Plywood Association (APA):
(WB50) "Design Construction Guide" - APA Panel Roof Sheathing

1.4 Keep materials dry during delivery and storage. Protect against exposure to weather and contact with damp or wet surfaces. Stack lumber and plywood, and provide air circulation within the stacks.

1.5 Factory-mark each piece of lumber and plywood with type, grade, mill and grading agency identification and submit mill certificate that material has been inspected and graded in accordance with requirements.

PART 2 - PRODUCTS

2.1 LUMBER

- A. Lumber for blocking, nailing and similar concealed work shall be graded and marked by the Manufacturer's Association recognized as responsible for the grading rules of the species involved. All rough lumber shall be air-seasoned or kiln dried to a moisture content not to exceed 19%.
- B. All lumber shall be surfaced four (4) sides and dressed to mill sizes.
- C. Lumber species for blocking, nailing strips, and the like shall be Douglas Fir-Larch or Southern Pine No. 2 or better.

- D. All lumber shall be pressure treated with water-borne, salt-treated preservative in accordance with American Wood Preservers Association (AWPA) Standards LP-2 and shall also bear American Wood Preservers Bureau (AWPB) quality mark designation. Wood preservative shall be Celcure, Wolman Salts, Chemonite, or approved equal. Oil based preservatives, such as creosote, will not be used. Cuprinol coatings are not acceptable. All pressure treated materials shall be kiln dried after treatment. Treater shall stamp KDAT on all pieces.

2.2 FASTENERS

- A. Fasteners shall be corrosion resistant and suitable for the intended use, unless shown otherwise.
- B. Wood to wood, use hot dip galvanized nails. ASTM A123.
- C. Screw fasteners shall be hi performance fluorocarbon coated #12 or larger. They shall meet the requirements of FM document 4470 as it relates to corrosion, as manufactured by OMG, Buildex, or Dekfast.
- D. Concrete or masonry fasteners shall be fluorocarbon coated such as Tapcon, or approved equal.

- 2.3 PLYWOOD: Plywood shall be span rated APA grade stamped conforming to product standard PS-1-83 Exposure #1, Group 1. Thickness as shown or required on the Drawings.

- 2.4 BATT INSULATION: Batt insulation at stud walls shall be unfaced fiberglass. Size to fill the width of the stud wall.

- 2.5 SHEETROCK: Sheetrock to be 5/8" Firecode "C", fastened with Type "S" screws where noted. Tape all joints and paint to match existing interior.

PART 3 - EXECUTION

3.1 WORKMANSHIP

- A. Measurements required to ensure proper fitting of all work will be obtained or verified at the building.
 - 1. Fastening shall be as recommended by State Building Code Anchor and Nail schedule.
- B. Crooked, warped, bowed, or cracked materials shall not be employed. Where found they shall be replaced.

3.2 BLOCKING, ETC.

- A. All necessary underlayment for various roofs, nailing strips, cant strips, and blocking shall be installed to fulfill the purposes for which they are to be used and as detailed. Top of blocking shall finish flush with top of insulation.

- B. Attach to substrates as required to support applied loading. Countersink screws, bolts and nuts flush with surfaces, unless otherwise shown.
- C. Install new plywood over studs to provide backup for installation of new flashings.
- D. Install new gypsum board at skylights. Size as noted on the Drawings.

3.3 ROUGH HARDWARE

- A. All rough hardware and metal fastenings specified herein, or required for proper installation of carpentry shall be provided and installed. Nails, screws, bolts, anchors and similar items shall be galvanized, sized, and of types shown or of approved size and types required to secure members rigidly in place.
- B. Furnish and install pressure treated lumber for all roof nailers, stripping, fillers, blocking and nailing for all sheet metal work. Coat or paint all cuts and holes required with a concentrated solution of the preservative, in accordance with AWPA Standard M-4.

3.4 NEW VENTED ROOF DECK

- A. Provide 5/4 x 4 boards at 16" on center vertically over the entire roof. Miter boards when they intersect at hips.
- B. Secure to existing nail board with screws 12" on center staggered.
- C. Install new 1/2" plywood over secured 5/4 board and fasten 6" on center at 4' ends and 12" on center in the field. Stagger joints in plywood the maximum possible.
- D. Leave ready for installation of new sloped roofing.

3.5 TEMPORARY PROTECTION

- A. Provide temporary protection such as wood doors, wood railings, protection on stairs, at floor openings and the like; maintain in good condition and satisfactory repair during life of contract.

3.6 JOB CONDITIONS

- A. Prior to commencing any work called for in this Section, carefully examine the substrata and conditions under which the work is to be performed and notify the Consultant in writing of any unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected. Start of work shall indicate acceptance of conditions.

3.7 METHOD OF MEASUREMENT AND PAYMENT

- A. The Project Representative shall be notified of all areas to be repaired.

END OF SECTION 061100

SECTION 071940 - VAPOR RETARDER

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Provide vapor retarder complete, in place, as shown on the Drawings, specified herein, or needed for a complete and proper installation.
- D. Related Work Specified Elsewhere Includes:
 - 1. 020700 Roof Demolition
 - 2. 061100 Roof Rough Carpentry
 - 3. 072210 Roof Insulation

1.2 SUBMITTALS

- A. Manufacturer's specifications and other data required demonstrating compliance with specified documents.

1.3 PRODUCT HANDLING, DELIVERY, AND STORAGE

- A. Deliver all purchased materials to the job site in their original unopened containers with all labels intact and legible at the time of inspection.
- B. Deliver materials in sufficient quantity to allow continuity of work.
- C. Handle rolled goods so as to prevent damage to edge or ends. Store rolled goods on end.
- D. Protect all materials from ground or construction moisture and weather. Store materials off the ground on wood pallets and cover with tarpaulins.
- E. Select and operate material handling equipment so as not to damage existing construction or applied vapor retarder.
- F. Provide continuous protection for materials against wetting and moisture absorption.
- G. Protect materials against damage by construction traffic.

- H. Remove wet materials from project site.
- I. Carefully inspect all materials from suppliers when unloading and reject and remove from site immediately any damaged or unsuitable materials.
- J. Construction Loading: Exercise caution to prevent damage to existing structure and new work by excessive or eccentric construction loading.

1.4 JOB CONDITIONS

- A. Environmental Requirements: All work to be performed on dry days only. No work to be installed on damp or wet surfaces. Do not apply vapor retarder when ambient temperature is below 40°F.

1.5 PROTECTION

- A. Provide special protection or avoid traffic on completed work. Restore to original condition or replace vapor retarder damaged during handling of insulation, and roofing materials.

PART 2 - PRODUCTS

2.1 GENERAL

- A. Vapor retarder system for metal roof deck shall be 6 mil polyethylene with taped and sealed seams at all metal deck roof areas.
- B. Vapor retarder system for all concrete roof deck areas shall be a self-adhering modified bitumen as provided by the primary roofing manufacturer, complete with primers.

2.2 MATERIALS

- A. 6 mil polyethylene.
- B. Duct tape.
- C. Self-adhering modified bitumen vapor retarder system by primary roofing manufacturer. Sheets to have a polyethylene surface, either smooth or textured. No sand or gravel surfaced allowed. Products equal to Ice and Water Shield by GCP as a standard.
- D. Primer as supplied by the manufacturer.
- E. Compatible mastic as supplied by the manufacturer.

2.3 OTHER MATERIALS

- A. All other materials, not specifically described, but required, for a complete and proper installation of the work of this Section shall be as selected by the Contractor and subject to the approval of the roof membrane manufacturer and Consultant.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Examine the areas and conditions under which work of this Section will be installed. Correct conditions detrimental to the proper and timely completion.
- B. Proceed with work only after preparation of substrate and penetrating work has been completed.

3.2 SURFACE CONDITIONS

- A. Proceed with work only when weather conditions are in compliance with roofing materials manufacturer's recommendations and limitations. Do no work when the temperature is below 40°F or in wet weather.
- B. Surface shall be clean, smooth, dry, rigid and free of debris, projections and foreign substances detrimental to the satisfactory performance of the work called for in this Section.
- C. All vertical surfaces to receive vapor retarder must be free of dirt, gravel, or other loose material. All surfaces must be smooth and dry.
- D. Clean old asphalt from concrete roof areas.

3.3 INSTALLATION OF POLYETHYLENE VAPOR RETARDER

- A. Lay polyethylene over steel deck using the largest sizes practical.
- B. Tape all joints together with duct tape. Fold joint in polyethylene prior to taping.
- C. Turn vapor retarder up 4" onto and around all penetrations. Seal vapor retarder to all penetrations and perimeter blocking.

- 3.4 Repair all breaks in the vapor retarder to the approval of the roof membrane manufacturer and the Architect prior to the installation of the roof insulation. Where required by roofing membrane manufacturer or Architect, remove damaged vapor retarder and install new materials.

3.5 INTALLATION OF SELF-ADHERED VAPOR RETARDER

- A. Prime concrete deck with asphalt primer and let dry per manufacturer's directions.
- B. Provide one-ply of self-adhering modified bitumen to the primed surface of the concrete deck with minimum 3" side laps and 6" end laps.
 - 1. All laps shall be rolled and sealed.
- C. No more vapor retarder shall be installed in one (1) day than can be properly covered and roofed that same day.
- D. Extend up and adhere the vapor retarder at perimeters and penetrations for 4" up and around all penetrations. Seal all edges with two-ply glass fabric and compatible mastic.

END OF SECTION 071940

SECTION 072210 - ROOF INSULATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. At Roof Areas R2, R3, R4, R5, R5A, R6, R8, and R9 over the peel and stick vapor retarder, install two (2) base layers of 4' x 4' x 2.5" thick 25 PSI insulation set in low rise polyurethane foam adhesive. Stagger all layers. Set field in 12" o.c. ribbons and 6" o.c. at perimeters and 4" o.c. at corners. Stagger joints from layer to layer. Over the base insulation, install a 1/8" per foot tapered insulation system comprised of 4' x 4' x 1/8" tapered 25 PSI insulation set in low rise polyurethane foam adhesive. Set field in 12" o.c. ribbons and 6" o.c. ribbons at an 8' perimeter with 8' x 8' square corners set in 4" o.c. ribbons.
 - a. Install 1/2" DensDeck in low rise polyurethane foam adhesive with same adhesive pattern as the tapered insulation.
 - b. Weigh down single insulation layers until adhesive has set before installing consecutive layers of insulation and DensDeck weighing down each individual layer.
 - 2. At Roof Areas R1, R7, R10, and R13 over the poly vapor retarder, install a base layer of two (2) layers of 4' x 4' x 2.5" thick 25 PSI insulation, staggering layers. Over the base insulation, install a 1/8" per foot tapered insulation system comprised of 4' x 4' x 1/8" tapered 25 PSI insulation. Fasten the tapered insulation down with plates and fasteners at one (1) plate and fastener per 2 square feet in the field. At perimeters for 8', install 12 fasteners and plates per board. At corners for 8' x 8' square area, install 16 fasteners and plates per board.
 - a. Over the top of the tapered insulation, install a 1/2" thick layer of DensDeck set in low rise polyurethane foam adhesive. Set foam ribbons in the field at 12" o.c. At the perimeter for 8', install ribbons at 6" o.c. In the corners for 8' x 8' square, set DensDeck in 4" o.c. ribbons. Weigh down DensDeck until adhesive is set.
 - 3. At Roof Area R12 over the poly vapor retarder, install two (2) base layers of 4' x 4' x 2.5" thick 25 PSI insulation. Stagger all layers. Fasten the insulation in place with plates and fasteners at one (1) per 2 square feet in the field. At perimeters for 8',

install 12 fasteners per board. At corners for 8' x 8' square, install 16 fasteners per 4' x 4' insulation board.

- a. Over the insulation, install a layer of 1/2" DensDeck set in low rise polyurethane foam insulation. Set foam ribbons in the field at 12" o.c. At the perimeters for 8', install ribbons at 6" o.c. and in the corners for 8' x 8' square, set ribbons at 4" o.c. Weigh DensDeck down until adhesive is set.

D. Related Work Specified Elsewhere Includes:

1. 020700 Roof Demolition
2. 061100 Roof Rough Carpentry
3. 075410 Fully Adhered EPDM Roofing

1.2 REFERENCE STANDARDS

A. ASTM

1. C1289, Type II, Class 1, Grade 3 Plastic Foam Insulation, 25 PSI.

1.3 SUBMITTALS

- A. Product data and samples of all materials.
- B. Submit Taper Plan and sections.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials in manufacturer's original containers, in sufficient quantity to allow continuity of work. Store on clean, raised platforms with approved weather protection when stored outdoors. Insulation shall be completely protected while in storage and during application to keep it dry at all times. Insulation shrink-wrap will not be considered adequate protection. All insulation must be tarped over with waterproof tarps at all times.

1.5 JOB CONDITIONS

- A. Proceed with work only when weather conditions comply with manufacturer's recommendations. Do not work when temperature is 40°F and falling or in wet weather.

PART 2 - MATERIALS

2.1 ISOCYANURATE INSULATION

- A. ASTM C1289, Type II, Class 1, Grade 3 Plastic Foam Insulation, size 4'x4', minimum compressive strength of 25 PSI, supplied and/or approved by the roofing manufacturer for use under their roofing system. No piece thicker than 2.5".

2.2 TAPERED AND FILLER INSULATION

- A. ASTM C1289, Type II, Class 1, Grade 3 Plastic Foam Insulation, size 4' x 4', minimum compressive strength of 25 PSI, supplied and/or approved by the roofing manufacturer for usage under their roofing system.
- B. Tapered Isocyanurate: 1/8" per foot pitch. 4x4 boards at 25 PSI.

2.3 OVERLAY BOARD

- A. DensDeck Prime 1/2" thickness for roofing, as supplied or approved by the roofing manufacturer.

2.4 EDGE STRIPS

- A. Preformed fiberboard meeting ASTM C208. Edge strips 12" and 18" wide, where noted.

2.5 FEATHER BOARD

- A. 0-1/2" in 6".

2.6 ADHESIVES

- A. Low rise foam or urethane adhesive as supplied or approved by the membrane manufacturer.

2.7 FASTENERS

- A. Screw type, corrosion resistant fasteners, of appropriate length to penetrate through deck a minimum of 1". Washer shall be minimum 3" diameter. Fastener and washer shall be FM approved for uplift and corrosion resistance and be supplied by the membrane manufacturer. Fasteners to be sized to penetrate through deck by 1/2". Note: Insulation thickness varies from 2" to 10" thick. Contractor shall use the appropriate fastener lengths at each insulation height to insure proper fastening to the deck.

2.8 CRICKETS

- A. Crickets to be 4'x4' panels at 25 PSI and have a 3/8" per foot pitch.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Verify that substrate is clean, dry, and proper for application of insulation. All work of other trades penetrating the roof deck must be complete. Verify that wood blocking is installed. Do not proceed until all defects are corrected. Ensure that the vapor retarder is installed and turned up on all penetrations and sealed.
 - 1. Contractor shall investigate underside of deck for items which may become penetrated by mechanical fasteners. Contractor shall exercise caution to avoid damaging items below the deck. Contractor shall repair, at his cost, any items damaged by mechanical fasteners.

3.2 INSULATION AND DENSDECK OVERLAY

- A. See Items 1, 2, and 3 under Item 1.1. C work of this Section.

3.3 PROTECTION: Do not install more insulation at one time than will be protected from wetting or other damage by installation of roofing membrane on the same day or prior to rain or dew. Remove installed insulation that has become wet and replace with dry material. Protect installed insulation at all times against damage by roof traffic.

- A. Insulation shall be staggered and roofed over at the end of each day.
 - 1. All insulation shall be staggered from day to day. No straight joints will be accepted at start/stop areas. Leave 1/2 board out for start of new work.
- B. Provide positive water stops at the end of each day to prevent moisture from entering into the building or the finished roofing system.

END OF SECTION 072210

SECTION 073110 - ASPHALT SHINGLES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.

NOTE: Only three (3) manufacturers are listed that can provide the two (2) required roofing systems and issue a warranty to be covered by a single manufacturer. **They are G.A.F., CertainTeed, and Tamko. There will be no substitutions of any kind.**

- C. Work of this Section includes, but is not limited to, the following:
 - 1. Asphalt shingle roofing, complete with moisture shedding underlayment, ridge protection, and associated protective flashings.
 - 2. Installation of new ridge hip vent at all ridge and hip locations.
 - 3. Coordinate installation of metal flashings.

NOTE: The work described herein is not intended to be a final and/or specific list of work to be performed or materials to be provided, but rather it is to be used as a guide. The roofing contractor is admonished to examine and review the drawings and these specifications in order to properly assess those items of work which are obviously requisite whether they are specifically noted or not. It is implicit in the intent of the plans and specifications that a complete, watertight, expertly fabricated system of work be delivered to the Owners.

- 4. The Specification is based on GAF materials from the other two (2) manufacturers to be equivalent by that manufacturer for a complete shingle system.
- D. Related Work Specified Elsewhere Includes:
 - 1. 020700 Roof Demolition
 - 2. 061100 Roof Rough Carpentry
 - 3. 076000 Flashing and Sheet Metal
 - 4. 079000 Joint Sealants

1.2 REFERENCES

- A. ASTM D-4586 - Asphalt Roof Cement, No Asbestos.

- B. ASTM D-3018 - Class A Asphalt Shingles Surfaced with Mineral Granules, Type I.
- C. ASTM D 3462 - Standard Specification for Fiberglass based Asphalt Shingles.

1.3 SHOP DRAWINGS AND PRODUCT DATA

- A. Submit shop drawings of metal flashings, as related to asphalt shingle roofing.
- B. Clearly indicate general construction, configurations, jointing methods and locations, fastening methods and locations and installation details.
- C. Submit shingle manufacturer's recommended nailing instructions and details for review by the Architect.

1.4 QUALITY ASSURANCE

- A. All workmanship shall conform to requirements of the NRCA, ARMA, and the manufacturer's printed literature.
- B. If there is a conflict between these Specifications and the manufacturer's literature, the more stringent method shall be used.

PART 2 - PRODUCTS

2.1 ROOFING MATERIALS

- A. Asphalt Shingles: Mineral granule surfaced type; 40 yr. self-sealing type; textured; U.L. listed wind resistance 110 MPH, Class "A" fire rated.
 - 1. Shingles shall be certified to meet ASTM D 3462.
 - 2. Color by Owner from manufacturer's standard color chart.
 - 3. Acceptable Manufacturers: **No substitutions other than what is listed below will be allowed.**
 - a. GAF.
 - b. CertainTeed.
 - c. Tamko.
- B. Nails: Annular round wire shingle type of hot dipped galvanized steel; minimum 13/64 inch head diameter and 0.080 inch shank diameter; minimum 1-1/2 inch long; of sufficient length to penetrate 1/2 inch through roof sheathing.
- C. Plastic Cement: ASTM D-4586, asphaltic type with mineral fiber components. Asbestos free, Type II.

D. Ice and Water Shield:

1. Film Surfaced StormGuard. Note: No sand surfaces allowed.

E. Ridge Hip Vent: To be by GAF Cobra Snow Country, or equal by the other two (2) manufacturers previously listed.

F. Smart Vent: To be by DCI Products. Include all end caps.

G. Shingle Starter Strip: To be QuickStart by GAF.

H. Hip/Ridge Cap Shingles: To be Seal-A-Ridge by GAF.

I. Plumbing Vents at Shingle Roofs: To be pre-fab. vent flashing with aluminum base and EPDM bellows.

2.2 FLASHING MATERIALS: See Section 076000 - Flashing and Sheet Metal.

PART 3 - EXECUTION

3.1 WORKMANSHIP

- A. Install asphalt shingle roofing over surfaces which are dry, free of ridges, warps and voids.
- B. Coordinate installation of roof mounted components, or items projecting through. Ensure roof openings are properly sized and located prior to roofing installation.
- C. Complete roof installation to provide weathertight service.
- D. Install in strict accordance with manufacturers printed literature or this specification whichever is more restrictive.

3.2 PROTECTIVE UNDERLAYMENT INSTALLATION

- A. Provide ice dam material at the following location and as shown on the Drawings:
 1. Over entire Roof Area R11.
 2. Base flashing 12" on roof and 6" up vertical.
- B. Weather lap and seal with ice dam mastic, items projecting through or mounted on roof. Set all flanged flashing in ice dam mastic over shingles at bottom and over shingles at sides and tops.

3.3 ASPHALT SHINGLES INSTALLATION

- A. Place asphalt shingles in straight coursing pattern with 5" weather exposure and to produce double thickness over entire roof area.

- B. Provide double course of shingles at eaves with starter strip and first course of shingles. Extend 3/4" beyond underlayment.
- C. Nail shingles in place in accordance with manufacturer's recommendations. No less than six (6) nails per shingle. Install in locations as shown in manufacturers printed literature.

1. All nails to be hand driven no pneumatic guns allowed.

- 3.4 Cap all hips/ridges with individual shingles, maintaining 5" weather exposure. Place to avoid exposed nails. Nails shall be covered by next course by 1" to 2".

- 3.5 After installation, place a minimum 1" diameter dab of plastic cement under each individual hip/ridge shingle exposed to weather to prevent lifting.

3.6 RIDGE VENT INSTALLATION

- A. Cut away sheathing 1" on each side of ridge and hip plywood.
- B. Stop cut slot in wood deck 12" from end.
- C. Install ridge hip vent for entire length of ridge/hip.
- D. Hip caps shall extend under end of ridge vent.

- 3.7 Comply with manufacturer's recommendations.

- 3.8 SMART VENT INSTALLATION: Along eaves, install deck where called for as per Smart Vent requirements. Cut new venting slot in new plywood deck. Provide all end caps.

3.9 GUARANTEE

- A. Furnish written guarantee stating that the Contractor, at his own expense, will repair any roof leaks or replace all asphalt shingle work in areas which becomes defective due to faulty materials or workmanship within a period of five (5) years from the date of acceptance of the work. Submit two (2) copies.
- B. Provide Asphalt Shingle Manufacturer's 40-year warrantee.

END OF SECTION 073110

SECTION 075410 - FULLY ADHERED EPDM ROOFING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Provide all labor and material to complete the fully adhered .090" EPDM membrane system.
 - 2. System to provide a 30-year labor and materials warranty from the manufacturer.

NOTE: The work described herein is not intended to be a final and/or specific list of work to be performed or materials to be provided, but rather it is to be used as a guide. The roofing contractor is admonished to examine and review the drawings and these specifications in order to properly assess those items of work which are obviously requisite whether they are specifically noted or not. It is implicit in the intent of the plans and specifications that a complete, watertight, expertly fabricated system of work be delivered to the Owners.

- D. Related Work Specifications Elsewhere Includes:
 - 1. 061100 Roof Rough Carpentry
 - 2. 072210 Roof Insulation
 - 3. 076000 Flashing and Sheet Metal

1.2 QUALITY ASSURANCE

- A. Installer shall be thoroughly trained and experienced in the materials and methods required for application of the EPDM Roof Membrane System and shall be by an applicator approved by the EPDM product manufacturer. Applicator shall have a minimum of five (5) year's experience in this type of roofing.
- B. All materials and workmanship shall comply with the recommendations of the National Roofing Contractors Association and S.P.R.I.
- C. Owner may retain the services of a roof consultant to observe the roof construction.

1.3 SYSTEM

- A. Fully adhered .090" non-reinforced EPDM roof membrane system by Carlisle, Firestone or Johns Manville.
- B. System shall carry Class A fire rating and FM wind storm rating.

1.4 SUBMITTALS

- A. Approved Applicator: Submit evidence of contractor's status as an approved applicator of the EPDM. Roof Membrane System.
- B. Manufacturer's Warranty: The manufacturer shall provide the Owner with a thirty (30) year minimum written labor and material warranty for the System. These must be submitted prior to award of contract. The original copy of this warranty shall be delivered to the Owner when the job is completed and the terms of the warranty are satisfied.
- C. Samples of all roofing products.

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Use all means necessary to protect roofing materials before, during and after installation and to protect the work of all other trades. In the event of damage, immediately make all repairs and replacements necessary to the approval of the Consultant and at no additional cost to the Owner.
- B. All materials shall be delivered to the site in the original unopened packaging with legible manufacturer's identification and shall be stored in a fashion to provide continuous protection from damage and the weather.
- C. Carefully inspect all materials from suppliers when unloading and reject immediately any damaged or unsuitable materials.
- D. Adhesives shall be stored between 60oF and 80oF. If subject to lower or higher temperatures they shall be returned to room temperature for three (3) days before use. Do not use materials damaged in handling or storage.

PART 2 - MATERIALS (all materials to be low VOC compliant)

2.1 All materials used in the EPDM Roof system shall be furnished by the system manufacturer or its distributor except as noted herein. Acceptable manufacturers are Carlisle Syntec, John Manville, and Firestone. No others will be considered.

- A. Roof Membrane: Membrane shall be an average .090" +/- 10% thick EPDM rubber sheet.
 - 1. EPDM shall conform to ASTM D-4637, Type I, Class NR.
 - 2. EPDM system shall carry a UL Class A rating.

- B. Base Flashing: Flashing shall be .090" minimum cured EPDM sheet for straight run applications, and .060" minimum uncured EPDM sheet for corners and metal flange applications.
- C. Bonding Adhesive: Shall be a low VOC contact adhesive as furnished by the system manufacturer. It shall be compatible to all materials to which the EPDM Roof Membrane, or flashing, is to be bonded. Not to be used to bond EPDM to EPDM.
- D. Rubber Fastening Strips: 6" reinforced EPDM strips with applied seam tape for use at base tie in locations.
- E. Seam Tape: Shall be as furnished by the manufacturer of the system. Shall be used to bond EPDM to EPDM or EPDM flashing.
 - 1. Seam tape to be 6" width
- F. Lap Splice Cleaner: Shall be furnished or approved by the manufacturer of the system.
- G. Water Cut-off Mastic: Shall be furnished by the manufacturer of EPDM system.
- H. Termination Bars: Shall be furnished by the manufacturer of the system fabricated from 1/8" x 1" aluminum strip. Corners shall be rounded and free of burrs. Holes shall be slotted and spaced at 8" o.c.
 - 1. Masonry expansion fasteners shall have stainless steel pins.
- I. Rubber walkway pads supplied by the roofing manufacturer.
- J. Screws, Washers, Nailing Strips, and Accessories: Shall be as furnished by the manufacturer of the system, and as shown in the drawings. Fasteners and washers shall be treated so that they are corrosion resist. Fasteners shall pass the requirements of Factory Mutual Document 4470 as it relates to corrosion.
- K. Field seam stripped with 6" composite EPDM/seam tape.

PART 3 - EXECUTION

- 3.1 Prior to commencing any work called for in this Section, carefully examine the substrate and conditions under which the work is to be performed, and notify the Consultant in writing of any unsatisfactory substrate or conditions. Do not proceed with the work until unsatisfactory conditions and substrate have been corrected. Start of work shall indicate acceptance of conditions.
- 3.2 Surfaces on which the EPDM Roof Membrane is to be applied shall be clean, smooth, free of fins, sharp edges, loose and foreign material, oil, grease, roof cement and solvents.
- 3.3 Provide pressure treated wood blocking as shown in Drawings. (See Section 061100).

3.4 INSTALLATION

- A. General: Comply with manufacturer's instruction for installation of all materials. EPDM Roof Membrane shall be installed in the maximum sizes possible. Where there is a difference between the manufacturer's recommendation and the Project Manual, the more stringent mode will be chosen. The Architect shall decide.
- B. EPDM Membrane:
1. Inspect each sheet of membrane on both sides before installation. Sheets which are defective will be returned to manufacturer.
 2. Position the EPDM roof membrane over the insulation substrate without stretching. Allow membrane to relax approximately 1/2 hour prior to bonding.
 3. Fold sheet back 10' such that half of the underside of the sheet is exposed. Sheet fold shall be smooth without wrinkles or buckles.
 4. Apply bonding adhesive evenly, without gobs or puddles, with a 9" wide plastic core short nap paint roller to both the sheet and the substrate at the rate specified by the membrane manufacturer. DO NOT APPLY BONDING ADHESIVE TO THE SPLICE AREA.
 5. Allow adhesive to dry until it is tacky but will not string or stick to a dry finger touch.
 6. Roll the coated membrane into the coated substrate while avoiding wrinkles.
 7. Brush down the bonded half of the sheet immediately after rolling the sheet into the adhesive, with a soft bristle push broom to achieve maximum contact.
 8. Fold back the unbonded half of the sheet and repeat the bonding procedure.
 9. Roll with a weighted roller to enhance adhesion
 10. Install adjoining sheets in the same manner, overlap splice edges a minimum of 6".
- C. Splicing Procedure:
1. Remove dirt and excess dust from the mating surfaces of both sheets by wiping with a clean rag. If necessary, scrub the sheet with warm soapy water and rinse with clean water. Extra cleaning is required where a factory seam intersects a field seam.
 2. Fold back the top sheet and clean both mating surfaces with washing solvent. Change rags frequently; soiled/contaminated rags to be discarded. Allow surface to dry. The splice tape is then applied as directed by the manufacturer to both surfaces. Lap splice to be 6" minimum. Laps shall go with the flow of water.
 - a. No wrinkles in the splice tape will be acceptable.
 - b. Splice tape shall be exposed at the splice a nominal 1/4" plus or minus 1/4".
 - (1) Exposure of > 1/2" will require patching.
 3. Roll the splice with a steel roller, using positive downward pressure, toward the outer edge of the splice. Any wrinkles, defects, or fishmouths must be patched with .090" flashing sheet. The patch must extend a minimum of 12" in each direction from the defect.
 4. After completion of the seam, strip all seams with a minimum 6" width of composite EPDM, splice tape flashing.

D. EPDM Attachment:

1. Fully Adhered Membrane System:

- a. Reinforced EPDM strips to be fastened 12" on center, to perimeter walls, adjoining vertical walls, penetrations and curbs as shown on Drawings or required by the EPDM manufacturer.

3.5 FLASHING

- A. Flash all perimeters, curb flashings, and flashings around roof projections (vent pipes, etc.). Straight runs of base flashing may be done with cured .090" FR EPDM material. The flashing shall be fully spliced to the main sheet as per splicing procedure including in the seam sealant. Bonding adhesive shall be applied to the flashing and the surface to which it is to be bonded, and when dry to the touch, roll the flashing onto the surface.
- B. All flashing shall have a minimum 8" height including stack flashings.
- C. Flashing shall be done in accordance with details by the manufacturer of the system or as detailed herein, whichever is more stringent.

3.6 TERMINATION BARS: The perimeter of the roof and top edge of all projections shall be sealed as shown in the detail drawing or with a 1" x 1/8" aluminum termination bar fastened 8" on center, lap sealant at top edge, and water cut-off mastic behind membrane at termination bar location, whichever is more stringent.

3.7 REPAIR OF DEFICIENCIES IN ROOF MEMBRANE SYSTEM

- A. Correction of splices, fishmouths, tears, etc., may be accomplished by splicing a membrane section over the affected area.
- B. Select repair membrane which is the same material as that to be repaired.
- C. Extend the repair membrane section at least 6" in every direction from the splice, tear, etc. to be corrected.
- D. Remove field dirt by scrubbing the splice area with warm soapy water; rinse with clean water, and dry.
- E. Follow the splicing procedure found above.

3.8 PERFORMANCE REQUIREMENTS

- A. It is required that the roofing and associated work be watertight and not deteriorate excessively or at rates more rapid than indicated by manufacturer's published literature. Any failure of the work to comply with these requirements will be considered a failure of materials and workmanship under the guarantee.

- B. It is intended that the whole system of roofing and associated work, under normal conditions and with normal maintenance, will perform without failure, including any necessity for excessive maintenance, for at least 30 years after the time of final acceptance.
- C. Wind blow-off of roofing or associated work, when independent of structural failure, will be considered a failure of materials and workmanship, unless there is reasonable evidence that blow-off occurred at a time when wind velocities at the project site exceeded FM approved system wind speeds as published by the National Weather Service.

3.9 PROTECTION

- A. Provide walk pads at top and bottom of ladder, at doors, or as shown on the Drawings. Install per manufacturer's directions.

3.10 INSPECTION AND WARRANTY

- A. Inspection: Upon completion of installation of the Membrane and Flashing, the manufacturer of the system, or its representatives shall inspect the installation to ascertain if the EPDM Roof Membrane System is installed in accordance with specifications and details. The issuance of the manufacturer's Warranty shall indicate the manufacturer's approval of the installation.
- B. Shop Drawings: Shop drawings are required for final inspection. They may be provided by the manufacturer of the system, its representative, "as built" drawings by the approved applicator. Shop drawings shall include:
 - 1. Outline and size of the roof.
 - 2. Location and type of penetrations.
 - 3. Perimeter and penetration details.
- C. The Contractor and manufacturer shall issue the pre-approved guarantees and warranties each countersigned by all parties as follows:
 - 1. Manufacturer's 30-year guarantee including materials and workmanship.
 - 2. Roofing Contractor's five (5) year warrantee including materials and workmanship.

END OF SECTION 075410

SECTION 076000 - FLASHING AND SHEET METAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Furnish all labor, materials, tools, appliances, equipment, hoist, ladders, scaffolding, work platforms, etc., all as may be required to complete the work.
 - 2. New 20 oz. lead coated copper, counterflashing, dutchmen cleats, and end wall closures.
 - 3. New .040" aluminum fascia extensions.
 - 4. New .040" aluminum hook strips.
 - 5. .032" aluminum drain basket corner retainers.
 - 6. .040" Painted Aluminum scuppers as shown on the Drawings.
 - 7. Manufacturer's prefabricated aluminum fascia system.
 - a. Fascia system by Metal-Era Anchor-Tight; size as noted on the Drawings.
 - 8. Secondary stainless steel strainers 1/2" mesh .050" welded stainless steel wire, 2'6" x 2'6" x 8" at all roof drains.
 - 9. New .018" stainless steel accessory counterflashing at hvac units and curbs.
 - 10. New .032" aluminum "K" style gutter with 3" x 4" .032" aluminum corrugated downspouts.
 - 11. "K style hidden aluminum gutter hangers
- D. Related Work Specified Elsewhere Includes:
 - 1. 061100 Roof Rough Carpentry
 - 2. 079000 Joint Sealants

1.2 QUALITY ASSURANCE

- A. Preconstruction Conference: Review all proposed materials and procedures with the Owner prior to starting work. All work will be inspected and complete approval must be obtained before final acceptance by the Owner.
- B. Comply with all applicable codes and regulations and all pertinent recommendations contained in "Architectural Sheet Metal Manual," latest edition, published by the Sheet Metal and Air Conditioning Contractors Association.

- C. Comply with all pertinent recommendations of the National Roofing Contractors Association as contained in the Association Manual of Roofing Practice.
- D. Comply with all applicable recommendations of Revere Copper & Brass, Inc., as contained in "Copper and Common Sense," latest edition.

1.3 REFERENCE STANDARDS (LATEST EDITIONS)

- A. American Society for Testing & Materials (ASTM):
 - 1. B32 Solder Metals
 - 2. B101 Lead-Coated Copper Sheets
 - 3. B370 Copper Sheet and Strip for Building Construction
 - 4. A167 Stainless Steel
 - 5. B209 Aluminum alloy sheet and plate.

1.4 SUBMITTALS

- A. Submit samples and product data on all materials.
- B. Submit Shop Drawings of flashing details should the detail deviate from the Drawings.
- C. Submit two (2) copies of the warranty to the Owner.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle materials in manner to prevent damage and deterioration. Provide packaging as required for protection. Schedule delivery of materials to coincide with use on job. Store materials indoors protected from weather until installed.

1.6 JOB CONDITIONS

- A. Install materials in dry weather on dry, smooth surfaces only.
- B. If when installing roofing, insulation, etc., it is disclosed that repairs must be made to the structure before roofing work may continue, it shall be immediately called to the attention of the Architect/Consultant for their examination, documentation and solution. A price for such repairs or replacement as may be deemed necessary shall be presented to the Owners for their approval and authorization to issue a change order. Unless otherwise ordered the Roofing Contractor shall employ such tradesmen as may be required to perform corrective work.
- C. The Roofing Contractor shall, during his operations and at all times, protect workmen of all trades, building personnel, general public and the structure against injury or damage. Provide roof top/edge protection for workmen as required by O.S.H.A.

1.7 WARRANTY

- A. Prior to start of work, furnish sample of Contractor's written warranty for five (5) years for the Owner's approval.

PART 2 - PRODUCTS

2.1 LEAD-COATED COPPER: ASTM B101, Type I, Class A, cold rolled, hard temper, lead coated, with lead coating both sides.

- A. Tolerances in thickness of sheet copper (exclusive of lead coating) shall be not less than the following:

WEIGHT (OUNCES) THICKNESS (INCHES)

NOMINAL	NOMINAL	MINIMUM
16	.0216	.019
20	.0270	.0245
24	.0323	.0295

(All thickness listed in these Specifications are exclusive of lead coatings.)

2.2 RED COPPER: ASTM B370.

2.3 SOLDER: ASTM B32, 50% tin and 50% lead composition.

2.4 FLUX: Rosin, muriatic acid neutralized with zinc chloride for copper, stainless acid for stainless steel.

2.5 NAILS FOR FASTENING COPPER: Copper or hardware bronze of stronghold type with a large flat head. Not smaller than #12 gauge with length sufficient to penetrate roof deck/blocking not less than 7/8".

2.6 MASONRY FASTENERS

- A. Zamac expansion anchors with stainless steel pin equal to Nail-In by Rawl for securement of flashings.

2.7 SCREWS, BOLTS, AND RIVETS: Copper, bronze or brass for fastening copper. Rivets shall be 1/8" diameter, stainless steel pop-type. Pop rivet shall have non-ferrous mandrels.

- 2.8 EXPANSION INSERTS: Lead, bronze, nylon or plastic as approved.
- 2.9 STAINLESS STEEL: ASTM A 167 Type 302, 304, sheet.
- 2.10 1/2" mesh stainless steel hardware cloth Type 302, 304 .050" welded wire.
- 2.11 Mill aluminum alloy 3003 H14, ASTM B209 thickness as shown on the Drawings.
- 2.12 Hi Performance metal edge system complying with ANSI ES-1 as supplied by the primary roofing manufacturer

PART 3 - EXECUTION

- 3.1 Sheet metal work of every description shall be performed by expert tradesmen thoroughly familiar with and normally engaged in this type of roofing.
- 3.2 The Roofing Contractor shall have been engaged in the type of work required of this Specification for not less than five (5) years. He shall, upon demand (prior to executing a contract), show evidence of work he has performed of similar scope of this caliber and magnitude.
- 3.3 SURFACES: Surfaces to be covered with sheet metal shall be smooth and free from defects of every description. All such surfaces shall be cleaned of dirt, rubbish and other foreign materials before sheet metal work is started. All projecting nails shall be driven flush with roof boarding.
 - A. Protect all work against breakage, staining or damage of any character. All such damage shall be repaired or replaced as ordered by the Architect/Consultant to his complete satisfaction and at the roofer's full expense.
 - B. The Roofing Contractor shall remove by mechanical or other means (including hand chipping) all products found on the structure, which will interfere with the proper installation of new work or in its performance after installation. Solvents will not be permitted except for unusual conditions and then only at the express approval of the Owner.
- 3.4 TINNING: Edges of all sheets to be soldered whether lead coated or not shall be tinned with solder on both sides for a width of not less than 2 inches. Lead coated materials shall be thoroughly wire brushed to produce a bright finish prior to tinning.
 - A. The Contractor shall protect tinned metals from becoming soiled.

- 3.5 SOLDERING: All soldering shall be done slowly with well heated coppers -to heat sheet thoroughly and to sweat solder completely through full width of seam. Ample solder shall be used and seam shall show at least one full inch of evenly flowed solder. Wherever possible, all soldering shall be done in flat position. Seams on slope steeper than 45 degrees shall be soldered second time. When soldering lead coated copper, liberal amount of flux shall be brushed into seams. Solder all seams in copper. All soldering shall be done within the tinned area.
- 3.6 OPEN FLAME EQUIPMENT: Open flame equipment shall be carefully placed and utilized to protect against promotion of accidental fire. Fire extinguishers and fireproof blankets shall be employed and/or be readily available for use. Extinguishers shall be within "arm's reach" of any workmen employing an open-flame device.
- 3.7 SOLDERING COPPER: Soldering shall be done with heavy soldering copper of blunt design, properly tinned before using. They shall weight not less than 10 pounds per pair except, when gas heated soldering torch is used, copper itself shall weigh not less than 3 pounds.
- 3.8 COUNTERFLASHING: Counterflashing shall be 20 oz. lead coated copper with soldered seams. Counterflashing shall be installed as shown on the Drawings.
- A. Provide .018" stainless steel accessory counterflashing to be installed at all existing counterflashings where detailed and shall have a 4" face with hemmed edge. Solder all corners.
- 3.9 RIVETS: Rivets, where employed for soldered lap joints, shall generally be staggered at 3" intervals (1-1/2" between rivets). Where staggering of rivets is not possible, they shall be installed at 1" intervals. All rivet heads shall be soldered.
- 3.10 If a particular piece of work has been inadvertently omitted from these Specifications or not shown on the Drawings the design principle and techniques carried in "The Application of Copper and Common Sense" as published by Revere shall govern.
- 3.11 Provide 4" x 4" clad metal notched retainers at the corners of the debris baskets centered at all roof drains. Strip in with .060" membrane.
- 3.12 Large 1/2" mesh stainless steel debris baskets measuring 2'6" x 2'6" x 8" shall be installed at all roof drains. Provide 3" hemmed flange around edges and attach to retainers on two (2) sides.
- 3.13 Provide new scuppers were shown on roof plan.
- B. Notch out blocking as required to install scupper.

- C. Scupper to have all seams lapped and sealed.
 - 1. Sealant to be installed between sections of metal.
- 3.14 Provide expansion joints in copper work maximum 30' on center as called for in Copper & Common Sense.
- 3.15 Install perimeter edging as recommended by Primary roofing manufacturer.
 - A. Provide fascia extensions complying with SMACNA manual.
- 3.16 COORDINATION
 - A. The Contractor shall be responsible for directing and coordinating all trades engaged in performing work in each Section of the Specifications and properly schedule their operations to keep the overall work flowing smoothly with minimum interruption.
 - B. If, in the judgment of the Consultant, the Contractor can better serve the progress and general quality of the project as a whole by redirecting their efforts, they shall comply with such directive forthwith; said compliance shall be without recourse.
 - C. The Roofing Contractor shall delegate a job superintendent to attend all job meetings and make all manner of decisions in his stead which shall, once made, be as binding as though they were made by The/A Principal of the Company.
 - D. The Contractor shall be required to fully cooperate with and coordinate his and his Subcontractors work with the contracting persons or project managers selected and designated by the Owners.

END OF SECTION 076000

SECTION 077100 - ROOF ACCESSORIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. New skylights.
 - 2. New gas pipe supports.
- D. Related Work Specified Elsewhere Includes:
 - 1. 061100 Roof Rough Carpentry
 - 2. 075410 Fully Adhered EPDM Roofing
 - 3. 076000 Flashing and Sheet Metal

1.2 SUBMITALS

- A. Submit Shop Drawings and product data.
- B. Indicate on Shop Drawings, configuration and dimension of components, adjacent construction, required clearances and tolerances, and other affected work.
- C. Provide product data on shape of components, materials and finishes, anchor types and locations.
- D. Submit manufacturer's installation instructions.
- E. Submit manufacturer's five (5) year warranty.

PART 2 - MATERIALS

- 2.1 SKYLIGHTS: New double dome skylight assembly. Clear over white at Roof Areas R1 and R2 and shall be fall protection units to meet OSHA Standards. New skylights at Roof Area R9 shall be clear over clear and be fall protection units.
 - A. Skylights shall be based on Wasco with equals by Fisher, Plasteco, or approved equal.

- 2.2 Gas Pipe Supports: To be Base Strut-5 by Miro Industries with pipe strap, or equal. All supports to be installed on a piece of walk pad.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Beginning of installation means acceptance of existing conditions.
- B. Contractor shall field measure all existing curbs and match the existing sizes to the new replacement curbs. This is for all rooftop units and exhaust fans.

3.2 INSTALLATION

- A. Install components in accordance with manufacturer's instructions.
- B. Coordinate roofing membrane and base flashings with installation of components of this Section.
- C. Install walk pads around all curbs (exhaust fans/rooftop units). See Roofing Section for walk pad requirements.

3.3 WARRANTY

- A. Provide ten (10) year warranty for skylights.

END OF SECTION 077100

SECTION 079000 - JOINT SEALANTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Caulking of exterior joints, masonry and metal, metal and metal, and joints between dissimilar materials.
- D. Related Work Specified Elsewhere Includes:
 - 1. 076000 Flashing and Sheet Metal

1.2 SUBMITTALS

- A. Submit product data and samples of all materials.
- B. Submit warranties at completion of work.

PART 2 - PRODUCTS

- 2.1 GENERAL: Sealants equal to products listed by Pecora Corporation, Harleysville, PA 19438.
- 2.2 SEALANTS: colors as selected by the Owners.
 - A. One-part Silicone, (Non-Sag): TT-S-001543A, Type II: #864 Architectural Silicone Sealant.
 - B. One-part Polysulfide, (Non-Sag): TT-S-00230C, Type II: #GC-9 Synthcalk Sealant.
- 2.3 FOAM BACK-UP: Polyethylene rod equal to Denverfoam by Pecora.
- 2.4 SURFACE PRIMERS: As recommended by sealant manufacturer.

PART 3 - EXECUTION

- 3.1 INSPECTION: Verify that joints to receive sealants are proper depth, clean, dry, frost-free, and appropriate for application of sealants.
- 3.2 PREPARATION: Prime required surfaces with proper materials in accordance with manufacturer's instructions.
- 3.3 APPLICATION: For joints up to 1/2" width, sealant depth shall equal width. Sealant joints over 1/2" width shall have depth equal one-half width. Fill excessive depth with foam back-up rod material. Fill joint with sealant to required depth using filler to obtain concave shape. Do not caulk when temperature is below 40o F. Leave surfaces neat, smooth, clean and watertight. Exterior joints to have foam back-up material as indicated. Apply sealant with hand gun, tooling if necessary, to obtain concave surface within ten (10) minutes. Remove any masking tape immediately.
- 3.4 SCHEDULE
- | | |
|--------------------------------|----------------------|
| Exterior Masonry: | One-part Polysulfide |
| Exterior Dissimilar Materials: | One-part Polysulfide |
| Flashing and Sheet Metal: | One-part Silicone |
- 3.5 GUARANTEE: Furnish written guarantee stating that the Contractor at his own expense will repair or replace all caulking work which becomes defective due to faulty materials or workmanship within a period of five (5) years from the date of acceptance of the work.

END OF SECTION 079000

SECTION 154020 - ROOF DRAINAGE REPLACEMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. This Contractor shall provide all labor, equipment, and materials required to perform the work called for in this Section. This Contractor shall coordinate his work with other trades and work in other Sections.
- C. Work of this Section includes, but is not limited to, the following:
 - 1. Remove and replace all existing roof drains
 - 2. Provide new combination roof drains to replace existing roof drains
 - 3. Provide all piping, fittings, and hangers as required to connect new drain bodies to existing piping and to run overflow piping to daylight.
- D. Related Work Specified Elsewhere Includes:
 - 1. 037330 Concrete Deck Repair
 - 2. 053000 Steel Deck Repair
 - 3. 061100 Roof Rough Carpentry
 - 4. 072210 Roof Insulation
 - 5. 076000 Flashing and Sheet Metal

PART 2 - PRODUCTS

2.1 MATERIALS

- A. New Roof Drain Assemblies: Josam 21500 with cast iron basket and underdeck clamp. Match existing leader diameter and connection, or equal by Froet, Wade, Zurn, or Jay R. Smith.
- B. Combo Roof Drain/Overflow Drain Assemblies: Froet Industries 1000 Large Sump with cast iron baskets under deck clamps Match existing leader diameter and connection, or equal by Josam, Wade, Zurn, or Jay R. Smith.
- C. Schedule 40 PVC pipe.
- D. No hub connectors with minimum of four (4) stainless steel clamps per connector.
- E. Hangers and Supports:
 - 1. All piping shall be supported from the vertical building walls by means of approved hangers and supports. No supports or hangers are to be hung or connected to roof deck

due to structural limitations. Piping shall be supported to maintain required grading and pitching or lines, to prevent vibration and to secure piping in place, and shall be so arranged as to provide for expansion and contraction.

- F. Josam 25010 downspout nozzle or equal by Wade, Zurn, or Jay R. Smith.

2.2 INSULATION

- A. Scope - the following piping system shall be insulated:

1. All horizontal roof drainage piping, except buried conductors, including connections to roof boxes.

- B. Materials - the following materials are specified:

1. Pipe insulation - fiberglass.

- C. Insulation Thickness:

1. All piping installed in this contract shall be insulated with the following minimum thicknesses:
 - a. Horizontal rain water conductors, including underside of roof drain and vertical drops from roof drain to offset and elbow at end of the horizontal run 1" thick with vapor retarder, two layers.

- D. Finish:

1. Concealed: Vapor retarder jacket on all water piping shall not be punctured or disturbed. All service jackets shall be furnished. Pre-sized glass cloth jacket may be used on hot water piping. Fittings shall be finished with pasted canvas or pre-sized glass cloth jacket.

- E. Exposed: Same as concealed except all insulation shall be finish or pre-sized glass cloth jacket.

PART 3 - EXECUTION

3.1 REMOVAL AND INSTALLATION

- A. Remove and replace existing roof drains in cooperation with the Roofing Contractor's operations.
- B. Establish and maintain a "tight" schedule with the roofer so that the roofing work is not delayed or hindered.
- C. Provide roof drains with connections to match existing. All connections to be watertight.
- D. Make up the work watertight and in keeping with current standards and work practices.

- E. Fit drain assemblies to their leaders at roof openings. Coordinate with roofer in placement of flashing, insulation, and setting of drains.
- F. Attach leaders as necessary; make up connections watertight and to maintain drainage way of leader run to delivery point.

END OF SECTION 154020

ANTINOZZI ASSOCIATES, PC
TOWN OF TRUMBULL
MIDDLEBROOK SCHOOL ROOFING

Dec. 6, 2021

				BUDGET OF COST			87.13 /hr.	REPLACEMENT		MIDDLEBROOK SCHOOL		
ITEM FULLY ADHERED EPDM		QUANTIT'	UNIT	LABOR		MATERIAL	TOTAL	TOTAL	LABOR	TOTAL	TOTAL	TOTAL
REMOVE & REPLACE ROOFING				Unit	Unit	\$/UNIT	Hrs.	\$/Unit	\$	\$	\$	
A	B	C	D	E	F	G	H	I	J	K	L	
1	REMOVE BUR	511	100SF	1.50	25.00	155.69		766.5	130.7	66,781	12,775	79,556
2	REMOVE FLASH'G ACRM	1,756	LF	0.08	3.00	9.97		140.5	7.0	12,239	5,268	17,507
3	REMOVE EPDM	46	100SF	0.75	12.00	77.34		34.5	65.3	3,006	552	3,558
4	REMOVE SHINGLES	16	100SF	2.00	20.00	194.25		32.0	174.3	2,788	320	3,108
5	REMOVE METAL FLASHG	2,785	LF	0.08	1.50	8.47		222.8	7.0	19,411	4,178	23,589
6	REMOVE SCUPPERS	1	#	0.25	10.00	31.78		0.3	21.8	22	10	32
7	REPAIR CONC DK	5%	26	100SF	12.00	10.00	1055.50	306.6	1045.5	26,713	256	26,968
8	REPAIR STEEL DK	2%	10	100SF	6.00	63.00	585.75	61.3	522.8	5,343	644	5,986
9	CORE DECK OVERFLOW	22	EA	4.00	75.00	423.50		88.0	348.5	7,667	1,650	9,317
10	NEW DRAIN PIPING OVERFLOW	1,650	LF	0.25	15.00	36.78		412.5	21.8	35,939	24,750	60,689
11	REMOVE DRAINS	22	EA	2.00	50.00	224.25		44.0	174.3	3,834	1,100	4,934
12	DISCONNECT RAISE GAS LINE	6	EA	8.00	150.00	847.00		48.0	697.0	4,182	900	5,082
13	CUT REGLETS	520	LF	0.10	5.00	13.71		52.0	8.7	4,531	2,600	7,131
14	NEW DRAINS	22	100SF	6.00	350.00	872.75		132.0	522.8	11,501	7,700	19,201
15	NEW OVER RD	22	100SF	4.00	350.00	698.50		88.0	348.5	7,667	7,700	15,367
16	VAPOR RETARDER	577	100SF	0.15	75.60	88.67		86.6	13.1	7,541	43,621	51,162
17	NEW 5" ISO	577	100SF	0.80	251.60	321.30		461.6	69.7	40,217	145,173	185,390
18	NEW TAPERED ISO	577	100SF	1.04	181.04	271.65		600.1	90.6	52,282	104,460	156,742
19	COVER BOARD	577	100SF	0.50	94.30	137.86		288.5	43.6	25,136	54,411	79,547
20	WOOD BLOCKING	11,665	LF	0.02	1.13	2.88		233.3	1.7	20,326	13,228	33,554
21	ADHERED EPDM .090"	577	100SF	2.00	195.30	369.55		1154.0	174.3	100,542	112,688	213,230
22	BASE FLASHG	2,030	LF	0.15	1.50	14.57		304.5	13.1	26,530	3,045	29,575
23	ALUM.EDGING .040" ES-1	2,333	LF	0.10	14.00	22.71		233.3	8.7	20,326	32,662	52,988
24	REPLACE SCUPPERS AND FLASH	1	EA	1.00	150.00	237.13		1.0	87.1	87	150	237
25	NEW SKYLIGHTS	7	EA	1.00	1000.00	1087.13		7.0	87.1	610	7,000	7,610
26	FLASH SKY CURB	7	EA	1.50	35.00	165.69		10.5	130.7	915	245	1,160
27	FLASH STACKS	40	EA	0.40	18.90	53.75		16.0	34.9	1,394	756	2,150
28	FLASH FANS	38	EA	1.25	25.00	133.91		47.5	108.9	4,138	950	5,088
29	FLASH HVAC	4	EA	2.00	75.00	249.25		8.0	174.3	697	300	997
30	NEW CFLASH'G	520	EA	0.15	8.00	21.07		78.0	13.1	6,796	4,160	10,956
31	NEW EJ	296	EA	1.00	25.00	112.13		296.0	87.1	25,789	7,400	33,189
32	NEW LADDERS	5	EA	8.00	2000.00	2697.00		40.0	697.0	3,485	10,000	13,485
33	PENETRATION FLASH	3	EA	1.00	25.00	112.13		3.0	87.1	261	75	336
34	MULTI PENETRATION	4	EA	3.00	75.00	336.38		12.0	261.4	1,046	300	1,346
35	NEW DUCTWORK AND WRAP	20	LF	1.25	6.00	114.91		25.0	108.9	2,178	120	2,298
36	AC MOUNT	6	EA	1.00	25.00	112.13		6.0	87.1	523	150	673
37	NEW VENTED SHEATHING	16	100SF	3.00	283.50	544.88		48.0	261.4	4,182	4,536	8,718
38	SMART VENT	156	LF	0.30	4.10	30.23		46.8	26.1	4,077	639	4,716
39	NEW ICE DAM MATERIAL	9	100SF	0.50	69.30	112.86		4.7	43.6	408	649	1,056
40	NEW FELT	7	100SF	0.25	25.00	46.78		1.7	21.8	145	166	311
41	NEW SHINGLES	16	100SF	2.00	119.70	293.95		32.0	174.3	2,788	1,915	4,703
42	GUTTERS	220	LF	0.25	25.20	46.98		55.0	21.8	4,792	5,544	10,336
43	HIP FLASHING	92	LF	0.15	7.00	20.07		13.8	13.1	1,202	644	1,846
44	RIDGE FLASH	16	LF	0.20	7.00	24.43		3.2	17.4	279	112	391
45	SET UP CLEAN UP	3	EA	16.00	500.00	1894.00		48.0	1394.0	4,182	1,500	5,682
46	GUARANTEE	577	100 SF	0.15	18.00	31.07		86.6	13.1	7,541	10,386	17,927
Journeyman								6,680		\$582,036	\$637,387	\$1,219,423

Labor Rate	35.00
FICA	2.63
Bene	15.00
Insur	1.05
Comp	17.50
Unplmt	2.63
Ovhd	11.07
Profit	7.38
TOT/HR	\$92.25
Ave Rate /HR	\$87.13

Labor Force		
Forman	1	1.1
Mech	5	1
Appren	3	0.8
	9	

TRAVEL TO SITE	
ROUND TRIP:	50
HRS PER DAY	1
MAN DAYS	835
VEHICLES	2
CREW DAYS	92.8
TRAVEL COST	\$72,754
MILEAGE COST	100
\$ /MILE	0.58
TRANSPORT COST	\$5,381

Travel	\$72,754
Mileage	\$5,381
Sub Total	\$1,297,559
10% Contingency	\$129,756
Total	\$1,427,315

TRUMBULL PUBLIC SCHOOLS

TRUMBULL, CONNECTICUT

Report to the Board of Education

Regular Meeting – December 14, 2021

Dr. Iwanicki

Agenda Item – III-H

Curriculum Committee Report

Curriculum Committee Meeting –

November 18, 2021

Dr. Iwanicki will present the texts recommended for Board approval in Culinary II, English 11, 12 Grade Science Fiction, and Elementary Social Studies (for Kindergarten, Grade 2, and Grade 3). Additionally, a student survey regarding Late School Start is being requested for approval by the Board.

Recommendation:

Review and Discuss

TRUMBULL PUBLIC SCHOOLS TRUMBULL, CONNECTICUT

Curriculum Committee of the
Trumbull Board of Education

Regular Meeting

Thursday, November 18th, 2021, 8:15 a.m.
Trumbull High School Main Office Conference room

MINUTES

- I. Call to Order/Introduction. The meeting was called to order by Mr. Ward at 8:19 a.m.

Members Present

M. Ward, Chair
L. Timpanelli
M. Petitti
S. Iwanicki, Ed. D., ex officio

Others Present

Christina Rusate
Nick Banks
Adeline Marzialo
Lindsay Armstrong

- II. Correspondence / Public Comment
No public correspondence was received and no one presented any public comments.
- III. Approval/Minutes -- Regular Meeting 10/21/21
Mrs. Petitti moved to approve the Minutes of 10/21/21 as presented. Mrs. Timpanelli seconded. The motion was unanimously agreed to.
- IV. New Business
- a. Mrs. Timpanelli made a motion to add the text *Connecticut*, to the agenda for review and addition to the elementary Social Studies Grade 3 Curriculum. The text had been reviewed by the committee and was ready to be discussed. Mrs. Petitti seconded. The motion was unanimously agreed to.
 - b. Culinary II Curriculum Text Approval -New Text Approval for Revised Course: National Restaurant Association. *ServSafe Coursebook*, 2018 — Department Chair Christina Rusate explained how this new text will allow students to earn a ServSafe Manager Certification which is recognized in the culinary industry. TPS is proud to have a restaurant and program

on the THS campus. Mrs. Petitti moved to bring the course text proposal to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Timpanelli seconded. The motion was unanimously agreed to.

c. Grade 11 English Curriculum Text Approvals

1. New Text Approval for Revised Course: West, Dorothy. *The Wedding*, 1995
2. New Text Approval for Revised Course: Momaday, N. Scott. *The House Made of Dawn*, 1968
3. New Text Approval for Revised Course: Menendez, Anna. *In Cuba I was a German Shepherd*, 2001

Department Chair Adeline Marzialo shared that each of these texts adds a new element to the offerings for Grade 11 English Curriculum. *In Cuba I was a German Shepherd* is a collection of short stories that can appeal to a wide range of students and objectives within the course. Mrs. Timpanelli moved to bring the course text proposals to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

d. Grade 12 Science Fiction Curriculum Text Approvals

1. New Text Approval for Revised Course: Coates, Ta-Nehisi. *Black Panther: A Nation Under Our Feet*, 2016
2. New Text Approval for Revised Course: Coates, Ta-Nehisi. *Captain America: Winter in America*, 2019
3. New Text Approval for Revised Course: Wilson, G. Willow/Alphona, Adrian. *Ms. Marvel: No Normal*, 2014

Mr. Banks highlighted that these texts add to the offerings within the Science Fiction Curriculum and motivate students to want to read more. Each one Mrs. Timpanelli moved to bring the course text proposal to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

e. Grade K Social Studies Curriculum Text Approval

1. New Text Approval for Revised Course: Sweeney, Joan. *Me and My Family Tree*, 2018

The committee reviewed the text and Mrs. Petitti mentioned that whenever teaching about family structure, staff should be sensitive to recognizing families. Mrs. Timpanelli moved to bring the course text proposal to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

f. Grade 2 Social Studies Curriculum Text Approvals

1. New Text Approval for Revised Course: Harris, Meena (Illustrated by: Valdez, Marissa). *Ambitious Girl*, 2021
2. New Text Approval for Revised Course: Rosenstock, Barb. *The Camping Trip That Changed America*, 2012
3. New Text Approval for Revised Course: Rodrigues, Andre, Ribeiro, Larissa, Desgualdo, Paula and Pedro Markun. (Illustrated by: Suki Boynton). *President of the Jungle*, 2020.

Mrs. Armstrong presented the second-grade texts, each of which shows the leadership qualities students study within the second-grade curriculum. It was noted that this year's second graders have enjoyed *President of the Jungle* when learning about voting and the vocabulary in this charming story in which animals run for president of the jungle. Mrs. Timpanelli moved to bring the course text proposal to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

g. Grade 3 Social Studies Curriculum Text Approval

1. New Text Approval for Revised Course: Burgan, Michael. *Connecticut (A True Book)*, 2018

Mrs. Armstrong mentioned that the 3rd grade curriculum team was looking for more texts around the state of Connecticut at the Grade 3 level. This topic was previously in 4th grade. The new book meets both the level and content demands. Mrs. Timpanelli moved to bring the course text proposal to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

h. Student Survey Review for Late School Start

Dr. Iwanicki explained that a communication letter will be going out to the Trumbull Public School Community regarding the exploration of Late School Start at TPS. The letter seeks to explain the three options for which the committee is currently seeking stakeholder input. The committee reviewed the questions and Mrs. Timpanelli requested that the options be put in the order of the time they occur within the day. This change will be made. Mrs. Timpanelli made a motion that the survey, after this adjustment, be forwarded to the Board of Education for approval at its next meeting scheduled for December 14, 2021, and Mrs. Petitti seconded. The motion was unanimously agreed to.

h. Assistant Superintendent's Report

Dr. Iwanicki shared that the Curriculum Committee was due to choose new dates for next year. The committee discussed that this topic should be tabled following the induction of new board and sub committee members. It was also shared that training for Math Specialists classroom teachers regarding the new elementary math programs was underway and initial feedback has been very positive. District Instructional Rounds at Tashua demonstrated that teachers are maintaining rigor while also differentiating in hands-on ways that emphasize strategy building and the development of strong mathematical mindsets.

Mr. Ward moved to adjourn the meeting at 9:14 AM. Mrs. Timpanelli motioned to adjourn and Mrs. Petitti seconded. The motion was unanimously agreed to.

TRUMBULL PUBLIC SCHOOLS NEW TEXT REVIEW/APPROVAL PROCESS

Date Submitted: Sept. 17, 2021

Title of Text: ServSafe Coursebook 7th Ed

Authors: National Restaurant Association

Publisher: National Restaurant Association

Year Published: 2018

ISBN Number: 978-1-58280-332-6

Grade Level: Typically used at the junior and senior level but is also use at the college level

(If applicable) Replaces text: New, additional text

Rationale for adopting new text: This is a text suggested by our course advisory team of food service professionals, to enhance our program. Students would earn ServSafe Manager Certification, which is an industry recognized credential endorsed by the National Restaurant Association.

***Additional details regarding ServSafe certification:**

The Culinary II program would like to enhance its offerings by providing students the opportunity to earn their Serv Safe Manager Certificate. This industry recognized credential would make students immediately employable in the field. The credential is recognized across the United States and is a graduation requirement for most post-secondary culinary programs. Students would be taught the competencies throughout the course, and would sit for the exam (free of charge) during the standard midterm exam period. Students will be well prepared throughout the course, but should students fail to pass the certification exam, they can take the Manager exam twice in a 30 day period. If more than two attempts are required, students must wait 60 days from most recent attempts, per ServSafe. Students would continue to perform a practical component for the midterm, as well. (Grading would likely be 50% exam /50% practical)

In order to implement this credential, we would require a class set (12) of the ServSafe Coursebooks (\$63 each). These would only need to be replaced on an "as needed" basis. Tests would cost \$36 per student, annually, but the costs would be covered by the funds raised from the Culinary Café, the student run restaurant.

Also of note – Industry credentialing is an important measure of a quality CTE program as defined by the Carl D. Perkins Federal grant. This would represent our first endeavor in this area within the TPS CTE department.

Text Description: This text goes through the regulations that a professional license food service facility must adhere to in order to serve safe food to their clientele and to retain a food service license. The topics that are covered throughout the book are personal hygiene of all employees, the flow of food including purchasing and storage, food preparation and service to the customer. Also managing fellow employees in their daily practices of handling food, safe facilities, pest management, and cleaning & sanitizing.

Strengths:

This text meets the requirements of the Trumbull and State Health departments.

Any FDA Food Code updates are available via download, so information stays current.

Text is visually appealing and includes pictures and charts to make it easy-to-read.

Text includes study preparation questions.

Text is written to help students pass the certification exam.
Lexile Range: 810-1000 should be accessible for most students.

Weaknesses:

Could be challenging for some students and may need teacher scaffolding for comprehension.

Submitted by:

Christina Rusate, Career & Technology Education Department Chair, Trumbull High School
Craig Voytek Culinary and Baking Teacher, Trumbull High School

Reviewed by:	<u>Todd Moran</u>	<u>11/18/21</u>
	Principal/Designee	Date
	<u>Susan Swan</u>	<u>11/18/21</u>
	Assistant Superintendent of Curriculum, Instruction, & Assessments	Date
	<u>Michael O'Ward</u>	<u>11/18/21</u>
	Board of Education Curriculum Committee Member	Date
	<u>Laura A. D. Lyman</u>	<u>11/18/21</u>
	Board of Education Curriculum Committee Member	Date
	<u>Maria Petrucci</u>	<u>11/18/21</u>
	Board of Education Curriculum Committee Member	Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted:

Title of Text: *In Cuba I Was a German Shepard*

Authors: Anna Menendez

Publisher: Grove Press

Year Published: 2001

ISBN Number: 080213887X

Core¹ or Supplemental: Core

Course: American Perspectives

Grade Level: 11

(If applicable) Replaces text:

Rationale for adopting new text: Menendez's work adds variety, humor, and a new lens to examine American culture through her vignettes and stories.

Text Description: "*In Cuba I Was a German Shepherd* is a collection of eleven linked short stories, largely set in Miami, which revolve around the experiences of Cuban immigrants and their American-born children. The collection includes a diverse mix of realistic fiction, magical realism, and allegory; it explores themes of truth, memory, and storytelling, as well as loss, nostalgia, and dislocation, as they relate both to personal relationships and immigration." SuperSummary.com

Strengths: Humor and accessible stories that relate to the themes of the course.

Weaknesses: None

Submitted by:

Reviewed by: Adeline Margalee Eustis 9.15.21
Principal/Designee Date

Susan C. Chuen 9-15-21
Assistant Superintendent Date

Michael C. Ward 11-18-21
Board of Education Curriculum Committee Member Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Board of Education Curriculum Committee Member

Date

James H. V. Russell
Board of Education Curriculum Committee Member

11/18/21
Date

Marie K. Miller
Board of Education Curriculum Committee Member

11/18/21
Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted:

Title of Text: *The House Made of Dawn*

Authors: N. Scott Momaday

Publisher: Harper Perennial Modern Classics

Year Published: 1968

ISBN Number:

Core¹ or Supplemental: Core

Course: American Perspectives

Grade Level: 11

(If applicable) Replaces text:

Rationale for adopting new text: Highlights the work of Momaday and adds another voice to the curriculum that relates to many of the themes and motifs present in other texts in the curriculum.

Text Description: "A young Native American, Abel has come home from war to find himself caught between two worlds. The first is the world of his father's, wedding him to the rhythm of the seasons, the harsh beauty of the land, and the ancient rites and traditions of his people. But the other world—modern, industrial America—pulls at Abel, demanding his loyalty, trying to claim his soul, and goading him into a destructive, compulsive cycle of depravity and disgust.

An American classic, *House Made of Dawn* is at once a tragic tale about the disabling effects of war and cultural separation, and a hopeful story of a stranger in his native land, finding his way back to all that is familiar and sacred." Amazon.com

Strengths: Pulitzer Prize winning book. Highly influential on the next generation of Native American writers.

Weaknesses: Adult themes concerning war, PTSD, and depression

Submitted by:

Reviewed by: *Adrian Margals* *Erin Smith* 9.15.21
Principal/Designee Date

Susan Osburn 11-18-21
Assistant Superintendent Date

Michael C. Wood 11-18-21
BoE. member Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Board of Education Curriculum Committee Member

Date

James H. Russell
Board of Education Curriculum Committee Member

11/18/21
Date

Marie Russell
Board of Education Curriculum Committee Member

11/18/21
Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted:

Title of Text: *The Wedding*

Authors: Dorothy West

Publisher: Anchor

Year Published: 1995

ISBN Number: 978-0385471442

Core¹ or Supplemental:

Course: American Perspectives

Grade Level: 11

(If applicable) Replaces text:

Rationale for adopting new text: *The Wedding* highlights the work of the last surviving member of the Harlem Renaissance and offers a wide-reaching perspective that relates to a number of other texts in the curriculum, while offering a new take on societal issues.

Text Description: "Within this inner circle of "blue-vein society," we witness the prominent Coles family gather for the wedding of the loveliest daughter, Shelby, who could have chosen from "a whole area of eligible men of the right colors and the right professions." Instead, she has fallen in love with and is about to be married to Meade Wyler, a white jazz musician from New York. A shock wave breaks over the Oval as its longtime members grapple with the changing face of its community.

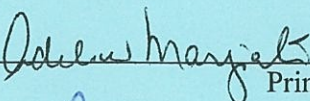
With elegant, luminous prose, Dorothy West crowns her literary career by illustrating one family's struggle to break the shackles of race and class." Amazon.com

Strengths: Novel written by the last surviving member of the Harlem Renaissance which combines a wide-variety of topics and subjects from different regions in an engaging literary style.

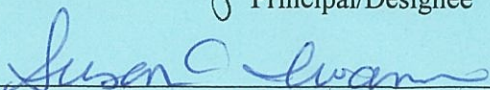
Weaknesses: Adult themes such as racism, sexism, and classism discussed

Submitted by:

Reviewed by:


Principal/Designee

9.15.24
Date


Assistant Superintendent

11-18-21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Michael Ceward

Board of Education Curriculum Committee Member

11-18-21

Date

Lucas T. D. Gonzalez

Board of Education Curriculum Committee Member

11/18/21

Date

Maria

Board of Education Curriculum Committee Member

11/18/21

Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: 8/5/21

Title of Text: *Black Panther: A Nation Under Our Feet*

Authors: Ta-Nehisi Coates

Publisher: Marvel

Year Published: 2016

ISBN Number: 1846537509

Core¹ or Supplemental: Core

Course: Science Fiction

Grade Level: 12

(If applicable) Replaces text:

Rationale for adopting new text: Provides a modern perspective on mythological heroes, which would enhance the third unit of the curriculum. The graphic novel format is popular with students and capable of reaching a wide audience of readers. Adds diversity to the current curriculum by offering a text written by a writer of color and featuring a superhero of color.

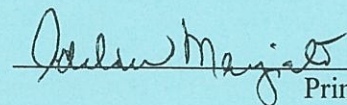
Text Description: “A new era begins for the Black Panther! MacArthur Genius and National Book Award-winning writer Ta-Nehisi Coates (Between the World and Me) takes the helm, confronting T'Challa with a dramatic upheaval in Wakanda that will make leading the African nation tougher than ever before... T'Challa struggles to unite his citizens, and a familiar villain steps out of the shadows. If Wakanda is to survive, it must adapt — but can its monarch, one in a long line of Black Panthers, survive the necessary change? Heavy lies the head that wears the cowl!” -text description on Amazon

Strengths: The author was a finalist for the National Book Award, a MacArthur “Genius Grant” fellow, has received the National Magazine Award, the Hillman Prize for Opinion and Analysis Journalism, and the George Polk Award. The text offers students an opportunity to explore coarse themes through a new medium.

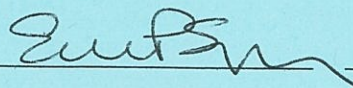
Weaknesses:

Submitted by:

Reviewed by:



Principal/Designee



9.15.21

Date

¹ “Core” refers to a resource that must be used by all students for attainment of course goals.

Suzanne Swamer

Assistant Superintendent

11/18/21

Date

Michael Oswald

Board of Education Curriculum Committee Member

4-28/20

Date

Laura A. D. Lyman

Board of Education Curriculum Committee Member

11/18/21

Date

Marie Pettit

Board of Education Curriculum Committee Member

11/18/21

Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: 8/5/21

Title of Text: *Captain America: Winter in America*

Authors: Ta-Nehisi Coates

Publisher: Marvel

Year Published: 2019

ISBN Number: 1302911945

Core¹ or Supplemental: Core

Course: Science Fiction

Grade Level: 12

(If applicable) Replaces text:

Rationale for adopting new text: Provides a modern perspective on mythological heroes, which would enhance the third unit of the curriculum. The graphic novel format is popular with students and capable of reaching a wide audience of readers.

Text Description: “For over 70 years, Captain America has stood in stalwart defense of our country and its people. But in the aftermath of Hydra's takeover of the nation, Cap is a figure of controversy, carrying a tarnished shield...and a new enemy is rising! Who are they? And how do they intend to co-opt and corrupt the symbol that is Captain America? Distrusted by a nation that seems to have lost faith in him, Steve Rogers is a man out of time - and out of options! Where can a now-unsanctioned Captain America turn for aid and assistance in order to stem the rise of the cabal of influence brokers known as the Power Elite?” -text description on Amazon

Strengths: The author was a finalist for the National Book Award, a MacArthur “Genius Grant” fellow, has received the National Magazine Award, the Hillman Prize for Opinion and Analysis Journalism, and the George Polk Award. The text offers students an opportunity to explore coarse themes through a new medium.

Weaknesses:

Submitted by:

Reviewed by: Adeline Margolis Eric Smith 9.15.21
Principal/Designee Date

¹ “Core” refers to a resource that must be used by all students for attainment of course goals.

Susan C. Swan

Assistant Superintendent

11-18-21

Date

Michael O'waid

Board of Education Curriculum Committee Member

11-18-21

Date

Lucretia A. Vignone

Board of Education Curriculum Committee Member

11/18/21

Date

Marietta Pittman

Board of Education Curriculum Committee Member

11/18/21

Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted:

Title of Text: *Ms. Marvel: No Normal*

Authors: G. Willow Wilson/ Adrian Alphona

Publisher: Marvel Comics

Year Published: 2014

ISBN Number: 978-0785190219

Core¹ or Supplemental: Core

Course: American Perspectives

Grade Level: 11

(If applicable) Replaces text:

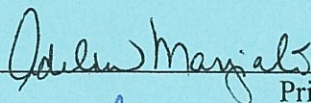
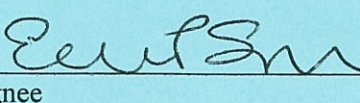
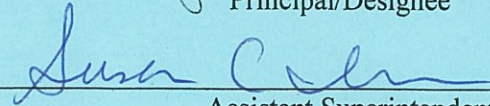
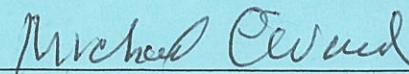
Rationale for adopting new text: Adds a uniquely American form of storytelling/medium to the curriculum that will provide a high interest text that will allow students to make connections to the themes in the course.

Text Description: Ms. Marvel is a ground-breaking new hero that embodies all of the classic American superhero tropes, but updates them for 21st century audiences. The story begins when Kamala is imbued with a strange set of powers that she doesn't understand, while she still has to navigate the challenging worlds of high school, teenage life, family, and culture

Strengths: Introduces a new medium to students and is a perfect way to engage readers of all ability levels and interests.

Weaknesses: None

Submitted by:

Reviewed by:			9.15.21
	Principal/Designee		Date
			11-18-21
	Assistant Superintendent		Date
			11-21-21
	Board of Education Curriculum Committee Member		Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Lucretia V. T. Reynolds
Board of Education Curriculum Committee Member

11/15/21
Date

Maria Rott
Board of Education Curriculum Committee Member

11/15/21
Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: 11-4-21

Title of Text: Me and My Family Tree

Authors: Joan Sweeney

Publisher: Knopf Books for Young Readers

Year Published: 2018

ISBN Number: ISBN-13: 9781524768515

ISBN-10: 1524768510

Core¹ or Supplemental:

Course: Social Studies - Unit 2 My Family... The Past & Traditions

Grade Level: K

(If applicable) Replaces text: —

Rationale for adopting new text: To have a resource to teach from for our new curriculum

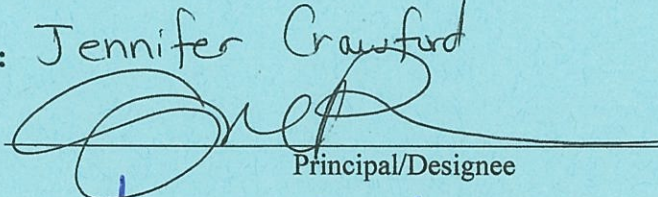
Text Description: A book detailing parts of a family

Strengths: Presents vocabulary needed for children to learn about family structures

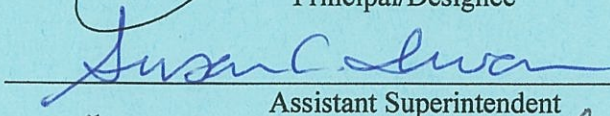
Weaknesses:

Submitted by: Jennifer Crawford

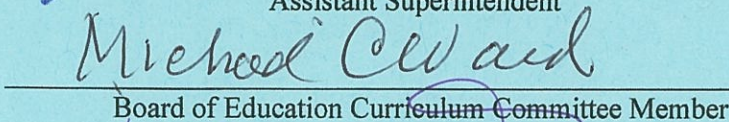
Reviewed by:


Principal/Designee

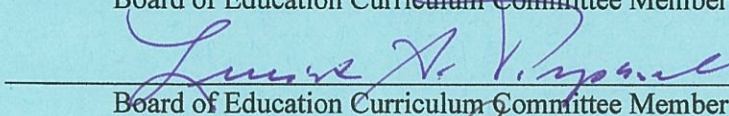
11/4/21
Date


Assistant Superintendent

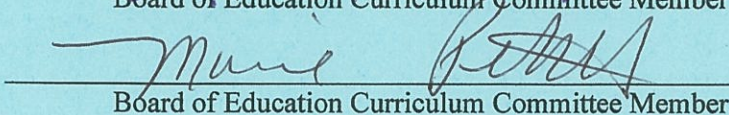
11-18-21
Date


Board of Education Curriculum Committee Member

11-18-21
Date


Board of Education Curriculum Committee Member

11/18/21
Date


Board of Education Curriculum Committee Member

11/18/21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: July 14, 2021

Title of Text: Ambitious Girl

Authors: By: Meena Harris, Illustrated By: Marissa Valdez

Publisher: Little, Brown Books for Young Readers

Year Published: 2021

ISBN Number: 978-0316229692

Core¹ or Supplemental: Supplemental

Course: Social Studies

Grade Level: 2nd Grade

(If applicable) Replaces text: N/A

Rationale for adopting new text: This text will support several standards from the 2nd grade social studies curriculum from the second unit "Change Makers Moving Through Time" including but not limited to: **CIV 2.7 Describe how people have tried to improve their communities over time.** A compelling question of this unit include; *What characteristics define a change maker?* This book introduces students to the characteristics of change makers who have made positive changes in society.

Text Description: A girl sees a woman labeled as having too much ambition, but when the girl considers its definition she finds herself inspired and realizes ambition is required to make changes to the world and have her voice be heard in society. She learns what characteristics are needed to make positive change in her society.

Strengths: Introduces students to key characteristics of change makers; assertive, ambitious, perseverance. In the story the characters mother explains that historical figures, shown in a navy wash, "have opened so many doors," paving the way for this child's hopes and desires to flourish. This reference allows students to see how past change makers can influence society.

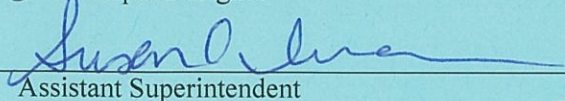
Weaknesses:

Submitted by: Selina Conklin

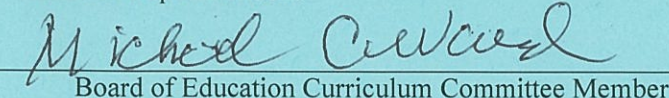
Reviewed by:


Principal/Designee

11/4/21
Date


Assistant Superintendent

11/18/21
Date


Board of Education Curriculum Committee Member

11-18-21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Laura A. T. Gonzalez
Board of Education Curriculum Committee Member

11/18/21
Date

Maria Pittman
Board of Education Curriculum Committee Member

11/18/21
Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: November 2, 2021

Title of Text: The Camping Trip That Changed America

Authors: Barb Rosenstock

Publisher: Scholastic

Year Published: 2012

ISBN Number: 978-0-545-56991-0

Core¹ or Supplemental: Core

Course: Social Studies

Grade Level: 2nd grade

(If applicable) Replaces text: N/A

Rationale for adopting new text: This text will support several standards from the 2nd Grade Social Studies from the final unit "Connecting The Past To Today" including but not limited to: **GEO 2.4 Explain how the environment affects people's lives.** This will set the foundation for students' later work in the unit where they honor past change makers by creating their own monuments.

Text Description: Tells the story of President Theodore Roosevelt's 1903 camping trip in California's Yosemite National Park with world-famous naturalist, John Muir, and his later efforts to preserve the forests, its wildlife and the large sequoia trees.

Strengths: The author's extensive research using primary documents highlights the profound impact on the President and the future of our National Parks System.

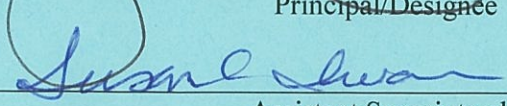
Weaknesses:

Submitted by: Selina Conklin

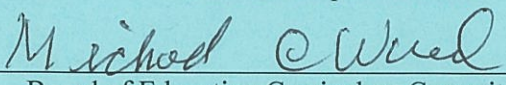
Reviewed by:


Principal/Designee

11/4/21
Date


Assistant Superintendent

11-18-21
Date


Board of Education Curriculum Committee Member

11-18-21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Luciano A. Pignatelli
Board of Education Curriculum Committee Member

11/18/21
Date

(on other
side)

Board of Education Curriculum Committee Member

Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: July 14, 2021

Title of Text: President of the Jungle

Authors: By: Andre Rodriques, Illustrated By: Larissa Ribeiro

Publisher: Nancy Paulsen Books

Year Published: 2020

ISBN Number: 978-1-984814-74-6

Core¹ or Supplemental: Supplemental

Course: Social Studies

Grade Level: 2nd Grade

(If applicable) Replaces text: N/A

Rationale for adopting new text: This text will support several standards from the 2nd grade social studies curriculum from the first unit "Rights and responsibilities of citizens of a change agent" including but not limited to: **CIV 2.3 Describe democratic principles such as equality, fairness, and respect for legitimate authority and rules.** A compelling question of this unit include; *How does our government function? and What role do individuals play in government?* This book addresses both in an accessible and engaging manner.


Text Description: In an introduction to how elections work, the animals decide they are tired of their king and that it is time to vote for a president. As they begin their campaigns, bolded vocabulary words like debate and rally are defined. The back includes a glossary of all the election terms.

Strengths: Even though the subjects are animals, their election is a modern one with TV interviews and social media campaigns. The text is nonpartisan and animals come from a variety of real-world equivalent political backgrounds.

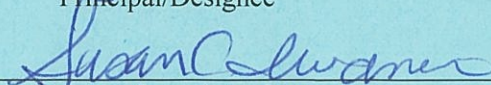
Weaknesses:

Submitted by: Selina Conklin

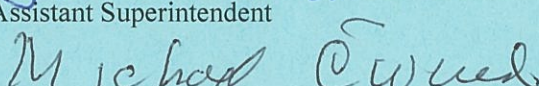
Reviewed by:


Principal/Designee

11-4-21
Date


Assistant Superintendent

11-18-21
Date


Board of Education Curriculum Committee Member

11-18-21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Louis A. V. Spanella

Board of Education Curriculum Committee Member

11/18/21

Date

Mary Retina

Board of Education Curriculum Committee Member

11/18/21

Date

**TRUMBULL PUBLIC SCHOOLS
NEW TEXT REVIEW/APPROVAL PROCESS**

Date Submitted: July 2021

Title of Text: (A True Book) My United States Connecticut

Authors: Michael Burgan

Publisher: Children's Press (An Imprint of Scholastic Inc.)

Year Published: 2018

ISBN Number: 9780531231623

Core¹ or Supplemental:

Course: Social Studies

Grade Level: 3rd Grade

(If applicable) Replaces text: N/A

Rationale for adopting new text: This text supports learning various facts of Connecticut through a fun exhibition of photos and graphics at the appropriate grade level.

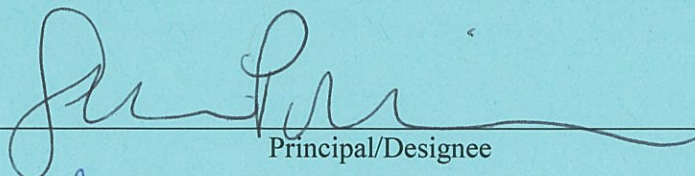
Text Description: Connecticut allows readers to experience what makes Connecticut distinctive and exceptional. Readers will get to know our states' history, geography, wildlife and future outlook. "This series includes an age appropriate (grades 3-5) introduction to curriculum-relevant subjects and a robust resource section that encourages independent study. As the third-smallest state in the country, Connecticut is not very big. However, it is packed with just about every kind of natural beauty you can imagine. Readers will tour the entire state as they find out what it is like to live there. They will also learn how Connecticut is governed, what role it has played in U.S. history, what kinds of traditions the state's people celebrate, and more."

Strengths: This text is more grade level appropriate and friendly than our current text about Connecticut.

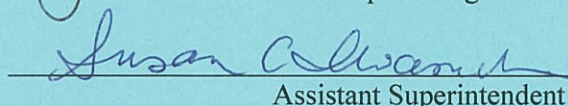
Weaknesses: May need more specific information for advanced readers.

Submitted by:

Reviewed by:


Principal/Designee

10/4/21
Date


Assistant Superintendent

11-18-21
Date

¹ "Core" refers to a resource that must be used by all students for attainment of course goals.

Michael Ceward

Board of Education Curriculum Committee Member

11-18-21

Date

Lucas T. D. Gonzalez

Board of Education Curriculum Committee Member

11/18/21

Date

Maria R. Miller

Board of Education Curriculum Committee Member

11/18/21

Date

TPS LATE START SCHEDULE OPTIONS

November 2021

OPTIONS

OPTION 1 - NO CHANGE

THS 7:27a.m. -2:25p.m.
Middle Schools 7:35 a.m. - 2:30p.m.
Elementary Schools 8:35 a.m.- 3:20 p.m

All school schedules would remain the same.

Transportation Cost= NO CHANGE

SOME CONSIDERATIONS

ELEMENTARY

- Families are used to this schedule, including before and after school child care, bus stop pick-up and drop offs.

MIDDLE SCHOOL

- Like wise, families are used to this schedule, including before and after school child care, bus stop pick-up and drop offs;

HIGH SCHOOL

- Like wise, families are used to this schedule and students have developed work and after school activities around it as well.

OTHER

- This schedule does not satisfy the science research around sleep needs of students in Grades 6-12.

OPTION 2- ALL LATER START TIME

Middle Schools & THS 8:00a.m. -2:30p.m.
Elementary Schools 8:50 a.m.- 3:35 p.m.

The Secondary schools would start 30 minutes later and the Elementary schools would start 15 minutes later.

Transportation Change Cost= Dependent on family schedules with new times; approx. \$232,000 if extra busses are needed to accommodate for families who would be using busses

ELEMENTARY

- In a half-day, parents would lose a half day of work.
- After-school activities would be a later dismissal. In this model, a three hour delay schedule would have an impact on a parent's work schedule.

MIDDLE SCHOOL

- Would need to evaluate the bell schedule Instructional; minutes/hours could be lost.
- The end time being the same would not impact activities.

HIGH SCHOOL

- Instruction minutes/hours would be lost.
- Would need to evaluate the bell schedule; look at passing time, lunch, instructional experiences would be impacted in a shorter day.
- Instructional decisions would have to be made in relation to the bell schedule and instructional minutes.
- May want to consider the total minutes of the high school day compared to others.
- The end time, being only a few minutes later, would not impact activities.
- Students in the Aqua and RCA programs would be impacted with different times. More information would be needed and we would need to work with those schools to determine options.

OTHER

- 30 minutes does not fully satisfy the science research regarding sleep for students in Grades 6-12.
- Traffic Patterns Daycare and staff concerns
- Potential contractual impacts for Certified and Non-Certified staff

OPTION 3 - ELEMENTARY & SECONDARY EVEN SWAP

Elementary Schools: 7:30 a.m. - 2:30 p.m.
THS & Middle Schools: 8:30 a.m. - 3:20 p.m.

The elementary and secondary schools would have an even time swap.

Transportation Change Cost= Dependent on family schedules with new times; approx. \$232,000 if extra busses are needed to accommodate for families who would be using busses

ELEMENTARY

- Students dismissed earlier may require additional childcare in the afternoon.
- Students may be in the dark at the bus stop; only grade K is required to be supervised

MIDDLE SCHOOL

- Student Athletic events may mean that they would miss the end of the day regularly
- Other groups (Rec. Dept., etc) could be impacted in the facility use

HIGH SCHOOL

- Students being dismissed for Athletics may miss period 7 or period 8 regularly.
- Students in the Aqua and RCA programs would be impacted with different times. More information would be needed and we would need to work with those schools to determine options.
- Potential negative impact on students needing after school employment.
- Impact on the Athletic Programs that rely on daylight hours.
- Concern that afterschool obligations may shift to a later time and the sleep benefits would not be achieved.

OTHER

- Traffic Patterns - This option may have an impact on traffic and more information would be needed.
- Full hour later in this option - satisfies the scientific sleep research

Later School Start Time Survey - Students

Research indicates that teenagers may benefit from later school start times and additional sleep.

Trumbull Public Schools is currently surveying students, parents, and teachers to assess the benefit of changing later school start times and understanding the impact that comes with a potential change.

Please answer the following questions:

* Required

1. What grade are you in? *

Mark only one oval.

- ☐ Grade 8
- ☐ Grade 9
- ☐ Grade 10
- ☐ Grade 11
- ☐ Grade 12?

2. Do you think later school start times for middle/high school students should be a priority for Trumbull Public Schools? *

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Unsure

3. Please check all that apply:

Check all that apply.

- ☐ I play on an athletic team
- ☐ I participate in after-school activities
- ☐ I have a job after school
- ☐ I care for younger siblings after school
- ☐ I participate in after-school/evening activities (not school sponsored)

4. A shift in a later school start times would positively impact me as follows.

Check all that apply.

- ☐ allow for additional sleep
- ☐ improved mental health
- ☐ better physical health
- ☐ improved academic performance
- ☐ improved school attendance
- ☐ improved alertness in class
- ☐ improved athletic performance for athletes
- ☐ improved sleep schedule
- ☐ No real benefits

5. A shift in a later school start time would negatively impact me as follows:

Check all that apply.

- ☐ reduce my ability to work after school
- ☐ may impact my ability to care for younger siblings after school
- ☐ limit my opportunities to participate in after-school/evening activities
- ☐ less time for homework after school
- ☐ less time in the evening for family
- ☐ require me to miss more school in the afternoon to participate in athletic events
- ☐ I will not get more sleep as I will just stay up later
- ☐ No negative impact

6. Please state how many hours of sleep you currently get daily during the school week:

Mark only one oval.

- ☐ Less than 5
- ☐ 5-6 hours
- ☐ 6-7 hours
- ☐ 7-8 hours
- ☐ 9 or more hours

7. After extensive research, the committee is looking at three possible options. Please indicate below which option you would prefer as a student.

Mark only one oval.

- ☐ Keep schedule the same - This option keeps the current schedule for all schools. Elementary 8:35a.m. - 3:20p.m.; High School 7:27a.m. - 2:25p.m.; Middle Schools 7:35a.m. - 2:30p.m.
- ☐ Adjust start time by 30 minutes for Middle/High Schools - This option moves the start times for middle/high schools by 30 minutes and elementary by 15 minutes. End times would be 15 minutes later for elementary schools and remain the same for middle/high schools. Elementary Schools: 8:50a.m. - 3:35p.m.; Middle/High Schools 8:00 a.m. - 2:30p.m.
- ☐ Adjust start times by 60 minutes - This option flips the elementary and middle/high school start and end times. Elementary 7:30a.m. to 2:30p.m.; Middle/High Schools 8:30 a.m. to 3:20 p.m.

8. Additional Comments:

This content is neither created nor endorsed by Google.

Google Forms

TRUMBULL PUBLIC SCHOOLS

The Curriculum Committee

December 14, 2021
Susan Iwanicki, Ed.D
Assistant Superintendent



Culinary II Text Approval

- New Text Approval for Revised Course: National Restaurant Association. *ServSafe Coursebook*, 2018
- Department Chair Christina Rusate
- Text will allow students to earn a ***ServSafe Manager Certification*** which is recognized in the culinary industry

Grade 11 English & Science Fiction Text Approvals

- Grade 11 English Curriculum Text Approvals
 1. Menendez, Anna. *In Cuba I was a German Shepherd*, 2001
 2. Momaday, N. Scott. *The House Made of Dawn*, 1968
 3. West, Dorothy. *The Wedding*, 1995
- Grade 12 Science Fiction Curriculum Text Approvals
 1. Coates, Ta-Nehisi. *Captain America: Winter in America*, 2019
 2. Coates, Ta-Nehisi. *Black Panther: A Nation Under Our Feet*, 2016
 3. Wilson, G. Willow/Alphona, Adrian. *Ms. Marvel: No Normal*, 2014

Elementary Social Studies Texts

- Kindergarten Social Studies Curriculum Text Approval
 - Sweeney, Joan. *Me and My Family Tree*, 2018
- Grade 2 Social Studies Curriculum Text Approvals
 1. Harris, Meena (Illustrated by: Valdez, Marissa). *Ambitious Girl*, 2021
 2. Rodrigues, Andre, Ribeiro, Larissa, Desgualdo, Paula and Pedro Markun. (Illustrated by: Suki Boynton). *President of the Jungle*, 2020.
 3. Rosenstock, Barb. *The Camping Trip That Changed America*, 2012
- Grade 3 Social Studies Curriculum Text Approval
 - Burgan, Michael. *Connecticut (A True Book)*, 2018

Late School Start Student Survey

- Late School Start Committee met 3 times this Fall.
- Reviewed past work, current goals, and the three current options per the former Late School Start Committee 2020.
- Designed surveys for Students, Staff, and Families.
- Drafted a communication to Families explaining the 3 options followed by surveys for each group (see handout).
- Committee will use survey results as well as other data points collected to make recommendations to the Board later this Winter.

Board Discussion and Questions

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Dr. Iwanicki

Agenda Item – III-I

First Reading
Policies for Review

- Policy CPS3451 Petty Cash
- Policy CPS3450 Monies in Buildings
- Policy CPS3326.3 BOE Credit Card

A review of Business Policies needed within our schools and district. Proposed policies are attached.

Recommendation:

Review for Action

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT
Policy Committee of the
Trumbull Board of Education Regular Meeting

Tuesday, November 9th, 2021 – 5:30 p.m.

MINUTES

- I. Call to Order/Introduction – The meeting was called to order by Mr. Gallo at 5:35 p.m.

Members Present

T. Gallo, Chair of Policy, Vice-Chairman of BOE

M. Ward for M. Petitti, BOE Member

A. Squicciarro, BOE Member

P. Coppola, TAA representative

C. Perrone, parent representative

K. Lynn, parent representative

E. Diaz, parent representative

P. Hendrickson, Business

S. Iwanicki, Ed.D., administrative designee

Members Absent

Edrina Laude, student representative

Eman Seyal, student representative

Roy Fuchs, community

A. Harmon, Trumbull Community Rep.

J. Mastrianni, TEA representative

M. Petitti, BOE Member

- II. Correspondence / Public Comment –Mr. Gallo indicated that he had not received any specifically for this policy meeting.

- III. Approval/Minutes –Meeting 10/12/2021-- Mr. Gallo moved to approve the Minutes from the 10/12/21 meeting. Mrs. Squicciarro seconded the motion. Mr. Gallo and Mrs. Squicciarro approved and Mr. Ward abstained from approval of the minutes.

- IV. Report of New Business/Action Items

A. Policy CPS3451 Petty Cash

The committee reviewed sample CAFE provide policies regarding petty cash in schools and agreed that \$300 would be more appropriate for petty cash access than \$250. Mr. Hendrickson explained the procedures for petty cash in buildings and that a policy like this will formalize procedures. Dr. Iwanicki projected the draft as the committee chose preferred language for the TPS version of the policy draft and the committee made further suggestions. Mr. Gallo made a motion to bring the Policy CPS3451 Petty Cash as drafted by the committee to the Board for a first reading in December. Mike seconded. The motion was unanimously agreed to.

B. Policy CPS3450 Monies in Buildings

CABE provide policies regarding monies in buildings were also reviewed. The committee made note that after dances and fundraising events, it would be particularly important for a policy like to be in place so that it is clear that deposits should be made without delay and/or as soon as possible. Dr. Iwanicki projected the draft as the committee chose preferred language for the TPS version of the policy draft and the committee made further suggestions. Mr. Gallo made a motion to bring the Policy CPS3450 Monies in Buildings as drafted by the committee to the Board for a first reading in December. Mike seconded. The motion was unanimously agreed to.

C. Policy CPS3326.3 BOE Credit Card

Mr. Gallo asked for information regarding how many credit cards are currently in use by the district and Mr. Hendrickson shared while in the past there had been several, there are currently now one two (2) credit cards district-wide. The committee then reviewed the suggested CABE policies regarding a Board of Education Credit Card. Dr. Iwanicki projected the draft as the committee chose preferred language for the TPS version of the policy draft and the committee made further suggestions. Mrs. Squicciarro suggested that the following lines be added to the draft policy: *“The use of the credit card is not intended to circumvent the Board of Education’s policies and procedures relating to purchasing,”* and *“Board employees with access to and/or using the credit cards shall take all reasonable precautions against damage, loss or theft, which must be reported immediately to the Business Office and to the appropriate financial institutions.”* The committee agreed. Mr. Gallo made a motion to bring the Policy CPS3326.3 BOE Credit Card as drafted by the committee to the Board for a first reading in December. Mike seconded. The motion was unanimously agreed to.

D. Policy CPS3293.1 Authorization of Signature

The last policy reviewed was the Authorization of Signature policy. The committee again reviewed several versions of the policy provide by CABE and agreed that the direct language provided would be best. Dr. Iwanicki projected the draft as the committee chose preferred language for the TPS version of the policy draft and the committee made further suggestions. Mrs. Squicciarro suggested that language should be added specifying that the Superintendent and Business Manager cannot sign for business regarding certain transactions without the Town of Finance’s approval. It was noted that the Town of Trumbull has separate policies that are followed and that certain decisions are entrusted to the Superintendent.

Authorization of Signature policies were reviewed in a few other towns and it was noted that while Town of Finance approval is not present in area districts, perhaps more investigation needs to be done before moving forward. Mr. Gallo made a motion to table the policy while we research more language regarding the relationship between the Town of Finance and this policy. Mr. Ward seconded. The motion was unanimously agreed to.

Adjournment

Mr. Gallo moved to adjourn the meeting at 6:50 p.m.; Mr. Ward seconded. The motion was unanimously agreed to.

P3451/Petty Cash

SECTION: **3000**
CATEGORY: **Business & Non-
Instructional Operations**
POLICY CODE: **P3451/Petty Cash**

PETTY CASH

Policy Statement

Petty cash funds shall be established annually in the amount of \$300.00 for the central administrative office and all other Trumbull Public Schools. Such funds shall be used for the payment of properly itemized bills of nominal amounts and under conditions calling for immediate payment. Expenditures must be logged on the form provided by the TPS Business Department. Allowances, responsibility, security and accounting of petty cash funds shall be in accordance with policies and procedures of the Trumbull Public Schools Board of Education.

Adopted: 1/13/2022

(if approved at future Board Meeting)

SECTION: **3000**
CATEGORY: **Business & Non-
Instructional Operations**
POLICY CODE: **P3450/Cash in School Buildings**

CASH IN SCHOOL BUILDINGS

Policy Statement

Money collected by school system employees and by student organizations shall be handled both carefully and quickly, both to demonstrate the ability of school system employees to handle funds and to model appropriate procedures to students.

All monies collected shall be accounted for, and directed without delay to the proper bank for deposit.

Other than authorized revolving funds or petty cash accounts, no monies shall be left overnight in any school building except in secured safes or vaults. To avoid any necessity for leaving money in schools overnight, school representatives shall understand and use procedures for making bank deposits after regular banking hours.

Adopted: 1/13/2022

(if approved at future Board Meeting)

P3326.3/Board of Education Credit Card

SECTION: **3000**
CATEGORY: **Business & Non-
Instructional Operations**
POLICY CODE: **P3326.3/Board of
Education Credit Card**

BOARD OF EDUCATION CREDIT CARD

Policy Statement

Any credit card(s) issued for use by the Trumbull Board of Education will be under the sole supervision of the Superintendent or the Business Administrator. Only expenditures by Board employees to conduct business associated with the school system will be authorized by the Superintendent or the Business Administrator. The Board of Education credit card shall be used for school business only, not for any personal business. If the Board of Education credit card is used for personal business, disciplinary action, which may include termination, will be taken.

Immediately subsequent to the use of the credit card, the Board employee will return the credit card and submit a fully itemized statement of expenses. The Board employee will pay any charges against the credit card not authorized, not properly identified on the statement of expenses, or disallowed following an internal or external audit. The Board, Superintendent, or Business Administrator has the unlimited authority to terminate the use of the credit card by any employee if there is any suspicion the use of the credit card is being abused in any manner.

The use of the credit card is not intended to circumvent the Board of Education's policies and procedures relating to purchasing.

Board employees with access to and/or using the credit cards shall take all reasonable precautions against damage, loss or theft, which must be reported immediately to the Business Department and to the appropriate financial institutions

Adopted: 1/13/2022

(if approved at future Board Meeting)

Reference: Connecticut General Statutes § 10-248 Payment of school expenses

TRUMBULL PUBLIC SCHOOLS

Policy Committee Policy Review

December 14, 2021
Susan Iwanicki, Ed.D
Assistant Superintendent



Business Policies

- ❖ **Paul Hendrickson**-- spoke with Marty and Connecticut Association of School Business Officials (CASBO), reviewed policies related to our business practices.
- ❖ **CABE Consultation**-- CABE provided samples of key Business policies for the committees review.

Policy CPS3453 Petty Cash

- TPS has procedures in place for Petty Cash.
- This policy will formalize procedures.

Highlights:

- Annual amount of \$300.
- Funds used for payment of itemized bills in nominal amounts that need immediate attention.
- Must be logged in a form provided to Business Department.

Policy CPS3450/Cash in School Buildings

- TPS Schools sometimes have cash in buildings due to dances and fundraising events.
- This policy again formalizes procedures.

Highlights:

- Money handled carefully and quickly- model for students
- Deposits should be made without delay/or as soon as possible-- procedures for deposits after school hours
- No money left overnight in any school building except in secure safes or vaults.

Policy CPS3326.3/Board of Ed Credit Card

- TPS Schools now have only two (2) credit cards districtwide
- This policy again formalizes procedures.

Highlights:

- Any Board employee must use the credit card only as authorized and have properly identified statement or pay for purchases.
- Employee must take precautions against damage, loss, theft
- The card must be returned immediately after use.
- Board, Superintendent and Business Administrator can terminate credit card

Board Discussion and Questions

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting – December 14, 2021

Mr. Hendrickson

Agenda Item – III-J

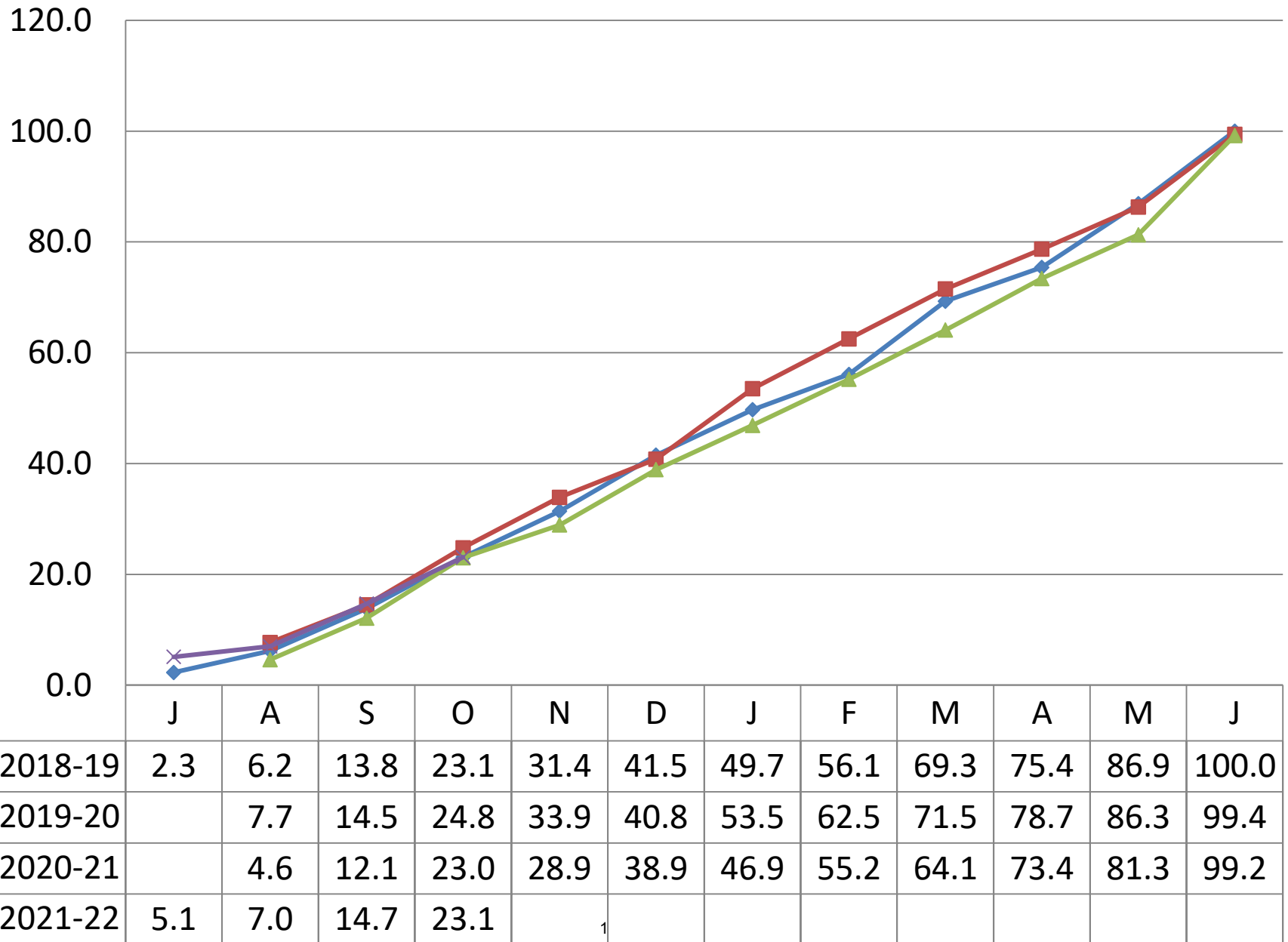
Approval/Financial Reports through
October 31, 2021

- The Finance Committee of the Board of Education met on November 22, 2021 which included the review of the financials through October 31, 2021.

Recommendation:

- Approve Financial Reports as of October 31, 2021.

Cumulative Total Board of Education Budget % By Month



—◆— 2018-19 —■— 2019-20 —▲— 2020-21 —×— 2021-22

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TRUMBULL BOE, CT
YEAR-TO-DATE BUDGET REPORT

P 1
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FOR 2022 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 BOE GENERAL FUND	112,296,658	0	112,296,658	25,932,884.68	83,203,252.91	3,160,520.41	97.2%
009 TOWN ACCOUNTS FUND	0	1,257,428	1,257,428	174,595.52	968,519.05	114,313.43	90.9%
200 GRANTS FUND	0	3,524,917	3,524,917	729,002.44	2,366,095.11	429,819.85	87.8%
205 SPECIAL REVENUE FUND	0	315,185	315,185	494,896.15	893,318.93	-1,073,030.36	440.4%
210 SCHOOL LUNCH FUND	0	2,591,926	2,591,926	768,699.68	1,635,075.63	188,150.69	92.7%

GRAND TOTAL 112,296,658 7,689,456 119,986,114 28,100,078.47 89,066,261.63 2,819,774.02 97.6%

** END OF REPORT - Generated by Peg Brindisi **

Trumbull Board of Education Expense vs Budget Summary
Report for the Period Ended 10/31/2021

<u>Object Description</u>	<u>Code</u>	<u>Revised</u>	<u>Expended</u>	<u>Committed/ Estimates</u>	<u>Available/ (Over)</u>	<u>% Spent or Committed</u>
<u>Salaries</u>	<u>100</u>					
Admin/Supervisors		\$4,672,445	\$1,605,703	\$3,072,868	(\$6,126)	100%
Teachers		\$54,603,505	\$8,756,447	\$44,901,699	\$945,359	98%
Custodians/Maintenance		\$3,712,660	\$1,162,153	\$2,438,515	\$111,993	97%
Tech Support		\$534,412	\$166,293	\$311,689	\$56,431	89%
Admin Support		\$2,710,804	\$808,075	\$1,876,570	\$26,160	99%
Paras & Aides		\$4,369,946	\$1,024,872	\$3,648,017	(\$302,943)	107%
Substitutes		\$872,435	\$182,685	\$689,750	\$0	100%
Coaches & Advisors		\$695,045	\$11,836	\$683,209	\$0	100%
Salaries Other		\$1,584,765	\$303,018	\$1,082,057	\$199,689	87%
Misc Salary Items		\$308,668	\$191,241	\$0	\$117,427	62%
Salaries Total		\$74,064,685	\$14,212,323	\$58,704,374	\$1,147,989	98%
<u>Employee Benefits</u>	<u>200</u>					
Health Insurance		\$16,201,647	\$5,302,581	\$10,784,814	\$114,252	99%
FICA		\$1,882,323	\$422,808	\$1,459,515	\$0	100%
Other Insurance		\$336,501	\$108,955	\$222,406	\$5,140	98%
Unemployment		\$130,000	\$1,779	\$128,220	\$1	100%
Benefits Other		\$193,595	\$62,811	\$124,815	\$5,969	97%
Employee Benefits Total		\$18,744,066	\$5,898,934	\$12,719,770	\$125,362	99%
<u>Purchased Professional Services</u>	<u>300</u>					
Legal		\$260,000	\$30,356	\$220,544	\$9,100	97%
Service Contracts		\$415,087	\$298,563	\$30,809	\$85,715	79%
Consultants		\$225,000	\$88,260	\$313,714	(\$176,974)	179%
Other Prof Services		\$459,900	\$157,355	\$197,608	\$104,937	77%
Purchased Professional Services Total		\$1,359,987	\$574,533	\$762,675	\$22,779	98%
<u>Purchased Property Services</u>	<u>400</u>					
Utilities		\$1,289,000	\$323,180	\$959,635	\$6,185	100%
Repairs & Svc Fees		\$348,500	\$146,514	\$152,428	\$49,559	86%
Copiers		\$265,000	\$61,793	\$189,187	\$14,020	95%
Other Purch'd Property Svcs		\$111,900	\$34,984	\$76,540	\$376	100%
Purchased Property Services Total		\$2,014,400	\$566,471	\$1,377,790	\$70,139	97%
<u>Purchased Other Services</u>	<u>500</u>					
Transportation		\$6,152,707	\$1,010,435	\$5,058,230	\$84,042	99%
Communications		\$275,250	\$93,585	\$188,320	(\$6,656)	102%
Postage		\$40,000	\$9,814	\$36,187	(\$6,001)	115%
Advertising		\$1,200	\$1,992	\$0	(\$792)	166%
Interns		\$296,400	\$15,000	\$0	\$281,400	5%
Tuition		\$4,750,000	\$1,660,020	\$2,629,105	\$460,875	90%
Printing		\$14,950	\$1,142	\$950	\$12,858	14%
Other Purch'd Svcs		\$323,352	\$128,604	\$5,203	\$189,545	41%
Purchased Other Services Total		\$11,853,859	\$2,920,592	\$7,917,995	\$1,015,272	91%
<u>Supplies</u>	<u>600</u>					
Supplies-Teaching		\$601,227	\$188,059	\$103,282	\$309,886	48%
Supplies-Office		\$101,550	\$26,901	\$19,799	\$54,850	46%
Supplies-Custodial		\$175,000	\$59,817	\$118,114	(\$2,931)	102%
Supplies-Maintenance		\$284,000	\$62,476	\$74,430	\$147,094	48%
Text & Workbooks		\$407,266	\$107,945	\$40,293	\$259,028	36%
Subscriptions		\$315,545	\$265,925	\$1,708	\$47,912	85%
Testing Materials		\$134,600	\$53,866	\$30,649	\$50,086	63%
Books & A/V		\$44,040	\$11,239	\$9,129	\$23,673	46%
Software		\$119,000	\$130,598	(\$0)	(\$11,598)	110%

Trumbull Board of Education Expense vs Budget Summary
Report for the Period Ended 10/31/2021

<u>Object Description</u>	<u>Code</u>	<u>Revised</u>	<u>Expended</u>	<u>Committed/ Estimates</u>	<u>Available/ (Over)</u>	<u>% Spent or Committed</u>
Energy		\$435,000	\$41,932	\$393,068	\$0	100%
Other Supplies		\$31,650	\$3,262	\$10,530	\$17,858	44%
	Supplies Total	\$2,648,878	\$952,021	\$801,001	\$895,857	66%
 <u>Property</u>	 <u>700</u>					
Office Equipment		\$850	\$0	\$0	\$850	0%
Office Furniture		\$1,200	\$810	\$810	(\$420)	135%
Classroom Equipment		\$409,131	\$255,940	\$223,286	(\$70,096)	117%
Classroom Furniture		\$11,500	\$4,631	\$4,517	\$2,351	80%
Bldg Equipment		\$148,492	\$45,418	\$207,167	(\$104,093)	170%
Bldg Improvements		\$158,489	\$38,660	\$75,090	\$44,739	72%
Other Equipment		\$3,500	\$676	\$0	\$2,824	19%
	Property Total	\$733,162	\$346,136	\$510,871	(\$123,845)	117%
 <u>Debt Service & Miscellaneous</u>	 <u>800</u>					
Dues, Fees and Memberships		\$876,621	\$461,875	\$408,777	\$5,968	99%
Other Objects		\$1,000	\$0	\$0	\$1,000	0%
	Miscellaneous Total	\$877,621	\$461,875	\$408,777	\$6,968	99%
 <u>Other Objects</u>	 <u>917</u>					
Other-Ant Surpl/Excess Cst		\$0	\$0	\$0	\$0	#DIV/0!
	Other Objects Total	\$0	\$0	\$0	\$0	#DIV/0!
Munis Report Total		\$112,296,658	\$25,932,885	\$83,203,253	\$3,160,520	97%

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
Salaries							
Admin/Supervisors							
01011000-51113	TECEC-Admin-Admin Salaries	\$121,360	\$0	\$121,360	\$42,009	\$79,351	\$0
01011200-51114	PPS-Admin-Director/Coordinator	\$309,071	\$0	\$309,071	\$106,986	\$202,085	\$0
01402320-51114	Asst Super-Admin-Asst Superintendent	\$130,000	\$0	\$130,000	\$23,000	\$85,000	\$22,000
01412210-51113	D/W-Elem Asst Principal	\$0	\$0	\$0	\$0	\$0	\$0
01412210-51114	Curr Dir-Admin-Director	\$193,000	\$0	\$193,000	\$68,262	\$128,939	(\$4,200)
01422520-51125	Tech-Admin-Manager	\$132,575	\$0	\$132,575	\$45,891	\$86,684	(\$0)
01512400-51113	BHES-Admin-Principal	\$178,449	\$0	\$178,449	\$61,771	\$116,678	\$0
01522400-51113	FTES-Admin-Principal/Asst Principal	\$178,449	\$0	\$178,449	\$61,771	\$116,678	\$0
01532400-51113	DFES-Admin-Princiapl	\$178,449	\$0	\$178,449	\$61,771	\$116,678	\$0
01542400-51113	MBES-Admin-Principal	\$178,449	\$0	\$178,449	\$61,771	\$116,678	\$0
01552400-51113	JRES-Admin-Principal	\$162,865	\$0	\$162,865	\$56,376	\$106,489	(\$0)
01582400-51113	TSES-Admin-Principal	\$178,449	\$0	\$178,449	\$61,771	\$116,678	\$0
01612400-51113	HMS-Admin-Principal/Asst Principal	\$335,544	\$0	\$335,544	\$116,150	\$219,394	(\$0)
01622400-51113	MMS-Admin-Principal/Asst Principal	\$343,331	\$0	\$343,331	\$118,845	\$224,486	(\$0)
01711006-51114	THS-Ag Science-Director	\$77,124	\$0	\$77,124	\$27,387	\$51,730	(\$1,993)
01711019-51114	Sports-Sports General-Director	\$164,882	\$0	\$164,882	\$57,075	\$107,808	(\$0)
01712400-51113	THS-Admin-Principals	\$842,283	\$0	\$842,283	\$291,559	\$550,723	\$0
01741200-51113	Continuing Ed-Admin-Administrator	\$0	\$0	\$0	\$0	\$0	\$0
01822230-51113	Facilities-Administrator	\$0	\$0	\$0	\$19,890	\$0	(\$19,890)
01822230-51125	Facilities-Admin-Director/Managers	\$242,997	\$0	\$242,997	\$65,114	\$158,883	\$19,000
01822230-51141	Facilities-Admin-Manager OT	\$0	\$0	\$0	\$0	\$0	\$0
01882700-51125	Trans-Admin-Manager	\$67,969	\$0	\$67,969	\$24,817	\$46,876	(\$3,724)
01902320-51115	Super-Admin-Superintendent	\$248,750	\$0	\$248,750	\$90,927	\$171,752	(\$13,929)
01912520-51113	Bus Off-Admin-Business Administrator	\$169,500	\$0	\$169,500	\$59,847	\$113,044	(\$3,390)
01912520-51129	Bus Off-Admin-Acctg Manager	\$85,182	\$0	\$85,182	\$29,486	\$55,696	\$0
01922530-51125	Asst Super-Dir Digital Learning	\$153,767	\$0	\$153,767	\$53,227	\$100,540	(\$0)
	Admin/Supervisors Total	\$4,672,445	\$0	\$4,672,445	\$1,605,703	\$3,072,868	(\$6,126)
Teachers							
01802320-51119	Super-Personnel-Teacher Xtra Time	\$11,998	\$0	\$11,998	\$2,690	\$0	\$9,308
01402320-51116	Asst Super-Admin-Teacher Stipends	\$0	\$0	\$0	\$0	\$0	\$0
01402320-51118	Asst Super-L/W-Prof Devt Prep	\$0	\$0	\$0	\$0	\$0	\$0
01402320-51200	Asst Super-Admin-Teacher Mentors	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000
01402210-51110	Curr Dir-D/W-ELL Teachers	\$586,408	\$0	\$586,408	\$91,960	\$463,818	\$30,630
01411250-51110	Curr Dir-D/W-TAG Teachers	\$114,478	\$0	\$114,478	\$17,612	\$96,866	\$0
01412210-51111	Curr Dir-D/W-Program Leaders	\$378,442	\$0	\$378,442	\$73,873	\$304,568	\$0
01412210-51117	Curr Dir-D/W-Teacher Training	\$50,000	\$0	\$50,000	\$0	\$0	\$50,000
01412210-51118	Curr Dir-D/W-Prof Devt Prep	\$30,000	\$0	\$30,000	\$17,232	\$0	\$12,768
01412210-51119	Curr Dir-Admin-Curriculum Writing	\$80,104	\$0	\$80,104	\$35,637	\$0	\$44,467
01912520-51196	D/W-Admin-Retirement/LOA Savings	\$0	\$0	\$0	\$0	\$0	\$0
01912520-51197	D/W-Admin-Degree Changes	\$70,000	\$0	\$70,000	\$0	\$0	\$70,000
01011200-51118	PPS-L/W-Curriculum Writing	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000
01011200-51119	PPS-L/W-Teacher Xtra Time	\$24,000	\$0	\$24,000	\$11,448	\$0	\$12,552
01021201-51119	PPS-After School-Teacher Salaries	\$0	\$0	\$0	\$0	\$0	\$0
01062140-51111	PPS-L/W-Psychologists	\$1,989,018	\$0	\$1,989,018	\$316,466	\$1,684,614	(\$12,061)
01072110-51111	PPS-L/W-Social Workers	\$1,285,959	\$0	\$1,285,959	\$182,764	\$983,978	\$119,217
01082150-51111	PPS-L/W-Speech & Language	\$1,358,551	\$0	\$1,358,551	\$212,269	\$1,112,847	\$33,435
01161200-51110	PPS-SPED-Elementary Teachers	\$1,822,829	\$0	\$1,822,829	\$297,993	\$1,550,160	(\$25,324)
01231200-51110	PPS-SPED-Middle School Teachers	\$1,262,530	\$0	\$1,262,530	\$196,510	\$1,169,038	(\$103,019)
01331200-51110	PPS-SPED-THS Teachers	\$1,973,517	\$0	\$1,973,517	\$307,728	\$1,682,589	(\$16,800)
01371200-51118	PPS-ESY-Teacher salaries	\$133,000	\$0	\$133,000	\$146,974	\$0	(\$13,974)
01011000-51110	TECEC-Classroom-Teachers	\$662,244	\$0	\$662,244	\$99,095	\$540,881	\$22,268
01121200-51111	TECEC-Classroom-Specialists	\$110,000	\$0	\$110,000	\$27,178	\$136,287	(\$53,465)
01511001-51110	BHES-Classroom-Teachers	\$2,167,873	\$0	\$2,167,873	\$341,534	\$1,857,750	(\$31,411)
01511002-51110	BHES-Classroom-Specialists	\$394,182	\$0	\$394,182	\$84,596	\$508,297	(\$198,711)
01512220-51110	BHES Library-Teachers-Salaries	\$93,385	\$0	\$93,385	\$14,367	\$79,018	\$0
01521001-51110	FTES-Classroom-Teachers	\$2,585,110	\$0	\$2,585,110	\$388,164	\$2,028,377	\$168,569
01521002-51110	FTES-Classroom-Specialists	\$889,845	\$0	\$889,845	\$124,674	\$667,947	\$97,224
01522220-51110	FTES Library-Teachers-Salaries	\$105,496	\$0	\$105,496	\$16,230	\$89,266	(\$0)
01531001-51110	DFES-Classroom-Teachers	\$2,402,500	\$0	\$2,402,500	\$351,934	\$1,935,635	\$114,932
01531002-51110	DFES-Classroom-Specialists	\$551,263	\$0	\$551,263	\$100,227	\$496,580	(\$45,544)
01532220-51110	DFES Library-Teachers-Salaries	\$80,442	\$0	\$80,442	\$12,376	\$68,066	\$0
01541001-51110	MBES-Classroom-Teachers	\$2,402,936	\$0	\$2,402,936	\$358,912	\$1,961,966	\$82,058
01541002-51110	MBES-Classroom-Specialists	\$812,223	\$0	\$812,223	\$129,372	\$663,993	\$18,859
01542220-51110	MBES Library-Teachers-Salaries	\$114,478	\$0	\$114,478	\$17,612	\$96,866	\$0
01551001-51110	JRES-Classroom-Teachers	\$1,957,727	\$0	\$1,957,727	\$299,984	\$1,614,931	\$42,812

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01551002-51110	JRES-Classroom-Specialists	\$477,992	\$0	\$477,992	\$97,219	\$484,949	(\$104,176)
01552220-51110	JRES Library-Teachers-Salaries	\$114,478	\$0	\$114,478	\$17,612	\$96,866	\$0
01581001-51110	TES-Classroom-Teachers	\$1,798,582	\$0	\$1,798,582	\$276,209	\$1,479,345	\$43,028
01581002-51110	TES-Classroom-Specialists	\$420,582	\$0	\$420,582	\$89,758	\$464,013	(\$133,190)
01582220-51110	TES Library-Teachers-Salaries	\$88,060	\$0	\$88,060	\$13,548	\$74,512	\$0
01611001-51110	HMS-Classroom-Teacher Salaries	\$3,969,616	\$0	\$3,969,616	\$568,177	\$3,082,714	\$318,725
01611016-51110	HMS-Music-Teacher Salaries	\$337,268	\$0	\$337,268	\$54,271	\$273,372	\$9,625
01611019-51110	HMS-PE/Health-Teacher Salaries	\$390,096	\$0	\$390,096	\$63,149	\$326,947	\$1
01612120-51110	HMS-Guidance-Teacher Salaries	\$286,244	\$0	\$286,244	\$55,148	\$231,095	\$0
01612220-51110	HMS-Library-Teacher Salaries	\$99,033	\$0	\$99,033	\$15,236	\$83,797	\$0
01612400-51110	HMS-Admin-Teacher Xtra days	\$0	\$0	\$0	\$0	\$0	\$0
01621001-51110	MMS-Classroom-Teacher Salaries	\$4,239,485	\$0	\$4,239,485	\$663,104	\$3,568,228	\$8,153
01621016-51110	MMS-Music-Teacher Salaries	\$318,661	\$0	\$318,661	\$49,480	\$247,025	\$22,156
01621019-51110	MMS-PE/Health-Teacher Salaries	\$399,307	\$0	\$399,307	\$70,047	\$335,020	(\$5,760)
01622120-51110	MMS-Guidance-Teacher Salaries	\$317,719	\$0	\$317,719	\$59,991	\$257,728	\$0
01622220-51110	MMS-Library-Teacher Salaries	\$104,176	\$0	\$104,176	\$16,027	\$88,149	(\$0)
01622400-51110	MMS-Admin-Teacher Xtra days	\$2,366	\$0	\$2,366	\$0	\$0	\$2,366
01711001-51110	THS-Classroom-Teacher Salaries	\$11,004,604	\$0	\$11,004,604	\$1,717,833	\$9,117,202	\$169,569
01711003-51110	THS-Admin-Detention Duty	\$3,000	\$0	\$3,000	\$655	\$0	\$2,345
01711006-51110	THS-Ag Science-Teachers Salaries	\$590,970	\$0	\$590,970	\$130,445	\$460,525	\$1
01711016-51110	THS-Music-Teacher Salaries	\$458,728	\$0	\$458,728	\$50,810	\$260,582	\$147,336
01711019-51110	THS-PE/Health-Teacher Salaries	\$854,514	\$0	\$854,514	\$133,189	\$710,635	\$10,690
01711022-51110	THS-Alternate School-Teachers Salaries	\$398,956	\$0	\$398,956	\$63,137	\$332,811	\$3,008
01711028-51110	THS-Admin-Teacher Xtra Time	\$0	\$0	\$0	\$0	\$0	\$0
01712120-51110	THS-Guidance-Teacher Salaries	\$1,318,017	\$0	\$1,318,017	\$260,835	\$1,057,182	(\$0)
01712220-51110	THS-Library-Teacher Salaries	\$85,513	\$0	\$85,513	\$13,156	\$74,664	(\$2,307)
Teachers Total		\$54,603,505	\$0	\$54,603,505	\$8,756,447	\$44,901,699	\$945,359

Custodians/Maintenance

01842610-51140	Facilities-Custodial-Salaries	\$2,719,708	\$0	\$2,719,708	\$792,127	\$1,921,240	\$6,341
01842610-51141	Facilities-Custodial-Custodial OT	\$51,410	\$0	\$51,410	\$50,058	\$0	\$1,352
01842610-51142	Facilities-Custodial-School OT	\$74,545	\$0	\$74,545	\$28,752	\$0	\$45,793
01842610-51143	Facilities-Snow Removal-Salaries	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000
01842610-51145	Facilities-Custodial- Custodial Support	\$6,698	\$0	\$6,698	\$2,493	\$0	\$4,205
01842610-51149	Facilities-Custodial-Custodial Night Diff	\$6,820	\$0	\$6,820	\$1,754	\$0	\$5,066
01852620-51140	Facilities-Maintenance-Salaries	\$769,057	\$0	\$769,057	\$248,108	\$517,275	\$3,674
01852620-51141	Facilities-Maintenance-Maint OT	\$22,848	\$0	\$22,848	\$7,188	\$0	\$15,660
01852620-51142	Facilities-Maintenance-Security Checks	\$574	\$0	\$574	\$0	\$0	\$574
01852620-51145	Facilities-Maintenance-Summer Help	\$41,000	\$0	\$41,000	\$31,673	\$0	\$9,327
Custodians/Maintenance Total		\$3,712,660	\$0	\$3,712,660	\$1,162,153	\$2,438,515	\$111,993

Tech Support

01422220-51124	Tech-Dist A/V/Ch 17-Technician	\$39,698	\$0	\$39,698	\$0	\$0	\$39,698
01422520-51129	Tech-Admin-Other Technical	\$479,714	\$0	\$479,714	\$160,860	\$311,689	\$7,166
01422520-51141	Tech-Admin-Xtra Time/Help	\$15,000	\$0	\$15,000	\$5,433	\$0	\$9,567
Tech Support Total		\$534,412	\$0	\$534,412	\$166,293	\$311,689	\$56,431

Administrative Support

01011000-51130	TECEC-Admin-Secy 12 Mth	\$0	\$0	\$0	\$0	\$0	\$0
01011000-51131	TECEC-Admin-Secy 10 Mth	\$48,862	\$0	\$48,862	\$9,397	\$39,466	(\$0)
01011000-51135	TECEC-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$11	\$0	(\$11)
01011200-51130	PPS-Admin-Secy 12 Mth	\$121,107	\$0	\$121,107	\$35,506	\$64,509	\$21,092
01011200-51135	PPS-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$822	\$0	(\$822)
01402320-51130	Asst Super-Admin-Secy 12 Mth	\$70,660	\$0	\$70,660	\$25,405	\$46,855	(\$1,600)
01402320-51135	Asst Super-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$0	\$0	\$0
01412210-51130	Curr Dir-Admin-Secy 12 Mth	\$56,607	\$0	\$56,607	\$19,595	\$37,012	(\$0)
01412210-51135	Curr Dir-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$380	\$0	(\$380)
01422520-51130	Tech-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$13,548	\$31,961	\$16,277
01512400-51130	BHES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,387	\$40,398	\$0
01512400-51131	BHES-Admin-Secy 10 Mth	\$39,149	\$0	\$39,149	\$7,529	\$31,620	\$0
01512400-51135	BHES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$55	\$0	(\$55)
01522400-51130	FTES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,837	\$40,398	(\$450)
01522400-51131	FTES-Admin-Secy 10 Mth	\$40,070	\$0	\$40,070	\$9,507	\$30,963	(\$400)
01522400-51135	FTES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$293	\$0	(\$293)
01532400-51130	DFES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,987	\$40,398	(\$600)
01532400-51131	DFES-Admin-Secy 10 Mth	\$40,072	\$0	\$40,072	\$7,564	\$31,769	\$738
01532400-51135	DFES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$506	\$0	(\$506)
01542400-51130	MBES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$11,668	\$40,398	\$9,720

Trumbull Board of Education Expense vs Budget Detail
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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01542400-51131	MBES-Admin-Secy 10 Mth	\$39,149	\$0	\$39,149	\$5,218	\$24,205	\$9,726
01542400-51135	MBES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$27	\$0	(\$27)
01552400-51130	JRES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,987	\$40,398	(\$600)
01552400-51131	JRES-Admin-Secy 10 Mth	\$39,703	\$0	\$39,703	\$7,635	\$32,068	(\$0)
01552400-51135	JRES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$467	\$0	(\$467)
01582400-51130	TES-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,387	\$40,398	\$0
01582400-51131	TES-Admin-Secy 10 Mth	\$36,972	\$0	\$36,972	\$7,110	\$29,862	\$0
01582400-51135	TES-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$0	\$0	\$0
01612120-51131	HMS-Guidance-Secy 10 Mth	\$48,862	\$0	\$48,862	\$9,397	\$39,466	(\$0)
01612120-51135	HMS-Guidance-Clerical Xtra Time	\$0	\$0	\$0	\$32	\$0	(\$32)
01612400-51130	HMS-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,387	\$40,398	\$0
01612400-51131	HMS-Admin-Secy 10 Mth	\$39,100	\$0	\$39,100	\$7,775	\$32,657	(\$1,332)
01612400-51135	HMS-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$407	\$0	(\$407)
01622120-51131	MMS-Guidance-Secy 10 Mth	\$49,320	\$0	\$49,320	\$9,485	\$39,836	(\$0)
01622120-51135	MMS-Guidance-Clerical Xtra Time	\$0	\$0	\$0	\$43	\$0	(\$43)
01622400-51130	MMS-Admin-Secy 12 Mth	\$61,786	\$0	\$61,786	\$21,387	\$40,398	\$0
01622400-51131	MMS-Admin-Secy 10 Mth	\$48,862	\$0	\$48,862	\$9,397	\$39,466	(\$0)
01622400-51135	MMS-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$5	\$0	(\$5)
01711006-51131	THS-Ag Science-Secy 10 Mths	\$36,992	\$0	\$36,992	\$7,364	\$29,878	(\$250)
01711006-51135	THS-Ag Science-Secy Xtra Time	\$492	\$0	\$492	\$256	\$0	\$236
01712120-51130	THS-Guidance-Secy 12 Mths	\$177,966	\$0	\$177,966	\$61,893	\$116,362	(\$290)
01712120-51135	THS-Guidance-Clerical Xtra Time	\$0	\$0	\$0	\$11	\$0	(\$11)
01712220-51130	THS-Library-Secy 12 Mths	\$0	\$0	\$0	\$2,448	\$19,845	(\$22,294)
01712220-51131	THS-Library-Secy 10 Mths	\$25,682	\$0	\$25,682	\$3,888	\$23,347	(\$1,554)
01712400-51130	THS-Admin-Secy 12 Mth	\$121,107	\$0	\$121,107	\$30,424	\$72,909	\$17,774
01712400-51131	THS-Admin-Secy 10 Mth	\$146,365	\$0	\$146,365	\$29,872	\$116,494	(\$0)
01712400-51135	THS-Admin-Clerical Xtra Time	\$239	\$0	\$239	\$63	\$0	\$176
01711022-51131	THS-Alternate School-Secy 10 Mths	\$0	\$0	\$0	\$0	\$0	\$0
01713201-51131	Sports-Sports General-Secy 10 Mths	\$49,320	\$0	\$49,320	\$11,020	\$38,111	\$189
01713201-51135	Sports-Sports Gen-Clerical Xtra Time	\$3,135	\$0	\$3,135	\$64	\$0	\$3,071
01741200-51130	Continuing Ed-Admin-Secy	\$0	\$0	\$0	\$0	\$0	\$0
01802320-51115	Super-Personnel-Support Staff	\$165,629	\$0	\$165,629	\$58,283	\$108,296	(\$950)
01802320-51131	Super-Personnel-Support Staff-10 Mth	\$44,529	\$0	\$44,529	\$8,563	\$35,966	(\$0)
01802320-51135	Super-Personnel-Clerical Xtra Time	\$1,863	\$0	\$1,863	\$3,039	\$0	(\$1,176)
01822230-51130	Facilities-Admin-Secy 12 Mth	\$125,367	\$0	\$125,367	\$43,996	\$81,971	(\$600)
01822230-51135	Facilities-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$89	\$0	(\$89)
01882700-51130	Trans-Admin-Secy 12 Mth	\$96,886	\$0	\$96,886	\$36,660	\$69,247	(\$9,021)
01882700-51131	Trans-Admin-Secy 10 Mth	\$0	\$0	\$0	\$0	\$0	\$0
01882700-51135	Trans-Admin-Clerical Xtra Time	\$3,890	\$0	\$3,890	\$1,850	\$0	\$2,040
01902310-51136	Super-BOE-Secy-BOE Mtgs	\$4,500	\$0	\$4,500	\$825	\$0	\$3,675
01902320-51130	Super-Admin-Support Staff	\$144,306	\$0	\$144,306	\$54,678	\$101,600	(\$11,972)
01902320-51135	Super-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$52	\$0	(\$52)
01912520-51130	Bus Off-Admin-Support 12 Mth	\$286,467	\$0	\$286,467	\$100,870	\$187,642	(\$2,045)
01912520-51135	Bus Off-Admin-Support-Clerical Xtra Time	\$1,500	\$0	\$1,500	\$1,722	\$0	(\$222)
01922530-51135	Asst Super-Admin-Clerical Xtra Time	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Support Total		\$2,710,804	\$0	\$2,710,804	\$808,075	\$1,876,570	\$26,160

Paras & Aides

01011200-51120	PPS-L/W-Instructional Paras	\$1,928,354	\$0	\$1,928,354	\$476,308	\$1,792,610	(\$340,564)
01011200-51121	PPS-D/W-Para Xtra Time	\$200,000	\$0	\$200,000	\$13,870	\$0	\$186,130
01011200-51122	PPS-L/W-ABA Paras	\$1,031,217	\$0	\$1,031,217	\$219,348	\$965,886	(\$154,018)
01032130-51128	PPS-L/W-Health Aides	\$79,259	\$0	\$79,259	\$17,531	\$67,493	(\$5,766)
01371200-51122	PPS-ESY-ABA Paras	\$80,000	\$0	\$80,000	\$80,753	\$0	(\$753)
01371200-51128	PPS-ESY-Health Aides	\$7,000	\$0	\$7,000	\$5,165	\$0	\$1,835
01371200-51129	PPS-ESY-Para	\$47,000	\$0	\$47,000	\$40,638	\$0	\$6,362
01412210-51120	PPS-D/W-Para Training	\$14,250	\$0	\$14,250	\$0	\$14,250	\$0
01011000-51120	TECEC-Classroom-Paras	\$178,158	\$0	\$178,158	\$41,723	\$128,307	\$8,128
01011000-51122	TECEC-Classroom-ABA Paras	\$216,379	\$0	\$216,379	\$49,533	\$188,895	(\$22,049)
01511001-51120	BHES-Classroom-Instructional Aides	\$64,293	\$0	\$64,293	\$5,697	\$58,596	\$0
01512400-51120	BHES-Admin-Paras	\$19,315	\$0	\$19,315	\$3,446	\$15,869	\$0
01521001-51120	FTES-Classroom-Instructional Aides	\$72,014	\$0	\$72,014	\$3,846	\$68,168	\$0
01522400-51120	FTES-Admin-Paras	\$18,278	\$0	\$18,278	\$7,459	\$12,779	(\$1,960)
01531001-51120	DFES-Classroom-Instructional Aides	\$54,539	\$0	\$54,539	\$4,324	\$50,215	\$0
01532400-51120	DFES-Admin-Paras	\$9,443	\$0	\$9,443	\$4,135	\$7,708	(\$2,400)
01541001-51120	MBES-Classroom-Instructional Aides	\$66,429	\$0	\$66,429	\$2,018	\$64,411	\$0
01542400-51120	MBES-Admin-Paras	\$9,655	\$0	\$9,655	\$1,697	\$7,958	\$0
01551001-51120	JRES-Classroom-Instructional Aides	\$46,984	\$0	\$46,984	\$5,268	\$41,716	\$0
01552400-51120	JRES-Admin-Paras	\$10,094	\$0	\$10,094	\$4,207	\$5,887	\$0
01581001-51120	TES-Classroom-Instructional Aides	\$57,299	\$0	\$57,299	\$4,932	\$52,367	\$0
01582400-51120	TES-Admin-Paras	\$9,443	\$0	\$9,443	\$3,691	\$5,752	\$0

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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01612400-51120	HMS-Admin-Admin Para	\$11,961	\$0	\$11,961	\$2,643	\$9,318	\$0
01612220-51120	HMS-Library-Paras	\$0	\$0	\$0	\$0	\$0	\$0
01622400-51120	MMS-Admin-Admin Para	\$12,504	\$0	\$12,504	\$10,202	\$27,119	(\$24,817)
01622220-51120	MMS-Library-Paras	\$0	\$0	\$0	\$0	\$0	\$0
01712400-51120	THS-L/W-Paras	\$126,078	\$0	\$126,078	\$16,438	\$62,712	\$46,928
	Paras & Aides Total	\$4,369,946	\$0	\$4,369,946	\$1,024,872	\$3,648,017	(\$302,943)
<u>Substitutes</u>							
01802320-51117	Super-Personnel-Substitute Teachers	\$708,209	\$0	\$708,209	\$131,225	\$576,984	\$0
01802320-51129	Super-Personnel-Substitute Paras	\$88,616	\$0	\$88,616	\$27,421	\$61,195	\$0
01802320-51139	Super-Personnel-Substitute Secys	\$14,610	\$0	\$14,610	\$15,559	(\$949)	\$0
01802320-51140	Facilities-Admin-Substitutes	\$61,000	\$0	\$61,000	\$8,480	\$52,520	\$0
	Substitutes Total	\$872,435	\$0	\$872,435	\$182,685	\$689,750	\$0
<u>Coaches & Advisors</u>							
01613202-51116	HMS-Activities-Advisors	\$35,000	\$0	\$35,000	\$0	\$35,000	\$0
01623202-51116	MMS-Activities-Advisors	\$35,000	\$0	\$35,000	\$0	\$35,000	\$0
01711016-51116	THS-Music-Directors	\$18,419	\$0	\$18,419	\$0	\$18,419	\$0
01713202-51116	THS-Activities-Advisors	\$115,000	\$0	\$115,000	\$0	\$115,000	\$0
01713201-51116	Sports-Sports General-Coaches	\$491,626	\$0	\$491,626	\$3,435	\$479,790	\$8,401
01723301-51116	Sports-Baseball-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723302-51116	Sports-Basketball-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723303-51116	Sports-Field Hockey-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723304-51116	Sports-Football-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723305-51116	Sports-Ice Hockey-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723306-51116	Sports-Lacrosse-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723307-51116	Sports-Soccer-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723308-51116	Sports-Swimming-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723309-51116	Sports-Tennis-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723310-51116	Sports-Indoor Track-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723311-51116	Sports-Volleyball-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723312-51116	Sports-Wrestling-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723313-51116	Sports-Outdoor Track-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723314-51116	Sports-Softball-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723315-51116	Sports-Gymnastics-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723316-51116	Sports-Golf-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723317-51116	Sports-Cross Country-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723318-51116	Sports-Cheerleading-Coaches	\$0	\$0	\$0	\$0	\$0	\$0
01723319-51116	Sports-Weight Training-Coaches	\$0	\$0	\$0	\$8,401	\$0	(\$8,401)
	Coaches Total	\$491,626	\$0	\$491,626	\$11,836	\$479,790	\$0
	Coaches & Advisors Total	\$695,045	\$0	\$695,045	\$11,836	\$683,209	\$0
<u>Salaries Other</u>							
01401201-51117	Asst Super-L/W-Tutors Homebound	\$0	\$0	\$0	\$1,200	\$0	(\$1,200)
01401203-51117	Asst Super-L/W-Tutors Tutorial	\$0	\$0	\$0	\$306	\$0	(\$306)
01401204-51117	Asst Super-L/W-Tutors Expulsions	\$0	\$0	\$0	\$0	\$0	\$0
01011201-51117	PPS-L/W-Tutors Homebound	\$105,738	\$0	\$105,738	\$4,433	\$0	\$101,305
01011203-51117	PPS-L/W-Tutors Tutorial	\$61,684	\$0	\$61,684	\$1,463	\$0	\$60,221
01011204-51117	PPS-L/W-Tutors Expulsions	\$12,668	\$0	\$12,668	\$0	\$0	\$12,668
01922530-51129	Asst Super-Info Svcs-Oth Non-Certified	\$50,000	\$0	\$50,000	\$24,286	\$45,873	(\$20,159)
01412210-51129	Curr Dir-D/W-Other Non-Certified	\$72,978	\$0	\$72,978	\$25,261	\$47,716	\$0
01822230-51127	Facilities-D/W-Security Guards	\$691,118	\$0	\$691,118	\$145,375	\$529,867	\$15,877
01822230-51128	Facilities-D/W-Security Guards OT	\$70,000	\$0	\$70,000	\$15,028	\$0	\$54,972
01882700-51150	Bus Monitors	\$0	\$0	\$0	\$0	\$0	\$0
01032130-51123	PPS-L/W-OT/PT Therapists	\$506,579	\$0	\$506,579	\$83,382	\$458,601	(\$35,405)
01331200-51126	PPS-SPED-Work Experience	\$5,500	\$0	\$5,500	\$920	\$0	\$4,580
01512400-51121	BHES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01522400-51121	FTES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01532400-51121	DFES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01542400-51121	MBES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01552400-51121	JRES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01582400-51121	TES-Admin-Lunch Aides	\$0	\$0	\$0	\$0	\$0	\$0
01711006-51129	THS-Ag Science-Misc Salaries	\$8,500	\$0	\$8,500	\$1,365	\$0	\$7,135
01741200-51110	Continuing Ed-Classroom Instructors	\$0	\$0	\$0	\$0	\$0	\$0
	Salaries Other	\$1,584,765	\$0	\$1,584,765	\$303,018	\$1,082,057	\$199,689

Trumbull Board of Education Expense vs Budget Detail
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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
<u>Misc Salary Items</u>							
01912520-51198	D/W-Admin-Retiree Payments	\$283,668	\$0	\$283,668	\$191,241	\$0	\$92,427
01912520-51199	D/W-Admin-Reserve For Negotiations	\$25,000	\$0	\$25,000	\$0	\$0	\$25,000
	Misc Salary Items Total	\$308,668	\$0	\$308,668	\$191,241	\$0	\$117,427
	Salaries Total	\$74,064,685	\$0	\$74,064,685	\$14,212,323	\$58,704,374	\$1,147,989
<u>Employee Benefits</u>							
<u>Health Insurance</u>							
01912520-52002	Benefits-Health & Dental	\$16,201,647	\$0	\$16,201,647	\$6,696,444	\$13,823,556	(\$4,318,353)
01912520-52011	Benefits-Health Premium Share - Medical	\$0	\$0	\$0	(\$1,302,672)	(\$2,881,013)	\$4,183,685
01912520-52012	Benefits-Health Premium Share - Dental	\$0	\$0	\$0	(\$91,191)	(\$157,729)	\$248,920
	Health Insurance Total	\$16,201,647	\$0	\$16,201,647	\$5,302,581	\$10,784,814	\$114,252
<u>FICA</u>							
01912520-52001	Benefits-FICA	\$1,882,323	\$0	\$1,882,323	\$422,808	\$1,459,515	\$0
	FICA	\$1,882,323	\$0	\$1,882,323	\$422,808	\$1,459,515	\$0
<u>Other Insurance</u>							
01912520-52004	Benefits-Disability Insurance	\$20,403	\$0	\$20,403	\$6,490	\$13,850	\$63
01912520-52003	D/W-Admin-Medical Waiver	\$200,983	\$0	\$200,983	\$67,799	\$133,184	\$0
01912520-52005	Benefits-Life Insurance	\$115,115	\$0	\$115,115	\$34,666	\$75,372	\$5,077
	Other Insurance Total	\$336,501	\$0	\$336,501	\$108,955	\$222,406	\$5,140
<u>Unemployment</u>							
01912520-52006	D/W-Admin-Unemployment	\$130,000	\$0	\$130,000	\$1,779	\$128,220	\$1
	Unemployment Total	\$130,000	\$0	\$130,000	\$1,779	\$128,220	\$1
<u>Benefits Other</u>							
01912520-52008	Benefits-Administrative Fees	\$18,821	\$0	\$18,821	\$5,963	\$6,889	\$5,969
01912520-52010	Benefits-TBOE 401a Contribution	\$174,774	\$0	\$174,774	\$56,848	\$117,926	\$0
	Benefits Other Total	\$193,595	\$0	\$193,595	\$62,811	\$124,815	\$5,969
	Employee Benefits Total	\$18,744,066	\$0	\$18,744,066	\$5,898,934	\$12,719,770	\$125,362
<u>Purchased Professional Services</u>							
<u>Legal</u>							
01902310-53308	Super-BOE-Legal-Reg Ed	\$120,000	\$0	\$120,000	\$19,504	\$91,397	\$9,100
01011200-53308	PPS-Admin-Legal SPED	\$140,000	\$0	\$140,000	\$10,853	\$129,148	\$0
	Legal Total	\$260,000	\$0	\$260,000	\$30,356	\$220,544	\$9,100
<u>Service Contracts</u>							
01922530-53302	Asst Super-Info Svcs-Dbase Students	\$172,562	\$0	\$172,562	\$170,713	\$0	\$1,849
01882700-53303	Trans-Admin-Software Support	\$7,000	\$0	\$7,000	\$7,411	\$0	(\$411)
01922530-53301	Bus off-Admin-Prof Purch'd Svcs	\$80,000	\$0	\$80,000	\$80,117	\$0	(\$117)
01422520-53305	Tech-Admin-Maintenance Contracts	\$31,000	\$0	\$31,000	\$8,780	\$0	\$22,220
01011200-53300	PPS-Admin-Prof Purch'd Services	\$69,525	\$0	\$69,525	\$21,188	\$0	\$48,337
01052130-53305	PPS-Health Services-Service Contracts	\$55,000	\$0	\$55,000	\$10,353	\$30,809	\$13,837
	Service Contracts Total	\$415,087	\$0	\$415,087	\$298,563	\$30,809	\$85,715
<u>Consultants</u>							
01011200-53230	PPS-L/W-Consultants	\$225,000	\$0	\$225,000	\$88,260	\$313,714	(\$176,974)
	Consultants Total	\$225,000	\$0	\$225,000	\$88,260	\$313,714	(\$176,974)
<u>Other Professional Services</u>							
01011000-53301	PPS-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01902310-53300	Super-BOE-Professional Services	\$24,000	\$0	\$24,000	\$21,386	\$1,533	\$1,081
01412210-53300	Curr Dir-D/W-Other Professional Svcs	\$19,000	\$0	\$19,000	\$1,963	\$0	\$17,037
01882700-53300	Transportation-Professional Svcs	\$0	\$0	\$0	\$0	\$0	\$0

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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01912520-53300	Bus Off-Admin-Professional Svcs	\$500	\$0	\$500	\$0	\$0	\$500
01912520-53310	Bus Off-Admin-Athletic Insurance	\$90,000	\$0	\$90,000	\$92,602	\$0	(\$2,602)
01422214-53300	Tech-L/W-Other Professional Svcs	\$4,800	\$0	\$4,800	\$391	\$665	\$3,744
01422220-53300	Tech-Dist AV/Ch17-Other Prof Svcs	\$4,100	\$0	\$4,100	\$0	\$0	\$4,100
01422520-53300	Tech-Admin-Other Professional Svcs	\$10,600	\$0	\$10,600	\$5,718	\$0	\$4,882
01512400-53301	BH-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01522400-53301	FT-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01532400-53301	DF-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01542400-53301	MB-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01552400-53301	JR-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01582400-53301	TA-Police Services	\$0	\$0	\$0	\$0	\$0	\$0
01613202-53301	HMS-Activities-Police	\$700	\$0	\$700	\$296	\$0	\$404
01623202-53301	MMS-Activities-Police	\$700	\$0	\$700	\$296	\$0	\$404
01711016-53300	THS-Music-Other Professional Svcs	\$43,500	\$0	\$43,500	\$16,192	\$0	\$27,308
01712120-53220	THS-Guidance-Career Guidance	\$1,000	\$0	\$1,000	\$100	\$114	\$786
01712400-53301	THS-Admin-Police Services	\$65,000	\$0	\$65,000	\$14,504	\$50,496	\$0
01713201-53300	Sports-Sports General-L-Purch'd Svcs	\$189,000	\$0	\$189,000	\$907	\$144,800	\$43,293
01723301-53300	Sports-Baseball-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723302-53300	Sports-Basketball-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723304-53300	Sports-Field Hockey-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723304-53300	Sports-Football-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723305-53300	Sports-Ice Hockey-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723306-53300	Sports-Lacrosse-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723307-53300	Sports-Soccer-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723308-53300	Sports-Swimming-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723312-53300	Sports-Wrestling-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723315-53300	Sports-Gymnastics-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723317-53300	Sports-Cross Country-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01723318-53300	Sports-Cheerleading-Purch'd Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01852647-53300	Facilities-Bldg Improvement-Oth Prof Svcs	\$7,000	\$0	\$7,000	\$3,000	\$0	\$4,000
01741200-53300	Continuing Ed-Admin-In Service	\$0	\$0	\$0	\$0	\$0	\$0
	Other Professional Services Total	\$459,900	\$0	\$459,900	\$157,355	\$197,608	\$104,937
	Purchased Professional Services Total	\$1,359,987	\$0	\$1,359,987	\$574,533	\$762,675	\$22,779
<u>Purchased Property Services</u>							
<u>Utilities</u>							
01842611-54101	Facilities-D/W-Electricity	\$1,160,000	\$0	\$1,160,000	\$285,748	\$867,417	\$6,835
01842611-54105	Facilities-D/W-Water	\$129,000	\$0	\$129,000	\$37,432	\$92,218	(\$650)
	Utilities Total	\$1,289,000	\$0	\$1,289,000	\$323,180	\$959,635	\$6,185
<u>Repairs & Service Fees</u>							
01052130-54300	PPS-Health Svcs-Repairs & Svc Fees	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000
01422214-54300	Tech-L/W-Repairs & Svc Fees	\$1,200	\$0	\$1,200	\$0	\$0	\$1,200
01422220-54300	Tech-Dist AV/Ch17-Repairs & Svc Fees	\$500	\$0	\$500	\$0	\$0	\$500
01422520-54300	Tech-Admin-Repairs & Svc Fees	\$1,800	\$0	\$1,800	\$0	\$0	\$1,800
01711006-54300	THS-Ag Science-Repairs & Svc Fees	\$3,000	\$0	\$3,000	\$750	\$0	\$2,250
01842610-54300	Facilities-Custodial-Repairs	\$8,000	\$0	\$8,000	\$329	\$0	\$7,671
01852622-54300	Facilities-Snow Removal-Repairs & Svc Fees	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000
01852623-54300	Facilities-Vehicles-Repairs & Svc Fees	\$14,000	\$0	\$14,000	\$1,465	\$0	\$12,535
01852625-54300	Facilities-Grounds-Repairs & Svc Fees	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000
01852627-54300	Facilities-Lawn Care-Repairs & Svc Fees	\$0	\$0	\$0	\$1,200	\$0	(\$1,200)
01852631-54300	Facilities-Maintenance-Repairs & Svc Fees	\$35,000	\$0	\$35,000	\$5,810	\$45,824	(\$16,634)
01852632-54300	Facilities-Inside Maint-Repairs & Svc Fees	\$15,000	\$0	\$15,000	\$1,940	\$0	\$13,061
01852633-54300	Facilities-Electrical-Repairs & Svc Fees	\$50,000	\$0	\$50,000	\$17,401	\$11,273	\$21,326
01852633-54301	Facilities-Security-Service Contracts	\$0	\$0	\$0	\$0	\$0	\$0
01852634-54300	Facilities-Fire Protection-Repairs & Svc Fees	\$0	\$0	\$0	\$5,492	\$8,942	(\$14,433)
01852635-54300	Facilities-Floor-Repairs & Svc Fees	\$0	\$0	\$0	\$47,793	\$0	(\$47,793)
01852637-54300	Facilities-Glass-Repairs & Svc Fees	\$0	\$0	\$0	\$3,521	\$500	(\$4,021)
01852639-54300	Facilities-HVAC-Repairs & Svc Fees	\$100,000	\$0	\$100,000	\$26,850	\$62,238	\$10,912
01852643-54300	Facilities-Equipment-Repairs & Svc Fees	\$0	\$0	\$0	\$0	\$300	(\$300)
01852644-54300	Facilities-Plumbing-Repairs & Svc Fees	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000
01852645-54300	Facilities-Roofing-Repairs & Svc Fees	\$40,000	\$0	\$40,000	\$22,125	\$5,325	\$12,550
01852646-54300	Facilities-Pest Control-Repairs & Svc Fees	\$0	\$0	\$0	\$3,321	\$6,565	(\$9,886)
01852647-54300	Facilities-Bldg Improve-Repairs & Svc Fees	\$15,000	\$0	\$15,000	\$4,450	\$0	\$10,550
01852648-54300	Facilities-IAQ-Repairs & Svc Fees	\$10,000	\$0	\$10,000	\$4,050	\$11,460	(\$5,510)
01852649-54300	Facilities-Welding-Repairs & Svc Fees	\$0	\$0	\$0	\$20	\$0	(\$20)

Trumbull Board of Education Expense vs Budget Detail
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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
	Repairs & Service Fees Total	\$348,500	\$0	\$348,500	\$146,514	\$152,428	\$49,559
Copiers							
01422520-54409	D/W Copiers	\$0	\$0	\$0	\$61,245	\$183,735	(\$244,980)
01902320-54409	D/W-Admin-Copiers	\$265,000	\$0	\$265,000	\$548	\$5,452	\$259,000
	Copiers Total	\$265,000	\$0	\$265,000	\$61,793	\$189,187	\$14,020
Other Purchased Property Services							
01512400-54900	BHES-Admin-Other Purch'd Svcs	\$300	\$0	\$300	\$0	\$0	\$300
01522400-54900	FTES-Admin-Other Purch'd Svcs	\$300	\$0	\$300	\$0	\$0	\$300
01532400-54900	DFES-Admin-Other Purch'd Svcs	\$500	\$0	\$500	\$0	\$0	\$500
01542400-54900	MBES-Admin-Other Purch'd Svcs	\$300	\$0	\$300	\$0	\$0	\$300
01552400-54900	JRES-Admin-Other Purch'd Svcs	\$500	\$0	\$500	\$356	\$0	\$144
01582400-54900	TES-Admin-Other Purch'd Svcs	\$300	\$0	\$300	\$0	\$0	\$300
01611016-54900	HMS-Music-Other Purch'd Property Svcs	\$1,200	\$0	\$1,200	\$140	\$0	\$1,060
01612400-54900	HMS-Classroom-Other Purch'd Svcs	\$1,700	\$0	\$1,700	\$0	\$0	\$1,700
01621016-54900	MMS-Music-Other Purch'd Property Svcs	\$1,200	\$0	\$1,200	\$0	\$0	\$1,200
01622400-54900	MMS-Classroom-Other Purch'd Svcs	\$1,700	\$0	\$1,700	\$21	\$0	\$1,679
01711006-54900	THS-Ag Science-Other Purch'd Prop Svcs	\$3,000	\$0	\$3,000	\$1,185	\$0	\$1,815
01711001-54900	THS-Classroom-Other Purch'd Property Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01711014-54900	THS-Industrial Arts-Other Purch'd Prop Svcs	\$0	\$0	\$0	\$0	\$0	\$0
01711016-54201	THS-Music-Uniform Cleaning	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500
01713201-54200	Sports-Sports General-Cleaning Svcs	\$15,000	\$0	\$15,000	\$236	\$10,689	\$4,075
01842610-54103	Facilities-Custodial-Trash/Recycling	\$50,000	\$0	\$50,000	\$21,771	\$42,826	(\$14,598)
01842610-54202	Facilities-Custodial-Cleaning	\$3,900	\$0	\$3,900	\$1,042	\$2,758	\$100
01852631-54301	Facilities-Maint-Oth Prof Purch'd Svcs	\$30,000	\$0	\$30,000	\$10,233	\$19,767	\$0
01852633-54301	Facilities-Elevator-Oth Prof Purch'd Svcs	\$0	\$0	\$0	\$0	\$500	(\$500)
01882700-54900	Trans-Admin-Purch'd Property Svcs	\$500	\$0	\$500	\$0	\$0	\$500
	Other Purch'd Property Services Total	\$111,900	\$0	\$111,900	\$34,984	\$76,540	\$376
	Purchased Property Services Total	\$2,014,400	\$0	\$2,014,400	\$566,471	\$1,377,790	\$70,139
Purchased Other Services							
Transportation							
01882700-55101	Trans-Admin-Reg Buses	\$3,354,190	\$0	\$3,354,190	\$365,974	\$2,987,216	\$1,000
01882700-55102	Trans-Admin-ACE Trips	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
01882700-55105	Trans-Admin-SPED-Summer Buses	\$163,200	\$0	\$163,200	\$256,739	\$0	(\$93,539)
01882700-55109	Trans-Admin-Fuel	\$200,000	\$0	\$200,000	\$52,322	\$121,924	\$25,754
01882700-55809	Trans-Admin-Field Trips	\$0	\$0	\$0	\$0	\$9,000	(\$9,000)
01882701-55101	Trans-Admin-SPED In District	\$1,265,675	\$0	\$1,265,675	\$166,262	\$1,099,413	\$0
01882701-55105	Trans-Admin-SPED Out of District	\$721,900	\$0	\$721,900	\$134,041	\$585,833	\$2,027
01882701-55108	Trans-Admin-Monitors	\$254,113	\$0	\$254,113	\$23,245	\$230,868	\$0
01711006-55809	THS-Ag Science-Transportation	\$2,629	\$0	\$2,629	\$0	\$0	\$2,629
01711016-55809	THS-Music-Transportation	\$15,000	\$0	\$15,000	\$828	\$0	\$14,172
01711022-55809	THS-Alternate School-Field Trips	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
01713202-55807	THS-Activities-Competitions	\$45,000	\$0	\$45,000	\$0	\$0	\$45,000
01713201-55809	THS-Activities-Sports	\$127,000	\$0	\$127,000	\$11,025	\$23,975	\$92,000
01723301-55809	Sports-Baseball-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723302-55809	Sports-Basketball-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723303-55809	Sports-Field Hockey-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723304-55809	Sports-Football-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723305-55809	Sports-Ice Hockey-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723306-55809	Sports-Lacrosse-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723307-55809	Sports-Soccer-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723308-55809	Sports-Swimming-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723309-55809	Sports-Tennis-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723310-55809	Sports-Indoor Track-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723311-55809	Sports-Volleyball-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723312-55809	Sports-Wrestling-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723313-55809	Sports-Outdoor Track-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723314-55809	Sports-Softball-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723315-55809	Sports-Gymnastics-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723316-55809	Sports-Golf-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723317-55809	Sports-Cross Country-Buses	\$0	\$0	\$0	\$0	\$0	\$0
01723318-55809	Sports-Cheerleading-Buses	\$0	\$0	\$0	\$0	\$0	\$0
	Sports Transportation Total	\$127,000	\$0	\$127,000	\$11,025	\$23,975	\$92,000

Trumbull Board of Education Expense vs Budget Detail
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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
	Transportation Total	\$6,152,707	\$0	\$6,152,707	\$1,010,435	\$5,058,230	\$84,042
<u>Communications</u>							
01422520-55903	Tech-Admin-Telephone Cell	\$32,000	\$0	\$32,000	\$8,441	\$24,985	(\$1,426)
01422520-55904	Tech-Admin-Telephone LAN	\$88,000	\$0	\$88,000	\$16,947	\$75,645	(\$4,592)
01422520-55907	Tech-Admin-WAN Communications	\$155,250	\$0	\$155,250	\$68,198	\$87,690	(\$638)
	Communications Total	\$275,250	\$0	\$275,250	\$93,585	\$188,320	(\$6,656)
<u>Postage</u>							
01902320-55900	Super-Admin-Postage	\$40,000	\$0	\$40,000	\$9,814	\$36,187	(\$6,001)
	Postage Total	\$40,000	\$0	\$40,000	\$9,814	\$36,187	(\$6,001)
<u>Advertising</u>							
01912520-55903	Bus Off-Admin-Advertising	\$1,200	\$0	\$1,200	\$1,992	\$0	(\$792)
	Advertising Total	\$1,200	\$0	\$1,200	\$1,992	\$0	(\$792)
<u>Interns</u>							
01401000-55503	TECEC-Classroom-Interns	\$0	\$0	\$0	\$0	\$0	\$0
01511001-55500	BHES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01521001-55500	FTES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01531001-55500	DFES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01541001-55500	MBES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01551001-55500	JRES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01581001-55500	TES-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01611001-55500	HMS-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01621001-55500	MMS-Classroom-Interns	\$31,200	\$0	\$31,200	\$0	\$0	\$31,200
01401000-55502	THS-Classroom-Interns	\$46,800	\$0	\$46,800	\$15,000	\$0	\$31,800
	Interns Total	\$296,400	\$0	\$296,400	\$15,000	\$0	\$281,400
<u>Tuition</u>							
01402320-55600	Asst Super-Admin-Tuition	\$450,000	\$0	\$450,000	\$69,554	\$354,644	\$25,803
01396110-55600	PPS-L/W-Tuition Outplaced	\$5,300,000	\$0	\$5,300,000	\$1,590,467	\$3,274,461	\$435,072
01396110-55601	PPS-EXCESS COST REFUND(ECR)	(\$1,000,000)	\$0	(\$1,000,000)	\$0	(\$1,000,000)	\$0
	Tuition Total	\$4,750,000	\$0	\$4,750,000	\$1,660,020	\$2,629,105	\$460,875
<u>Printing</u>							
01902320-55905	Super-Admin-Printing	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500
01402320-55906	Asst Super-Admin-Printing	\$1,500	\$0	\$1,500	\$1,142	\$0	\$358
01412210-55906	Curr Dir-Admin-Printing	\$0	\$0	\$0	\$0	\$0	\$0
01011200-55906	PPS-Admin-Printing	\$500	\$0	\$500	\$0	\$0	\$500
01011000-55906	TECEC-Admin-Printing	\$200	\$0	\$200	\$0	\$0	\$200
01612400-55906	HMS-Classroom-Printing	\$0	\$0	\$0	\$0	\$0	\$0
01622400-55906	MMS-Classroom-Printing	\$0	\$0	\$0	\$0	\$0	\$0
01711006-55906	THS-Ag Science-Printing	\$1,500	\$0	\$1,500	\$0	\$950	\$550
01712400-55906	THS-Admin-Printing	\$9,000	\$0	\$9,000	\$0	\$0	\$9,000
01713202-55906	THS-Activities-Printing	\$750	\$0	\$750	\$0	\$0	\$750
	Printing Total	\$14,950	\$0	\$14,950	\$1,142	\$950	\$12,858
<u>Other Purch'd Services</u>							
01011000-55800	TECEC-Admin-Professional Devt	\$700	\$0	\$700	\$0	\$0	\$700
01011000-55900	TECEC-Admin-Other Purch'd Prop Svcs	\$500	\$0	\$500	\$0	\$0	\$500
01011200-55800	PPS-Admin-Professional Devt	\$30,000	\$0	\$30,000	\$4,308	\$0	\$25,692
01011200-55801	PPS-D/W-Mileage	\$15,000	\$0	\$15,000	\$946	\$0	\$14,054
01401203-55801	Asst Super-L/W-Mileage	\$20,000	\$0	\$20,000	\$714	\$0	\$19,286
01402320-55800	Asst Super-Admin-Professional Devt	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000
01412210-55800	Curr Dir-Admin-Professional Devt	\$80,000	\$0	\$80,000	\$37,416	\$3,333	\$39,250
01412210-55802	Admin-Prof Devt Admin	\$0	\$0	\$0	(\$12)	\$0	\$12
01422520-55800	Tech-Admin-Professional Devt	\$2,850	\$0	\$2,850	\$0	\$0	\$2,850
01422520-55804	Tech-Admin-Mileage	\$4,200	\$0	\$4,200	\$490	\$0	\$3,710
01512400-55800	BHES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$0	\$500
01522400-55800	FTES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$0	\$500
01532400-55800	DFES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$0	\$500
01542400-55800	MBES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$0	\$500

Trumbull Board of Education Expense vs Budget Detail
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Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01552400-55800	JRES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$0	\$500
01582400-55800	TES-Admin-Professional Devt	\$500	\$0	\$500	\$0	\$297	\$203
01612400-55800	HMS-Admin-Professional Devt	\$1,000	\$0	\$1,000	\$0	\$225	\$775
01622400-55800	MMS-Admin-Professional Devt	\$1,000	\$0	\$1,000	\$0	\$150	\$850
01711001-55800	THS-Classroom-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01711011-55800	THS-Foreign Lang-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01712400-55800	THS-Admin-Professional Devt	\$2,000	\$0	\$2,000	\$900	\$199	\$901
01712400-55901	THS-Admin-Other Purch'd Svcs	\$2,000	\$0	\$2,000	\$177	\$0	\$1,823
01741200-55800	Continuing Ed-Admin-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01741200-55900	Continuing Ed-Other Purch'd Svcs	\$40,000	\$0	\$40,000	\$40,000	\$0	\$0
01802130-55900	Super-Personnel-Other Purch'd Svcs	\$61,702	\$0	\$61,702	\$26,903	\$0	\$34,799
01802320-55800	Super-Personnel-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01822230-55800	Facilities-Admin-Professional Devt	\$2,500	\$0	\$2,500	\$381	\$0	\$2,119
01822230-55910	Facilities-Admin-Other Purch'd Svcs	\$20,900	\$0	\$20,900	\$13,279	\$0	\$7,621
01842610-55803	Facilities-Admin-Mileage	\$2,600	\$0	\$2,600	\$364	\$0	\$2,236
01852632-55910	Facilities-Inside Maint-Other Purch'd Svcs	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500
01882700-55800	Trans-Admin-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01902310-55800	Super-BOE-Professional Devt	\$1,400	\$0	\$1,400	\$0	\$0	\$1,400
01902320-55800	Super-Admin-Professional Devt	\$4,500	\$0	\$4,500	\$2,737	\$0	\$1,763
01912520-55800	Bus Off-Admin-Professional Devt	\$0	\$0	\$0	\$0	\$0	\$0
01922530-55804	Asst Super-Info Svcs-Oth Purch Svcs	\$6,000	\$0	\$6,000	\$0	\$999	\$5,001
	Other Purch'd Services Total	\$323,352	\$0	\$323,352	\$128,604	\$5,203	\$189,545
	Purchased Other Services Total	\$11,853,859	\$0	\$11,853,859	\$2,920,592	\$7,917,995	\$1,015,272

Supplies

Supplies Teaching

01412214-56111	Curr Dir-D/W-Classroom Supplies	\$100,000	\$0	\$100,000	\$5,254	\$5,415	\$89,331
01011200-56111	PPS-Classroom-Classroom Supplies	\$30,000	\$0	\$30,000	\$3,433	\$3,103	\$23,464
01011000-56111	TECEC-Classroom-Classroom Supplies	\$6,000	\$0	\$6,000	\$1,629	\$576	\$3,796
01511001-56111	BHES-Classroom Supplies	\$23,000	\$0	\$23,000	\$15,780	\$1,906	\$5,314
01512220-56901	BHES-Library-Supplies	\$2,568	\$0	\$2,568	\$1,224	\$542	\$802
01521001-56111	FTES-Classroom Supplies	\$29,000	\$0	\$29,000	\$12,826	\$6,688	\$9,485
01522220-56901	FTES-Library-Supplies	\$2,500	\$0	\$2,500	\$119	\$955	\$1,426
01531001-56111	DFES-Classroom Supplies	\$30,000	\$0	\$30,000	\$25,925	\$4,559	(\$484)
01532220-56901	DFES-Library-Supplies	\$2,500	\$0	\$2,500	\$0	\$218	\$2,282
01541001-56111	MBES-Classroom Supplies	\$28,000	\$0	\$28,000	\$18,338	\$5,252	\$4,410
01542220-56901	MBES-Library-Supplies	\$2,500	\$0	\$2,500	\$719	\$0	\$1,781
01551001-56111	JRES-Classroom Supplies	\$25,000	\$0	\$25,000	\$13,041	\$4,684	\$7,275
01552220-56901	JRES-Library-Supplies	\$2,500	\$0	\$2,500	\$0	\$1,449	\$1,051
01581001-56111	TES-Classroom Supplies	\$25,000	\$0	\$25,000	\$11,737	\$1,529	\$11,734
01582220-56901	TES-Library-Supplies	\$2,500	\$0	\$2,500	\$1,864	\$296	\$340
01611001-56111	HMS-Classroom-Classroom Supplies	\$32,059	\$0	\$32,059	\$17,951	\$4,297	\$9,811
01611016-56111	HMS-Music-Classroom Supplies	\$2,500	\$0	\$2,500	\$429	\$304	\$1,766
01611019-56111	HMS-PE/Health-Classroom Supplies	\$2,000	\$0	\$2,000	\$0	\$800	\$1,200
01612220-56111	HMS-Library-Supplies	\$1,900	\$0	\$1,900	\$49	\$0	\$1,851
01621001-56111	MMS-Classroom-Classroom Supplies	\$35,000	\$0	\$35,000	\$19,570	\$1,624	\$13,806
01621016-56111	MMS-Music-Classroom Supplies	\$2,500	\$0	\$2,500	\$0	\$272	\$2,228
01621019-56111	MMS-PE/Health-Classroom Supplies	\$2,000	\$0	\$2,000	\$1,558	\$218	\$224
01622220-56901	MMS-Library-Supplies	\$2,000	\$0	\$2,000	\$725	\$390	\$885
01711001-56111	THS-Classroom-Classroom Supplies	\$35,000	\$0	\$35,000	\$7,121	\$0	\$27,879
01711002-56112	THS-Art-Supplies	\$18,000	\$0	\$18,000	\$1,056	\$4,634	\$12,311
01711003-56112	THS-Business Ed-Supplies	\$1,100	\$0	\$1,100	\$579	\$0	\$521
01711006-56112	THS-Ag Science-Supplies	\$31,000	\$0	\$31,000	\$3,636	\$15,466	\$11,899
01711010-56112	THS-Language Arts-Supplies	\$2,005	\$0	\$2,005	\$444	\$0	\$1,561
01711011-56112	THS-Foreign Language-Supplies	\$1,750	\$0	\$1,750	\$0	\$0	\$1,750
01711013-56112	THS-Home Economics-Supplies	\$13,500	\$0	\$13,500	\$1,478	\$269	\$11,753
01711014-56112	THS-Industrial Arts-Supplies	\$14,000	\$0	\$14,000	\$2,612	\$3,756	\$7,632
01711015-56112	THS-Mathematics-Supplies	\$2,015	\$0	\$2,015	\$627	\$246	\$1,142
01711016-56112	THS-Music-Supplies	\$5,900	\$0	\$5,900	\$851	\$950	\$4,099
01711019-56112	THS-PE/Health-Supplies	\$3,000	\$0	\$3,000	\$980	\$0	\$2,020
01711022-56112	THS-Alternate School-Supplies	\$500	\$0	\$500	\$0	\$0	\$500
01711027-56112	THS-Science-Supplies	\$12,000	\$0	\$12,000	\$0	\$687	\$11,313
01711028-56112	THS-Social Studies-Supplies	\$830	\$0	\$830	\$220	\$0	\$610
01712120-56112	THS-Guidance-Supplies	\$600	\$0	\$600	\$0	\$0	\$600
01712220-56901	THS-Library-Supplies	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
01712221-56112	THS-Audio Visual-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01712400-56116	THS-Admin-Supplies	\$1,000	\$0	\$1,000	\$1,005	\$304	(\$310)

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01713201-56112	Sports-Sports General-Supplies	\$65,000	\$0	\$65,000	\$15,279	\$31,894	\$17,827
01723301-56112	Sports-Baseball-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723302-56112	Sports-Basketball-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723303-56112	Sports-Field Hockey-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723304-56112	Sports-Football-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723305-56112	Sports-Ice Hockey-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723306-56112	Sports-Lacrosse-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723307-56112	Sports-Soccer-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723309-56112	Sports-Tennis-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723311-56112	Sports-Volleyball-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723312-56112	Sports-Wrestling-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723313-56112	Sports-Outdoor Track-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723314-56112	Sports-Softball-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723316-56112	Sports-Golf-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723317-56112	Sports-Cross Country-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01723318-56112	Sports-Cheerleading-Supplies	\$0	\$0	\$0	\$0	\$0	\$0
	Sports Supplies Total	\$65,000	\$0	\$65,000	\$15,279	\$31,894	\$17,827
01741200-56110	Continuing Ed-Teaching Supplies	\$0	\$0	\$0	\$0	\$0	\$0
	Supplies Teaching Total	\$601,227	\$0	\$601,227	\$188,059	\$103,282	\$309,886
<u>Supplies Office</u>							
01902320-56110	Super-Admin-Office Supplies	\$5,000	\$0	\$5,000	\$2,195	\$3,226	(\$421)
01422214-56900	Tech-L/W-Parts	\$12,500	\$0	\$12,500	\$7,259	\$3,870	\$1,371
01422520-56900	Tech-Admin-Parts	\$5,700	\$0	\$5,700	\$300	\$0	\$5,400
01402320-56110	Asst Super-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$566	\$0	\$3,434
01412210-56110	Curr Dir-Admin-Office Supplies	\$0	\$0	\$0	\$48	\$0	(\$48)
01912520-56110	Bus Off-Admin-Office Supplies	\$9,000	\$0	\$9,000	\$2,039	\$3,615	\$3,346
01422520-56110	Tech-Admin-Office Supplies	\$1,250	\$0	\$1,250	\$1,068	\$120	\$63
01822230-56110	Facilities-Admin-Office Supplies	\$6,300	\$0	\$6,300	\$288	\$384	\$5,629
01011200-56110	PPS-Admin-Office Supplies	\$1,000	\$0	\$1,000	\$348	\$0	\$652
01011000-56110	TECEC-Admin-Office Supplies	\$4,800	\$0	\$4,800	\$289	\$246	\$4,265
01052130-56110	PPS-Health Services-Supplies	\$6,500	\$0	\$6,500	\$2,330	\$3,819	\$351
01512400-56110	BHES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$842	\$46	\$3,112
01522400-56110	FTES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$741	\$0	\$3,259
01532400-56110	DFES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$1,755	\$1,069	\$1,177
01542400-56110	MBES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$1,681	\$1,046	\$1,274
01552400-56110	JRES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$1,802	\$292	\$1,906
01582400-56110	TES-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$1,046	\$0	\$2,954
01612400-56110	HMS-Admin-Office Supplies	\$7,000	\$0	\$7,000	\$325	\$0	\$6,675
01622400-56110	MMS-Admin-Office Supplies	\$8,000	\$0	\$8,000	\$1,282	\$360	\$6,358
01712400-56110	THS-Admin-Office Supplies	\$4,000	\$0	\$4,000	\$699	\$963	\$2,338
01712221-56900	THS-Audio Visual-Parts & Maintenance	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
01741200-56117	Continuing Ed-Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
01882700-56110	Transportation-Office Supplies	\$0	\$0	\$0	\$0	\$746	(\$746)
	Supplies Office Total	\$101,550	\$0	\$101,550	\$26,901	\$19,799	\$54,850
<u>Supplies Custodial</u>							
01842610-56130	Facilities-Custodial-Supplies	\$175,000	\$0	\$175,000	\$59,817	\$118,114	(\$2,931)
	Supplies Custodial Total	\$175,000	\$0	\$175,000	\$59,817	\$118,114	(\$2,931)
<u>Supplies Maintenance</u>							
01852622-56134	Facilities-Snow Removal-Supplies	\$9,000	\$0	\$9,000	\$0	\$50	\$8,950
01852623-56134	Facilities-Vehicles-Supplies	\$15,000	\$0	\$15,000	\$3,836	\$4,653	\$6,511
01852625-56134	Facilities-Grounds-Supplies	\$35,000	\$0	\$35,000	\$10,082	\$849	\$24,068
01852627-56134	Facilities-Lawn Care-Supplies	\$0	\$0	\$0	\$2,857	\$58	(\$2,915)
01852631-56134	Facilities-Maintenance-Supplies	\$2,000	\$0	\$2,000	\$242	\$250	\$1,508
01852632-56134	Facilities-Inside Maintenance-Supplies	\$30,000	\$0	\$30,000	\$4,609	\$9,720	\$15,671
01852633-56134	Facilities-Electrical-Supplies	\$55,000	\$0	\$55,000	\$7,139	\$15,622	\$32,239
01852635-56134	Facilities-Floor Repair-Supplies	\$0	\$0	\$0	\$864	\$720	(\$1,584)
01852637-56134	Facilities-Glass-Supplies	\$0	\$0	\$0	\$967	\$0	(\$967)
01852638-56134	Facilities-Hardware-Supplies	\$0	\$0	\$0	\$798	\$1,599	(\$2,398)
01852639-56134	Facilities-HVAC-Supplies	\$55,000	\$0	\$55,000	\$6,991	\$18,284	\$29,725
01852642-56134	Facilities-Painting-Supplies	\$0	\$0	\$0	\$1,104	\$2,836	(\$3,941)
01852644-56134	Facilities-Plumbing-Supplies	\$36,000	\$0	\$36,000	\$7,852	\$14,727	\$13,420
01852645-56134	Facilities-Roofing-Supplies	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000
01852646-56134	Facilities-Pest Control-Supplies	\$0	\$0	\$0	\$64	\$0	(\$64)
01852648-56134	Facilities-Indoor Air Quality-IAQ-Supplies	\$10,000	\$0	\$10,000	\$4,734	\$4,811	\$455

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01852649-56134	Facilities-Welding-Supplies	\$0	\$0	\$0	\$108	\$250	(\$358)
01852623-56133	Facilities-Vehicles-Gas/Diesel	\$32,000	\$0	\$32,000	\$10,228	\$0	\$21,772
	Supplies Maintenance Total	\$284,000	\$0	\$284,000	\$62,476	\$74,430	\$147,094
<u>Text & Workbooks</u>							
01011000-56411	TECEC-Classroom-Text & Workbooks	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
01011200-56411	PPS-Admin-Text & Workbooks	\$4,300	\$0	\$4,300	\$190	\$0	\$4,110
01412210-56411	Curr Dir-D/W-Text & Workbooks	\$130,000	\$0	\$130,000	\$22,952	\$4,995	\$102,053
01511001-56411	BHES-Classroom-Text & Workbooks	\$29,000	\$0	\$29,000	\$25,587	\$4,997	(\$1,585)
01521001-56411	FTES-Classroom-Text & Workbooks	\$29,000	\$0	\$29,000	\$2,471	\$8,308	\$18,221
01531001-56411	DFES-Classroom-Text & Workbooks	\$29,000	\$0	\$29,000	\$9,795	\$4,319	\$14,886
01541001-56411	MBES-Classroom-Text & Workbooks	\$29,000	\$0	\$29,000	\$4,603	\$11,999	\$12,397
01551001-56411	JRES-Classroom-Text & Workbooks	\$26,000	\$0	\$26,000	\$5,901	\$3,102	\$16,997
01581001-56411	TES-Classroom-Text & Workbooks	\$29,000	\$0	\$29,000	\$7,879	\$1,871	\$19,250
01611001-56411	HMS-Classroom-Text & Workbooks	\$13,000	\$0	\$13,000	\$2,029	\$350	\$10,621
01621001-56411	MMS-Classroom-Text & Workbooks	\$13,000	\$0	\$13,000	\$1,600	\$260	\$11,140
01621016-56411	MMS-Music-Text & Workbooks	\$0	\$0	\$0	\$0	\$0	\$0
01711003-56411	THS-Business Ed-Text & Workbooks	\$8,000	\$0	\$8,000	\$3,885	\$0	\$4,115
01711006-56411	THS-Ag Science-Text & Workbooks	\$4,000	\$0	\$4,000	\$0	\$0	\$4,000
01711010-56411	THS-Language Arts-Text & Workbooks	\$18,000	\$0	\$18,000	\$1	\$0	\$18,000
01711011-56411	THS-Foreign Language-Text & Workbooks	\$11,516	\$0	\$11,516	\$10,461	(\$0)	\$1,055
01711013-56411	THS-Home Economics-Text & Workbooks	\$3,800	\$0	\$3,800	\$0	\$0	\$3,800
01711015-56411	THS-Mathematics-Text & Workbooks	\$9,000	\$0	\$9,000	\$4,589	\$91	\$4,320
01711019-56411	THS-PE/Health-Text & Workbooks	\$500	\$0	\$500	\$0	\$0	\$500
01711022-56411	THS-Alternate School-Text & Workbooks	\$0	\$0	\$0	\$0	\$0	\$0
01711027-56411	THS-Science-Text & Workbooks	\$9,800	\$0	\$9,800	\$225	\$0	\$9,575
01711028-56411	THS-Social Studies-Text & Workbooks	\$10,350	\$0	\$10,350	\$5,778	(\$0)	\$4,572
01741200-56411	Continuing Ed-Textbooks	\$0	\$0	\$0	\$0	\$0	\$0
	Text & Workbooks Total	\$407,266	\$0	\$407,266	\$107,945	\$40,293	\$259,028
<u>Subscriptions</u>							
01902310-56425	Super-BOE-Periodicals	\$0	\$0	\$0	\$0	\$0	\$0
01902320-56425	Super- Admin-Periodicals	\$700	\$0	\$700	\$484	\$0	\$216
01412210-56425	Curr Dir-Admin-Periodicals	\$300	\$0	\$300	\$0	\$0	\$300
01412214-56426	Cur Dir-D/W-Online Subscriptions	\$300,000	\$0	\$300,000	\$260,827	\$0	\$39,173
01882700-56425	Trans-Admin-Periodicals	\$0	\$0	\$0	\$0	\$0	\$0
01422520-56425	Tech-Admin-Periodicals	\$200	\$0	\$200	\$86	\$0	\$114
01822230-56425	Facilities-Admin-Periodicals	\$350	\$0	\$350	\$0	\$0	\$350
01011200-56425	PPS-Admin-Periodicals	\$1,000	\$0	\$1,000	\$175	\$0	\$826
01512220-56425	BHES-Library-Periodicals	\$1,245	\$0	\$1,245	\$0	\$0	\$1,245
01522220-56425	FTES-Library-Periodicals	\$1,200	\$0	\$1,200	\$1,200	\$0	\$0
01532220-56425	DFES-Library-Periodicals	\$1,250	\$0	\$1,250	\$0	\$0	\$1,250
01542220-56425	MBES-Library-Periodicals	\$1,200	\$0	\$1,200	\$0	\$0	\$1,200
01552220-56425	JRES-Library-Periodicals	\$1,250	\$0	\$1,250	\$1,245	\$0	\$5
01582220-56425	TES-Library-Periodicals	\$1,250	\$0	\$1,250	\$825	\$0	\$425
01612220-56425	HMS-Library-Periodicals	\$2,000	\$0	\$2,000	\$345	\$1,342	\$313
01622220-56425	MMS-Library-Periodicals	\$1,500	\$0	\$1,500	\$739	\$366	\$395
01712220-56425	THS-Library-Periodicals	\$2,100	\$0	\$2,100	\$0	\$0	\$2,100
01712400-56425	THS-Admin-Periodicals	\$0	\$0	\$0	\$0	\$0	\$0
	Subscriptions Total	\$315,545	\$0	\$315,545	\$265,925	\$1,708	\$47,912
<u>Testing Materials</u>							
01412210-56904	Curr Dir-D/W-Testing Materials	\$95,000	\$0	\$95,000	\$50,525	\$30,808	\$13,667
01011200-56904	PPS-L/W-Testing Materials	\$37,000	\$0	\$37,000	\$2,329	(\$160)	\$34,830
01011000-56904	TECEC-Classroom-Testing Materials	\$2,000	\$0	\$2,000	\$612	\$0	\$1,388
01712120-56903	THS-Guidance-Testing Materials	\$600	\$0	\$600	\$400	\$0	\$200
	Testing Materials Total	\$134,600	\$0	\$134,600	\$53,866	\$30,649	\$50,086
<u>Books & A/V</u>							
01512220-56420	BHES-Library-Books & Media	\$8,000	\$0	\$8,000	\$7,585	\$67	\$348
01522220-56420	FTES-Library-Books & Media	\$5,000	\$0	\$5,000	\$233	\$0	\$4,767
01532220-56420	DFES-Library-Books & Media	\$5,000	\$0	\$5,000	\$1,433	\$2,810	\$757
01542220-56420	MBES-Library-Books & Media	\$5,000	\$0	\$5,000	\$1,988	\$0	\$3,013
01552220-56420	JRES-Library-Books & Media	\$5,000	\$0	\$5,000	\$0	\$2,941	\$2,059
01582220-56420	TES-Library-Books & Media	\$5,000	\$0	\$5,000	\$0	\$2,554	\$2,446
01612220-56420	HMS-Library-Books & Media	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000
01622220-56420	MMS-Library-Books & Media	\$2,000	\$0	\$2,000	\$0	\$756	\$1,244

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01712220-56420	THS-Library-Books & Media	\$7,040	\$0	\$7,040	\$0	\$0	\$7,040
	Books & A/V Total	\$44,040	\$0	\$44,040	\$11,239	\$9,129	\$23,673
Software							
01412210-56118	Curr Dir-D/W Software	\$5,000	\$0	\$5,000	\$4,583	\$0	\$418
01422214-56118	Tech-L/W-Software	\$114,000	\$0	\$114,000	\$126,016	(\$0)	(\$12,016)
01712120-56118	THS-Guidance-Software	\$0	\$0	\$0	\$0	\$0	\$0
	Software Total	\$119,000	\$0	\$119,000	\$130,598	(\$0)	(\$11,598)
Energy							
01842611-56201	Facilities-D/W-Heating Oil	\$0	\$0	\$0	\$0	\$0	\$0
01842611-56202	Facilities-D/W-Natural Gas	\$435,000	\$0	\$435,000	\$41,932	\$393,068	\$0
	Energy Total	\$435,000	\$0	\$435,000	\$41,932	\$393,068	\$0
Other Supplies							
01422214-56117	Tech-L/W-Computer Supplies	\$850	\$0	\$850	\$0	\$0	\$850
01422220-56117	Tech-Dist AV/Chan 17-Supplies	\$350	\$0	\$350	\$0	\$0	\$350
01422220-56900	Tech-Dist AV/Ch17-Parts	\$6,500	\$0	\$6,500	\$1,642	\$0	\$4,858
01613202-56119	HMS-Activities-Supplies	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
01623202-56119	MMS-Activities-Supplies	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
01712400-56270	THS-Admin-Security Supplies	\$1,250	\$0	\$1,250	\$566	\$0	\$684
01712400-56907	THS-Admin-Graduation	\$15,000	\$0	\$15,000	\$0	\$7,700	\$7,300
01713203-56906	THS-Activities-Fees, Awards & Supplies	\$2,700	\$0	\$2,700	\$145	\$0	\$2,555
01852625-56900	Fences/Playground-Supplies	\$0	\$0	\$0	\$909	\$0	(\$909)
01852636-56900	Furniture Repairs-Supplies	\$0	\$0	\$0	\$0	\$2,830	(\$2,830)
01882700-56270	Transportation-Bus Supplies	\$0	\$0	\$0	\$0	\$0	\$0
	Other Supplies Total	\$31,650	\$0	\$31,650	\$3,262	\$10,530	\$17,858
	Supplies Total	\$2,648,878	\$0	\$2,648,878	\$952,021	\$801,001	\$895,857
Property							
Office Equipment							
01822230-57301	Facilities-Admin-Equipment	\$350	\$0	\$350	\$0	\$0	\$350
01612400-57301	HMS-Admin-Equipment	\$500	\$0	\$500	\$0	\$0	\$500
01622400-57301	MMS-Admin-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
	Office Equipment Total	\$850	\$0	\$850	\$0	\$0	\$850
Office Furniture							
01402320-57308	Asst. Super.-Furniture	\$0	\$0	\$0	\$0	\$810	(\$810)
01052130-57304	SPED-Health Services Furniture	\$0	\$0	\$0	\$0	\$0	\$0
01712400-57308	THS-Admin-Office Furniture	\$0	\$0	\$0	\$0	\$0	\$0
01822230-57308	Facilities-Admin-Furniture	\$0	\$0	\$0	\$810	\$0	(\$810)
01852651-57301	Facilities-Building Improvement-Furniture	\$1,200	\$0	\$1,200	\$0	\$0	\$1,200
01902520-57308	Bus Off-Admin-Office Furniture	\$0	\$0	\$0	\$0	\$0	\$0
	Office Furniture Total	\$1,200	\$0	\$1,200	\$810	\$810	(\$420)
Classroom Equipment							
01412210-57301	Curr Dir-D/W-Equipment Instructional	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000
01421001-57310	Tech-Classroom-Computer Equipment	\$233,500	\$0	\$233,500	\$217,466	\$192,040	(\$176,006)
01422214-57301	Tech-L/W-Computer Equipment	\$11,500	\$0	\$11,500	\$4,256	\$519	\$6,725
01422220-57301	Tech-Dist AV/Ch17-Equipment Instructional	\$28,500	\$0	\$28,500	\$9,159	\$11,884	\$7,457
01032130-57303	PPS-L/W-Equipment Instructional	\$11,000	\$0	\$11,000	\$9,469	\$0	\$1,531
01011000-57301	TECEC-Classroom-Instructional Equipment	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000
01511001-57301	BHES-Classroom-Equipment Instructional	\$2,479	\$0	\$2,479	\$0	\$0	\$2,479
01512220-57302	BHES-Library-Equipment Instructional	\$2,214	\$0	\$2,214	\$0	\$0	\$2,214
01521001-57301	FTES-Classroom-Equipment Instructional	\$2,400	\$0	\$2,400	\$907	\$330	\$1,163
01522220-57302	FTES-Library-Equipment Instructional	\$2,300	\$0	\$2,300	\$0	\$257	\$2,043
01531001-57301	DFES-Classroom-Equipment Instructional	\$400	\$0	\$400	\$249	\$0	\$151
01532220-57302	DFES-Library-Equipment Instructional	\$2,400	\$0	\$2,400	\$70	\$0	\$2,330
01541001-57301	MBES-Classroom-Equipment Instructional	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
01542220-57302	MBES-Library-Equipment Instructional	\$2,200	\$0	\$2,200	\$846	\$0	\$1,354
01551001-57301	JRES-Classroom-Equipment Instructional	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
01552220-57302	JRES-Library-Equipment Instructional	\$2,200	\$0	\$2,200	\$1,047	\$351	\$802
01581001-57301	TES-Classroom-Equipment Instructional	\$2,500	\$0	\$2,500	\$109	\$0	\$2,391
01582220-57302	TES-Library-Equipment Instructional	\$2,200	\$0	\$2,200	\$0	\$0	\$2,200

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
01611001-57301	HMS-Classroom-Equipment Instructional	\$3,400	\$0	\$3,400	\$234	\$425	\$2,741
01611016-57301	HMS-Music-Equipment Instructional	\$3,300	\$0	\$3,300	\$1,434	\$1,850	\$16
01612220-57302	HMS-Library-Equipment Instructional	\$1,700	\$0	\$1,700	\$404	\$0	\$1,296
01621001-57301	MMS-Classroom-Equipment Instructional	\$3,400	\$0	\$3,400	\$357	\$76	\$2,967
01621016-57301	MMS-Music-Equipment Instructional	\$3,300	\$0	\$3,300	\$0	\$0	\$3,300
01622220-57302	MMS-Library-Equipment Instructional	\$1,700	\$0	\$1,700	\$215	\$48	\$1,437
01711001-57301	THS-Classroom-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01711002-57301	THS-Art-Equipment Instructional	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000
01711003-57301	THS-Business Ed-Equipment Instructional	\$0	\$0	\$0	\$0	\$0	\$0
01711006-57301	THS-Ag Science-Equipment Instructional	\$969	\$0	\$969	\$0	\$0	\$969
01711011-57301	THS-Foreign Language-Equipment Instructional	\$6,200	\$0	\$6,200	\$5,976	\$0	\$224
01711013-57301	THS-Home Economics-Equipment Instructional	\$2,500	\$0	\$2,500	\$2,423	\$734	(\$657)
01711014-57301	THS-Industrial Arts-Equipment Instructional	\$800	\$0	\$800	\$0	\$1,300	(\$500)
01711016-57301	THS-Music-Equipment Instructional	\$1,794	\$0	\$1,794	\$1,123	\$0	\$671
01711019-57301	THS-PE/Health-Equipment Instructional	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500
01711027-57301	THS-Science-Equipment Instructional	\$8,500	\$0	\$8,500	\$0	\$2,065	\$6,435
01712220-57302	THS-Library-Equipment Instructional	\$775	\$0	\$775	\$0	\$0	\$775
01712221-57301	THS-Audio Visual-Equipment Instructional	\$4,000	\$0	\$4,000	\$0	\$0	\$4,000
01712400-57301	THS-Admin-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01713201-57301	Sports-Sports General-Equipment Instructional	\$40,000	\$0	\$40,000	\$197	\$11,407	\$28,396
01723307-57301	Sports-Soccer-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01723308-57301	Sports-Swimming-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01723309-57301	Sports-Tennis-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01723311-57301	Sports-Volleyball-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01723313-57301	Sports-Outdoor Track-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
01723315-57301	Sports-Gymnastics-Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Equipment Total		\$409,131	\$0	\$409,131	\$255,940	\$223,286	(\$70,096)
<u>Classroom Furniture</u>							
01511001-57308	BHES-Classroom-Furniture	\$1,000	\$0	\$1,000	\$751	\$751	(\$501)
01521001-57308	FTES-Classroom-Furniture	\$2,000	\$0	\$2,000	\$0	\$170	\$1,830
01531001-57308	DFES-Classroom-Furniture	\$2,000	\$0	\$2,000	\$1,664	\$2,786	(\$2,449)
01541001-57308	MBES-Classroom-Furniture	\$2,000	\$0	\$2,000	\$872	\$0	\$1,128
01551001-57308	JRES-Classroom-Furniture	\$2,000	\$0	\$2,000	\$695	\$811	\$494
01581001-57308	TES-Classroom-Furniture	\$2,000	\$0	\$2,000	\$650	\$0	\$1,350
01611001-57308	HMS-Classroom-Furniture	\$500	\$0	\$500	\$0	\$0	\$500
01621001-57308	MMS-Classroom-Furniture	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Furniture Total		\$11,500	\$0	\$11,500	\$4,631	\$4,517	\$2,351
<u>Building Equipment</u>							
01842610-57301	Facilities-Custodial-Equipment	\$5,000	\$0	\$5,000	\$673	\$0	\$4,327
01852622-57307	Facilities-Snow Removal-Equipment	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000
01852623-57307	Facilities-Vehicles-Equipment	\$1,000	\$0	\$1,000	\$777	\$0	\$223
01852625-57307	Facilities-Grounds-Equipment	\$17,000	\$0	\$17,000	\$25,437	\$0	(\$8,437)
01852627-57307	Facilities-Lawn Care-Equipment	\$0	\$0	\$0	\$0	\$11,560	(\$11,560)
01852632-57307	Facilities-Inside Maintenance-Equipment	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
01852633-57306	FacilitiesPlantBldg-Electrical-Equipment	\$0	\$0	\$0	\$8,304	\$0	(\$8,304)
01852633-57307	Facilities-Electrical-Equipment	\$2,500	\$0	\$2,500	\$185	\$0	\$2,315
01852639-57307	Facilities-HVAC-Equipment	\$25,992	\$0	\$25,992	\$10,042	\$38,800	(\$22,850)
01852644-57307	Facilities-Plumbing-Equipment	\$1,000	\$0	\$1,000	\$0	\$88,422	(\$87,422)
01852648-57307	Facilities-IAQ-Equipment	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000
01852654-57340	Facilities-Maintenance-Vehicle	\$80,000	\$0	\$80,000	\$0	\$68,385	\$11,615
Building Equipment Total		\$148,492	\$0	\$148,492	\$45,418	\$207,167	(\$104,093)
<u>Building Improvements</u>							
01842611-57202	Facilities-Project Lease Pymts	\$128,489	\$0	\$128,489	\$0	\$0	\$128,489
01852650-57200	Facilities-Site-Building Improvement	\$0	\$0	\$0	\$4,490	\$16,220	(\$20,710)
01852650-57202	Facilities-Site-Building Improvement	\$0	\$0	\$0	\$0	\$0	\$0
01852651-57202	Facilities-Building Improvement-Projects	\$30,000	\$0	\$30,000	\$34,170	\$58,870	(\$63,040)
Building Improvements Total		\$158,489	\$0	\$158,489	\$38,660	\$75,090	\$44,739
<u>Other Equipment</u>							
01422520-57301	Tech-Admin-WAN Equipment	\$3,500	\$0	\$3,500	\$676	\$0	\$2,824
Other Equipment Total		\$3,500	\$0	\$3,500	\$676	\$0	\$2,824
Property Total		\$733,162	\$0	\$733,162	\$346,136	\$510,871	(\$123,845)

Trumbull Board of Education Expense vs Budget Detail
Report for the Period Ended 10/31/2021

Account #	Account Description	Budget			Expended	Committed/ Estimates	Available/ (Over)
		Original	Transfers	Revised			
Miscellaneous							
Debt Service, Dues, Fees and Memberships							
01912520-58310	Redemption of Principal on Loans	\$673,494	\$0	\$673,494	\$335,830	\$337,664	\$0
01912520-58320	Interest on Loans	\$120,124	\$0	\$120,124	\$60,979	\$59,145	\$1
01902320-58900	Super-Admin-Dues & Fees	\$13,000	\$0	\$13,000	\$16,914	\$2,400	(\$6,314)
01402210-58900	Instructional-Dues & Fees	\$0	\$0	\$0	\$0	\$0	\$0
01402320-58900	Asst Super-Admin-Dues & Fees	\$7,000	\$0	\$7,000	\$4,094	\$0	\$2,906
01412210-58900	Curr Dir-Admin-Dues & Fees	\$0	\$0	\$0	\$0	\$0	\$0
01882700-58900	Trans-Admin-Dues & Fees	\$375	\$0	\$375	\$0	\$0	\$375
01912520-58900	Bus Off-Admin-Dues & Fees	\$7,000	\$0	\$7,000	\$7,651	\$0	(\$651)
01422520-58900	Tech-Admin-Dues & Fees	\$100	\$0	\$100	\$0	\$0	\$100
01822230-58900	Facilities-Admin-Dues & Fees	\$1,500	\$0	\$1,500	\$390	\$0	\$1,110
01011200-58900	PPS-Admin-Dues & Fees	\$2,000	\$0	\$2,000	\$250	\$0	\$1,750
01011000-58900	TECEC-Admin-Dues & Fees	\$700	\$0	\$700	\$97	\$89	\$514
01512400-58900	BHES-Admin-Dues & Fees	\$553	\$0	\$553	\$0	\$350	\$203
01522400-58900	FTES-Admin-Dues & Fees	\$553	\$0	\$553	\$318	\$0	\$235
01532400-58900	DFES-Admin-Dues & Fees	\$248	\$0	\$248	\$0	\$0	\$248
01542400-58900	MBES-Admin-Dues & Fees	\$250	\$0	\$250	\$0	\$0	\$250
01552400-58900	JRES-Admin-Dues & Fees	\$250	\$0	\$250	\$0	\$0	\$250
01582400-58900	TES-Admin-Dues & Fees	\$550	\$0	\$550	\$311	\$50	\$189
01612400-58900	HMS-Admin-Dues & Fees	\$900	\$0	\$900	\$1,060	\$0	(\$160)
01622400-58900	MMS-Admin-Dues & Fees	\$900	\$0	\$900	\$764	\$0	\$136
01711006-58900	THS-Ag Science-Dues & Fees	\$899	\$0	\$899	\$305	\$0	\$594
01711019-58900	THS-PE/Health-Dues & Fees	\$0	\$0	\$0	\$0	\$0	\$0
01712120-58900	THS-Guidance-Dues & Fees	\$0	\$0	\$0	\$25	\$0	(\$25)
01712220-58900	THS-Library-Dues & Fees	\$0	\$0	\$0	\$0	\$0	\$0
01712400-58900	THS-Admin-Dues & Fees	\$11,225	\$0	\$11,225	\$10,205	\$310	\$710
01713201-58900	Sports-Sports General-Dues & Fees	\$35,000	\$0	\$35,000	\$22,682	\$8,770	\$3,548
01741200-58900	Cont Ed-Admin-Dues & Fees	\$0	\$0	\$0	\$0	\$0	\$0
	Dues, Fees and Memberships Total	\$876,621	\$0	\$876,621	\$461,875	\$408,777	\$5,968
Other Miscellaneous							
01912520-58904	D/W-Admin-Bad Debt Expense	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
	Other Miscellaneous Total	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000
	Miscellaneous Total	\$877,621	\$0	\$877,621	\$461,875	\$408,777	\$6,968
Other Objects							
01412210-59000	Curr-District Wide Support	\$0	\$0	\$0	\$0	\$0	\$0
01912520-59000	Bus Office-Admin-Anticipated Surplus	\$0	\$0	\$0	\$0	\$0	\$0
01912520-59001	Bus Office-Excess Cost Reim	\$0	\$0	\$0	\$0	\$0	\$0
	Other Objects Total	\$0	\$0	\$0	\$0	\$0	\$0
	Munis Report Total	\$112,296,658	\$0	\$112,296,658	\$25,932,885	\$83,203,253	\$3,160,520

	Trumbull Board of Education				
	Town 009 Accounts				
	7/1/21 to 10/31/21				
Org#	Description	Budget	Expenditures	Encumbrances	Balance
09002611	Electricity	24,000	8,000	-	16,000
09005000	Community Services-Custodian Reg Pay	1,000	-	-	1,000
09005000	Community Services-Custodian OT Pay	80,688	13,038	-	67,650
09005000	Community Services-Custodian OT Pay-COVID	20,500	-	-	20,500
09006001	Non Public Schools - Teachers	100,291	16,585	91,217	(7,511)
09006200	Community Services - HC Pool Employee	59,400	18,584	38,948	1,868
09006200	Community Services - HC Pool Supplies	15,151	421	677	14,053
09007001	Non Public Transportation-Admin	15,270	5,157	9,741	373
09007001	Non Public Transportation-Secretary	15,581	5,262	9,938	381
09007001	Non Public Transportation-Bus Routes	925,547	107,549	817,998	(0)
	Total Town 009 Fund	1,257,428	174,596	968,519	114,313

ACCOUNT ACCOUNT NAME	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
100 -00-0000-10410 - SA CASH ACCT - PEOPLES BANK	285,502.32	78,704.67	21,005.92	57,698.75	343,201.07
100 -00-0000-14004 - DUE FROM 205 FUND	44.52	.00	.00	.00	44.52
100 -00-0000-20032 - THS Model Congress	-3,806.75	.00	.00	.00	-3,806.75
100 -00-0000-20068 - MATH HONOR SOCIETY	-1,406.06	.00	.00	.00	-1,406.06
100 -00-0000-20082 - THS ORCHESTRA	-741.60	.00	.00	.00	-741.60
100 -00-0000-20101 - THS LIBRARY CLUB	-3,487.45	.00	.00	.00	-3,487.45
100 -00-0000-20110 - THS Pink Ribbon	-1,357.00	.00	.00	.00	-1,357.00
100 -00-0000-20130 - THS BOOK STORE	-3,199.78	.00	.00	.00	-3,199.78
100 -00-0000-20133 - THS NEWSPAPER	-108.01	.00	.00	.00	-108.01
100 -00-0000-20139 - THS TRILLIUM YEARBOOK	-15,992.39	279.00	.00	279.00	-15,713.39
100 -00-0000-20152 - HILLCREST MIDDLE SCHOOL	-16,670.62	3,346.88	5,522.65	-2,175.77	-18,846.39
100 -00-0000-20156 - MADISON MIDDLE SCHOOL	-5,560.19	400.00	1,077.77	-677.77	-6,237.96
100 -00-0000-20164 - THS Class of 2017	-5,343.71	.00	.00	.00	-5,343.71
100 -00-0000-20165 - THS Class of 2018	-8,098.26	.00	.00	.00	-8,098.26
100 -00-0000-20166 - THS Class of 2019	-2,291.64	.00	.00	.00	-2,291.64
100 -00-0000-20167 - THS Class of 2020	-13,251.30	.00	.00	.00	-13,251.30
100 -00-0000-20168 - THS Class of 2021	-8,009.51	.00	.00	.00	-8,009.51
100 -00-0000-20169 - THS Class of 2022	-4,271.00	1,670.02	56,866.00	-55,195.98	-59,466.98
100 -00-0000-20170 - THS Class of 2023	-1,121.00	.00	.00	.00	-1,121.00
100 -00-0000-20171 - THS Class of 2024	-1,500.00	.00	.00	.00	-1,500.00
100 -00-0000-20172 - THS Class of 2025	-1,000.00	.00	.00	.00	-1,000.00
100 -00-0000-20180 - THS VOAG FUTURE FARMERS	-1,391.69	.00	.00	.00	-1,391.69
100 -00-0000-20190 - THS VOAG FARM	-24,551.15	2,314.55	6,333.00	-4,018.45	-28,569.60
100 -00-0000-20251 - BOOTH HILL SCHOOL	-4,671.49	308.97	245.00	63.97	-4,607.52
100 -00-0000-20252 - FRENCHTOWN SCHOOL	-3,638.15	.00	.00	.00	-3,638.15
100 -00-0000-20253 - DANIELS FARM	-501.57	.00	.00	.00	-501.57
100 -00-0000-20254 -					

ACCOUNT ACCOUNT NAME	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
MIDDLEBROOK SCHOOL	-3,991.22	.00	.00	.00	-3,991.22
100 -00-0000-20255 -					
JANE RYAN SCHOOL	-410.83	.00	.00	.00	-410.83
100 -00-0000-20258 -					
TASHUA SCHOOL	-7,901.66	307.80	53.62	254.18	-7,647.48
100 -00-0000-20510 -					
THS STUDENT COUNCIL	-5,371.03	.00	.00	.00	-5,371.03
100 -00-0000-20550 -					
GENERAL FUND	-2,621.64	.00	147.40	-147.40	-2,769.04
100 -00-0000-20599 -					
THS HISTORY HONOR SOCIETY	-470.91	.00	550.00	-550.00	-1,020.91
100 -00-0000-20603 -					
THS DECA (MARKETING EDUCATION)	-8,358.84	5,977.29	4,985.00	992.29	-7,366.55
100 -00-0000-20604 -					
THS BAND	-967.02	.00	.00	.00	-967.02
100 -00-0000-20605 -					
THS KEY CLUB	-477.26	.00	.00	.00	-477.26
100 -00-0000-20606 -					
THS BEST BUDDIES	-1,286.90	.00	.00	.00	-1,286.90
100 -00-0000-20607 -					
THS HOME ECON. CLUB	-2.23	.00	.00	.00	-2.23
100 -00-0000-20608 -					
THS LOST TEXTBOOKS	-6,195.70	.00	.00	.00	-6,195.70
100 -00-0000-20609 -					
THS Creative Minds	-2,572.87	.00	.00	.00	-2,572.87
100 -00-0000-20611 -					
THS ACADEMIC DECATHLON	-3,167.50	700.00	.00	700.00	-2,467.50
100 -00-0000-20613 -					
THS LATIN CLUB	-144.03	.00	.00	.00	-144.03
100 -00-0000-20614 -					
THS CHORAL GROUP	-4.95	.00	.00	.00	-4.95
100 -00-0000-20615 -					
THS ITALIAN CLUB	-987.96	.00	.00	.00	-987.96
100 -00-0000-20617 -					
THS FUTURE BUSINESS LEADERS	-2,863.86	.00	.00	.00	-2,863.86
100 -00-0000-20620 -					
THS FRENCH CLUB	-952.64	.00	.00	.00	-952.64
100 -00-0000-20621 -					
THS MISCELLANEOUS	-2,941.64	189.00	.00	189.00	-2,752.64
100 -00-0000-20622 -					
THS IN/OUT	-3,153.28	.00	290.00	-290.00	-3,443.28
100 -00-0000-20624 -					
THS SPANISH CLUB	-1,062.97	.00	.00	.00	-1,062.97
100 -00-0000-20625 -					
THS SODA MACHINE	-288.83	.00	34.23	-34.23	-323.06
100 -00-0000-20627 -					
THS World Lang.HONOR SOCIETIES	-1,972.01	.00	.00	.00	-1,972.01
100 -00-0000-20628 -					
THS A.V. CLUB	-172.13	.00	.00	.00	-172.13
100 -00-0000-20629 -					
THS SUNSHINE FUND	-1,111.73	.00	.00	.00	-1,111.73
100 -00-0000-20630 -					
THS SKI CLUB	-58.33	.00	.00	.00	-58.33

ACCOUNT ACCOUNT NAME	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
100 -00-0000-20631 - THS SOAR Enterprises	-2,800.40	.00	.00	.00	-2,800.40
100 -00-0000-20633 - THS WE THE PEOPLE	-51.96	.00	.00	.00	-51.96
100 -00-0000-20637 - THS Ethics Club	177.95	.00	.00	.00	177.95
100 -00-0000-20639 - THS MODEL U.N. CLUB	-1,901.80	.00	.00	.00	-1,901.80
100 -00-0000-20640 - THS INTERACT CLUB	-57.24	.00	.00	.00	-57.24
100 -00-0000-20641 - THS THESPIAN SOCIETY	-13,541.97	2,554.76	2,700.00	-145.24	-13,687.21
100 -00-0000-20642 - THS Youth to Youth	-1,051.93	.00	.00	.00	-1,051.93
100 -00-0000-20643 - THS GRADUATION-CAP & GOWNS	-10,607.91	.00	.00	.00	-10,607.91
100 -00-0000-20644 - THS ROBOTICS CLUB	-1,623.45	.00	.00	.00	-1,623.45
100 -00-0000-20645 - THS LINK CREW LEADERS	-24,623.80	789.53	.00	789.53	-23,834.27
100 -00-0000-20646 - THS CHEERLEADING	-5,075.68	1,718.15	.00	1,718.15	-3,357.53
100 -00-0000-20647 - THS FASHION CLUB	-390.12	.00	.00	.00	-390.12
100 -00-0000-20702 - THS PEER LEADERS	-412.43	.00	.00	.00	-412.43
100 -00-0000-20703 - THS PEER MEDIATION CLUB	-3,498.74	.00	.00	.00	-3,498.74
100 -00-0000-20707 - THS NATIONAL HONOR SOCIETY	-907.37	170.00	.00	170.00	-737.37
100 -00-0000-20708 - THS POETRY	-785.40	.00	.00	.00	-785.40
100 -00-0000-20709 - THS ALT METHODS OF PYMNT	37.77	.00	.00	.00	37.77
100 -00-0000-20710 - THS GIRLS BASKETBALL	-6,613.76	2,549.82	.00	2,549.82	-4,063.94
100 -00-0000-20711 - THS BOYS BASKETBALL	-40.27	.00	.00	.00	-40.27
100 -00-0000-20712 - THS GLOW CLUB	-83.00	.00	.00	.00	-83.00
100 -00-0000-20713 - THS GRAPHIC DESIGN	-214.00	.00	.00	.00	-214.00
100 -00-0000-20714 - THS GYMNASTICS	-1,603.02	.00	.00	.00	-1,603.02
100 -00-0000-20715 - THS BUS. ED. ENTREPRENEUR	-998.85	.00	.00	.00	-998.85
100 -00-0000-20718 - THS GIRLS CROSS COUNTRY	-22.25	.00	.00	.00	-22.25
100 -00-0000-20719 - THS GOLF	-566.95	.00	.00	.00	-566.95
100 -00-0000-20726 - THS GIRLS INDOOR TRACK	177.98	.00	.00	.00	177.98
100 -00-0000-20727 -					

ACCOUNT ACCOUNT NAME	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
THS BOYS INDOOR TRACK 100 -00-0000-20728 -	-2,276.96	.00	.00	.00	-2,276.96
THS MOCK TRIAL 100 -00-0000-20732 -	-161.46	.00	.00	.00	-161.46
THS GIRLS OUTDOOR TRACK 100 -00-0000-20733 -	-1,269.74	.00	.00	.00	-1,269.74
THS GIRLS TENNIS 100 -00-0000-20810 -	-3,060.62	.00	.00	.00	-3,060.62
Trumbull Football Alumni Assoc 100 -00-0000-24004 -	-1,000.00	.00	.00	.00	-1,000.00
Due to Fund 001/Town 100 -00-0000-24008 -	-13,780.79	.00	2,169.85	-2,169.85	-15,950.64
Due to Fund 205/BOE Programs 100 -00-0000-29280 -	4,561.62	.00	.00	.00	4,561.62
ACCOUNTS PAYABLE	.00	22,941.31	22,941.31	.00	.00
TOTALS FOR FUND 100 STUDENT ACTIVITY FUND	.00	124,921.75	124,921.75	.00	.00
REPORT TOTALS	.00	124,921.75	124,921.75	.00	.00
** END OF REPORT - Generated by Peg Brindisi **					

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TRUMBULL BOE, CT
YEAR-TO-DATE BUDGET REPORT

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FOR 2022 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2009010 IDEA-611 20977	0	1,637,108	1,637,108	251,464.37	1,081,932.44	303,711.09	81.4%
2009011 IDEA-611 NP 20977	0	76,666	76,666	5,667.52	31,171.35	39,827.47	48.1%
2009080 TITLE III-A 20868	0	4,654	4,654	4,446.08	24,453.38	-24,245.96	621.0%
2009081 Title III-A NP	0	8,882	8,882	.00	1,800.00	7,082.00	20.3%
2009112 NP ESSER-Covid	0	17,018	17,018	.00	285.06	16,732.71	1.7%
2009120 ESSER II	0	765,457	765,457	190,807.39	470,552.91	104,096.74	86.4%
2009121 ESSER ARP	0	0	0	65,162.00	358,390.89	-423,552.89	100.0%
2009140 TITLE I 20679	0	93,319	93,319	25,153.51	68,045.02	120.82	99.9%
2009141 TITLE I NP	0	901	901	.00	.00	901.28	.0%
2009300 TITLE IV-A 20873	0	11,032	11,032	.00	.00	11,031.70	.0%
2009301 TITLE IV-A NP 20873	0	4,134	4,134	577.00	405.00	3,152.30	23.8%
2009350 HEADSTART ABCD OCT-SEPT	0	388,049	388,049	84,523.14	229,254.03	74,271.35	80.9%
2009370 HEAD START FOOD	0	3,956	3,956	1,728.00	.00	2,227.85	43.7%
2009450 IDEA PRE-K 20983	0	41,894	41,894	7,318.50	27,919.73	6,655.88	84.1%
2009460 OPEN CHOICE	0	240,139	240,139	7,984.56	14,090.16	218,064.06	9.2%
2009470 PERKINS GRANT 20742	0	370	370	684.00	.00	-313.60	184.7%
2009480 TITLE II PART A 20858	0	30,432	30,432	7,617.92	41,898.56	-19,084.66	162.7%
2009481 TITLE II-A NP 20858	0	33,816	33,816	1,156.00	.00	32,660.22	3.4%
2009505 TPAUD-DFC	0	45,477	45,477	40,961.06	834.60	3,681.49	91.9%
2009507 TPAUD-Opioid Prevention	0	3,526	3,526	3,525.83	.00	.00	100.0%
2009520 MAGNET TRANSPORTATION	0	72,800	72,800	.00	.00	72,800.00	.0%
2009700 CRF Grant -Coronavirus Reli	0	25,861	25,861	25,860.54	.00	.00	100.0%
2009710 SPED Stipend-COVID 19	0	19,427	19,427	4,365.02	15,061.98	.00	100.0%
GRAND TOTAL	0	3,524,917	3,524,917	729,002.44	2,366,095.11	429,819.85	87.8%

** END OF REPORT - Generated by Peg Brindisi **

Trumbull Board of Education											
Special Revenue BOE Programs											
7/1/21 to 10/31/21									Fund Balance(Deficit) as of		
Org#	Description	Org	Obj	Prj	Revenues	Operating Transfer In (Out) also reflected in Revenue (Expense)	Expenditures	Encumbrances	Revenues over (under) Expenditures includes Operating Transfers	7/1/21	10/31/2021
2051660	ACE Foundation	205	31510	Ace	-	-	-	-	-	58	58
2059530	Agriscience	205	31510	Agri	-	-	-	-	-	13,389	13,389
2051121	Athletics	205	31510	Athle	170,048	-	44,763	13,778	111,506	67,791	179,297
2052651	Building Use	205	31510	bldgu	1,923	-	-	-	1,923	21,636	23,559
2051650	Continuing Ed	205	31510	ContE	24,974	-	19,619	23,725	(18,370)	(342)	(18,712)
2051100	Driver's Education	205	31510	DrEd	8,540	-	6,000	1,408	1,132	14,386	15,518
2051717	Elementary Strings/Band	205	31510	Pay	375	-	32,749	160,314	(192,688)	22,745	(169,943)
2051713	ELITE Business Program	205	31510	ELITE	150	-	4,139	22,590	(26,579)	-	(26,579)
2056230	Guidance/Testing	205	31510	Guid	100	-	75	-	25	10,092	10,117
2059240	Interdistrict (TECEC*/REACH*/IIP*)	205	31510	Inter	110,180	-	62,210	297,995	(250,026)	63,005	(187,020)
2059540	Madison Grant	205	31510	Mad	-	-	-	-	-	368	368
2059490	THS Miscellaneous	205	31510	Misc	-	-	-	-	-	2,401	2,401
2051019	PE Day	205	31510	PE	-	-	-	-	-	247	247
2051200	SBCH-PPS Medicaid Program	205	31510	Medic	24,372	-	23,854	46,264	(45,747)	(28,062)	(73,808)
2055904	Rebates	205	31510	Reb	33,028	-	63,577	-	(30,549)	61,584	31,035
2051600	Summer Explorations	205	31510	SS	40,808	-	178,067	23,725	(160,984)	(19,333)	(180,318)
2052221	Take Home Device Insurance	205	31510	Take	41,410	-	25,773	-	15,637	33,472	49,110
2057100	THS AP Testing	205	31510	TEST	-	-	1,450	120,000	(121,450)	19,471	(101,978)
2051380	THS Auditorium	205	31510	Audi	-	-	-	-	-	-	-
2059400	THS Connections	205	31510	Cnnct	-	-	-	-	-	1,125	1,125
2059450	THS Culinary Kitchen Catering	205	31510	Culin	632	-	1,344	639	(1,351)	7,985	6,634
2055400	THS Musical	205	31510	music	984	-	7,902	-	(6,918)	17,939	11,022
2059510	Typical or Troubled Grant	205	31510	typic	-	-	-	-	-	643	643
2056207	Used Book Sales	205	31510	UsedB	-	-	-	-	-	2,145	2,145
2055213	Voluntary Insurance	205	31510	VISION	-	-	23,373	182,880	(206,253)	2,439	(203,814)
				Total							
	Total Special Revenue Fund			FB Alloc	457,524	-	494,896	893,319	(930,691)	315,185	(615,506)
* TECEC-Trumbull Early Childhood Education Center											
* REACH-Regional Educational Academic and Counseling Help											
* IIP-Interim Instructional (transition) Program											

School Lunch Financials for 2021-2022 School Year - FUND 210								
	7/31/2021 YTD	7/31/2021 Month	8/31/2021 YTD	8/31/2021 Month	9/30/2021 YTD	9/30/2021 Month	10/31/2021 YTD	10/31/2021 Month
Balance Sheet								
Assets:								
Cash	1,515,308		1,522,333		1,592,797		927,651	
Receivables	48,850		66,020		379,379		745,676	
Inventory	39,725		39,725		64,993		64,993	
Prepaid Expense								
Due From Others								
Total Assets:	1,603,883		1,628,077		2,037,169		1,738,319	
Liabilities:								
Accounts Payable	-		-		743,391		224,408	
Deferred Revenue	122,156		129,664		126,636		120,704	
Due to Town	1,273,920		1,281,958		898,306		1,070,239	
Reserve for Encumbrance	52,711		52,711		5,154		-	
Total Liabilities:	1,448,788		1,464,333		1,773,487		1,415,351	
Fund Balances:	155,095		163,744		263,682		322,968	
Statement of Revenues, Expenditures and Changes in Fund Balances								
Revenue/increases:								
Food Sales/Charges for Service	(180)	(180)	5,512	5,692	79,519	74,008	144,786	65,267
Intergovernmental	-	-	10,995	10,995	323,393	312,399	703,203	379,810
Other Income/Interest	-	-	-	-	-	-	-	-
Intergovernmental (Town) Transfer	-	-	-	-	-	-	-	-
Increases	-	-	-	-	-	-	-	-
Total revenue/increases	(180)	(180)	16,506	16,686	402,913	386,406	847,989	445,077
Expenses/decreases								
Wages	-	-	8,219	8,219	88,432	80,213	221,320	132,888
FICA	-	-	595	595	4,991	4,396	12,121	7,130
Medical	81,472	81,472	81,184	(289)	113,044	31,861	144,514	31,470
Other Expenses	(421)	(421)	(908)	(487)	20,617	21,525	26,347	5,730
Supplies	-	-	-	-	11,157	11,157	23,117	11,960
Cost of Food	-	-	-	-	139,515	139,515	340,757	201,242
Equipment/Capital	-	-	-	-	-	-	524	524
Intergovernmental Transfer	-	-	-	-	-	-	-	-
Decreases	-	-	-	-	-	-	-	-
Total Expenditures/Increases	81,051	81,051	89,089	8,038	377,756	288,667	768,700	390,944
Incr/(Decr) in fund balances before operating transfers	(81,231)		(72,583)		25,157		79,290	
Operating Transfers in/(out)	-		-		-		-	
Incr/(Decr) in fund balances after operating transfers	(81,231)		(72,583)		25,157		79,290	
Fund Balances:								
Beginning of year	236,327		236,327		238,525		243,679	
End of period	155,095		163,744		263,682		322,968	
Months Revenue Control	(180)		16,686		386,406		445,077	
Month Expenditure Control	81,051		8,038		288,667		390,944	
Profit (Loss) for the month	(81,231)		8,649		99,938		59,286	

School Lunch Financials As of October 31, 2021 - FUND 210

Balance Sheet as of 10/31	Budget	10/31/21 School Lunch	Encumbered	Available/ (Over)	10/31/20 School Lunch	YTY Diff.	% Change
Assets:							
Cash		927,651			951,577	(23,926)	-2.51%
Receivables		745,676			167,847	577,829	344.26%
Inventory		64,993			67,194	(2,201)	-3.28%
Prepaid Expense					-		
Due From Town					-		
Total Assets:		1,738,319			1,186,618	551,702	46.49%

Liabilities:							
Accounts Payable		224,408			56,709	167,699	295.72%
Deferred Revenue		120,704			134,147	(13,442)	-10.02%
Due to Town		1,070,239			1,943,309	(873,070)	-44.93%
Reserve for Encumbrance		-			-	-	
Total Liabilities:		1,415,351			2,134,164	(718,814)	-33.68%

Fund Balances:		322,968			(947,547)	1,270,515	-134.08%
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Statement of Revenues, Expenditures and Changes in Fund Balances for the 2 months ended 10/31

Revenue/increases:

Food Sales/Charges for Service	2,006,000	144,786	-	1,861,214	16,857	127,928	758.88%
Intergovernmental	1,853,800	703,203	-	1,150,597	115,532	587,671	508.66%
Other Income/Interest				-	-	-	
Intergovernmental (Town) Transfer				-	-	-	
Increases				-	-	-	
Total revenue/increases	3,859,800	847,989	-	3,011,811	132,390	715,599	540.52%

Expenses/decreases

Wages	975,000	221,320	752,668	1,012	187,883	33,437	17.80%
FICA	53,000	12,121	-	40,879	10,877	1,244	11.44%
Medical	479,301	144,514	346,286	(11,499)	173,073	(28,559)	-16.50%
Other Expenses	42,125	26,347	-	15,778	10,060	16,287	161.91%
Supplies	55,000	23,117	32,181	(298)	13,002	10,115	77.80%
Cost of Food	971,000	340,757	503,941	126,302	84,996	255,761	300.91%
Equipment/Capital	16,500	524	-	15,976	-	524	
Intergovernmental (Town) Transfer				-	-	-	
Decreases				-	-	-	
Total Expenditures/Increases	2,591,926	768,700	1,635,076	188,151	479,890	288,810	60.18%

Incr/(Decr) in fund balances before operating transfers		79,290			(347,500)	426,790	-122.82%
Operating Transfers in/(out)		-			-	-	
Incr/(Decr) in fund balances after operating transfers		79,290			(347,500)	426,790	-122.82%

Fund Balances:

Beginning of year		243,679			(600,047)	843,725	-140.61%
End of period		322,968			(947,547)	1,270,515	-134.08%
Month Revenue Control		445,077			83,046		
Month Expenditure Control		390,944			273,715		
Profit (Loss) for the month		59,286			(190,668)	249,955	-131.09%

	Trumbull Board of Education					
	Scholarship Details					
	7/1/21 to 10/31/21			Fund Balance as of 10/31/21		
Account Name	Revenues	Expenditures	Net Rev(Exp)	Permanent	Unrestricted	Total
Brewster	3	-	3	1,685	190	1,875
Peter Burke	12	-	12	-	7,927	7,927
K. Capobianco	3	-	3	-	1,836	1,836
Donna Cassidy	18	-	18	-	11,428	11,428
Citizenship/Holdsworth	0	-	0	-	40	40
Mary Curtiss	11	-	11	-	6,961	6,961
S. Dick Electronics	17	-	17	10,000	1,108	11,108
Education	-	-	-	-	-	-
Ran Grinnell	2	-	2	-	1,091	1,091
Clare Hampford	6	-	6	-	3,882	3,882
G. Hartz	-	-	-	-	10	10
Klein/ Danaher	5	-	5	-	3,234	3,234
Lorimer	0	-	0	-	78	78
Dr. Gloria Maina	1	-	1	-	555	555
Frances S. Mallett	2	-	2	-	1,162	1,162
Loretta McDougall	21	-	21	-	13,188	13,188
Karen Mraz	15	-	15	-	9,356	9,356
National Merit	1	-	1	-	536	536
PHNA	14	-	14	8,000	1,015	9,015
Ralph Pascale	1	-	1	-	511	511
Jill Resnick	25	-	25	-	16,374	16,374
R. Rossomando	10	-	10	5,190	955	6,145
Dick Seaman	107	-	107	-	4,640	4,640
R. Simses	4	-	4	2,500	307	2,807
R. Stowe	4	-	4	2,200	270	2,470
Trumbull High	2	-	2	-	1,111	1,111
Jennie N. Villano	0	-	0	-	211	211
Zink	17	-	17	10,000	1,111	11,111
Total Scholarship Fund	300	-	300	39,575	89,087	128,662

Effective Date: 11/15/21		<<Use last day of month			
Effective: Period 5					
SRC: GEN					
Org	Object	Proj	Account Description	Line Description	D/C Amount
205	10400		205 Cash	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	C 318,063.26
205	24000		Due to 200	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	D 318,063.26
001	24004		Due from Town	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	C 318,063.26
001	10404		BOE Cash	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	D 318,063.26
200	14003		Due from 205	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	C 318,063.26
200	24004		Due to Town	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	D 318,063.26
Town Entry					
2911000	522205		BOE Grants Expenses	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	C 318,063.26
01060000	522205		BOE Program Expenses	Open Ch, HS Food & Magnet Fund Xfer on 7.1.21	D 318,063.26
Forward to Dawn Leos at Town Hall					
Note: Per PKF audit, Joe Centofanti, the fund balances for Open Choice, Head Start Food and Magnet Transportation were moved out of 205 Special Revenue and are now accounted for in 200 Grants starting 7.1.21.					

Paul B Hendrickson
11/15/2021

11.22.21
BOE Meets
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w/ approval

FUND: 205 SPECIAL REVENUE FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE

ASSETS				
205	10400	SP REV Cash Peo AC#12-7016247	13,456.66	1,726,792.78
205	10401	Cash-Ticket Office	.00	4,500.00
205	11130	ACCTS RECEIVABLE	13,448.94	26,279.56
205	14002	Due from Fund 100	.00	-4,561.62
TOTAL ASSETS			26,905.60	1,753,010.72

LIABILITIES				
205	20000	Accounts Payable	882.47	2,375.23
205	24000	Due to Fund 200	756.00	-318,063.26
205	24004	Due to Fund 001/Town	-46,624.04	-1,146,689.16
205	24009	Due to Fund 100/Student Activi	.00	-44.52
205	29270	RESERVE FOR ENCUMBRANCES	.00	-3,740.46
TOTAL LIABILITIES			-44,985.57	-1,466,162.17

FUND BALANCE				
205	19200	REVENUE CONTROL	-91,741.30	+457,523.98
205	29100	BUDGET APPROPRIATIONS	.00	-315,184.72
205	29200	EXPENDITURE CONTROL	109,821.27	494,896.15
205	29240	ENCUMBRANCES CONTROL	-77,972.06	893,318.93
205	29260	ENCUMBRANCE PAYABLE	77,972.06	-893,318.93
205	31510	Fund Balance UR/UD	.00	-1,002.15
205	31510	Ace FB Ace	.00	-58.05
205	31510	Advs FB Advisor/Band	.00	-.38
205	31510	Agri FB Agriscience	.00	-13,388.50
205	31510	Athle FB Athletics	.00	-67,852.78
205	31510	bldgu Building Use	.00	-21,635.97
205	31510	Cnnct FB THS Connections	.00	-1,124.57
205	31510	ContE FB Continuing Education	.00	91.91
205	31510	Culin FB THSCulinaryKitchenCatering	.00	-7,985.42
205	31510	DrEd FB Driver's Education	.00	-14,386.11
205	31510	Guid FB Guidance	.00	-10,092.01
205	31510	Inter FB Interdistrict	.00	-63,005.13
205	31510	Mad FB Madison	.00	-367.58
205	31510	Medic FB PPS Medicaid Program	.00	28,061.62
205	31510	Misc FB Miscellaneous	.00	-2,400.52
205	31510	music FB THS Musical	.00	-25,671.23
205	31510	Pay FB Elem Strings & Band	.00	-22,745.43
205	31510	PE FB Professional Development	.00	-246.95
205	31510	Reb FB Rebates	.00	-61,584.47
205	31510	SS FB Summer Explorations	.00	19,343.63
205	31510	Take FB Take Home Device Insurance	.00	-33,472.44
205	31510	TEST FB THS AP Testing	.00	-19,471.30
205	31510	typic FB Typical or Troubled Grant	.00	-643.06
205	31510	UsedB FB Used Books	.00	-2,145.00
205	31510	VISION FB Vision	.00	-2,438.83
205	31520	BUDGET CONTROL	.00	315,184.72

FUND: 205 SPECIAL REVENUE FUND	NET CHANGE FOR PERIOD	ACCOUNT BALANCE

FUND BALANCE		
TOTAL FUND BALANCE	16,079.97	-286,848.55
TOTAL LIABILITIES + FUND BALANCE	-26,905.60	-1,753,010.72
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** END OF REPORT - Generated by Peg Brindisi **

11/15/2021 09:58 TRUMBULL BOE, CT
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FUND: 200 GRANTS FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE

ASSETS				
200	14001	DUE FROM TOWN-Grant Reciepts	707,917.08	859,406.12
200	14003	Due from Fund 205	-756.00	318,063.26
TOTAL ASSETS			707,161.08	1,177,469.38

LIABILITIES				
200	20000	Accounts Payable	.00	-1,156.00
200	24004	Due to Town-Grant Cash Expense	-543,875.77	-972,889.88
200	29270	RESERVE FOR ENCUMBRANCES	111,197.50	.00
TOTAL LIABILITIES			-432,678.27	-974,045.88

FUND BALANCE				
200	19100	ESTIMATED REVENUES	1,876,411.00	1,600,145.37
200	19200	REVENUE CONTROL	-707,917.08	-861,346.14
200	29100	BUDGET APPROPRIATIONS	-1,876,411.00	-3,208,022.77
200	29200	EXPENDITURE CONTROL	433,145.27	729,002.44
200	29240	ENCUMBRANCES - CONTROL	-318,281.31	2,366,095.11
200	29260	ENCUMBRANCE PAYABLE	318,281.31	-2,366,095.11
200	31510	UNRESERVED/UNDESIGNATED	289.00	245,814.83
200	31510	HS FD Fund Balance UR/UD	.00	-3,955.85
200	31510	Mag Fund Balance UR/UD	.00	-72,800.00
200	31510	Open Fund Balance UR/UD	.00	-240,138.78
200	31520	BUDGET CONTROL	.00	1,607,877.40
TOTAL FUND BALANCE			-274,482.81	-203,423.50

TOTAL LIABILITIES + FUND BALANCE			-707,161.08	-1,177,469.38
=====				

** END OF REPORT - Generated by Peg Brindisi **

TRUMBULL BOARD OF EDUCATION
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, December 14, 2021

Martin Semmel, Ed.D.

Agenda Item IV-A

Pending Litigation

Recommendation:

Receive and file.

PENDING LITIGATION

CASE TOWN/BOARD	DESCRIPTION	CASE	REPRESENTATIVE TOWN/BOARD
1. C.T., J.T. and L.T. vs.	C.T., a Trumbull minor, his parents J.T. and L.T., alleged that he was injured on or about November 13, 2019 while playing soccer at recess and fell into a hole on the soccer field near the goal. Their claim covers that the soccer field was in an uneven, defective and/or dangerous condition. This claim seeks monetary damages against Board of Education, Town of Trumbull and Parks and Recreation Department. (Notice of claim received January 9, 2020).	Pending	Town/Board
2. M.D. vs.	M.D., former Director of Facilities, claims his termination of employment on 2/7/20 constitutes a breach of his employment contract with Trumbull Board of Education. This claim seeks monetary damages against Trumbull Board of Education. (Notice of claim received 5/20/20).	Pending	Town/Board

TRUMBULL BOARD OF EDUCATION
TRUMBULL, CONNECTICUT

Report to the Board of Education
Regular Meeting, December 14, 2021

Agenda Item IV-B

Status of Negotiations

Please see reverse side for status of
negotiations with the eight bargaining units.

Recommendation:

Receive and file.

STATUS OF NEGOTIATIONS

<u>Unit</u>	<u>Member of Board's Negotiating Team</u>	<u>Status of Negotiations</u>
Teachers TEA	Attorney Floyd Dugas Marie Petitti Michael Ward	The TEA Agreement covers the period from July 1, 2020 to June 30, 2023.
Administrators TAA	Attorney Floyd Dugas Marie Petitti Michael Ward	The TAA Agreement covers the period from July 1, 2021 to June 30, 2024.
Administrative Support Services	Attorney Floyd Dugas	The (TASS) Administrative Support covers the period from July 1, 2016 to June 30, 2021. Negotiations for a successor Agreement have begun.
CALU		
Custodial/Maintenance	Attorney Floyd Dugas	The Custodial/Maintenance Agreement covers the period from July 1, 2020 to June 30, 2021. Negotiations for a successor Agreement have begun.
UPSEU LOCAL #424		
Paraprofessionals UPSEU LOCAL #424	Attorney Floyd Dugas	The Paraprofessional Agreement covers the period from July 1, 2021 to June 30, 2025.
Cafeteria Workers UPSEU LOCAL #424	Attorney Floyd Dugas	The Cafeteria Workers Agreement covers the period from July 1, 2020 to June 30, 2024.
CILU Supervisor/ Support Staff CILU LOCAL #21	Attorney Floyd Dugas	<p>The CILU Supervisors Agreement covers the period from July 1, 2021 to June 30, 2024.</p> <p>The CILU Support Agreement covers the period from July 1, 2021 to June 30, 2024.</p>