



Little Elm ISD

Regular Meeting

Monday, December 17, 2018 6:30 PM

Agenda of Regular Meeting

The Board of Trustees Little Elm ISD

A Regular Meeting of the Board of Trustees of Little Elm ISD will be held December 17, 2018, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068.
2. Pledge of Allegiance
3. Invocation
4. Introduction and Roll Call
5. Approval of Minutes
 - A. Discuss and approve the Regular Board Meeting Minutes for 11/26/2018 5
Presenter: Sonia F. Badillo
6. Superintendent Spotlight
 - A. Chavez Elementary - Spotlight
Presenter: Liz Miller
 - B. Little Elm High School Students of the Month
Presenter: Renee Pentecost
 - C. CLASS Recognition
Presenter: Tony Tipton
 - D. Child Nutrition Administrative Review Audit
Presenter: Rod Reeves
7. Citizen Input
Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose
8. The Board will recess into Closed Meeting in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074. The Board and Superintendent will discuss:
 - A. Land
 - B. Personnel
9. Reports of the Superintendent
 - A. New Middle School Update

Presenter: Rick Martin

10. Action Items

- | | |
|---|-----|
| A. Discuss and approve the Annual Financial Report for Year Ended August 31, 2018 | 12 |
| Presenter: Grant Anderson | |
| B. Discuss and approve the Financial Reports | 17 |
| Presenter: Grant Anderson | |
| C. Discuss and approve the Little Elm ISD Interlocal Summary Report | 44 |
| Presenter: Grant Anderson | |
| D. Discuss and approve the Little Elm ISD Expenditures over \$50,000 Summary Report | 46 |
| Presenter: Grant Anderson | |
| E. Discuss and approve the LEISD Grounds Mowing & Maintenance | 48 |
| Presenter: Rod Reeves | |
| F. Discuss and approve the Resolution Adopting the Prevailing Wage Rate for Construction Projects | 93 |
| Presenter: Rod Reeves | |
| G. Discuss and approve the LEISD Insurance Roof Replacement Projects - Hackberry ES & Lakeside MS | 107 |
| Presenter: Rod Reeves | |
| H. Discuss and approve the Roof Replacement Projects - Brent, Chavez & Zellars | 126 |
| Presenter: Rick Martin | |
| I. Discuss and approve the Project Budget and Construction GMP for the Lowell H. Strike Middle School | 132 |
| Presenter: Rick Martin | |
| J. Discuss and approve the Project Budget and Construction GMP for the Jerry R. Walker Middle School | 137 |
| Presenter: Rick Martin | |
| K. Discuss and approve the LEISD Board of Trustees Social Media Guidelines | 143 |
| Presenter: Melissa Myers | |

11. Consent Agenda

- A. Discuss and approve Gifts and Donations
Presenter: Grant Anderson

12. Board President Comments
Presenter: Melissa Myers

13. Board Comments

14. Superintendent Comments

15. Adjournment

If, during the course of the meeting, the Board of Trustees should determine that a closed meeting should be conducted, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq. The meeting will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed or executive meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

551.071	Private consultation with the Board's attorney.
551.072	Discussing purchase, exchange, lease, or value of real property.
551.073	Discussing negotiated contracts for prospective gifts or donations.
551.074	Discussing personnel or to hear complaints against personnel.
551.075	To confer with employees of the school district to receive information or to ask questions.
551.076	Considering the deployment, specific occasions, for or implementation of security personnel or devices.
551.082	Considering discipline of a public school child, or complaint or charge against personnel.
551.0821	Considering personally identifiable information about public school student.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employees groups,
551.084	Excluding witnesses from a hearing.

Before any closed meeting is convened, the presiding officer will publicly identify the section or sections or the Act authorizing the closed meeting.

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting, or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

Superintendent

Original copy of this agenda was posted on the bulletin board at the Little Elm ISD Administration Building 72 hours prior to the scheduled meeting.

Sonia Badillo

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date 12-17-2018	Reports of the Superintendent <input type="checkbox"/>	Action Item <input checked="" type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	REGULAR BOARD MEETING MINUTES -11/26/2018.				
Presenter or Contact Person:	Sonia F. Badillo, Superintendent Secretary.				
Policy/Code:	N/A				
Summary:	Board Meeting Minutes for November 26, 2018.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	Meeting Minutes				
Recommendation:	The Administration recommends the approval of the Regular Board Meeting Minutes for November 26, 2018.				
Motion:	I move that the Board approve the attached Regular Board Meeting Minutes for November 26, 2018.				

Minutes of Regular Meeting

The Board of Trustees Little Elm ISD

A Regular Meeting of the Board of Trustees of Little Elm ISD was held Monday, November 26, 2018, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

PRESENT: Board President Melissa Myers, Board Vice President David Montemayor, Board Secretary Jason Olson, Trustee Dan Blackwood, Trustee LeAnna Harding, Trustee Alejandro Flores, and Superintendent Daniel Gallagher.

ABSENT: Trustee DeLeon English.

1. Call to Order Open Session in the Board Room at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068. Board President Melissa Myers called the meeting to order at 6:30 pm.
2. Pledge of Allegiance
The Board led those in attendance to The Pledges of The United States Flag and The Texas Flag.
3. Invocation
There was no invocation.
4. Introduction and Roll Call
Ms. Sonia F. Badillo took roll call.
5. Approval of Minutes
 - A. Discuss and approve the Regular Board Meeting Minutes for 10/15/2018
Trustee LeAnna Harding made the first motion to approve this item as submitted.
Trustee Alejandro Flores seconded the motion. The motion passed (6-0).
6. Superintendent Spotlight
 - A. Oak Point Elementary - Spotlight
Ms. Debbie Clark presented to the Board music teacher Clint Turner and the honor choir who performed a couple of patriotic songs.
 - B. Little Elm High School Students of the Month
Ms. Renee Pentecost presented the Little Elm High School students of the month award to Maddison Banda and Richard Morales.
 - C. The Gail McKay Foundation
Ms. Keisha Brown briefed the Board about the Gail McKay Foundation. They have contributed and pay off balances from students' lunch accounts that had not been paid. They paid for the charter bus the District took to Stephen F. Austin

State University for the first ever College Road Trip. They also paid for the 2018 freshman college tour shirts among other things.
The Foundation was presented with a certificate from the Board recognizing and thanking their support.

D. Community Involvement Committee

Board President Melissa Myers thanked all the District PTAs and Booster Clubs for their continued support. Trustees Dan Blackwood and LeAnna Harding presented thank you certificates for those present.

E. Recognition - Student Information Services and PEIMS Department

Dr. Cyndy A. Mika recognized all the campus PEIMS, Brandon Thompson, Kendall Euler and Alaine Webber for their hard work.

F. Communications: Introduction of Assistant Director for Special Populations

Ms. Cortney Clover presented to the Board Laurie Toben and spoke highly of her.

7. Citizen Input

Audience participation shall be permitted at regular Board meetings and shall be limited to the public comment portion designated for that purpose

There was no citizen input

8. The Board recessed into Closed Meeting at 7:18 pm in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.072 and 551.074. The Board and Superintendent discussed:

Personnel and Land

The Board reconvened at 8:20 pm.

9. Reports of the Superintendent

A. PEIMS Demographics Snapshot

Dr. Cyndy A. Mika gave the Board a snapshot of the PEIMS Demographics.

The information included the following:

Snapshot

- Student Demographics
- 7768 Students Enrolled
- Enrollment 2015-2018
- Enrollment by Campus
- Enrollment by Grade
- Enrollment by Ethnicity
- Special Programs Enrollment
- Special Populations Four Year Trend
- Economically Disadvantaged
- Economically Disadvantaged by Campus
- Limited English Proficient by Campus

B. Educational Services - Update

Mr. Ross Roberts, Mr. Doug Sevier, Ms. Amanda Ball, and Dr. Cyndy Mika gave a report about Educational Services. The report included the following:
Educational Services

- LEISD Cornerstones

- Standards
 - Systemic Approach to Support
 - Focus on the intentional design of Rigorous, Relevant, and Engaging
 - Professional Learning Communities
 - Curriculum & Instruction Audit
- C. Little Elm Police Departments Update to The LEISD Board of Trustees
Mr. Ross Roberts and Chief Rodney Harrison briefed the Board about statistics from LEHS, Lakeside and Powell (narcotics, assaults, thefts and overdose).
This was moved after Item E.
- D. Name Change on Little Elm ISD Athletic Complex
Mr. Rick Martin gave the Board an estimated cost of this item.
Athletic Complex Pressbox Graphics
- Proposed Internally lit, 3-dimensional Letters and Logo
 - Around \$175,00 - \$200,000
- E. 3rd Quarter 2018 Growth Report
Presenter: Rod Reeves and Mr. Trent Smith briefed the Board about the 3rd Quarter 2018 Growth Report.
This item was moved to the first part of the Reports of the Superintendent.
Quarterly Report 3Q18
- Economic Conditions – DFW Area
 - DFW New Home Ranking Report
 - New Housing Activity
 - Little Elm ISD Housing Forecast
 - Annual Closing Distribution
 - Future Lots
 - District Housing Overview
 - Residential Activity
 - District Multi-Family Overview
 - Residential Yield Analysis
 - Ten Year Forecast by Campus
 - Summary

10. Action Items

- A. Discuss and approve the Little Elms ISD 2019-2020 Calendar
Dr. Cyndy A. Mika presented to the Board Option B as the calendar selected for the respondents as the LEISD 2019-2020 Calendar.
Trustee Dan Blackwood made the first motion to approve the item as presented.
Trustee LeAnna Harding seconded the motion. The motion passed (6-0).
- B. Discuss and approve One (1) Professional Diagnostician FTE
Ms. Cleota Epps approached the Board about One (1) Professional Diagnostician FTE. This is due to increased student numbers.
Trustee LeAnna Harding made the first motion to approve as submitted. Trustee Dan Blackwood seconded the motion. The motion passed (6-0).

C. Discuss and approve the Financial Reports

Mr. Grant Anderson briefed the Board about the Financial Reports. It included the following:

November 26, 2018 Financial Reports

- Notes to financials and current activity
- Fund Balance Analysis 2018-2019
- 2018-10 General Fund Budget Recap
- Bond Projects
- Board Approved Bond Projects
- Board Approved Capital Projects
- Financials in board packet

Board Vice President David Montemayor made the first motion to approve the item as submitted. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).

D. Discuss and approve the Little Elm ISD Interlocal Summary Report

Mr. Grant Anderson shared with the Board the LEISD Interlocal Summary Report. This allows LEISD to purchase products or services from other governmental entities which have been properly awarded contracts through statutorily authorized methods.

Board Secretary Jason Olson made the first motion to approve this item as submitted. Board Vice President David Montemayor seconded the motion. The motion passed (6-0).

E. Discuss and approve the Athletic Complex Scoreboard Replacement

Mr. Rick Martin briefed the Board about the Athletic Complex Scoreboard Replacement. This was the information:

This item was moved after Item A

Athletic Complex Scoreboard Scope & Budget

- Active Video Display Area 31' wide x 24' tall
- New Sport Sound System 22' wide x 6' tall
- Secondary Board Area 18' wide x 8' tall
- Includes two new Game Clocks
- Schedule
- Total amount a little under 1.1 million

Board Secretary Jason Olson made the first motion to approve this item as submitted. Trustee Alejandro Flores seconded the motion. The motion passed (6-0).

F. Discuss and approve the Approval of Little Elm ISD Middle School Attendance Zones

Mr. Rod Reeves briefed the Board about the Approval of LEISD Middle School Attendance Zones.

Middle School Attendance Zones Board Version

- MS Attendance Zones Action Plan
- "Proposed" Zones
- Website for Zoning Results

Trustee LeAnna Harding made the first motion to approve this item as submitted.
Trustee Dan Blackwood seconded the motion. The motion passed (6-0).

11. Consent Agenda

A. Discuss and approve Gifts and Donations

B. Discuss and approve the Student Health Advisory Council Membership

Board Secretary Jason Olson made the first motion to approve Consent Agenda as submitted. Board Vice President David Montemayor seconded the motion.
The motion passed (6-0).

12. Board President Comments

Presenter: Melissa Myers

Ms. Melissa Myers had no comments.

13. Board Comments

Trustee Alejandro Flores thanked Mr. Reeves and Dr. Tipton for all their hard work.

Board Secretary Jason Olson thanked the staff for a smooth zoning process.

Board Secretary Jason Olson requested an agenda item about Social Media Policy.

Board Vice President David Montemayor thanked the staff.

Trustee LeAnna Harding thanked the Administration for their hard work.

Trustee Dan Blackwood thanked the staff.

14. Superintendent Comments

Mr. Daniel Gallagher thanked staff, the Board for their continued support and Ms. Badillo.

15. Adjournment

Board Vice President David Montemayor made the first motion to adjourn the meeting. Board Secretary Jason Olson seconded the motion. The motion passed (6-0).

The meeting adjourned at 10:02 pm.

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
12-17-2018	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	NEW MIDDLE SCHOOL UPDATE				
Presenter or Contact Person:	Rick Martin, Executive Director of Construction				
Policy/Code:	CVD (LOCAL)				
Summary:	Sharing Collaborative Efforts in the Development of the New Middle Schools				
Financial Implications:	None				
Attachments:	None				
Recommendation:	Item is for informational purposes only. No recommendation is necessary.				
Motion:	No motion is necessary.				

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	ANNUAL FINANCIAL REPORT FOR YEAR ENDED AUGUST 31, 2018				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	Accounting Audits – CFC (Legal)				
Summary:	Dan Tonn with the audit firm Hankins, Eastup, Deaton, Tonn & Seay, PC to present audit report				
Financial Implications:	There is no financial implication to the budget.				
Attachments:	1) Auditor Communication Letter 2) Annual Financial Report FY 17-18				
Recommendation:	The Administration recommends approval of the Annual Financial Report for the year ended August 31, 2018 as submitted.				
Motion:	I move that the Board approve the Annual Financial Report for the year ended August 31, 2018 as submitted.				

Members:
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC
ACCOUNTANTS
TEXAS SOCIETY OF CERTIFIED
PUBLIC ACCOUNTANTS

**HANKINS, EASTUP, DEATON,
TONN & SEAY**
A PROFESSIONAL CORPORATION

CERTIFIED PUBLIC ACCOUNTANTS

902 NORTH LOCUST
P.O. BOX 977
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November 27, 2018

To the Board of Trustees
Little Elm Independent School District
Little Elm, Texas

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Little Elm Independent School District (the District) for the year ended August 31, 2018. Professional standards require that we communicate to you the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and the Uniform Guidance

As stated in our engagement letter dated April 27, 2018, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also in accordance with the Uniform Guidance, we examined, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the "U.S. Office of Management and Budget (OMB) Compliance Supplement" applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the District's compliance with those requirements.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter dated April 27, 2018.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. In the current fiscal year the District implemented GASB Statement No. 75 related to accounting for the District's participation in TRS-Care, the state-wide health insurance plan for retirees. The implementation of this accounting standard resulted in a prior period adjustment that reduced beginning net position by \$37.1 million. No other new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2018. We noted no transaction entered into by the District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of state revenue, depreciation expense, and the allowance for uncollectible property taxes. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 27, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to our retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Information in Documents Containing Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Trustees and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

Hankins, Eastup, Deaton, Tonn & Seay

Hankins, Eastup, Deaton, Tonn & Seay, P.C.
Denton, Texas

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	ANNUAL FINANCIAL REPORT FOR YEAR ENDED AUGUST 31, 2018				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	Accounting Audits - CFC (Legal)				
Summary:	Dan Tonn with the audit firm Hankins, Eastup, Deaton, Tonn & Seay, PC to present audit report				
Financial Implications:	There is no financial implication to the budget.				
Attachments:	1) Auditor Communication Letter 2) Annual Financial Report FY 17-18				
Recommendation:	The Administration recommends approval of the Annual Financial Report for the year ended August 31, 2018 as submitted.				
Motion:	I move that the Board approve the Annual Financial Report for the year ended August 31, 2018 as submitted.				

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	FINANCIAL REPORTS – OCTOBER 2018				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	Board Legal Status Powers and Duties – BAA (LOCAL) Annual Operating Budget – CE (LOCAL)				
Summary:	Monthly financial reports prepared by Business Services Department				
Financial Implications:	Increase in General Fund revenues and increase in appropriate expenditure budgets				
Attachments:	<ol style="list-style-type: none">1) Budget Amendments2) Information – Miscellaneous Business Office Reports Monthly Fund Balance Comparison Statement of Unaudited Revenue and Expenditures Cash Flow Statements Bank Reconciliations Investment Report Fund Summary of Revenue and Expenditures Tax Collection Report Construction Report				
Recommendation:	The Administration recommends approval of the October 2018 Financial Reports as presented.				
Motion:	I move that the Board approve the October 2018 Financial Reports as presented.				

Little Elm Independent School District
General Fund
Budget Amendments
December 2018

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	199	11	200	13	200	001		Reallocate funds to cover cost of ESL substitutes and supplies.
2	199	00	114	11	114	041		Budget for receipt of classroom art fees.
3	199	11	1,500	36	1,500	042		Reallocate funds to cover extra duty pay for Vex Robotics Club.
4	199	11	80	13	80	104		Reallocate funds to cover travel costs to TAPHRED conference.
5	199	11	500	13	500	104		Reallocate funds to cover travel costs for bilingual/ESL teacher training.
6	199	11	85	51	85	107		Reallocate funds to cover cost to rekey a classroom.
7	199	31	1,500	13	1,500	821		Reallocate funds to purchase books and supplies for gifted and talented program.
8	199	13	200	23	200	829		Reallocate funds to cover travel costs for school administrators.
9	199	36	5,775	41	5,775	858		Reallocate funds to cover purchase of furniture for Superintendent's office ordered in FY 17-18 but not received until FY 18-19.
10	199	00	15,000	11	4,224	108		Budget for Oak Point PTA donation to be used to purchase playground equipment, bottle fillers and PE supplies.
				51	1,455			
				81	9,321			
11	199	51	14,300	81	14,300	858		Reallocate funds to cover cost of SPED office renovations.
12	199	51	40,452	81	40,452	042		Reallocate funds to cover cost to rebuild dumpster wall at Prestwick campus.
Total			79,706		79,706		0	

m Independent School District
 Child Nutrition Fund
 Budget Amendments
 December 2018

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	240	00	424,000	35	424,000	995	(424,000)	Budget for excess fund balance plan to replace kitchen equipment, purchase campus computers, increase food budgets and cover repair and maintenance costs.
	Total		424,000		424,000		(424,000)	

Page 1 of 2

GENERAL FUND

DEBT SERVICE FUND

		1XX			511		
		PROPOSED			PROPOSED		
CONTROL		ORIGINAL	AMENDMENTS	AMENDED	ORIGINAL	AMENDMENTS	AMENDED
CODES	REVENUES	BUDGET		BUDGET	BUDGET		BUDGET
5700	LOCAL	52,614,245	42,628	52,656,873	21,230,000		21,230,000
5800	STATE	18,351,031		18,351,031	-		-
5900	FEDERAL	1,250,000		1,250,000	-		-
		72,215,276	42,628	72,257,904	21,230,000	-	21,230,000
Expenditures							
11	Instruction	39,482,352	233,574	39,715,926	-		-
12	Library Services	731,379		731,379	-		-
13	Staff Development	1,891,476	(334,127)	1,557,349	-		-
21	Instructional Admin	1,086,508	184,830	1,271,338	-		-
23	Campus Administration	4,367,766	2,800	4,370,566	-		-
31	Guidance & Counseling	2,150,614	(1,000)	2,149,614	-		-
32	Attendance & Social Services	31,300	2,000	33,300	-		-
33	Health Services	578,378		578,378	-		-
34	Student Transportation	2,372,370		2,372,370	-		-
35	Food Services	175,525		175,525	-		-
36	Co-curricular Activities	1,992,989	8,631	2,001,620	-		-
41	General Administration	3,143,203	(2,000)	3,141,203	-		-
51	Plant Maintenance	7,663,917	100,484	7,764,401	-		-
52	Security	1,215,934		1,215,934	-		-
53	Data Processing	1,560,918		1,560,918	-		-
61	Community Services	53,598		53,598	-		-
71	Debt Services	1,402,642		1,402,642	21,100,000		21,100,000
81	Facilities	194,472	(98,174)	96,298	-		-
91	Contracted Instr Between Schools	1,100,000		1,100,000	-		-
95	Payments to JUV Justice Alt	40,000		40,000	-		-
99	Intergovernmental Charges	385,000		385,000	-		-
	TOTAL EXPENDITURES	71,620,341	97,018	71,717,359	21,100,000	-	21,100,000
00	Other Resources	-	-	-	-	-	-
00	Other Uses	-	-	-	-	-	-
EST FUND BALANCE 08/31/18		28,930,503	-	28,930,503	5,326,547		5,326,547
EST FUND BALANCE		29,525,438	(54,390)	29,471,048	5,456,547	-	5,456,547

Little Elm Independent School District
Statement of Unaudited Revenues and Expenditures - Budget vs. Actual
As of October 31, 2018

GENERAL FUND
Fund 1XX

CONTROL CODES	REVENUES	2018-2019 Approved Budget	PERIOD RECEIPTS/ EXPENDITURES	Y-T-D RECEIVED/ ENC + EXP	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT TO TOTAL	PERCENT OF YEAR ELAPSED
5700	LOCAL	52,656,873.00	1,168,501.96	2,758,226.74	(49,898,646.26)	5.24%	17%
5800	STATE	18,351,031.00	2,697,173.37	5,964,963.07	(12,386,067.93)	32.50%	17%
5900	FEDERAL	1,250,000.00	23,207.50	37,259.45	(1,212,740.55)	2.98%	17%
TOTAL REVENUES		72,257,904.00	3,888,882.83	8,760,449.26	(63,497,454.74)	12.12%	17%
EXPENDITURES							
0011	Instruction	39,715,926.00	4,442,906.60	8,063,246.65	31,652,679.35	20.30%	17%
0012	Library Services	731,379.00	72,479.00	146,023.31	585,355.69	19.97%	17%
0013	Curriculum & Staff Development	1,557,349.00	126,372.20	346,753.35	1,210,595.65	22.27%	17%
0021	Instructional Leadership	1,271,338.00	133,466.62	275,765.68	995,572.32	21.69%	17%
0023	School Leadership	4,370,566.00	338,328.04	686,286.09	3,684,279.91	15.70%	17%
0031	Guidance & Counseling	2,149,614.00	187,455.60	348,836.86	1,800,777.14	16.23%	17%
0032	Social Work Services	33,300.00	32,000.00	32,000.00	1,300.00	96.10%	17%
0033	Health Services	578,378.00	65,013.94	117,582.05	460,795.95	20.33%	17%
0034	Student Transportation	2,372,370.00	234,514.50	242,520.55	2,129,849.45	10.22%	17%
0035	Food Services	175,525.00	8,562.75	17,388.07	158,136.93	9.91%	17%
0036	Co-curricular Activities	2,001,620.00	200,695.38	441,190.86	1,560,429.14	22.04%	17%
0041	General Administration	3,141,203.00	297,754.70	683,458.25	2,457,744.75	21.76%	17%
0051	Plant Maintenance	7,764,401.00	671,135.40	2,010,620.26	5,753,780.74	25.90%	17%
0052	Security & Monitoring	1,215,934.00	164,332.33	284,000.42	931,933.58	23.36%	17%
0053	Data Processing	1,560,918.00	171,649.64	330,529.28	1,230,388.72	21.18%	17%
0061	Community Service	53,598.00	2,526.34	5,178.26	48,419.74	9.66%	17%
0071	Debt Services	1,402,642.00	-	890,953.80	511,688.20	63.52%	17%
0081	Facility Acquisition	96,298.00	996.69	30,192.51	66,105.49	31.35%	17%
0091	Contracted Instr Between Schools	1,100,000.00	-	768,280.00	331,720.00	69.84%	17%
0095	Pmt to Juvenile Justice	40,000.00	1,691.00	2,848.00	37,152.00	7.12%	17%
0099	Intergovernmental Charges	385,000.00	-	84,966.00	300,034.00	22.07%	17%
TOTAL EXPENDITURES		71,717,359.00	7,151,880.73	15,808,620.25	55,908,738.75	22.04%	17%
OPERATING TRANSFERS							
7910	Other Resources	-	-	-	-	-	-
8910	Other Uses	-	-	-	-	-	-
TOTAL OPERATING TRANSFERS		-	-	-	-	-	-
0100	Est Fund Balance 08/31/18	28,930,503.00	-	28,930,503.00	-	-	-
3000	Year to Date Fund Bal. (unaudited)	29,471,048.00	-	21,882,332.01	-	-	-

	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	July Actual	August Actual	TOTAL
Beginning Cash Balance in Bank	31,123,061.66	27,661,780.39	-	-	-	-	-	-	-	-	-	-	31,123,061.66
RECEIPTS													
Tax Collections	38,220.74	773,699.59	-	-	-	-	-	-	-	-	-	-	811,920.33
Interest	15,549.15	16,986.74	-	-	-	-	-	-	-	-	-	-	32,535.89
Other Local Revenue	1,340,828.90	383,948.81	-	-	-	-	-	-	-	-	-	-	1,724,777.71
State Revenue - Available School	-	363,650.00	-	-	-	-	-	-	-	-	-	-	363,650.00
State Revenue - Foundation	2,587,581.00	2,113,488.00	-	-	-	-	-	-	-	-	-	-	4,701,069.00
State Revenue - Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
State Revenue - Misc	256,616.14	9,648.80	-	-	-	-	-	-	-	-	-	-	266,264.94
MAC Receipts/SHARS	14,051.95	23,207.50	-	-	-	-	-	-	-	-	-	-	37,259.45
Federal Program Revenue	93,762.91	209,573.68	-	-	-	-	-	-	-	-	-	-	303,336.59
Federal Program Revenue 240	151,978.48	224,762.78	-	-	-	-	-	-	-	-	-	-	376,741.26
Lunch Revenue - local 240	159,875.62	209,193.12	-	-	-	-	-	-	-	-	-	-	369,068.74
Payroll Deposits	1,000.10	979.24	-	-	-	-	-	-	-	-	-	-	1,979.34
Proceeds Land Sale	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from Investment Acct	500,000.00	2,425,000.00	-	-	-	-	-	-	-	-	-	-	2,925,000.00
Total Revenue	5,159,464.99	6,754,138.26	-	-	-	-	-	-	-	-	-	-	11,913,603.25
DISBURSEMENTS													
Payroll Checks	2,906,612.50	2,957,450.56	-	-	-	-	-	-	-	-	-	-	5,864,063.06
Accounts Payable Checks	4,554,949.37	5,087,765.48	-	-	-	-	-	-	-	-	-	-	9,642,714.85
TRS Deposit	801,264.94	826,959.61	-	-	-	-	-	-	-	-	-	-	1,628,224.55
IRS Deposit	357,552.43	359,517.04	-	-	-	-	-	-	-	-	-	-	717,069.47
Bank Charges/ NSF's/Bk Trans	367.02	3,042.00	-	-	-	-	-	-	-	-	-	-	3,409.02
Total Expenditures	8,620,746.26	9,234,734.69	-	-	-	-	-	-	-	-	-	-	17,855,480.95
Cash to TEA	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash transferred to Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures & Transfers	8,620,746.26	9,234,734.69	-	-	-	-	-	-	-	-	-	-	17,855,480.95
Net Change in Cash	(3,461,281.27)	(2,480,596.43)	-	-	-	-	-	-	-	-	-	-	(5,941,877.70)
Ending Cash Balance in bank	27,661,780.39	25,181,183.96	-	-	-	-	-	-	-	-	-	-	25,181,183.96
Beginning Cash Balance Lone Star	67,272,072.14	66,883,130.72	-	-	-	-	-	-	-	-	-	-	67,272,072.14
Beginning Cash Balance TexStar	59,589,356.79	59,687,270.53	-	-	-	-	-	-	-	-	-	-	59,589,356.79
Beginning Cash Balance Texas Class	56,401,119.96	56,495,514.01	-	-	-	-	-	-	-	-	-	-	56,401,119.96
Interest Earned Lone Star	111,058.58	121,012.74	-	-	-	-	-	-	-	-	-	-	232,071.32
Interest Earned TexStar	97,913.74	108,543.38	-	-	-	-	-	-	-	-	-	-	206,457.12
Interest Earned TexasClass	94,394.05	102,828.87	-	-	-	-	-	-	-	-	-	-	197,222.92
Transfers out	(500,000.00)	(

**Little Elm Independent School District
Debt Service Cash Flow Statement
FY 2018-2019**

	September Actual	October Actual	November Actual	December Actual	January Actual	February Actual	March Actual	April Actual	May Actual	June Actual	July Actual	August Actual	TOTAL
<i>Beginning Cash Balance in Bank</i>	36,970.28	49,627.38	-	-	-	-	-	-	-	-	-	-	36,970.28
RECEIPTS													
Tax Collections	12,629.83	308,380.59	-	-	-	-	-	-	-	-	-	-	321,010.42
Interest	27.27	93.92	-	-	-	-	-	-	-	-	-	-	121.19
Bond Issuance	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from Investment Acct	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	12,657.10	308,474.51	-	-	-	-	-	-	-	-	-	-	321,131.61
DISBURSEMENTS													
Bank Charges/ NSF's/Bk Trans	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to General Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures & Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash	12,657.10	308,474.51	-	-	-	-	-	-	-	-	-	-	321,131.61
Ending Cash Balance in bank	49,627.38	358,101.89	-	-	-	-	-	-	-	-	-	-	358,101.89
Beginning Cash Balance TexPool	5,282,393.37	5,291,056.31	-	-	-	-	-	-	-	-	-	-	5,282,393.37
Interest Earned TexPool	8,662.94	9,633.87	-	-	-	-	-	-	-	-	-	-	18,296.81
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Cash Balance Invested	5,291,056.31	5,300,690.18	-	-	-	-	-	-	-	-	-	-	5,300,690.18
TOTAL CASH AVAILABLE	5,340,683.69	5,658,792.07	-	-	-	-	-	-	-	-	-	-	5,658,792.07

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
Cash and Investments Reconciliation
October 31, 2018

Operating Fund:

Balance per bank	25,181,183.96
Add: Texas Class	56,073,342.88
Lone Star	65,704,143.46
TexStar	59,195,813.91
Add: Deposits in Transit	3,744.30
Taxes in Transit	313,850.04
Less: Outstanding Checks/Wires	(1,813,403.30)
Balance per Books	204,658,675.25

Interest & Sinking Fund:

Balance per bank	358,101.89
Add: Texpool	5,300,690.18
Add: Taxes in Transit	125,887.92
Less: Outstanding Checks	-
Balance per Books	5,784,679.99

Total Balance per Books	210,443,355.24
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LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: October 31, 2018

General Fund 199

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	Lone Star Corporate Overnight		Investment Pool	12,570,730.17	100.0000%	100.0000%	0.0000%	12,570,730.17				
			Investment	-				12,570,730.17				
			Withdrawal	-				12,570,730.17				-
10/31/18			Interest	24,659.77			2.3100%	12,595,389.94			24,659.77	
				<u>12,595,389.94</u>				<u>12,595,389.94</u>			<u>24,659.77</u>	<u>-</u>

General Fund 199

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	TexSTAR		Investment Pool	1,415,231.93	100.0000%	100.0000%	0.0000%	1,415,231.93				
			Investment	-				1,415,231.93				
			Withdrawal	-				1,415,231.93				-
10/31/18			Interest	2,598.09			2.1615%	1,417,830.02			2,598.09	
				<u>1,417,830.02</u>				<u>1,417,830.02</u>			<u>2,598.09</u>	<u>-</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: October 31, 2018

Capital Projects Fund 651

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	Lone Star Government Overnight		Investment Pool Investment	54,312,400.55	100.0000%	100.0000%	0.0000%	54,312,400.55				
			Withdrawal	-				54,312,400.55				
			Interest	(1,300,000.00)				53,012,400.55				(1,300,000.00)
10/31/18				96,352.97			2.1400%	53,108,753.52			96,352.97	
				<u>53,108,753.52</u>				<u>53,108,753.52</u>			<u>96,352.97</u>	<u>(1,300,000.00)</u>

Capital Projects Fund 651

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	TexSTAR		Investment Pool Investment	58,272,038.60	100.0000%	100.0000%	0.0000%	58,272,038.60				
			Withdrawal	(600,000.00)				58,272,038.60				
27 10/31/18			Interest	105,945.29			2.1615%	57,777,983.89			105,945.29	(600,000.00)
				<u>57,777,983.89</u>				<u>57,777,983.89</u>			<u>105,945.29</u>	<u>(600,000.00)</u>

Capital Projects Fund 647

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	Texas CLASS		Investment Pool Investment	4,616,889.41	100.0000%	100.0000%	0.0000%	4,616,889.41				
			Withdrawal	-				4,616,889.41				-
10/31/18			Interest	9,192.84			2.3400%	4,626,082.25			9,192.84	
				<u>4,626,082.25</u>				<u>4,626,082.25</u>			<u>9,192.84</u>	<u>-</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: October 31, 2018

Capital Projects Fund 651

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	Texas CLASS Gov't		Investment Pool	51,878,624.60	100.0000%	100.0000%	0.0000%	51,878,624.60				
			Investment	-				51,878,624.60				
			Withdrawal	(525,000.00)				51,353,624.60				(525,000.00)
10/31/18			Interest	93,636.03			2.1400%	51,447,260.63			93,636.03	
				<u>51,447,260.63</u>				<u>51,447,260.63</u>			<u>93,636.03</u>	<u>(525,000.00)</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: October 31, 2018

Debt Service Fund 511

PURCHASE /SOLD DATE	TRADE TICKET #	CUSIP #	TYPE OF INVESTMENT	PAR VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	AVERAGE MONTHLY RATE	BOOK VALUE	DAYS TO MATURE	YIELD TO MATURE	INTEREST ACCRUED FOR PERIOD	W/D FOR PERIOD
10/01/18	TexPool		Investment Pool	5,291,056.31	100.0000%	100.0000%	0.0000%	5,291,056.31				
			Investment	-				5,291,056.31				
			Withdrawal	-				5,291,056.31				-
10/31/18			Interest	9,633.87			2.1438%	5,300,690.18			9,633.87	
				5,300,690.18				5,300,690.18			9,633.87	-

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 10/31/18
Accounting Period: 10

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	Fund: 1XX %		Fund: 211 %		Fund: 224 %		Fund: 225 %	
	General Operating		Title I-A Improving Basic		IDEA-B Formula (Spec Ed)		IDEA-B Pre-School (Spec Ed)	
Revenue Budget	72,257,904.00	100.00%	542,675.00	100.00%	1,278,594.00	100.00%	31,531.00	100.00%
Period Receipts	3,888,882.83		-		-		-	
Revenue Received to Date	8,760,449.26	12.12%	-	0.00%	-	0.00%	-	0.00%
Revenues Receivable:	63,497,454.74	87.88%	542,675.00	100.00%	1,278,594.00	100.00%	31,531.00	100.00%
Expenditure Budget	71,717,359.00	100.00%	542,675.00	100.00%	1,278,594.00	100.00%	31,531.00	100.00%
Period Expenditures	7,151,880.73		44,458.16		125,194.43		655.88	
Exp./Encumbrances to Date	15,808,620.25	22.04%	68,091.95	12.55%	200,923.65	15.71%	843.84	2.68%
Balance to Expend:	55,908,738.75	77.96%	474,583.05	87.45%	1,077,670.35	84.29%	30,687.16	97.32%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	(7,048,170.99)		(68,091.95)		(200,923.65)		(843.84)	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 10/31/18
Accounting Period: 10

	Fund: 244	%	Fund: 255	%	Fund 263	%	Fund 289	%
	Voc Ed Basic Grant		Title II TPTR		Title III, Part A LEP		Title IV, Part A Subpart 1	
Revenue Budget	49,318.00	100.00%	120,442.00	100.00%	125,059.00	100.00%	33,507.00	100.00%
Period Receipts	-		-		-		-	
Revenue Received to Date	-	0.00%	-	0.00%	-		-	
Revenues Receivable:	49,318.00	100.00%	120,442.00	100.00%	125,059.00		33,507.00	
Expenditure Budget	49,318.00	100.00%	120,442.00	100.00%	125,059.00	100.00%	33,507.00	100.00%
Period Expenditures	-		19,885.56		15,858.06		-	
Exp./Encumbrances to Date	10,000.00	20.28%	32,465.25	26.96%	29,926.48	23.93%	-	0.00%
Balance to Expend:	39,318.00	79.72%	87,976.75	73.04%	95,132.52		33,507.00	
Actual Revenue Over (Under) Actual Expenditures:	(10,000.00)		(32,465.25)		(29,926.48)		-	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 10/31/18
Accounting Period: 10

	Fund 289-02	%	Fund 410	%	Fund: 429	%	Fund: 240	%
	LEP Summer School		Instructional Materials		State Special Revenue		Food Service	
Revenue Budget	-	100.00%	361,415.00	100.00%	-	100.00%	3,850,828.00	100.00%
Period Receipts	-		9,648.80		-		445,738.48	
Revenue Received to Date	-	#DIV/0!	371,064.94	102.67%	-	#DIV/0!	632,722.05	16.43%
Revenues Receivable:	-		-	0.00%	-	#DIV/0!	3,218,105.95	83.57%
Expenditure Budget	-	100.00%	369,425.00	100.00%	-	100.00%	3,850,828.00	100.00%
Period Expenditures	-		68,717.80		-		398,982.27	
Exp./Encumbrances to Date	-	#DIV/0!	367,378.94	99.45%	-	#DIV/0!	1,350,478.63	35.07%
Balance to Expend:	-		2,046.06	0.55%	-	#DIV/0!	2,500,349.37	64.93%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	-		3,686.00		-		(717,756.58)	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 10/31/18
Accounting Period: 10

	Fund: 511	%	Fund: 720	%
	Debt Service		Child Care	
Revenue Budget	21,230,000.00	100.00%	670,220.00	100.00%
Period Receipts	427,333.94		50,166.45	
Revenue Received to Date	463,526.76	2.18%	102,947.27	15.36%
Revenues Receivable:	20,766,473.24	97.82%	567,272.73	84.64%
Expenditure Budget	21,100,000.00	100.00%	628,990.00	100.00%
Period Expenditures	810.00		47,910.98	
Exp./Encumbrances to Date	3,860.00	0.02%	113,128.07	17.99%
Balance to Expend:	21,096,140.00	99.98%	515,861.93	82.01%
Actual Revenue Over (Under)				
Actual Expenditures & Encumbrances:	459,666.76		(10,180.80)	

Denton County
Monthly Collection Status Report
October 2018

Little Elm ISD

	Collections Month of October	Cumulative Total 10/1/18 thru 10/31/18	% of Tax Levy
Current Tax Year Collections			
Base M&O	1,005,665.70	1,005,665.70	1.91%
Base I&S	403,985.18	403,985.18	
Base I&S Bond	-	-	
P&I M&O	268.02	268.02	
P&I I&S	-	-	
P&I I&S Bond	-	-	
Attorney Fee	-	-	
Subtotal	<u>1,409,918.90</u>	<u>1,409,918.90</u>	1.91%
Delinquent TaxYears Collections			
Base M&O	28,605.63	28,605.63	
Base I&S	11,035.68	11,035.68	
Base I&S Bond	-	-	
P&I M&O	7,341.91	7,341.91	
P&I I&S	2,585.29	2,585.29	
P&I I&S Bond	-	-	
Attorney Fee	3,798.15	3,798.15	
Other*	-	-	
Subtotal	<u>53,366.66</u>	<u>53,366.66</u>	
Combined Current & Delinquent:			
Base M&O	1,034,271.33	1,034,271.33	
Base I&S	415,020.86	415,020.86	
Base I&S Bond	-	-	
P&I M&O	7,609.93	7,609.93	
P&I I&S	2,585.29	2,585.29	
Attorney Fee	3,798.15	3,798.15	
Other*	-	-	
Total Collections	<u><u>1,463,285.56</u></u>	<u><u>1,463,285.56</u></u>	
Original 2018 Tax Levy		<u><u>73,696,432.15</u></u>	
Current 2018 Tax Levy		<u><u>73,645,391.86</u></u>	

Denton County
Cumulative Comparative Collection Status Report
October 2018
Little Elm ISD

	Tax Year 2018 Collections thru October 2018	% of Tax Levy	Tax Year 2017 Collections thru October 2017	% of Tax Levy
Current Tax Year Collections				
Base M&O + I&S	1,409,650.88	1.91%	557,700.48	0.96%
P&I M&O + I&S	268.02		-	
Attorney Fee	-		-	
Subtotal	<u>1,409,918.90</u>	1.91%	<u>557,700.48</u>	0.96%
Delinquent Tax Years Collections				
Base M&O + I&S	39,641.31		93,838.70	
P&I M&O + I&S	9,927.20		31,802.14	
Attorney Fee	3,798.15		9,117.62	
Subtotal	<u>53,366.66</u>		<u>134,758.46</u>	
Combined Current & Delinquent:				
Base M&O + I&S	1,449,292.19		651,539.18	
P&I M&O + I&S	10,195.22		31,802.14	
Attorney Fee	3,798.15		9,117.62	
Other	-		-	
Total Collections	<u><u>1,463,285.56</u></u>		<u><u>692,458.94</u></u>	
Adjusted 2017 Tax Levy			<u><u>58,021,749.12</u></u>	
Original 2018 Tax Levy	<u><u>73,696,432.15</u></u>			
Current 2018 Tax Levy	<u><u>73,645,391.86</u></u>			

Denton County
Levy Outstanding Status Report
October 2018
Little Elm ISD

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 10/01/18	73,696,432.15	678,333.51
Base M&O + I&S Collections	1,409,650.88	39,641.31
Supplement/Adjustments	(51,040.29)	77,373.97
	<hr/>	<hr/>
Remaining Levy as of 10/31/18	<u>72,235,740.98</u>	<u>716,066.17</u>
Cumulative (From 10/01/18 thru 10/31/18)		
Original 2018 Tax Levy (as of 10-1-18)	73,696,432.15	678,333.51
Base M&O + I&S Collections	1,409,650.88	39,641.31
Supplement/Adjustments	(51,040.29)	77,373.97
	<hr/>	<hr/>
Remaining Levy as of 10/31/18	<u>72,235,740.98</u>	<u>716,066.17</u>

Renovations / Maintenance Projects FY 17-18

Original Budget FY 17-18	582,900.00
Rollforward Balances FY 16-17 Dec 2017	471,615.00
Transfer to Zellars Portable FY 16-17 Project	(6,155.00)
Transfer to Furniture & Equipment Fund 196 Jan 2018 PA Systems	(46,211.00)
Rollforward PY Balances Feb 2018	105,628.27
Board Approved May 2018	57,335.00
Board Approved June 2018	241,857.00
Transfer from General Fund 199 June 2018	20,100.00
Transfer from General Fund 199 July 2018	76,292.00
Board Approved July 2018	500,000.00
	2,003,361.27

As of 11-01-18

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Athletics						
	Athletic Complex Marquee	Daktronics	Marquee	57,335.00		57,335.00
	Stadium Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	38,295.00		38,295.00
						95,630.00
Brent						
	Brent Sidewalk	Sergio Rodriguez	New sidewalks for walkers	7,500.00	-	7,500.00
	Brent HVAC	Air Check Test	HVAC unit	10,349.00	-	10,349.00
						17,849.00
Chavez						
				-	-	-
						-
Hackberry						
				-	-	-
						-
High School						
37	LEHS HVAC	Air Check Test	Main IDF HVAC Replacement Unit 1.5 ton	8,497.00		8,497.00
	LEHS Roof	CBS Roofing Services	Roof Repairs	28,980.00		28,980.00
	LEHS Greenhouse	SFCC, Inc.	Construction of Greenhouse	206,957.00	7,900.00	214,857.00
	LEHS Greenhouse	Corgan Associates, Inc.	Construction of Greenhouse	22,950.00	4,750.00	27,700.00
	LEHS Greenhouse	Haven Landscaping	Landscape, sode, irrigation		21,443.00	21,443.00
	LEHS Gym Graphics	SFCC, Inc.	Gym Wall Painted Phrase	10,295.00		10,295.00
	LEHS Gym Graphics	SFCC, Inc.	Graphics	5,800.00		5,800.00
	LEHS Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	18,784.00		18,784.00
						336,356.00
Lakeside						
	Lakeside Renovation	SFCC, Inc.	Various site renovations	41,465.00	-	41,465.00
	Lakeside Renovation	Corgan Associates, Inc.	Various site renovations	4,500.00	500.00	5,000.00
						46,465.00
Lakeview						
	Lakeview Flooring	One Source Commercial Flooring	Carpet	19,054.22		19,054.22
	Lakeview Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	13,027.00		13,027.00
						32,081.22
Maintenance						
	Facilities Sidewalk Repairs	Precision Concrete Cutting	Repair sidewalks at various sites	84,811.25		84,811.25
	Elementary Sod Replacement	Haven Landscaping & Irrigation	Sod replacement at elementary campuses	16,100.00		16,100.00
	Power Wash Elementary Campuses	Timothy J Gonzales	Power wash elementary campuses	49,196.93		49,196.93
						150,108.18
Oak Point						
	Oak Point Portable	Ramtech Building Systems, Inc.	Portable	173,351.00		173,351.00
	Oak Point Portable	Corgan Associates, Inc.	Architectural services	6,500.00		6,500.00
	Oak Point Portable	Office Depot, Inc.	Furniture	52,220.20		52,220.20

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
	Oak Point Portable	SFCC, Inc.	Proposal for work on sidewalk and ramp	11,450.00		11,450.00
	Oak Point Portable	C&R Services	Access controls	3,979.75		3,979.75
	Oak Point Portable	American Fire Systems, Inc.	Fire alarm install	3,625.00		3,625.00
	Oak Point Portable	C & G Electric	Electrical work	28,518.00		28,518.00
	Oak Point Portable	City of Oak Point	City permit	1,733.03	3,266.97	5,000.00
	Oak Point Portable	Ramtech Building Systems, Inc.	Ramp assembly	10,600.00		10,600.00
	Oak Point Portable	Southwest Networks, Inc.	Fiber and data drops	7,056.06		7,056.06
	Oak Point Portable	Quality Installations, Inc.	PA system	2,400.00		2,400.00
	Oak Point Portable	Netsync Network Solutions	AP licenses	576.80	576.80	1,153.60
	Oak Point Portable	Delcom Group LP	Audio visual	9,514.04		9,514.04
	Oak Point Portable	Insight Public Sector, Inc.	Phones		319.96	319.96
	Oak Point Portable	CDW Government, Inc.	Network switch, access points	6,094.53	418.84	6,513.37
	Oak Point Portable	Office Depot, Inc.	Storage		10,824.07	10,824.07
	Oak Point Sidewalk Replacement	CBS Roofing Services	Sidewalk Replacement	75,077.00	-	75,077.00
						408,102.05

Powell						
	Powell Flooring	One Source Commercial Floors	Carpet in 200 & 300 hallways	17,289.97	-	17,289.97
	Powell Signage	Mister Sign Man	Signage on Building	4,037.50	-	4,037.50
						21,327.47

Prestwick						
38	Prestwick Concrete Work	Sergio Rodriguez	Concrete repairs	79,113.50		79,113.50
	Prestwick Concrete Work	Haven Landscaping & Irrigation	Concrete repairs	4,110.00		4,110.00
	Prestwick Concrete Work	Precision Concrete Cutting	Concrete repairs	8,555.00	-	8,555.00
	Prestwick Portable	Ramtech Building Systems, Inc.	Portable	183,951.00		183,951.00
	Prestwick Portable	Corgan Associates, Inc.	Architectural services	6,975.00		6,975.00
	Prestwick Portable	SFCC, Inc.	Proposal for work on sidewalks	7,800.00		7,800.00
	Prestwick Portable	SFCC, Inc.	Grading and sewer work	15,638.94		15,638.94
	Prestwick Portable	American Fire Systems, Inc.	Fire alarm install	3,625.00		3,625.00
	Prestwick Portable	C & G Electric	Electrical work	11,860.00		11,860.00
	Prestwick Portable	Office Depot, Inc.	Furniture	52,220.08		52,220.08
	Prestwick Portable	Southwest Networks, Inc.	Fiber and data drops	7,390.71		7,390.71
	Prestwick Portable	Communication Concepts	PA system	7,073.25		7,073.25
	Prestwick Portable	Netsync Network Solutions	AP licenses	576.80		576.80
	Prestwick Portable	Delcom Group LP	Audio visual	9,514.04		9,514.04
	Prestwick Portable	Insight Public Sector, Inc.	Phones		319.96	319.96
	Prestwick Portable	CDW Government, Inc.	Network switch, access points	6,094.53	418.84	6,513.37
	Prestwick Portable	C&R Services	Access controls	3,979.75		3,979.75
	Prestwick Portable	Office Depot, Inc.	Storage		10,824.07	10,824.07
	Prestwick Outdoor Classroom	Kaplan Early Learning Company	Equipment outdoor classroom	2,670.38	427.47	3,097.85
						423,138.32

Zellars						
	Zellars Operations Office	SFCC, Inc.	Operations office renovations	23,975.00	-	23,975.00
	Zellars Breakroom	Southwest Networks, Inc.	Data drop/cabling for breakroom	2,061.00	-	2,061.00
	Zellars Breakroom/Operations Office	Corgan Associates, Inc.	Drawings for renovations	2,072.50	-	2,072.50
	Zellars HR Office	SFCC, Inc.	Human Resources office renovations	16,100.00	-	16,100.00
	Zellars HR Office	Corgan Associates, Inc.	Architectural services	1,327.50		1,327.50
						45,536.00

Other						
	Land Purchase and Improvements	Todd Property Advisors, Inc.	Land Appraisal	2,500.00	-	2,500.00
						2,500.00

	Total			1,517,103.26	61,989.98	1,579,093.24

Balance 424,268.03

Furniture and Equipment Purchases FY 17-18

Rollforward Vehicle Repair Balance PY Dec 2017	136,678.00
TASB Risk Insurance Proceeds PY Dec 2017	59,989.00
Transfer from Renovation Fund 197 Jan 2018	46,211.00
TASB Risk Insurance Proceeds CY Jan 2018	5,328.00
Rollforward PY Balances Feb 2018	100,953.60
Office Depot Rebate Mar 2018	43,030.00
TASB Risk Reimbursement May 2018	632.09
Board Approved May 2018	462,765.00
Transfer from General Fund 199 June 2018	46,549.00
Board Approved June 2018	3,765.00
Brent PTA Donation Sound System June 2018	5,000.00
TASB Risk Insurance Proceeds July 2018	2,573.00
	913,473.69

As of 11-01-18

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Athletic Complex						
	Tech Stadium Connections Wifi	Southwest Networks, Inc.		89,427.30		89,427.30
	Tech Stadium Connections Wifi	CDW Government, Inc.		23,995.92		23,995.92
	Tech Stadium Connections Wifi	Netsync Networks Solutions		10,339.56		10,339.56
						123,762.78
Brent						
	Brent PA System	Southwest Networks, Inc.	Upgrades to PA system	5,711.00		5,711.00
	Brent PA System	Romeo Music, LLC	Brent cafeteria sound system	8,765.00		8,765.00
						14,476.00
Chavez						
	Chavez PA System	Southwest Networks, Inc.	New PA System	34,787.12		34,787.12
						34,787.12
Hackberry						
						-
						-
High School						
	LEHS Hand Dryers	Supply Works	Hand dryers			-
	LEHS Hand Dryers	C&G Electric	Install hand dryers	3,908.00		3,908.00
	LEHS Theatre Chairs	Office Depot, Inc.	Theatre chairs	1,546.93		1,546.93
	Band Trailer	Twin Cities South Trailer	Band Trailer	11,929.38		11,929.38
						17,384.31
Lakeview						
						-
						-
Lakeside						
	Lakeside Athletic Lockers	Vaughn Storage Systems	Athletic lockers	14,190.00		14,190.00
						14,190.00
Maintenance						
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,139.35		11,139.35
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,108.53		11,108.53
	Contract Maint & Repair - Vehicles	Fast Lane Car Wash	Vehicle repairs for hail damage	2,454.50		2,454.50
	Contract Maint & Repair - Vehicles	Fast Lane Car Wash	Vehicle repairs for hail damage	3,225.30		3,225.30
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	2,680.00		2,680.00
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	3,956.25		3,956.25
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	12,048.42		12,048.42
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,197.65		11,197.65
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	10,788.63		10,788.63
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,983.15		11,983.15

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,566.99		11,566.99
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	11,605.86		11,605.86
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	12,651.82		12,651.82
	Contract Maint & Repair - Vehicles	Oliver's Paintless Dent Removal	Vehicle repairs for hail damage	3,780.00		3,780.00
	Contract Maint & Repair - Vehicles	Action Collision Repair	Vehicle repairs for hail damage	3,376.67		3,376.67
						123,563.12
Oak Point						
	Oak Point TV & Audio/Visual	Delcom Group LP	Classroom TV & Audio/Visual	4,313.21	53.85	4,367.06
						4,367.06
Powell						
	Powell PA System	Southwest Networks, Inc.	Upgrades to PA system	5,711.00		5,711.00
						5,711.00
Prestwick						
	Prestwick Replacement Devices	Apple Computer, Inc.	MacBooks	41,400.00		41,400.00
	Prestwick Replacement Devices	Apple Computer, Inc.	iPADs	47,970.00		47,970.00
	Prestwick Replacement Devices	Apple Computer, Inc.	Charge Cart	6,599.85		6,599.85
	Prestwick Replacement Devices	Dell Marketing LP	Chromebooks	9,750.00		9,750.00
						105,719.85
Safety & Security Dept						
	AES Wireless Transmitters	American Fire Systems, Inc.	AES wireless transmitters	10,124.00		10,124.00
	District 2-Way Radios	Sterling Associates, Inc.	2-way radios	74,550.00		74,550.00
	District Door Window Covers	The Specialty Group	Door window covers	25,590.22		25,590.22
	Cameras & Key FOBs	Dell Marketing LP	OPTI-FLEX 5050 SFF XCTO	17,808.00		17,808.00
	Cameras & Key FOBs	CDW Government, Inc.	Dell LED Monitor	4,073.58		4,073.58
	Cameras & Key FOBs	C&R Services	Cameras & Key FOBs	108,886.34	9,599.11	118,485.45
	Video Server	C&R Services	Video server	13,492.83		13,492.83
						264,124.08
Technology						
	Tech Firewall Upgrade	Solid Border	Firewall	94,430.00		94,430.00
	Tech Firewall Upgrade	CDW Government, Inc.	Patch cables and modules to connect to switch	671.92		671.92
						95,101.92
Zellers						
	Zellers Portable FF&E	Grainger	Electric pallet jack	3,650.00		3,650.00
	Zellers Portable FF&E	W.W. Cannon, Inc.	Shelving	2,339.75		2,339.75
	Zellers Portable FF&E	Home Depot	Open PO for dolly and other supplies/equipment		500.00	500.00
	Zellers Oper Ofc Furn & Equip	Wilson Office Interiors, LLC	Cubicles and office furniture - new offices Construction & Operations Dept	20,337.39		20,337.39
	Zellers Oper Ofc Furn & Equip	Office Depot, Inc.	Operations office chairs	1,007.52		1,007.52
						27,834.66
	Total			820,868.94	10,152.96	831,021.90
Balance						82,451.79

As of 11-01-18

TASB Risk Proceeds - Roof Hail Damage Spring 2017	1,991,419.00
TASB Risk Additional Proceeds March 2018	40,858.00
TASB Risk Additional Proceeds May 2018	360,595.00
TASB Reimbursement Powell Roof YR 7 May 2018	14,613.00
TASB Risk Additional Proceeds August 2018	<u>164,302.00</u>
	2,571,787.00

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Athletic Complex						
	Roof - Athletic Complex	CBS Roofing Services		216,278.05		216,278.05
						216,278.05
Brent						
						-
						-
Chavez						
						-
						-
Hackberry						
						-
						-
High School						
	Roof - LEHS	CBS Roofing Services	Roof repair from March 2017 hail damage	261,579.00		261,579.00
	Roof - LEHS	Armko Industries, Inc.	Consultant roof repairs	15,642.00		15,642.00
						277,221.00
Lakeview						
						-
						-
Lakeside						
	Roof - Lakeside	CBS Roofing Services	Roof repair from March 2017 hail damage	28,400.00	5,000.00	33,400.00
	Roof - Lakeside	Armko Industries, Inc.	Consultant roof repairs	89,370.00		89,370.00
						122,770.00
Operations / Transportation						
						-
						-
Oak Point						
	Roof - Oak Point	CBS Roofing Services	Roof repair from March 2017 hail damage	376,400.00		376,400.00
	Roof - Oak Point	Armko Industries, Inc.	Consultant roof repairs	24,466.00		24,466.00
						400,866.00
Powell						
						-
						-
Prestwick						
	Roof - Prestwick	CBS Roofing Services	Roof repair from March 2017 hail damage	535,750.00		535,750.00
	Roof - Prestwick	Armko Industries, Inc.	Consultant roof repairs	34,824.00		34,824.00
						570,574.00
Zellars						
						-
						-
	Total			1,582,709.05	5,000.00	1,587,709.05

Balance	984,077.95
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Renovations / Maintenance Projects FY 18-19

Original Budget FY 18-19 167,660.00

As of 11-01-18

167,660.00

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Athletics						
						-
						-
						-
Brent						
	Brent Expansion Joint Repair	CBS Roofing	Expansion joint repair		59,000.00	59,000.00
						-
						59,000.00
Chavez						
				-	-	-
				-	-	-
						-
Hackberry						
	Hackberry Awning	SFCC, Inc.	Repair Hackberry awning	-	3,573.31	3,573.31
						-
						3,573.31
High School						
						-
						-
						-
Lakeside						
42	Lakeside Cafeteria Restrooms	Spectrum Resource Group	Install bathroom partitions		6,551.00	6,551.00
						-
						6,551.00
Lakeview						
						-
						-
						-
Maintenance						
						-
						-
						-
Oak Point						
						-
						-
						-
Powell						
						-
						-
						-
Prestwick						
						-
						-
						-

Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Zellars						
	Zellars Expansion Joint Repair	CBS Roofing	Expansion joint repair		35,600.00	35,600.00
						-
						35,600.00
Other						
						-
						-
						-
	Total			-	104,724.31	104,724.31
					Balance	62,935.69

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LITTLE ELM ISD INTERLOCAL SUMMARY REPORT				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	GRB (LEGAL)				
Summary:	Allows LEISD to purchase products or services from other governmental entities (listed on attachment) which have been properly awarded contracts through statutorily authorized methods.				
Financial Implications:	N/A				
Attachments:	Little Elm ISD Interlocal Summary Report for Approval				
Recommendation:	The Administration recommends approval of the Little Elm ISD Interlocal Summary Report as submitted.				
Motion:	I move that the Board approve the Little Elm ISD Interlocal Summary Report dated December 17, 2018 as submitted.				

Little Elm ISD Interlocal Summary Report for Approval

Board Meeting Date: December 17, 2018

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Change	Effective Date	Expiration Date	Renewal	Description	Administrator
1	Region 12 ESC	School Improvement	New	n/a	\$46,550.00	\$46,550.00	12/17/2018	8/31/2020		Innovative Learning Environment work which includes Administrator planning meeting, needs assessment, ongoing electronic communication and support, and customized instructional coaching for Middle School Teachers.	Dr. Cyndy Mika
2											
3											
4											
5											
6											
7											
8											
9											
10											

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LITTLE ELM ISD EXPENDITURES OVER \$50,000 SUMMARY REPORT				
Presenter or Contact Person:	Grant Anderson, Associate Superintendent and Chief Financial Officer				
Policy/Code:	CH (LOCAL) Purchasing And Acquisition				
Summary:	Allows LEISD to purchase products or services valued over \$50,000 (listed on attachment) which have been properly purchased through statutorily authorized methods.				
Financial Implications:	N/A				
Attachments:	Little Elm ISD Expenditures Over \$50,000 Summary Report for Approval				
Recommendation:	The Administration recommends approval of the Little Elm ISD Expenditures Over \$50,000 Summary Report as submitted.				
Motion:	I move that the Board approve the Little Elm ISD Expenditures Over \$50,000 Summary Report dated December 17, 2018 as submitted.				

Little Elm ISD Expenditures Over \$50,000 Summary Report for Approval

Board Meeting Date October 15, 2018

Ref #	Vendor Name	Department	Status (New, Renewal, Vendor Change)	Prior Year Contract Amount	Renewal Amount	Change	Effective Date	Expiration Date	Renewal	Description	Administrator
1	Identity Automation	Technology	New	n/a	\$52,507.60	\$52,507.60	12/18/2018	8/31/2020		RapidIdentity Automated Lifecycle Management - RapidIdentity automates the full account lifecycle of all users, closing security gaps in indentity and access controls and bosts end-user productivity.	Clay Walker
2											
3											
4											
5											
6											
7											
8											
9											
10											

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LEISD GROUNDS MOWING & MAINTENANCE				
Presenter or Contact Person:	Rod Reeves, Executive Director for Operational Services				
Policy/Code:	CH (LEGAL)				
Summary:	A Request for Proposals (RFP's) were taken on November 27, 2018 for Grounds Mowing & Maintenance – RFP 2018-852-10. Of the grounds companies that provided proposals on one or more campuses, Haven Landscaping & Irrigation, Inc. is the number one ranked vendor that provides the best value.				
Financial Implications:	See attachment				
Attachments:	RFP 2018-852-10 Tab II Proposal Form RFP 2018-852-10 Haven Landscaping Total Cost Sheet LEISD Grounds Mowing & Maintenance Presentation Executable Grounds Contract (Under Separate Cover)				
Recommendation:	The Administration recommends the approval of Haven Landscaping & Irrigation, Inc., as providing the best value for LEISD Grounds Mowing & Maintenance services and approves the Superintendent or designee to execute final contract based upon RFP 2018-852-10.				
Motion:	I move that the Board approve Haven Landscaping & Irrigation, Inc., as providing the best value for LEISD Grounds Mowing & Maintenance services and approves the Superintendent or designee to execute final contract based upon RFP 2018-852-10.				

LEISD GROUNDS MOWING & MAINTENANCE

Little Elm Independent School District

17 December 2018 – Zellars Center

Rod Reeves, Executive Director for Operational Services



REQUEST FOR PROPOSALS



- Request for Proposals (RFP's) – November 27, 2018
- Haven Landscaping & Irrigation was the number one (1) ranked bidder that provides the best value to Little Elm ISD
- Contract start date begins when Board approves and is a three (3) year term with two (2) one - (1) year periods if both parties agree

SCOPE OF SERVICES



- Mowing
- Edging
- Aeration
- Weed Control
- Monitoring
- Pruning
- Fertilization
- Mulching
- Weeding
- Debris Removal
- Irrigation Inspection
- Irrigation Maintenance
- Irrigation Consulting
- Landscaping Services

Note: Excludes athletic fields - LEISD Operational Services will maintain

COST BREAKDOWN



Bid Tablation Proposal Form Haven Landscaping Irrigation, Inc

Location	Cost per Service April - October	Cost per Service November - March	Total Cost
Brent Elementary School	\$20,973.67	\$6,089.13	\$27,062.80
Chavez Elementary School	\$18,896.67	\$5,486.13	\$24,382.80
Hackberry Elementary School	\$18,981.92	\$5,510.88	\$24,492.80
Lakeview Elementary School	\$19,059.42	\$5,533.38	\$24,592.80
Oak Point Elementary School	\$19,059.42	\$5,533.38	\$24,592.80
Powell Intermediate School	\$19,059.42	\$5,533.38	\$24,592.80
Lakeside Middle School	\$30,901.42	\$8,971.38	\$39,872.80
Prestwick STEM Academy	\$18,974.17	\$5,508.63	\$24,482.80
Little Elm High School	\$35,357.67	\$10,265.13	\$45,622.80
Little Elm Athletic Complex	\$19,431.42	\$5,641.38	\$25,072.80
Zellars Center	\$16,997.92	\$4,934.88	\$21,932.80
Little Elm Maintenance & Transportation	\$7,750.00	\$2,250.00	\$10,000.00
Sub-total LEISD Facilities	\$245,443.12	\$71,257.68	\$316,700.80
Undeveloped Properties			
Garza Lane #18363 & #636539 (16 Acres)	\$4,200.00	\$600.00	\$4,800.00
Garza Lane #44116 (30 Acres)	\$7,875.00	\$1,125.00	\$9,000.00
Oak Point #43721 & #178543 (35 Acres)	\$9,187.50	\$1,312.50	\$10,500.00
Valencia (12.3 Acres)	\$3,228.82	\$461.26	\$3,690.08
Sub-Total Undeveloped Properties	\$24,491.32	\$3,498.76	\$27,990.08
Total Annual Budgeted Cost			\$344,690.88
Additional Services (Financed From Ops Budget or Above Allocation Request)			
Irrigation Maintenance & New Installations	\$85 per hour	\$85 per hour	
Irrigation Consulting & Design (hourly rate)	\$65 per hour	\$65 per hour	
Landscape Contracted Services	Quote as Needed	Quote as Needed	
Landscape Consulting & Design	\$40 per hour	\$40 per hour	

3 Year Contract from date of award (pricing held) - may be renewed for two (2) additional one (1) year periods if all parties mutually agree

Discussions



**RFP 2018-914-10
TAB II PROPOSAL FORM**

LOCATION	Cost per Service April-October	Cost per Service November-March	Monthly Cost
1. Brent Elementary School, 500 Witt Road, Little Elm, Texas 75068	\$ 20,973.67	\$ 6,089.13	2255.22
2. Chavez Elementary School, 2600 Hart Road, Little Elm, Texas 75068	\$ 18,896.67	\$ 5,486.13	2031.88
3. Hackberry Elementary School, 7200 Snug Harbor Circle, Frisco, Texas 75034	\$ 18,981.92	\$ 5,510.88	2041.05
4. Lakeview Elementary School, 1800 Waterside Drive, Little Elm, Texas 75068	\$ 19,059.42	\$ 5,533.38	2049.38
5. Oak Point Elementary School, 401 Shahan Prairie Road, Oak Point, Texas 75068	\$ 19,059.42	\$ 5,533.38	2049.38
6. Powell Intermediate School, 520 Lobo Lane, Little Elm, Texas 75068	\$ 19,059.42	\$ 5,533.38	2049.38
7. Lakeside Middle School, 400 Lobo Lane, Little Elm, Texas 75068	\$ 30,901.42	\$ 8,971.38	3322.72
8. Prestwick STEM Academy, 3101 Stonefield, The Colony, Texas 75056	\$ 18,974.17	\$ 5,508.63	2040.22
9. Little Elm High School, 1900 Walker Lane, Little Elm, Texas 75068	\$ 35,357.67	\$ 10,265.13	3801.88
10. Little Elm Stadium, 1151 E. Eldorado Parkway, Little Elm, Texas 75068	\$ 19,431.42	\$ 5,641.38	2089.38
11. Zellars Center for Learning & Leadership, 300 Lobo Lane, Little Elm, Texas 75068	\$ 16,997.92	\$ 4,934.88	1827.72
12. Little Elm Maintenance & Transportation Center, 4415 E Dickson Lane, Little Elm, Texas 75068	\$ 7,750.00	\$ 2,250.00	833.33
Undeveloped Properties (See Schedule of Services for Un-Developed properties)			
13. Garza Lane #18363 & #636539 (Approximately 16 acres)	\$ 4,200.00	\$ 600.00	400
14. Garza Lane #44116 (Approximately 30 acres)	\$ 7,875.00	\$ 1,125.00	750
15. Oak Point #43721 & #178543 (Approximately 35 acres)	\$ 9,187.50	\$ 1,312.50	875
16. Valencia (Approximately 12.3 acres)	\$ 3,228.82	\$ 461.26	307.5
Additional Services			
The following services will be purchased on an as needed basis. The District may award to multiple companies and solicit quotes for these services.	Proposed cost		
17. Irrigation Maintenance and new installations base on an hourly rate.	\$85 per hour	\$85 per hour	
18. Irrigation Consulting and Design (hourly rate)	\$65 per hour	\$65 per hour	
19. Landscape Contracted Services-Quotes will be requested for various projects outside the scope of the normal mowing and maintenance.	Quote as Needed	Quote as Needed	
20. Landscape Consulting and Design (hourly rate)	\$40 per hour	\$40 per hour	
21. Please list any additional landscape or irrigation services that you offer that may not be covered in this specification.	None	None	

**RFP 2018-914-10
TAB II PROPOSAL FORM**

LOCATION	Cost per Service April-October	Cost per Service November-March	Monthly Cost
1. Brent Elementary School, 500 Witt Road, Little Elm, Texas 75068	\$ 20,973.67	\$ 6,089.13	2255.22
2. Chavez Elementary School, 2600 Hart Road, Little Elm, Texas 75068	\$ 18,896.67	\$ 5,486.13	2031.88
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16. Valencia (Approximately 12.3 acres)	\$ 3,228.82	\$ 461.26	307.5
Additional Services			
The following services will be purchased on an as needed basis. The District may award to multiple companies and solicit quotes for these services.	Proposed cost		
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18. Irrigation Consulting and Design (hourly rate)	\$65 per hour	\$65 per hour	
19. Landscape Contracted Services-Quotes will be requested for various projects outside the scope of the normal mowing and maintenance.	Quote as Needed	Quote as Needed	
20. Landscape Consulting and Design (hourly rate)	\$40 per hour	\$40 per hour	
21. Please list any additional landscape or irrigation services that you offer that may not be covered in this specification.	None	None	

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
BUSINESS SERVICES - PURCHASING

300 Lobo Lane
Phone: 972-947-9165



Little Elm, Texas 75068
Fax: 972-294-1107

REQUEST FOR PROPOSALS
RFP 2018-852-10
GROUNDS MOWING AND MAINTENANCE
I. NOTICE TO PROPOSERS

The Little Elm Independent School District (LEISD) is soliciting Proposals (hereafter called proposal) for the products/services per the specifications stated elsewhere in this solicitation document. Proposals shall be submitted in an envelope marked on the outside with the Offeror's name and address and proposal number **RFP 2018-852-10** for **GROUNDS MOWING AND MAINTENANCE** to:

Jennifer Barrychuck
Business Services - Purchasing
Little Elm Independent School District
300 Lobo Lane
Little Elm, TX 75068

Proposals will be received at the above address until **10:00 AM on November 27, 2018**. Proposals will be opened and only the name of the responding company will be read. Prices will not be read, nor disclosed in any other manner until award is made.

There will be a pre-proposal meeting on November 13, 2018 at the Zellars Center, 300 Lobo Lane, Little Elm, TX 75068. While the meeting is not mandatory interested proposers should plan to attend this meeting.

Prospective respondents are prohibited from contacting any Board member, Superintendent, senior staff member, principal, department head, director, manager, or other District employee who has influence in the evaluation or selection process as outlined in paragraph 2.0 in **Section II labeled INSTRUCTION TO OFFERERORS**.

Faxed proposals will not be accepted. Proposals must be submitted in sufficient time to be received and time-stamped at the above location on or before the published date and time shown on the RFP. LEISD will not be responsible for mail delivered from the post office, United Parcel Service, FedEx or any courier or delivery service. Vendors must submit sealed proposals on the forms that are provided, together with any material required by this RFP, by the time and date specified. All proposals must remain open for 120 days from the opening date pending acceptance by LEISD.

Any submission of information or documents to LEISD (District) pursuant to this RFP is deemed public information by the District unless the Coordinator of Purchasing of the District is notified in vendor's response. The District reserves the right to accept or reject each item separately or as a whole. LEISD reserves the right to reject any or all bids or proposals and to waive any informality. Any reference within the following pages of this document to bid, Request for Proposal (RFP), Competitive Sealed Proposal (CSP) could be technically inaccurate but should be construed to mean and are used interchangeably as the designated legal method of procurement listed at the top of this page. It is the responsibility of the vendor to monitor the LEISD's website at <http://www.littleelmsd.net/bids> for any addenda to the RFP. Failure to acknowledge any posted addenda may render your proposal non-responsive.

No order is valid under an award resulting from this procurement process until a valid Purchase Order or contract for services with invoicing and/or payment instructions is issued to the vendor.

By: _____
Jennifer Barrychuck
Little Elm ISD

October 26, 2018
Date of Issue

P: 972-947-9165

E: jbarrychuck@littleelmsd.net

II. INSTRUCTIONS TO OFFERORS

1.0 GENERAL. The following instructions by the Little Elm Independent School District are intended to afford Offerors an equal opportunity to participate in the proposal process.

1.1 Before submitting an offer to this solicitation, Offerors shall familiarize themselves with all parts of this solicitation because these parts become a part of any resulting contract.

1.2 Offerors shall familiarize themselves with existing conditions in the material and labor markets prior to submission of an offer. The fact that an offer (bid/proposal) is submitted will be construed by the LEISD Board of Trustees to indicate that the Offeror agrees to carry out the furnishing of products/services in full accordance with the specifications and other contract documents notwithstanding existing material and labor markets' conditions.

1.3 Any explanation or request for clarification or additional information by an Offeror regarding the meaning or interpretation of these instructions or any other RFP documents must be requested in writing by e-mail to Jennifer Barrychuck (jbarrychuck@littleelmsd.net) by 3:00 PM on November 16, 2018 in order to provide sufficient time for a reply to reach all interested Offerors to consider and include the information in submission of their offers. Oral explanations or instructions will not be binding. Offerors are prohibited from contacting the technical/functional expert directly for information related to this RFP. Questions regarding specifications may be directed only to Mrs. Barrychuck by e-mail at jbarrychuck@littleelmsd.net. All questions will be directed to the technical/functional expert for response and included in any addendum or update to be distributed to all interested Offerors. Questions submitted by e-mail provide a written record of the question for documentation of the contact made between the Offeror and the District. The District's response to all questions will be posted to the District's web page along with any addenda to the specifications.

1.4 A functional area expert or a day-to-day contract administrator or manager for LEISD may be identified elsewhere in this document. Functional area experts, day-to-day contract administrators/managers, teachers, principals, and/or other district employees are not authorized to substantially amend this solicitation document or to substantially modify the subsequent contract. Substantially includes, but is not limited to, changes to delivery dates, place of delivery, and/or specifications that significantly alter the form, fit, and function of a product or the scope of work of a service. Amendments to solicitation documents will be made by the assigned Buyer and approved by the Coordinator of Purchasing. Modifications to contracts/agreements will be made by the Coordinator of Purchasing, the Associate Superintendent for Business, and/or the Superintendent in accordance with the LEISD Board's guidance, policies, and/or procedures. If a vendor acts on the guidance of a district employee that is not authorized to make changes, the vendor does so at his or her own risk or peril. Also, if a vendor attempts, or gains, a modification/amendment from a district employee that is not authorized to make changes, the vendor does this at his or her own risk or peril and risks the termination of his or her contract/agreement.

1.5 LEISD's technical/functional manager for this contract is Grant Anderson, Associate Superintendent and Chief Financial Officer.

1.6 The terms *Offeror*, *contractor*, *proposer*, *vendor*, *proposers*, and/or *bidder* refer to the person/firm that submits the offer to this solicitation document. The terms *LEISD*, *owner*, *district*, and/or *government entity* refer to Little Elm Independent School District.

2.0 RESTRICTED CONTACT PERIOD.

2.1 The Restricted Contact Period shall mean a prohibition on any communication regarding any request for proposal (RFP), bid, request for Qualification Statement (RFQ) or other competitive solicitation (as defined in the procurement methods above) between:

2.1.2. Any person who seeks an award from the District or its affiliated entities including a potential vendor or vendor's representative; and

2.1.3. Any Board member, Superintendent, senior staff member, principal, department head, director, manager, or other District employee who has influence in the evaluation or selection process.

2.2 Furthermore, campaign contributions, gifts, donations, and any other items of value are prohibited between the parties defined above for any known contract under consideration during the restricted contact period. The District shall review historical campaign finance reports to identify campaign contributions for the applicable period and hold newly elected Board members to the same accountability standard as existing Board members during the restricted contact period.

2.3 The restricted contact shall not apply to communication with the District's Procurement Services staff. Such communications shall be limited to the purpose of obtaining clarification or information concerning the subject solicitation or conducting contract according to guidance in 1.3 in Section II labeled Instruction To Offerors above.

2.4 The restricted contact period shall begin upon the issuance of an RFP, bid, or other competitive solicitation (as defined under procurement methods above) and will officially end upon execution of an award by the Board and/or the execution of a negotiated contract, whichever represents the final act in the procurement process. A weekly e-mail notification shall be sent to the Board, Superintendent, and cabinet-level staff members of open competitive solicitations, and the notification shall remain in effect until the execution of the awarded contract by all required parties. The Procurement Services Department shall also provide public notice upon request.

2.5 Regardless of the above time period, it is not acceptable for a potential vendor to participate in determining the scope of work, strategic direction, technical specifications, or evaluation criteria of such projects. Nothing contained in this policy shall prohibit any potential vendor or vendor's representative from:

2.5.1. Making public representations at scheduled pre-bid conferences or scheduled selection and negotiation committee meetings;

2.5.2. Engaging in contract negotiations during any scheduled meeting;

2.5.3. Making a public presentation to the Board during any duly noticed public meeting; or

2.5.4. Conducting business on contracts previously executed and currently in force.

2.6 The potential vendor or vendor's representative shall send all written communication directly to the designated procurement staff.

2.7 Nothing in this policy shall prohibit the procurement staff from initiating a contact with a potential vendor or vendor's representative and subsequent communication for the purpose of obtaining clarifying information regarding a response to an RFP, bid, or competitive solicitation. Such contact shall be in writing and shall be provided to the members of the applicable procurement staff, including any response thereto.

3.0 SPECIFICATIONS. Offerors are expected to examine the specifications, standard provisions, Scope/Statement of Work and all instructions contained in this Proposal document. Failure to do so will be at the Offeror's risk. Offers

submitted on other than the authorized forms provided in this solicitation document or with different terms or provisions may be considered to be non-responsive.

4.0 INFORMATION REQUIRED. Each Offeror shall furnish the information required by the RFP documents. The Offeror shall sign the Offer Form and the Felony Conviction Notification and return with the offer. Erasures or other changes must be initialed by the person signing the documents. Proposals signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished to LEISD.

5.0 SUBMISSION OF PROPOSALS. The Offeror should propose his/her lowest and best price, F.O.B. destination, on each item. Sealed proposals shall be submitted in an envelope marked on the outside with the Offeror's name and address and the RFP number/name. Proposals must be submitted in sufficient time to be received and date/time stamped at LEISD's Purchasing Office on or before the published deadline date and time shown on the RFP. **Proposals received after the published time and date cannot be considered and will be returned unopened. Faxed proposals will not be accepted.** Proposals may be delivered in person or addressed to:

Jennifer Barrychuck
Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

5.1 All prices shall be entered on the proposal in ink or typewritten. All required signatures shall be original and in ink.

5.2 Proposed price should be firm (fixed). If the Offeror, however, believes it necessary to include in his/her price an economic price adjustment, such a proposal may be considered, but only as an alternate proposal. The economic price adjustment should give the maximum price increase (either % or \$) and the date and/or event at which the increase would be effective.

5.3 LEISD is exempt from federal excise taxes, state and local sales and use taxes.

5.4 Failure to manually sign the offer will disqualify it.

6.0 DISCUSSIONS/NEGOTIATIONS. Discussions/negotiations may be conducted with Offerors who are deemed to be within the final competitive range; however, LEISD reserves the right to award a contract without discussions/negotiations. The competitive range will be determined by LEISD's Coordinator of Purchasing and will include only those initial offers that the Coordinator of Purchasing determines have a reasonable chance of being awarded a contract.

7.0 BEST AND FINAL OFFERS. If discussions/negotiations are conducted, Offerors may be required to submit a best and final offer if price/delivery or factors agreed to during negotiations have changed from the originally submitted proposal. Best and final offers must be received by the date/time provided during discussions/negotiations or the originally submitted proposal will be used for further evaluation and award recommendation. Best and final offers may be required as early as 24 hours after completion of negotiations/discussions.

7.0 MODIFICATION OR WITHDRAWAL OF PROPOSALS. Proposals may be modified or withdrawn by written or telegraphic notice received by LEISD prior to the exact hour and date specified for receipt of proposals. A proposal may also be withdrawn in person by an Offeror or his/her authorized representative prior to the opening date/time, provided the Offeror's identity is made known and he or she signs a receipt for the proposal.

9.0 OPENING PROPOSALS. All proposals shall be opened and only the name of the responding company will be read. Trade secrets and confidential information contained in proposals shall not generally be open for public inspection and

RFP 2018-852-10 Grounds Mowing and Maintenance
Due Date: November 27, 2018 Time Due: 10 AM

should be clearly marked "CONFIDENTIAL". LEISD's records are a matter of public record, but documents marked as Confidential will be considered as allowed by law.

10.0 PROCUREMENT SCHEDULE. This following procurement schedule will be utilized for this process:

Release of RFP:	October 26, 2018		
Pre-Proposal Meeting:	November 13, 2018	at	2:00 p.m.
Deadline to Submit Questions:	November 16, 2018	at	3:00 p.m.
Answers to Questions (if needed):	November 17, 2018	by	End of Business
Responses Due:	November 27, 2018	at	10 AM
Evaluation Period:		-	
Board Meeting:	January 14, 2019		
Effective Date of Resulting Agreement:	January 14, 2019		
(Dates and times subject to change and will be notified by Addendum)			

III. GENERAL CONDITIONS

1.0 SCOPE OF PROPOSAL.

1.1 The Little Elm Independent School District (LEISD) invites proposals from contractors for grounds mowing and maintenance services as specified in this solicitation. This request for proposals contains submission requirements, scope of services, period of services, terms and conditions and other pertinent information for submitting a proper and responsive proposal. To be deemed responsive and qualify for evaluation, a proposal must be timely submitted and must materially satisfy all mandatory requirements identified within this specification. All proposals in response to this RFP must be submitted prior to the closing date and time listed and must be executed by an officer of the responding firm, who has contractually binding authority. Late proposals will not be accepted. The District is not responsible for lateness or non-delivery of any proposal. The successful contractor will provide all labor, equipment, and frequency of service necessary to meet the District's and the community's expectations of professionally manicured landscapes.

1.2 This is a service contract and effective for an initial term of three years from date of award. Two (2) additional one (1) year renewal periods, making this a maximum of 5 years at the unilateral discretion of LEISD based on factors such as, but not limited to, unit prices, satisfaction of services, compliance with terms/conditions, and needs of the district. To exercise the option to renew, LEISD must give written notice to the vendor of its election to renew for one (1) additional year term within 120 days of the expiration of the agreement. If LEISD fails to timely exercise any of the options to renew, all remaining options to renew shall expire and terminate.

2.0 CONDITIONS OF AGREEMENT. The conditions of agreement consist of the following and in the event of conflicting provisions, the order of importance is:

- Notice to Proposers
- Instructions to Offerors
- General Conditions
- Responsibilities of Offerors
- Contract Specifications
- Offer Forms

3.0 PROPOSAL SUBMITTAL. A signed, submitted proposal constitutes an offer to perform the work and/or deliver the product(s) specified in the solicitation, combined with the acceptance of said proposal by the District. No products shall be delivered, nor work be performed without a Purchase Order issued to the successful vendor(s), written on an official District Purchase Order Form, prior to the products being delivered or work being performed. Under NO circumstances are vendors to deliver products or perform work without a valid Purchase Order received prior to the delivery or performance.

4.0 BRANDS AND MODELS. Brands and model numbers, where listed, are used for specification reference only, unless otherwise stated, and are not intended to limit consideration of an approved equal or equivalent item. Descriptive information or a sample may be requested for any item proposed other than the referenced item.

5.0 EQUIVALENT OR APPROVED EQUAL. Whenever a product is defined in any of the Conditions of Agreement by describing a proprietary product, or by using the name/model of a manufacturer or vendor, the term "or other units considered to be equivalent", if not inserted, shall be implied. The specific product described shall be understood as indicating the type, function, and minimum standard of design, efficiency, and quality desired and shall not be construed in such a manner as to exclude products of comparable quality, design, and efficiency.

5.1 If a brand/model is offered other than the one specified, complete descriptive information of the offered product must be included with the proposal. Products being proposed as an equal to the items specified must be available for inspection/evaluation by LEISD. Samples, when requested, must be furnished within five (5) working days of the

request at no cost to the district. If not destroyed during evaluation, samples may be returned to the Offeror on request at Offeror's expense.

5.2 Determination of equivalent or approved equal is at the sole discretion of LEISD.

5.3 If the Offeror takes no exception to specifications of referenced data, brand names, models, etc. must be provided as specified.

6.0 SPECIFICATIONS. The Offeror shall note in writing any deviations, including manufacturer and/or model, from the specifications and shall submit those changed specifications as alternates.

7.0 GENERAL EVALUATION. LEISD will generally award contracts based upon the lowest, responsive, responsible offer, price and other factors considered as required in Texas Education Code §44.031 (b). It is not the practice of the district to award purchases on the basis of low price alone. Contracts may be awarded on a lump sum basis or on a unit price basis, provided that, in the event a contract specifies a unit price basis, the compensation paid by LEISD shall be based upon the actual quantities supplied. In determining the "lowest responsible" offer, LEISD may consider, in addition to price, other factors such as compliance with the RFP documents, delivery requirements, suitability of product, costs of maintenance and operations, training requirements, warranties, availability of repairs or other services, past performance of the vendor, other factors contributing to the overall costs, both direct and indirect, related to an item, and compliance with LEISD's policies, procedures and goals.

7.1 The district may award a contract to the responsive, responsible Offeror with the lowest aggregate offer. If unable to award as a package, the district will evaluate proposals and may award alternate awards.

7.2 Extensions of unit prices shown will be subject to verification by the district. In case of conflict between the unit price and the extension, the unit price will prevail.

7.5 In the event identical proposals are submitted which are determined by LEISD to be the lowest responsible offers, usually one offer will be selected as the successful vendor. If one of the Offerors submitting identical proposals is a resident of the District, that Offeror shall be selected. If two or more such Offerors are residents of the District, one shall be selected by the casting of lots. In all other cases, one of the identical offers shall be selected by casting of lots.

7.6 Multiple criteria will be considered in evaluating the proposals. This evaluation will be made based upon information provided within the Proposal, by the Proposer during RFP specific presentations or negotiations, news articles, press releases, client references, industry references, vendors and related sources, and any other sources. Finalists will be determined by applying the following criteria established by the Texas Education Code §44.031 (b) as the primary Evaluation Criteria, as listed in Section V, paragraph 5.12 of this specification.

7.7 Once selected, the Finalists may be presented specific questions pertaining to the submitted proposal or the District's needs, expectations, and requirements. A price quote may be requested to compare pricing for various items being requested. Food Samples may be requested.

7.8 SELECTION PROCESS

7.8.1 **EVALUATION COMMITTEE:** If deemed necessary, the evaluation and selection of vendor(s) for contract award will be conducted by an Evaluation Committee. The Evaluation Committee will be composed of members from Little Elm ISD based on position, expertise in the area for which the procurement is being conducted, or as the requestor of the procurement process. The Little Elm ISD reserves the right to add, delete or substitute members of the Evaluation Committee as it deems necessary. Business Services - Purchasing is responsible for administering the evaluation process.

7.9 ADDITIONAL CRITERIA SPECIFIC TO THIS REQUEST FOR PROPOSALS

7.9.1 ADDITIONAL EVALUATION CRITERIA OF PROPOSALS and AWARD of CONTRACT – Additional criteria than those listed in 7.6 may be utilized in conjunction with this Request For Proposals. If additional criteria are used, it is listed below and each additional criterion is given specific value as noted.

8.0 RESERVATION OF RIGHTS. LEISD expressly reserves the right to:

- (a) Reject or cancel any or all proposals;
- (b) Waive any defect, irregularity or informality in any proposal or RFP procedure;
- (c) Waive as an informality, minor deviations from specifications at a lower price than other proposals meeting all aspects of the specifications if it is determined that total cost is lower and the overall function is not impaired;
- (d) Reissue an RFP;
- (f) Consider and accept an alternate proposal as provided herein when most advantageous to LEISD;
- (g) LEISD has the right to cancel the contract with a thirty day written notice, without prejudice, for factors including, but not limited to, non-availability or non-appropriation of funds; and/or
- (h) Procure any item or services by other means to meet time-sensitive requirements.
- (l) Little Elm ISD reserves the right to be the sole judge of quality and equality.

9.0 ACCEPTANCE. Notification of award will be communicated by a letter of acceptance or may be made public on the District's Purchasing website (<http://www.littleelmsd.net/bids>). If notified by letter, the letter of acceptance, citing the RFP, consummates the contract, which consists of the RFP, the vendor's offer, and the signed letter of acceptance. Subsequent purchase or delivery orders may be issued as appropriate.

10.0 INVOICES AND PAYMENTS. Offeror shall submit separate invoices, in duplicate, on each purchase order after each delivery and/or completed project. Invoices shall indicate the purchase order number and the RFP number. Invoices shall be itemized. If applicable, a copy of the bill of lading should be attached to the invoice and mailed to LEISD at the address specified on the purchase order. No charge or addition to the accepted price shall be made by the vendor for delivering, placing, or invoicing product(s). Payment shall not be due until all items on the purchase order have been received by LEISD (unless specified in the specifications) or the project has been completed and the above instruments are submitted and the invoice has been accepted by LEISD. All prices shall be F.O.B. destination. Funds for completed purchase orders concerning this contract will be available within thirty (30) days of completion and acceptance by the district.

11.0 WARRANTY-PRICE. The price to be paid shall be that contained in Offeror's proposal which Offeror warrants to be no higher than Offeror's current prices on orders by others for products of the kind and specification covered by this RFP for similar quantities under similar or like conditions and methods of purchase. In the event Offeror breaches this warranty, the prices of the items shall be reduced to the Offeror's current prices on orders by others, or in the alternative, LEISD may cancel this RFP without liability to Offeror for breach. Quotes provided to the district, under any resulting contract or agreement from this process, shall reference the products awarded with this contract and shall reflect any discount, in addition to RFP number.

12.0 TERMINATION. LEISD shall have the right to terminate for default all or any part of this contract if Offeror breaches any of the terms hereof or if the Offeror becomes insolvent or files any petition in bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which LEISD may have in law or equity, specifically including, but not limited to, the right to collect for damages or demand specific performance.

12.1 LEISD has the right to terminate this contract for convenience, without penalty, for non-appropriation or non-availability of funds by delivery to the Offeror of a "Notice of Termination" specifying the extent to which performance hereunder is terminated and the date upon which such termination becomes effective.

12.2 LEISD may terminate the contract and debar the vendor from future "bidding" for violations of the federal requirements including, but not limited to, "Contract Work Hours and Safety Standards Act", "Equal Employment Opportunity Act", and "Energy Policy and Conservation Act".

13.0 ASSIGNMENT-DELEGATION. No right or interest in this contract shall be assigned or any obligation delegated by Offeror without the written permission of LEISD.

14.0 INTERPRETATION. This writing is intended by the parties as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms thereof. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used herein, and acceptance of a course of performance rendered under this RFP shall not be relevant to determine the meaning of this RFP even though the accepting party has knowledge of the performance and opportunity for objection.

15.0 APPLICABLE LAW. This RFP, and its resulting contract, shall be governed first by the laws of the State of Texas, and venue for any disputes arising thereunder shall be in Denton County, Texas and secondarily by the Uniform Commercial Code as adopted in the State of Texas and in force on the date of this RFP.

16.0 NOTIFICATION OF CRIMINAL RECORD. The person or entity submitting an offer must give notice to the district, at the time of offer submission, if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in this conviction of a felony (this requirement does not apply to a publicly held corporation).

17.0 INSURANCE. The successful Offeror, at his/her own expense, shall provide and maintain insurance with fiscally sound firms (at least an AM Best rating of A-) authorized to do business in Texas as follows. Successful Offeror may be required to provide a copy of insurance coverage to LEISD. Insurance certificates may contain a provision, or Offeror's signature on this bid/proposal certifies, that coverage afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given LEISD. Insurance must remain in effect for the duration of this contract. In some cases, the district may be required to be named as an additional insured on the vendor's insurance coverage. If the district is to be named as an additional insured on the vendor's insurance coverage, the certificate indicating this should be provided within ten (10) calendar days from date of award at the vendor's expense. If the district requires a certificate of insurance, the bid/proposal number and title should be noted in the "Description of Operations/Locations/Vehicles/Special Items" block of the certificate and the "Certificate Holder" block of the certificate should read, "Little Elm ISD - Business Services, Attn: Nancy Hicks, 300 Lobo Lane, Little Elm, TX 75068." Additional insurance requirements may be required for construction and/or services projects and will be identified elsewhere in this document. A sample Insurance Certificate will be provided upon written request.

17.1 Workers' Compensation: Successful Offeror must maintain workers' compensation coverage for employees as required by all applicable Federal, State, Maritime, and local laws including Employer's Liability with a limit of at least \$100,000. If required, all vendors submitting bids or proposals shall include a copy of his/her current insurance certificate indicating coverage of the following lines of coverage in the following minimum amounts:

LEISD Insurance Certificate Required Coverage

17.2 Comprehensive General Liability	General Aggregate	\$1,000,000
	Products - Comp/or Aggregate	\$1,000,000
Commercial General Liability	Personal & Adv. Injury	\$1,000,000

	Claims Made Occurrence	Each Occurrence	\$1,000,000
	Owner's Contractor's Protection	Fire Damage (Any one fire)	\$ 50,000
		Med. Expense (Any one person)	\$ 5,000
17.3	Property Damage:	Aggregate	\$1,000,000
		Bodily Injury Each Person	\$ 300,000
		Each Accident	\$ 300,000
		Each Occurrence	\$ 100,000
17.4	Automobile liability for:	Combined Single Limit	\$1,000,000
	Any Auto	Bodily Injury Each Person	\$ 100,000
	All Owned Autos	Bodily Injury Per Accident	\$ 300,000
	Scheduled Autos		
	Hired Autos	Property Damage - Aggregate	\$ 300,000
	Non-Owned Autos	Property Damage Each Occurrence	\$ 100,000
	Garage Liability	Aggregate	\$ 300,000
17.5	Umbrella form - Excess liability		\$1,000,000
	State the limits that your company carries:	\$.	
17.6	Worker's Compensation	Statutory and Each Accident	\$ 500,000
	Employer's Liability Disease-Policy Limit		\$ 500,000
	Disease-Each employee		\$ 500,000

17.7 Should any of the above described policies be canceled before the expiration date, the issuing company will mail thirty (30) days written notice to the certificate holder, Little Elm ISD.

17.8 The Contractor shall agree to waive all right of subrogation against the District, its officials, employees and volunteers for losses arising from work performed by contractor for the District.

17.9 The contractor shall hold the District harmless from and indemnify it against all liability, including attorney's fees, which may arise from and accrue directly from the performance of the work or any obligation of Contractor or failure of Contractor to perform any work or obligation provided for in this Agreement.

17.10 The selected bidder(s) will be required to supply an insurance certificate naming Little Elm Independent School District as an additional insured within 10 calendar days of date of award.

18.0 WORKERS' COMPENSATION COVERAGE. A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project is required for the duration of the project. Duration of the project includes the time from the beginning of the work on the project until the project has been completed and accepted by the district.

18.1 Persons providing services on the project ("subcontractor" in Texas Labor Code 406.096) include all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity that furnishes persons to provide services on the project.

18.2 Services include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project.

18.3 The contractor must provide a certificate of coverage to the district prior to being awarded the contract.

18.4 If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the district showing that coverage has been extended.

18.5 The contractor shall notify the district in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

18.6 The contractor's failure to comply with any of these provisions is a breach of contract by the contractor that entitled the governmental entity to declare the contract void if the contractor does not remedy the breach within ten days after receipt of notice of breach from the governmental entity.

19.0 INDEMNIFICATION AND HOLD HARMLESS: Except as otherwise expressly provided, Offeror shall defend, indemnify, and hold LEISD harmless from and against all claims, liability, loss and expenses, including reasonable costs, collection expenses, and attorneys' fees incurred, which arise by reason of the acts or omissions of Offeror, its agents or employees in the performance of its obligations under this contract. This clause shall survive termination of this contract.

20.0 ASSIGNMENT OF OVERCHARGE CLAIMS. Successful Offeror shall assign to LEISD any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA, Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

21.0 USE BY OTHER GOVERNMENT ENTITIES. The Texas Education Code 44.031 (a)(5) allows for government entities, i.e. state agencies, local governments and school districts, to enter into cooperative agreements to allow the procurement process to be performed by a single entity on behalf of all those electing to participate. Any of the above entities may be granted the privilege of joining the awarded contract at the option of the successful bidder only. In the event the successful bidder allows another governmental entity to join the Little Elm ISD contract, it is expressly understood that the Little Elm ISD shall in no way liable for the obligations of the joining governmental entity.

22.0 REPRODUCTION, DISTRIBUTION, ASSIGNMENT and DELEGATION. Copies of this Request For Proposals document may be reproduced for convenience in collaborating or working with other individuals in the company submitting the proposal; however, the vendor registered as the plan holder must submit his/her proposal on the original Request For Proposals document. NOTE: Vendors may not collaborate with any other vendor in preparing his/her proposal.

22.1 ASSIGNMENT-DELEGATION. No right or interest in a contract resulting from this request for Request For Proposals process shall be assigned or any obligation delegated by Offeror without the written permission of the Little Elm Independent School District.

23.0 DISTRIBUTION. The Little Elm Independent School District owns the exclusive right to distribute this and any procurement document to vendors requesting to be included in the procurement process or to vendors that have been identified as vendors qualified to provide the goods and/or services required in this document.

24.0 RESPONSE FORMS: Section V, TAB III contains forms that are required to be completed and submitted along with your response.

Failure to complete and submit these forms is grounds for disqualification of your offer. The required forms and the purpose they fulfill are:

24.1 BID / PROPOSAL OFFER FORM: This is the form that authorizes the respondent to represent his/her company to extend the offer to LEISD and enter into an agreement if an award is extended to this firm. This form also serves as a statement that the offer was not prepared in collusion with any competing vendor and that the stated prices are prepared independent of any pre-arranged agreement. This form is used to further verify as to the accuracy of all information contained in the response, including but not limited to the required Felony Conviction Notice. This form must be completed and returned for a proposal or bid to be considered.

24.2 FELONY CONVICTION NOTICE: Texas State Law requires that persons or entities entering into business agreements with School districts must give notice to the district if the person or owner has been convicted of a felony. This form addresses this Requirement and must be submitted. NOTE: Conviction of a felony does not necessarily disqualify a vendor from receiving a Contract, but are examined on a case by case basis. This form must be completed and returned for a proposal or bid to be considered.

24.3 PROPOSAL QUESTIONNAIRE: If required, this form is used for the purpose of providing in depth information about the firm submitting the offer, including experience levels, special training and/or skills needed to provide the services or goods required of the solicitation. This form must be completed and returned for a proposal or bid to be considered.

24.4 CONFLICT OF INTEREST COMPLIANCE FORM – This form is required in conjunction with House Bill 914, which went into law September 1, 2005 and became effective January 1, 2006. This is a two-page form, the first of which is a **Notice to Vendors** and the other page is the **Conflict of Interest Questionnaire**. Response to this fulfills requirements under Chapter 176, Section 176.006 (a) of the Texas Local Government Code. Vendors are required to complete this and include in their response, if applicable. If no conflict exists, vendors are required to complete by check the #4 box and include the **NOTICE OF NO CONFLICT OF INTEREST STATEMENT**. **NOTE:** Submitting a Conflict of Interest Disclosure Statement does not necessarily disqualify a vendor from receiving a Contract, but are examined on a case by case basis.

24.5 IRS FORM W-9: This is a required form by the IRS for government entities that pay vendors in excess of \$600.00 annually in order to issue a 1099 form and is required in conjunction with the reporting requirements by the Internal Revenue Service. This form must be completed and returned for a proposal or bid to be considered.

24.6 CERTIFICATE OF INTERESTED PARTIES – FORM 1295: Requirements to complete and include this form went into effect December 24, 2015 as a result of the passage of [House Bill 1295](#). This form is required of Interested Parties who enter into qualifying contracts defined in HB1295. Failure to file this form with the Texas Ethics Commission will disqualify any qualifying contract and cause the District to dismiss any bid or proposal. Qualifying contracts are defined as: (1) requires an action or vote by the governing body of the entity or agency (school district) before the contract may be signed; or (2) has a value of at least \$1 million. Purchase Orders, when issued as delivery orders in conjunction with an awarded bid or proposal, are considered contracts and qualify for disclosure under this requirement. **Any bid or proposal awarded by the Little Elm ISD Board of Trustees will require the interested party to complete this filing online before purchases will be made under the awarded agreement, whether or not a separate contract document is executed.** Complete instructions and important information can be located from the following link: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm.

24.7 CHAPTER 2270 (BOYCOTT) VERIFICATION: This form contains a requirement for vendors competing on government contracts to declare that, at the time of they are seeking to contract with a government entity they 1)

do not boycott Israel, and 2) they will not boycott Israel during the term of the contract with the government entity. *“Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exist to make a profit. This requirement became effective on September 1, 2017 resulting from the passage of House Bill 89. (Pursuant to Texas Government Code §2270 and §808.001).*

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IV. RESPONSIBILITIES OF OFFERORS
RFP 2018-852-10
Grounds Mowing and Maintenance

1.0 Inspection of all documents to assure completeness, legibility, etc. The responsibility for compliance with this solicitation and the subsequent contract shall be with the bidder/Offeror.

2.0 It is the Proposer's duty to understand the proposal; any misunderstanding is the responsibility of the Proposer; the District has no obligation to correct, reject or question any portion of the proposal.

3.0 Abide by all Proposal requirements, or else the Proposal may be rejected by the District regardless of type or significance of noncompliance.

4.0 Offerors are expected to provide prompt service that is due under this contract including warranties. Past performance of Offerors' may be a factor in awarding future contracts.

5.0 Offerors are expected to deliver service(s)/product(s) per specifications.

6.0 The district, by written notice at any time during the term of the contract, may add or delete any locations from this contract.

7.0 Contractors will be required to meet all requirements under SB 9 Criminal Background Checks per Section 22.0834 of the Education Code.

8.0 The awarded contractor shall employ only orderly and competent workers, skilled in the performance of the services, if any, which/shall be performed under this contract. The contractor it employees, subcontractors, and subcontractor's employees shall not use or possess any firearms, tobacco, alcoholic or other intoxicating beverages, illegal drugs, or controlled substances while on the job or on LEISD property, nor may such workers be intoxicated or under the influence of alcohol or drugs on Little Elm ISD property.

9.0 Mowing or other grounds maintenance activities shall not be permitted during State testing dates.

10.0 Submit one (1) original and four (4) copies of your offer.

11.0 The proposer declares that in the event of the award of a contract to the undersigned to this offer will comply with the Immigration Reform & Control Act of 1986.

12.0 There will be a Pre-Proposal Conference held in conjunction with this Request For Proposals.

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V. SPECIFICATIONS / SCOPE OF SERVICES
RFP 2018-852-10

1.0 Specifications / Scope of Work:

The School District seeks proposals for grounds maintenance services. This includes the visual appearance of the grounds and the health and condition of the shrubs, trees, ground cover, flowers and turf. The grounds to be maintained are listed in this proposal. Each Proposer must field verify the acreage of all areas to be maintained. The selected firm will be expected to follow the schedule of services outlined in the attached documents..

The scope of work will include: turf maintenance, shrub maintenance, ground cover maintenance, flower bed maintenance, leaf removal, storm debris pickup, litter control and labor, equipment, supplies and materials. All equipment and material that is to be used throughout the following scope of work is to be provided by the contracting firm unless specified otherwise. All landscape debris and material will be promptly removed from the School District grounds upon completion of work. Snow and tree removal is not included in this RFP.

The selected firm will be allowed to schedule the work so as to create the least amount of interference with the school's student activities. Work hours will be coordinated with the school district.

Student and staff safety must always be a prime consideration.

ANNUAL EXPENDITURE: The estimated expenditure for this contract is approximately \$ 400,000 per year. However this estimate should not be construed to be a guarantee of either minimum or maximum since usage is dependent upon actual needs and available funding.

TERM: Little Elm ISD requires the pricing to be firm for three (3) years from the date of award. This contract may be renewed for two (2) additional one (1) year periods if all parties mutually agree. Little Elm ISD retains the option to extend this contract or initiate a new proposal process.

2.0 District Information: The Little Elm ISD is located primarily in southeast Denton County, Texas and encompasses 40 square miles. The school district's boundaries are not the same as municipal boundaries; therefore, Little Elm ISD provides instructional services to children who live in portions of Little Elm, Frisco, Hackberry, Lakewood Village, Oak Point, and the Colony. There are 7,400 students in five (5) elementary schools, a K-8 campus, a sixth grade center, a middle school, and one high school. The Administrative offices are located at 300 Lobo Lane, Little Elm, Texas 75068. Other administrative and support facilities are located elsewhere in the District.

2.1 The District employs approximately 868 full time equivalent staff annually.

3.0 Goals and Objectives: The goal of this Request for Proposal process is to provide the district with professionally kept landscaping on all district locations.

3.1 While the Proposer's cost is of great importance, proposing the lowest price will not assure award of the service. The District will demand safe, reliable, on-time and efficient service; failure to address District concerns and/or requirements for any such matter will disqualify the Proposer from consideration.

3.2 It is the District's intent to award this contract to one provider. The District reserves the right to award this contract to multiple vendors if in the District's best interest.

4.0 Projected Dates of Award and Implementation:

4.1 Questions related to this Request For Proposals will be received only in writing via e-mail. Questions may be e-mailed to Jennifer Barrychuck at jbarrychuck@littleelmisd.net. The deadline for sending questions related to this RFP is 3:00 PM on November 6, 2018.

4.2 Responses to the RFP are due to the District by 10:00 AM on November 27, 2018.

4.3 A district Evaluation Committee will review the responses and select the top vendor(s).

4.4 Service providers will be selected and recommended to the school board no later than the January 14th, 2019 Regular Board meeting.

5.0 Minimum Requirements:

5.1 Qualified Proposers shall have at least three (3) years' experience in providing grounds mowing and maintenance services.

5.2 Qualified Proposers will be financially stable and not currently engaged in bankruptcy proceedings, being acquired, merging with another company, or a party to a material lawsuit. The District reserves the option of validating financial and control status and matters with the Proposer before awarding the services.

5.3 Qualified Proposers must provide satisfactory assurance as to the financial capacity to purchase, lease, or otherwise supply the quantity, types and age of vehicles specified in this Proposal or its supporting exhibits. Failure to satisfy this concern may cause the District to reject the proposal.

5.4 Evidence of Responsibility: Proposer's responses to questions included in the Questionnaire will be used to evaluate each Proposer's capability to provide proper and satisfactory landscaping services as required pursuant to this specification. Upon request of LEISD, a Proposer whose proposal is under consideration for award of a contract may be required to submit additional information to support information previously adopted.

5.5 Proposal Disclosure:

5.5.1 All proposals received shall remain confidential until a contract resulting from this proposal is awarded by the LEISD Board, thereafter the proposal shall be deemed a public record. In the event that a proposer desires to claim that portions of its proposal are exempt from disclosure, the proposer must mark such portions as "Confidential and Proprietary" and LEISD may submit such information to the Texas Attorney General for a ruling as to whether the information is exempt from disclosure.

5.5.2 Until an agreement resulting from this proposal is executed, no employee, agent or representative of any proposer shall make available or discuss its proposal with the press, any elected or appointed official or officer of LEISD, or any employee, agent, or other representative of LEISD, unless specifically allowed to do so in this proposal or in writing by LEISD for the purposes of clarification, evaluation and/or negotiation.

5.5.3 Proposers shall not issue any news release(s) or make any statement to the news media pertaining to this proposal or any proposal and/or contract or work resulting there from without the prior written approval of LEISD, and then only in cooperation with LEISD.

5.6 Contractor's Response to the RFP Questionnaire: Each Proposer must submit one (1) original and four (4) copies of the Proposal Questionnaire with all questions answered with the Proposal response. This response will be used by LEISD as described during the evaluation and selection process. LEISD may also contact other organizations cited, such as banks and references, to verify that the Proposer's response is accurate. Proposers are hereby advised that LEISD maintains the sole and exclusive right to determine whether or not any Proposer is responsible and can provide satisfactory services as defined herein. LEISD has attempted to provide upfront and accurate information contained in this proposal document. Changes from any previously released proposal documents may have only been done in an attempt to update or provide the best and most accurate information available from LEISD.

5.7 Proposal Evaluation: As provided in the Texas Education Code 44.031 (b), proposals will be evaluated on the basis of the following criteria:

- Price
- Reputation of the vendor
- Qualities of the vendor's goods or services
- The extent to which the goods and services meet the District's needs
- The vendor's past relationship with the District
- The long-term cost to the District to acquire the vendor's goods or services
- The impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses
- Any other relevant factor specifically listed in the request for bids or proposals

Little Elm ISD will evaluate this proposal on a scale of 100 using the following weighted criteria:

- Price – 30 Points
- Reputation of the vendor – 20-Points
- Qualities of the vendor's goods or services – 20-Points
- The extent to which the goods and services meet the District's needs – 25%
- The vendor's past relationship with the District – 5%
- All other criteria will be given a weight of Zero (0)

Using these criteria and weights District Committee will evaluate and rank this Proposal to determine the offer that presents the best value to the District. Per Section 44.039, (g) of the Education Code, "In determining best value for the District, the District is not restricted to considering price alone, but may consider any other factor stated in the selection criteria."

5.13 Proposal Award

The district reserves the right to accept or reject any and all proposals and to waive technicalities and informalities, and to be the sole judge of quality and equality. Awards will be based on what in our opinion is most advantageous to Little Elm ISD.

VI. Specific Requirements

1.1 Standards

- 1.1.1 Personnel will be appropriately trained and supervised.
- 1.1.2 Landscaping practices, equipment and materials will comply with accepted industry and OSHA safety standards, including "right-to-know" (hazard communication regulations). Copies of chemical and material safety data sheets will be provided to the School District upon request.

- 1.1.3 The Firms personnel will wear appropriate uniforms and identification *badges* at all times.
- 1.1.4 The Firms personnel will be courteous and professional. The Firm and supervisors will be responsible for employee conduct.
- 1.1.5 Vehicles and equipment will be properly identified and maintained in a neat and professional manner.
- 1.1.6 The Firm will provide its own equipment storage area(s). Equipment is not to be stored on School District grounds.

1.2 Staffing Requirements

- 1.3.1 Provide sufficient work force and supervisory personnel to perform the specified services and to meet the requirements of the School District.
- 1.3.2 Provide sufficient on site supervisory personnel to ensure proper inspection of work performed, close supervision, and technical assistance to the work force. The term "on-site supervisor" will be a person designated to be at the work site, and act as the Selected Firm's point of contact for the School District. The "on site supervisor" also known as the Crew Foreman, must be able to clearly communicate in English with any School District personnel.

1.3 Inspection Program

- 1.4.1 A program will be established to assure the requirements of the Agreement are met. The Selected Firm and the School District will develop inspection forms jointly. Damages or hazardous conditions observed which affect the appearance, condition or safety of the grounds will be noted during inspections. The program will include, but not be limited to: a weekly inspection schedule and check list for each area covered by this Agreement. Any identified deficiencies will be incorporated in the weekly inspection reports provided to the School District by the Selected Firm.

1.4 Warranty and Damages

- 1.4.1 The Selected Firm will be responsible for all damages or personnel injury resulting from its operations. This includes, but is not limited to, damage to plants, and turf as well as buildings and structures. Damages and any personal injury will be reported immediately to the School District. Warranty and damage repair will be scheduled by the Selected Firm within five working days of occurrence.
- 1.4.2 Plants and turf will be maintained in a healthy condition. Newly installed perennial plants, trees and or shrubs will be warranted for one year. Warrantee voided by acts of God.
- 1.4.3 Damages discovered during the course of work will be reported to the School District.
- 1.4.4 Failure of the Selected Firm to perform damage repair or warranty work as scheduled and to a high standard may result in procurement of these services from another source. Any additional costs will be borne by the Firm.

1.5 Work outside Agreement Scope

- 1.5.1 Additional work identified outside the scope of the resulting Agreement must be authorized in advance by the School District. The Selected Firm will provide an estimate for the additional work when the work is identified. Any work of this nature may be performed by the Selected Firm without bidding the work.

1.6 Dispute Resolution

- 1.6.1 Dispute resolution will begin with the School District's Contract Administrator and appropriate supervisor(s). If unresolved, the issues may be addressed by the Selected Firm and the Purchasing Department.

1.7 Performance Requirements

1.7.1 Turf and Lawn Areas

1.7.1.1 Mowing

- 1.7.1.1.1 Prior to mowing, trash, paper and other debris will be removed. Any trash cut up during mowing will be removed by contractor before leaving the facility.

- 1.7.1.1.2 Turf areas will be maintained at a height of 2 1/2" to 3 1/2". During periods of high heat and little rainfall, turf areas will be mowed to a height of not less than 3" with prior approval by the School District. Mowing heights should be measured with mowers on a flat paved surface. Only 1/3 of the blade growth will be removed at any one cutting.

- 1.7.1.1.3 Grass clippings will be removed from sidewalks, pavements, window walls, etc. After mowing is complete, grass clippings will be collected and removed from the turf whenever clumped or where they detract from the appearance or health of the lawn.

1.7.1.2 Edging

- 1.7.1.2.1 All sidewalks and curbs will be edged every time the turf is mowed with a stick edger, these turf areas that meet hard surfaces are not to be line trimmed at any time. Debris from edging operations will be removed and the areas swept clean.

1.7.1.3 Aeration

- 1.7.1.3.1 All turf areas, with less than a 3:1 slope, will be aerated once a year. Under adverse conditions additional aeration may be necessary, which requires the prior approval of the School District.

1.7.1.4 Fertilization

- 1.7.1.4.1 All areas will be fertilized at a rate of 1 lb. of actual nitrogen per 1000 sf. (minimum of twice a year).

1.7.1.4.2 Soil from turf areas will be tested at least once a year by a laboratory acceptable to the Selected Firm and the School District. Testing will be for macro and micro nutrient levels.

1.7.1.4.3 The Firm will modify the fertilizer program to correct nutrient deficiencies reported in the soil test.

1.7.1.4.4 Fertilization at any facility not awarded to the successful proposer will be performed on an hourly basis and will include all labor and fertilizer applied at rate of 1 lb. of actual nitrogen per 1000 sf. (twice a year) as needed to keep the turf healthy. This additional work will be billed separately once approved by the School District. Please provide the hourly rate on the pricing sheet in the designated spot for this item.

1.7.1.5 Weed Control

1.7.1.5.1 Weed growth will be managed with a minimal herbicide program and must conform to the Integrated Pest Management (IPM) policies set forth by the State of Texas. Control will consist of pre-emergent (soil applied) or post-emergent (foliar applied) herbicides as appropriate. All weed control must be approved by the IPM coordinator for the District and the proper documentation filed prior to treatment.

1.7.1.5.2 All weeds in running tracks, sidewalk cracks, play equipment areas and fence lines etc. should be taken care of with a herbicide program and should be considered a part of this proposal.

1.7.1.5.3 Weed control at any facility not awarded to the successful proposer will be performed on an hourly basis and will include all labor and chemicals needed to keep these areas free from weeds. Most commonly used chemicals are Roundup or Manage; please specify which chemical when providing the pricing pertaining to this section. This additional work will be billed separately once approved by the School District. Please provide the hourly rate on the pricing sheet in the designated spot for this item.

1.7.1.5.4 Pre-emergent weed control will be applied once per year in October/November using Spectacle Flo manufactured by Bayer at the manufacturer's recommended label rate. This chemical will be applied at all school district facilities with the exception of the undeveloped land listed on the attached list of properties.

1.7.1.5.5 Post-emergent weed control will be applied once a year in February/March to control broadleaf weeds at all the selected manufacturer's recommended label rate. Post emergent weed control will be applied twice per year in June and July. This chemical will be applied to all school district facilities with the exception of the undeveloped land listed on the attached list of properties.

1.7.1.6 Insect and Disease

1.7.1.6.1 The inspection process will include monitoring to determine insect, rodent or disease problems. Treatment of fire ants at school sites on the exterior of the buildings will be considered part of this contract.

1.7.1.6.2 The Firm will propose a treatment based on the identification of the insect or disease, as well as the host plant, by consulting Texas A&M Extension Service or by using their "Commercial Insecticide Recommendations for Turf."

1.7.1.6.3 Actual insect and disease treatments may be completed by the Selected Firm after a price is provided and approval to perform the work is granted by the School District. This process must also be approved by the IPM coordinator for the District and the proper documentation filed prior to treatment.

1.7.2 Trees, Shrubs, Ground Cover, and Flower Bed Maintenance

1.7.2.1 Pruning

1.7.2.1.1 Shrubs, ground cover and flowerbeds will be pruned to remove dead or damaged branches, develop natural form, maintain plant shape, and promote growth. Material will be trimmed to keep it within its intended bounds.

1.7.2.1.2 Trees will be kept clean of suckers and properly pruned at all times.

1.7.2.2 Fertilization

1.7.2.2.1 All plant material will be fertilized annually. All IPM regulations must be complied with before and after any chemicals or fertilizers are applied at any of the facilities.

1.7.2.3 Mulching

1.7.2.3.1 Plant material will be maintained in neat edged beds of well-aged, uniform, shredded hardwood bark mulch, free of foreign matter and at a 2" depth. Mulching should be accomplished annually in January and February. It is the responsibility of the contractor to provide the labor and materials to apply mulch around trees and landscape beds at all LEISD facilities.

1.7.2.3.2 Mulch shall be held back from base of all existing and newly planted trees to expose the root flare taper.

1.7.2.3.3 Mulch shall be held back from the base of shrubs and groundcover to expose the root flare or taper of the plant to prevent root rot.

1.7.2.4 Weeding

1.7.2.4.1 All beds will be weeded during the growing season to maintain a neat appearance.

1.7.2.4.2 Pre-emergent (soil applied) and post emergent (foliar applied) herbicides may be used.

1.7.2.4.3 Remove dead plants from beds.

1.7.2.5 Storm Debris

1.7.2.5.1 Storm debris will be picked up and properly disposed of, within 48 hours of the storm. Major tree damage will be reported to the School District.

1.7.2.6 Leaf Removal

1.7.2.6.1 Fallen leaves will be removed in the fall so that accumulated leaves do not damage turf areas.

1.7.3 Landscaping

1.7.3.1 General Requirements

1.7.3.2

1.7.3.2.1 Minor landscaping projects will be planned, coordinated and approved by the School District prior to the start of work. All minor landscape plans and designs will be submitted annually with budget figures. Major landscape projects will be handled as separate projects using competitive procurement methods. The installer that wins the major landscape project award will be required to care for all plants for one year after installation as part of the project.

1.7.3.3 Standards

1.7.3.3.1 All landscape and grounds maintenance must meet the School District's expectations and standards. The Selected Firm will quote a price to care for any newly landscaped areas with the annual budgetary figures.

1.7.4 Irrigation

1.7.4.1 Newly established and existing turf areas will be watered as needed to maintain a uniform healthy growth pattern.

1.7.4.2 Landscaping material that becomes stressed due to lack of moisture will be watered to reverse this condition.

1.7.4.3 Trees, shrubs, ground covers and flowers will be protected from over watering and runoff.

1.7.4.4 Reasonable efforts will be made to ensure water does not spray or flow over pavements.

1.7.4.5 All plant material will be watered as needed to maintain plants in a healthy condition.

1.7.4.6 The selected firm will be responsible for controlling the watering system to achieve the above goals.

1.7.4.7 Monthly monitoring of the sprinkler systems by the selected firm will be required to ensure proper operation and water requirements. These monthly irrigation inspections will be completed by a Certified Irrigator or Certified Technician. The proposal will include a certified irrigation technician to be dedicated to the School District on an as needed basis to maintain proper irrigation, adjustments and minor and major repairs to all facilities within the district. The selected firm will provide hourly pricing for the cost of a helper for the irrigation technician as well as the hourly cost of a licensed irrigator. The School District will either reimburse the selected Contractor for material expenses or provide the materials for repairs through a selected vendor account.

1.7.4.8 Regular communication between the selected firm and the District will be required to report any problems related to the irrigation system or the development of turf and landscaped areas.

- 1.7.4.9 Any damage to the irrigation system by the selected firm will be repaired by the selected firm at no cost to the District.
 - 1.7.4.10 Labor for all other repairs will be included in this piece of the proposal. All material for the repairs will be provided by the School District.
 - 1.7.4.11 Please provide a separate price on the pricing sheet for the entire irrigation section of this proposal.
 - 1.7.4.12 The attached schedule of services is intended to apply to the turnkey maintenance of sites 1-12 listed on the attached list of properties.
 - 1.7.4.13 The attached schedule of undeveloped land services is intended to apply to the turnkey maintenance of sites 14-17 listed on the attached list of properties.
- 1.7.5 Athletic Fields
- 1.7.5.1 (Athletic fields will be mowed by the district)
 - 1.7.5.2 Rye grass will be purchased and applied by the District on the athletic fields at the High School. The District will fertilize these fields and apply any necessary chemicals to these fields. It will be the responsibility of the contractor to apply fertilizer, post emergent herbicides and pre-emergent herbicides at the baseball field, softball field and Marion Field at Lakeside Middle School.
 - 1.7.5.2 If a facility where the rye grass is needed is NOT awarded to the successful proposer the fields at that location will be maintained by School District personnel.

VI. Response Format

The items listed below shall be submitted with each proposal and should be submitted in the order shown. Each section should be clearly labeled, with pages numbered and separated by tabs. Failure to include all listed items may result in the rejection of the proposal. Please provide us with one original and four (4) copies.

TAB I - VENDOR RESPONSE QUESTIONNAIRE

TAB II – PROPOSAL FORM

TAB III-ADDITIONAL DOCUMENTS

Copies of the completed questionnaire must be submitted along with copies of your proposal by the submission date in order for your firm to be considered for selection.

If additional information for each response is required you may attach additional pages.

TAB I: VENDOR RESPONSE QUESTIONNAIRE

Company Profile

1. Legal name of the company: _____

Address of office providing service: _____

Number of years in business: _____ Annual sales volume: _____

Type of operation: Individual _____ Partnership _____

Corporation _____ Government _____

Non-Collusion Statement: Do you affirm that you are duly authorized to execute this contract, that this company, corporation or firm has not prepared this proposal in collusion with any other bidder, and that the contents of this bid as to prices, terms, or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the opening of this proposal?

Authorized Signature:

Typed/Printed Name _____

Position with company _____

Please attach a one page document that includes information containing the number of years that your firm has been providing landscape services. Also include qualifications and experience that your staff has.

Contact Person

2. Please provide the following information regarding the person in your company that orders are to be placed with.

Representative's name: _____

Address: _____

Phone Number: _____

Email Address: _____

Location of Business

3. Is your firm's principal place of business located within the boundaries of the District?

YES _____ NO _____

Is your firm's principal place of business located within the State of Texas?

YES _____ NO _____

4. Is your company currently for sale or involved in any transactions to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. Yes ☐ No ☐

5. Provide any details of all past or pending litigation or claims filed against your company that would affect your company's performance under a contract with the Little Elm Independent School District. _____

6. Does any relationship exist whether by relative, business associate, capital Funding agreement or any other such kinship between your company and any Little Elm ISD employee? If yes, please explain. Yes ☐ No ☐

7. Will your company accept Little Elm ISD Purchase Orders? Yes ☐ No ☐
Each invoice presented for payment of services must note a valid purchase order number. Invoices are to be presented on a monthly basis.

8. Identify work that your firm has provided to other school districts in the area.

9. Provide an organization chart that indicates your staff members that will be assigned to perform this contract for LEISD.

10. Provide resumes of key individuals that will be associated with this project.

10. List all related and/or services that are self-performed and available to LEISD by your company.

11. Describe your hiring and screening process. What qualifications do you look for in employees.
12. Describe the types of training programs that you provide to your employees.
13. Does your company enlist the services of any contract labor force?
14. What is your company's procedure for conducting criminal background checks on all personnel?
15. List at least three (3) clients that have purchased similar services that are located near the district. References from school districts are preferred.

Be sure to provide contact information that is valid and current. If you can provide an email address please do so.

A. Company Name: _____
Address: _____
Telephone Number: _____
Contact Person: _____
How long with Client: _____

B. Company Name: _____
Address: _____
Telephone Number: _____
Contact Person: _____
How long with Client: _____

C. Company Name: _____
Address: _____
Telephone Number: _____
Contact Person: _____
How long with Client: _____

16. Provide a list of equipment that will be used for this project. Include the quantity, type of equipment, and age of equipment.

RFP 2018-914-10
TAB II PROPOSAL FORM

LOCATION	Cost per Service April-October	Cost per Service Novmber-March
Using the attached Schedule of Services provide a cost Per Service Visit.		
1. Brent Elementary School, 500 Witt Road, Little Elm, Texas 75068		
2. Chavez Elementary School, 2600 Hart Road, Little Elm, Texas 75068		
3. Hackberry Elementary School, 7200 Snug Harbor Circle, Frisco, Texas 75034		
4. Lakeview Elementary School, 1800 Waterside Drive, Little Elm, Texas 75068		
5. Oak Point Elementary School, 401 Shahan Prairie Road, Oak Point, Texas 75068		
6. Powell Intermediate School, 520 Lobo Lane, Little Elm, Texas 75068		
7. Lakeside Middle School, 400 Lobo Lane, Little Elm, Texas 75068		
8. Prestwick STEM Academy, 3101 Stonefield, The Colony, Texas 75056		
9. Little Elm High School, 1900 Walker Lane, Little Elm, Texas 75068		
10. Little Elm Stadium, 1151 E. Eldorado Parkway, Little Elm, Texas 75068		
11. Zellars Center for Learning & Leadership, 300 Lobo Lane, Little Elm, Texas 75068		
12. Little Elm Maintenance & Transportation Center, 4415 E Dickson Lane, Little Elm, Texas 75068		
Undeveloped Properties (See Schedule of Services for Un-Developed propperties)		
13. Garza Lane #18363 & #636539 (Approximately 16 acres)		
14. Garza Lane #44116 (Approximately 30 acres)		
15. Oak Point #43721 & #178543 (Approximately 35 acres)		
16. Valencia (Approximately 12.3 acres)		
Additional Services		
The following services will be purchased on an as needed basis. The District may awarded to multiple companies and solicit quotes for these services.	Proposed cost	
17. Irrigation Maintenance and new installations base on an hourly rate.		
18. Irrigation Consulting and Design (hourly rate)		
19. Landscape Contracted Services-Quotes will be requested for various projects outside the scope of the normal mowing and maintenance.		
20. Landscape Consulting and Design (hourly rate)		
21. Please list any additional landscape or irrigation services that you offer that may not be covered in this specification.		

TAB III ADDITTIONAL DOCUMENTS

Schedule of Services for 2019

Schedule of Services-Undeveloped Land

Felony Conviction Notice

Conflict of Interest Notice

Chapter 2270 Boycott Verification

**Little Elm ISD - Schedule of Services
2019**

Description of Service	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Mowing	1	1	2	4	5	5	4	5	4	4	3	2	40
Edging	1	1	2	4	5	5	4	5	4	4	3	2	40
Line Trim	1	1	2	4	5	5	4	5	4	4	3	2	40
Hedges	0	0	1	1	1	1	1	1	1	1	1	0	9
Bed Maintenance	1	1	2	2	2	2	2	2	2	2	2	1	21
Landscape Tree Maintenance	0	1	1	1	1	1	1	1	1	1	1	0	10
Debris Disposal	4	4	4	4	5	5	4	5	4	4	4	4	51
Turf: Post-emergent Broadleaf weeds	0	0	1	0	0	0	0	0	0	0	1	0	2
Turf: Pre-emergent	0	0	0	0	0	0	0	0	0	0	1	0	1
Post Emergent Grassy Weed Control	0	0	0	0	0	1	1	0	0	0	0	0	2
Bed: Post-emergent	0	0	1	1	1	1	1	1	1	1	0	0	8
Lawn Fertilization	0	0	0	1	1	0	0	0	1	0	0	0	3
Bed Fertilization	0	0	1	0	1	0	0	0	1	0	0	0	3
Tree Fertilization	0	0	1	0	0	0	0	0	0	0	0	0	1
Fire Ant Control					As	Needed							
Irrigation System Checks	1	1	2	2	2	2	2	2	2	2	2	1	21
Mulch	0	1	0	0	0	0	0	0	0	0	0	0	1
Trim Ornamental Grasses					Once	per	year						
Trim Perennials					Once	per	year						

**Little Elm ISD - Schedule of Services Undeveloped Land
2019-2021**

Description of Service	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Mowing	0	1	2	2	2	2	2	2	2	2	1	0	18
Line Trim around Culverts, Signs, etc.	1	1	2	2	2	2	2	2	2	2	1	0	19
Line Trim sidewalk where applicable	0	1	2	2	2	2	2	2	2	2	1	0	18

**LITTLE ELM ISD
300 LOBO LANE
LITTLE ELM, TX 75068**

FELONY CONVICTION NOTICE

Statutory citation covering notification of criminal history of contractor is found in the Texas Education Code #44.034. Following is an example of a felony conviction notice:

FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

VENDOR'S NAME: _____

AUTHORIZED COMPANY OFFICIAL'S NAME (PRINTED): _____

A. My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.

Signature of Company Official: _____

B. My firm is not owned nor operated by anyone who has been convicted of a felony:

Signature of Company Official: _____

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____

To: Vendor
From: Little Elm ISD
Jennifer Barrychuck, Purchasing Accountant
Date:
Re: Conflict of Interest Notice

As per House Bill 914 and required by Chapter 176 of the Texas Local Government code, it is required that a Conflict of Interest Notice is filed by each vendor doing business with a school district. The attached questionnaire serves to notify Little Elm ISD if a conflict of interest exists as detailed in Texas Local Government Code Section 176.006(a).

Enclosed are instructions for completing the form. If you have any questions, please call Business Services at 972-947-9165. Upon completion, you may return the form by mail to the Little Elm ISD Business Services-Purchasing at 300 Lobo Lane Little Elm, TX 75068 or email to: jbarrychuck@littleelmsd.net

Thank you.

Conflict of Interest Questionnaire Instructions:

1. Please print the individual or business name that has a business relationship with the local government entity (Little Elm ISD).
2. Check this box if this is an update to a previously filed questionnaire. If this is the first CIQ to be completed, skip this step and go to step 3.
3. Please print the name of the local government officer with whom filer has employment or business relationship if one exists. In this case, local government officer refers to the Little Elm ISD Superintendent of Schools or any school board members as listed here:

Superintendent of Schools: Dr. Daniel Gallagher

School Board Members:

LeAnna Harding

Melissa Myers

DeLeon English

Alex Flores

Jason Olson

Dan Blackwood

David Montemayor

If a relationship does not exist with any of the above school district officials, please print "None" or "N/A". Skip to step 4.

3A, B, C, & D must be completed for each officer named on number 3.

4. Signature of person doing business with Little Elm ISD and date.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
BUSINESS SERVICES - PURCHASING

300 Lobo Lane
Phone: (972) 947-9340



Little Elm ISD
Engage Equip Empower

Little Elm, Texas 75068
Fax: (972)294-1107

CHAPTER 2270 (BOYCOTT) VERIFICATION

The undersigned authorized representative of the company named below (hereinafter referred to as Company), pursuant to Texas Government Code Chapter 2270, verifies, represents and warrants to the Little Elm I.S.D. that the Company:

1. Does not boycott Israel, and;
2. Will not boycott Israel during the term of the contract (if any) between the above-named Company, business or individual with the Little Elm Independent School District

This statement will also be included in any contract that may result from this procurement.

Pursuant to Texas Government Code Sections 2270.001 and 808.001:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exist to make a profit.

THE COMPANY SHALL INDEMNIFY AND HOLD HARMLESS THE LITTLE ELM I.S.D., ITS OFFICIALS AND EMPLOYEES FROM ANY AND ALL CLAIMS, DAMAGES, EXPENSES, AND COSTS OF ANY NATURE BASED UPON LITTLE ELM I.S.D.'S RELIANCE ON THIS VERIFICATION.

Signature of Company Representative

Date

Printed Name

Title

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Note: I understand that providing false information on this form may be grounds for debarment and discontinuation of all business with LEISD

THIS PAGE MUST BE COMPLETED AND RETURNED IN YOUR RESPONSE

FORM NO.: 2020

CHAPTER 2270 (BOYCOTT) VERIFICATION

Last Revised: September 2017

Bid Tablation Proposal Form
Haven Landscaping Irrigation, Inc

Location	Cost per Service April - October	Cost per Service November - March	Total Cost
Brent Elementary School	\$20,973.67	\$6,089.13	\$27,062.80
Chavez Elementary School	\$18,896.67	\$5,486.13	\$24,382.80
Hackberry Elementary School	\$18,981.92	\$5,510.88	\$24,492.80
Lakeview Elementary School	\$19,059.42	\$5,533.38	\$24,592.80
Oak Point Elementary School	\$19,059.42	\$5,533.38	\$24,592.80
Powell Intermediate School	\$19,059.42	\$5,533.38	\$24,592.80
Lakeside Middle School	\$30,901.42	\$8,971.38	\$39,872.80
Prestwick STEM Academy	\$18,974.17	\$5,508.63	\$24,482.80
Little Elm High School	\$35,357.67	\$10,265.13	\$45,622.80
Little Elm Athletic Complex	\$19,431.42	\$5,641.38	\$25,072.80
Zellars Center	\$16,997.92	\$4,934.88	\$21,932.80
Little Elm Maintenance & Transportation	\$7,750.00	\$2,250.00	\$10,000.00
Sub-total LEISD Facilities	\$245,443.12	\$71,257.68	\$316,700.80
Undeveloped Properties			
Garza Lane #18363 & #636539 (16 Acres)	\$4,200.00	\$600.00	\$4,800.00
Garza Lane #44116 (30 Acres)	\$7,875.00	\$1,125.00	\$9,000.00
Oak Point #43721 & #178543 (35 Acres)	\$9,187.50	\$1,312.50	\$10,500.00
Valencia (12.3 Acres)	\$3,228.82	\$461.26	\$3,690.08
Sub-Total Undeveloped Properties	\$24,491.32	\$3,498.76	\$27,990.08
Total Annual Budgeted Cost			\$344,690.88
Additional Services (Financed From Ops Budget or Above Allocation Request)			
Irrigation Maintenance & New Installations	\$85 per hour	\$85 per hour	
Irrigation Consulting & Design (hourly rate)	\$65 per hour	\$65 per hour	
Landscape Contracted Services	Quote as Needed	Quote as Needed	
Landscape Consulting & Design	\$40 per hour	\$40 per hour	

3 Year Contract from date of award (pricing held) - may be renewed for two (2) additional one (1) year periods if all parties mutually agree

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date 12-17-2018	Reports of the Superintendent <input type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Action Item <input checked="" type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Discussion <input type="checkbox"/>
Subject:	RESOLUTION ADOPTING THE PREVAILING WAGE RATE FOR CONSTRUCTION PROJECTS				
Presenter or Contact Person:	Rod Reeves, Executive Director for Operational Services				
Policy/Code:	CV (LEGAL)				
Summary:	<ul style="list-style-type: none">• Texas Government Code §2258.021 provides that a worker employed on a public works project by or on behalf of the state or a political subdivision of the state shall be paid not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed and not less than the general prevailing rate of per diem wages for legal holiday and overtime work.• The District is required by Texas Government Code §2258.022 to determine for contracts for public works awarded by the District the general prevailing rate of per diem wages in the locality in which the public works are to be performed for each craft or type of worker needed to execute the contracts and the prevailing rate for legal holiday and overtime work.• Texas Government Code §2258.022(a) provides that the District shall determine said prevailing rates by conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed or by using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.) and its subsequent amendments.				

	<ul style="list-style-type: none"> Pursuant to Texas Government Code §2258.022(a)(1), the District shall use the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.) and its subsequent amendments.
Financial Implications:	The District shall pay the prevailing wage rate on construction projects.
Attachments:	Board Resolution for Prevailing Wage Rates Exhibit A – Prevailing Wages Davis Bacon – Denton County
Recommendation:	The Administration recommends the approval of the prevailing wage rates for construction projects as submitted.
Motion:	I move the Board approve the prevailing wage rates for construction projects as submitted.

EXHIBIT A

General Decision Number: TX180293 01/12/2018 TX293

Superseded General Decision Number: TX20170293

State: Texas

Construction Type: Building

County: Denton County in Texas.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number Publication Date

0 01/05/2018

1 01/12/2018

ASBE0021-011 06/01/2016

Rates

ASBESTOS WORKER/HEAT & FROST

INSULATOR (Duct, Pipe and

Mechanical System Insulation)....\$ 24.32

BOIL0074-003 01/01/2017

Rates

BOILERMAKER.....\$ 28.00

EXHIBIT A

CARP1421-002 04/01/2016

Rates

MILLWRIGHT.....\$ 26.60

* ELEV0021-006 01/01/2018

Rates

ELEVATOR MECHANIC.....\$ 39.97

FOOTNOTES:

A. 6% under 5 years based on regular hourly rate for all hours worked. 8% over 5 years based on regular hourly rate for all hours worked.

B. New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, and Veterans Day.

ENGI0178-005 06/01/2014

Rates

POWER EQUIPMENT OPERATOR

(1) Tower Crane.....\$ 29.00

(2) Cranes with Pile

Driving or Caisson

Attachment and Hydraulic

Crane 60 tons and above.....\$ 28.75

(3) Hydraulic cranes 59

Tons and under.....\$ 27.50

IRON0263-005 06/01/2017

Rates

IRONWORKER (ORNAMENTAL AND
STRUCTURAL).....\$ 23.25

EXHIBIT A

PLUM0100-008 11/01/2017

Rates

HVAC MECHANIC (HVAC Unit

Installation Only).....\$ 30.84

SUTX2014-019 07/21/2014

Rates

BRICKLAYER.....\$ 19.89

CARPENTER, Excludes Drywall

Hanging, Form Work, and Metal

Stud Installation.....\$ 19.25

CAULKER.....\$ 16.63

CEMENT MASON/CONCRETE FINISHER...\$ 12.93

DRYWALL HANGER AND METAL STUD

INSTALLER.....\$ 15.42

ELECTRICIAN (Alarm

Installation Only).....\$ 18.83

ELECTRICIAN (Communication

Technician Only).....\$ 19.98

ELECTRICIAN (Low Voltage

Wiring Only).....\$ 15.80

EXHIBIT A

ELECTRICIAN, Excludes Low
Voltage Wiring and
Installation of Alarms/Sound
and Communication Systems.....\$ 18.82

FORM WORKER.....\$ 12.13

GLAZIER.....\$ 16.55

HIGHWAY/PARKING LOT STRIPING:
Operator (Striping Machine).....\$ 10.04

INSTALLER - SIDING
(METAL/ALUMINUM/VINYL).....\$ 14.74
INSTALLER - SIGN.....\$ 15.61
INSULATOR - BATT.....\$ 13.00

IRONWORKER, REINFORCING.....\$ 14.02

LABORER: Common or General.....\$ 11.76
LABORER: Mason Tender - Brick...\$ 10.54
LABORER: Mason Tender -
Cement/Concrete.....\$ 10.75
LABORER: Pipelayer.....\$ 13.00
LABORER: Plaster Tender.....\$ 12.22
LABORER: Roof Tearoff.....\$ 11.28
LABORER: Landscape and
Irrigation.....\$ 12.50

EXHIBIT A

LATHER.....\$ 16.00

OPERATOR:

Backhoe/Excavator/Trackhoe.....\$ 12.83

OPERATOR: Bobcat/Skid

Steer/Skid Loader.....\$ 13.93

OPERATOR: Bulldozer.....\$ 18.29

OPERATOR: Drill.....\$ 15.69

OPERATOR: Forklift.....\$ 13.21

OPERATOR: Grader/Blade.....\$ 12.48

OPERATOR: Loader.....\$ 13.46

OPERATOR: Mechanic.....\$ 17.52

OPERATOR: Paver (Asphalt,
Aggregate, and Concrete).....\$ 18.44

OPERATOR: Roller.....\$ 15.04

PAINTER (Brush, Roller and
Spray), Excludes Drywall
Finishing/Taping.....\$ 13.21

PAINTER: Drywall
Finishing/Taping Only.....\$ 13.76

PIPEFITTER, Excludes HVAC
Pipe Installation.....\$ 22.98

PLASTERER.....\$ 15.75

EXHIBIT A

PLUMBER (HVAC Pipe

Installation Only).....\$ 22.16

PLUMBER, Excludes HVAC Pipe

Installation.....\$ 20.84

ROOFER.....\$ 17.19

SHEET METAL WORKER (HVAC Duct

Installation Only).....\$ 20.88

SHEET METAL WORKER, Excludes

HVAC Duct Installation.....\$ 24.88

SPRINKLER FITTER (Fire

Sprinklers).....\$ 22.94

TILE FINISHER.....\$ 11.22

TILE SETTER.....\$ 14.25

TRUCK DRIVER: 1/Single Axle

Truck.....\$ 16.40

TRUCK DRIVER: Dump Truck.....\$ 12.39

TRUCK DRIVER: Flatbed Truck.....\$ 19.65

TRUCK DRIVER: Semi-Trailer

EXHIBIT A

Truck.....\$ 12.50

TRUCK DRIVER: Water Truck.....\$ 12.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.
=====

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

EXHIBIT A

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on
a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

EXHIBIT A

Branch of Construction Wage Determinations

Wage and Hour Division

U.S. Department of Labor

200 Constitution Avenue, N.W.

Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator

U.S. Department of Labor

200 Constitution Avenue, N.W.

Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board

U.S. Department of Labor

200 Constitution Avenue, N.W.

Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION

RESOLUTION

LITTLE ELM INDEPENDENT SCHOOL DISTRICT

STATE OF TEXAS §

§

COUNTY OF DENTON §

WHEREAS, the Little Elm Independent School District (the “District”) is a public body which enters into contracts for the construction of public works on its behalf; and

WHEREAS, Texas Government Code §2258.021 provides that a worker employed on a public work by or on behalf of a political subdivision of the state shall be paid not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed and not less than the general prevailing rate of per diem wages for legal holiday and overtime work; and

WHEREAS, the District is required by Texas Government Code §2258.022 to determine for contracts for public works awarded by the District the general prevailing rate of per diem wages in the locality in which the public works are to be performed for each craft or type of worker needed to execute the contracts and the prevailing rate for legal holiday and overtime work; and

WHEREAS, Texas Government Code §2258.022(a) provides that the District shall determine said prevailing rates by conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed or by using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.) and its subsequent amendments; and

WHEREAS, Pursuant to Texas Government Code §2258.022(a)(1), the District shall use the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276s et seq.);

NOW, THEREFORE, BE IT RESOLVED that based on the recitals above the Board of Trustees of the Little Elm Independent School District hereby adopts the prevailing wage rate scale and the prevailing rate for legal holiday and overtime work attached hereto, and incorporated herein for all purposes as Exhibit “A” for contracts for public works awarded by the District in accordance with Texas Government Code §2258.022.

PASSED, APPROVED AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE LITTLE ELM INDEPENDENT SCHOOL DISTRICT, DENTON COUNTY,
TEXAS, on the _____ day of _____, 2018.

LITTLE ELM INDEPENDENT SCHOOL DISTRICT

By: _____
Melissa Myers, President
Board of Trustees

ATTEST:

By: _____
Jason Olson, Secretary
Board of Trustees

Exhibit “A”

[to be attached]

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LEISD INSURANCE ROOF REPLACEMENT PROJECTS - HACKBERRY ES & LAKESIDE MS				
Presenter or Contact Person:	Rod Reeves, Executive Director for Operational Services				
Policy/Code:	CDB (LEGAL)				
Summary:	<p>Competitive Sealed Proposals (CSP's) were taken on November 26, 2018 for two (2) insurance roof replacement projects. These projects are as follows:</p> <ol style="list-style-type: none">1) CSP #2018-105 Base Proposal 1 - Hackberry ES Roof Replacement2) CSP #2018-041 Base Proposal 2 - Lakeside MS Roof Replacement <p>Of the four roofing companies that provided proposals on one or more campuses, CBS Roofing Services is the number one ranked vendor that provides the best value for each insurance roofing project, individually and as a package.</p>				
Financial Implications:	<p>TASB Insurance will reimburse Little Elm ISD all the cost for the replacement of the listed projects based on Like, Kind & Quality (LKQ) of the existing roof systems, plus 10% of cost of the LQK roof towards code required insulation. The Administration is requesting the approval of the following proposals for each project, and the authority to issue contracts for the scopes of work. The cost breakdowns for each project are as follows:</p>				

Hackberry Elementary School:

- 1) \$166,209.00 - cost of roof and additional insulation required by code not covered by TASB
- 2) \$56,480.00 change the cap sheet to 60 mil PVC fleece backed roofing system in lieu of the modified bituminous roof system
- 3) \$21,100 - add three (3) roof to roof access ladders

Total projected reimbursement by TASB: **\$1,039,500.00**

Total projected cost for LEISD: **\$243,789.00**

Lakeside Middle School:

- 1) \$633,590.12 - cost of roof and additional insulation required by code not covered by TASB
- 2) \$24,444.00 - add three (3) roof to roof access ladders
- 3) \$32,940.00 - site grading modifications
- 4) \$153,901.00 - change the cap sheet to 60 mil PVC fleece backed roofing system in-lieu of the modified bituminous roof system

Total projected reimbursement by TASB: **\$1,441,846.88**

Total projected cost for LEISD: **\$844,875.12**

Attachments: LEISD Insurance Roof Replacement Projects Presentation

Recommendation: The Administration recommends the approval of CBS Roofing Services, as providing the best value, to complete the following projects and approves the Superintendent or designee to execute final contracts based upon the following CSP's:

- 1) CSP #2018-105 - Hackberry ES Roof Replacement
- 2) CSP #2018-041 - Lakeside MS Roof Replacement

Motion: I move that the Board approve CBS Roofing Services, as providing the best value, to complete the following projects and approves the Superintendent or designee to execute final contracts based upon the following CSP's:

- 1) CSP #2018-105 - Hackberry ES Roof Replacement
- 2) CSP #2018-041 - Lakeside MS Roof Replacement

LEISD INSURANCE ROOF REPLACEMENT PROJECTS

Little Elm Independent School District

17 December 2018 – Zellars Center

Rod Reeves, Executive Director for Operational Services



Hackberry Elementary School

CSP #2018-105



Lakeside Middle School

CSP #2018-041



HACKBERRY ELEMENTARY SCHOOL

CSP #2018-105



COST BREAKDOWN:

1. **\$166,209** - cost of roof & additional insulation required by code not covered by TASB
2. **\$56,480.00** - change the cap sheet to 60 mil PVC fleece backed roofing system in lieu of the modified bituminous roof system
3. **\$21,100** – add three (3) roof to roof access ladders

Total projected reimbursement by TASB: **\$1,039,500.00**

Total projected cost for LEISD: **\$243,789.00**

LAKE SIDE MIDDLE SCHOOL

CSP #2018-041



COST BREAKDOWN:

1. **\$633,590.12** - additional insulation required by code not covered by TASB
2. **\$24,444.00** – add three (3) roof to roof access ladders
3. **\$32,940** – site grading modifications
4. **\$153,901.00** - change the cap sheet to 60 mil PVC fleece backed roofing system in lieu of the modified bituminous roof system

Total projected reimbursement by TASB: **\$1,441,846.88**

Total projected cost for LEISD: **\$844,875.12**

Discussions



PROPOSAL TABULATION FORM
Page 1 of 1

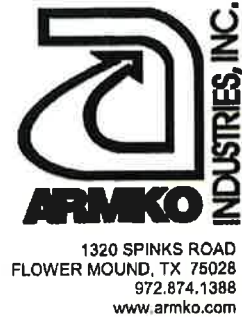
PROJECT NUMBER:
PROJECT NAME:
PRE-BID DATE:
BID DATE:

CSP #2018-105 & CSP #2018-041
LITTLE ELM ISD-BP 1 HACKBERRY ES & LAKESIDE MS, LITTLE ELM, TX
THURSDAY, NOVEMBER 8, 2018 AT 8:00 A.M.
MONDAY, NOVEMBER 26, 2018 AT 2:00 P.M.

CSP #2018-105 & CSP #2018-041
LITTLE ELM ISD-BP 1 HACKBERRY ES & LAKESIDE MS, LITTLE ELM, TX
THURSDAY, NOVEMBER 8, 2018 AT 8:00 A.M.
MONDAY, NOVEMBER 26, 2018 AT 2:00 P.M.

BIDDERS	ATTENDED PRE-BID	BID BOND	RECEIPT OF ADDENDUM	ALLOWANCES FOR BASE PROPOSAL 1 & 2:	HACKBERRY ES-BASE PROPOSAL 1 - LKQ:	HACKBERRY ES-BASE PROPOSAL 1-ALT. 1:	HACKBERRY ES-BASE PROPOSAL 1-ALT. 2:	HACKBERRY ES-BASE PROPOSAL 1-ALT. 3:	LAKESIDE MS-BASE PROPOSAL 2 - LKQ:	LAKESIDE MS-BASE PROPOSAL 2-ALT. 1:	LAKESIDE MS-BASE PROPOSAL 2-ALT. 2:	LAKESIDE MS-BASE PROPOSAL 2-ALT. 3:	LAKESIDE MS-BASE PROPOSAL 2-ALT. 4:	ARE MATERIALS BEING USED APPROVED/ SPECIFIED?	
														YES	NO
PARAGON ROOFING INC.	√	X	X	\$80,000.00	\$945,000.00	\$293,000.00	\$111,000.00	\$12,000.00	\$1,603,000.00	\$133,000.00	\$12,000.00	\$25,000.00	\$67,000.00	X	
PROGRESSIVE ROOFING	√	X	X	\$80,000.00	\$1,161,110.00	\$134,700.00	\$75,200.00	\$26,000.00	\$2,045,100.00	\$168,100.00	\$30,000.00	\$50,000.00	\$184,900.00	X	
CBS ROOFING	√	X	X	\$80,000.00	\$1,099,075.00	\$106,634.00	\$56,480.00	\$21,100.00	\$1,925,999.00	\$149,438.00	\$24,444.00	\$32,940.00	\$153,901.00	X	
TRI-LAM ROOFING	√	X	X	\$80,000.00	\$1,130,000.00	\$121,000.00	\$70,000.00	\$29,500.00	\$2,100,000.00	\$160,000.00	\$36,000.00	\$45,000.00	\$169,000.00	X	

DATE: November 15, 2018



C: Rick Martin, Little Elm, ISD
Rod Reeves, Little Elm ISD
Amy Heselton, Little Elm ISD

FROM: Ray Stringer, Armko Industries

NO. OF PAGES: 11 pages

**ADDENDUM NO. 1
FOR
REROOFING PROJECT BID PACKAGE No. 1
PROJECT NO. 18-1422-56
LITTLE ELM INDEPENDENT SCHOOL DISTRICT
HACKBERRY ES AND LAKESIDE MS**

Contractor shall incorporate the following **additions, deletions and clarifications** into the proposal for this project to be submitted by **NOVEMBER 26, 2018, 2:00 P.M., ATTN: Little Elm Purchasing Department, 300 Lobo Lane, Little Elm, TX 75068**. Contractor shall acknowledge receipt and consideration of this Addendum No. 1 on the Proposal Form.

The addendum serves to clarify, revise, and supersede information in the Project Manual, the Drawings, and previously issued Addenda. The following **additions, deletions and clarifications** shall be made part of the plans and specifications for this project:

1. Refer to Proposal Form, Replace with the attached proposal form in its entirety.
2. Use the attached wage rate in lieu of the specified wage rate.
3. Refer to Specifications section 01 21 13 Cash Allowances, Part 1.02 Specific Cash Allowances, replace the existing paragraph B with the following paragraph:
 - B. Allow the sum of \$65,000.00 for General Contingency, for Lakeside Middle School as dictated by the Consultant and Owner.

Hackberry Elementary School:

4. All condensate drain lies to be routed to as required by the City of Little Elm.
5. Provide continuous saw cut reglet flashing counterflashing above the main entry canopy where the canopy abuts all existing rise wall locations.

**ADDENDUM NO. 1 FOR LITTLE ELM ISD FOR
BID PACKAGE 1 – HACKBERRY ES AND LAKESIDE MS
LITTLE ELM, TX
PROJECT NO. 18-1422-56
Page 2 of 2**

Lakeside Middle School:

6. Refer to Roof Plan Sheet LSR1.01, Delete the current scope of work shown and replace with the attached revised scope of work.
7. Refer to Roof Plan Sheet LSR1.02, Detail No.2, Specific notes, Add the following Site Specific Note: No. 6 Saw cut the existing plaster wall finish up 8" above finish floor, install new exterior sheathing, seal all joints, install new 40 mil self adhered membrane and reinstall new pc plaster with finish to match, provide two-part epoxy coating back to original condition on the South, West and East walls only.
8. Refer to Roof Plan Sheet LSR1.02, Roof Area E, install a roof to rise wall expansion joint on the East wall in lieu of what is shown.
9. Contractor shall relocate the existing through curb conduit and or condensate lines out and through the roof no closure than 18" away from the curb. Reconnect to line under the roof deck. Provide roof penetration at required by roofing manufacturer.
10. All condensate drain lines shall be routed as required by the City of Little Elm.
11. All equipment to be raised shall also extend any controls, wiring and ductwork as required.

END

Attachments: Proposal Form, (4 pages)
 Sign-in Sheet, (2 pages)
 Wage Rates, (1 page)
 Lakeside MS Scope of Work, (2 page)

SECTION 00 42 00
REVISED
PROPOSAL FORM
FOR
BID PACKAGE 1
CSP #2018-105 Base Proposal 1 - Hackberry ES Roof Replacement
CSP #2018-041 Base Proposal 2 - Lakeside MS Roof Replacement

Submitted by: CBS Roofing Services, A Division of CBS Mechanical, Inc.

(DATE): November 26, 2018 Phone No.: 940-387-7568

To: Board of Trustees
Little Elm Independent School District
300 Lobo Lane
Little Elm, TX 75068

The undersigned, having examined Proposal Documents prepared by the Architect/Engineer and Little Elm Independent School District, dated November 2, 2018 and having examined site conditions, the drawings and addenda, the undersigned proposes to perform all work as General Contractor for the above-named project.

Acknowledge the following items are attached:

- Proposal Bond	<u>XX</u>
- Statement of Qualifications (AIA - A305)	<u>XX</u>
- Felony Conviction Notice	<u>XX</u>
- Non-Collusion Affidavit	<u>XX</u>
- H.U.B. Form if Proposer is a certified H.U.B. enterprise	<u>XX-N/A</u>

It is understood that the right is reserved by the Owner to reject any or all proposals, or waive any informalities in the proposal process.



Authorized Signature

Steven Kress, Vice President

Title (Seal, if a Corporation)

CBS Roofing Services, A Division of CBS Mechanical, Inc.

Name of Contracting Firm

5001 W. University Dr., Denton, TX 76207

Address

940-387-7568

Telephone

State whether Corporation,
Partnership or Individual

THIS PROPOSAL FORM MUST BE SUBMITTED BY 2:00 P.M., November 26, 2018.

PROPOSAL FORM
FOR
BID PACKAGE 1

CSP #2018-105 Base Proposal 1 - Hackberry ES Roof Replacement
CSP #2018-041 Base Proposal 2 - Lakeside MS Roof Replacement

Company Name: CBS Roofing Services, A Division of CBS Mechanical, Inc.

Address: 5001 W. University Dr., Denton, TX 76207

Office Phone # 940-387-7568 Contact Person: Jacob Choate

PROPOSAL:

The undersigned certifies that his proposal is made in good faith without collusion or connection with any other person, persons, partnership, company, firm associate, or corporation offering proposals on this work for the following sum of prices, to wit:

ACKNOWLEDGEMENT OF CASH ALLOWANCES IN PROPOSALS

I, (or We), acknowledge that the cash allowances sum as noted in Section 01 21 00 – Allowances, are included for both proposal 1 and 2 for the sum of:

Yes, Acknowledged

ACKNOWLEDGEMENT OF ADDENDA

I, (or We), acknowledge the receipt of the following addenda:

Addenda #1

HACKBERRY ELEMENTARY SCHOOL – BASE PROPOSAL 1 - LKQ: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing low sloped roof system with a new modified bituminous built up roof system for the total sum of:
One Million, Ninety-Nine

Thousand, Seventy-Five Dollars and Zero Cents DOLLARS (1,099,075.00)

HACKBERRY ELEMENTARY SCHOOL – BASE PROPOSAL 1 – ALTERNATE 1: Add 2" of additional insulation as specified for the total sum of:

One Hundred Six Thousand, Six Hundred

Thirty-Four Dollars and Zero Cents DOLLARS (106,634.00) ADD

HACKBERRY ELEMENTARY SCHOOL – BASE PROPOSAL 1 – ALTERNATE 2: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing low sloped roof system with a white 60 mil PVC fleece backed roofing system in lieu of the modified bituminous roof system for the total sum of:

Fifty-Six Thousand, Four

Hundred Eighty Dollars and Zero Cents DOLLARS (56,480.00) ADD

HACKBERRY ELEMENTARY SCHOOL – BASE PROPOSAL 1 – ALTERNATE 3: To complete all the alternate work in accordance with plans and specifications for adding 3 new roof to roof access ladders for the total sum of:

Twenty-One Thousand, One Hundred Dollars and Zero Cents DOLLARS (21,100.00) ADD

LAKESIDE MIDDLE SCHOOL – BASE PROPOSAL 2 - LKQ: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing low sloped roof system with a new built up roof system for the total sum of:

One Million, Nine Hundred Twenty-Five

Thousand, Nine Hundred Ninety-Nine Dollars and Zero Cents _____ DOLLARS (1,925,999.00)

LAKESIDE MIDDLE SCHOOL – BASE PROPOSAL 2 – ALTERNATE 1: Add 2" of additional insulation as specified for the total sum of:

One Hundred Forty-Nine Thousand,

Four Hundred Thirty-Eight Dollars and Zero Cents _____ DOLLARS (149,438.00) ADD

LAKESIDE MIDDLE SCHOOL – BASE PROPOSAL 2 – ALTERNATE 2: To complete all the alternate work in accordance with plans and specifications for adding 3 new roof to roof access ladders for the total sum of:

Twenty-Four Thousand,

Four Hundred Forty-Four Dollars and Zero Cents _____ DOLLARS (24,444.00) ADD

LAKESIDE MIDDLE SCHOOL – BASE PROPOSAL 2 – ALTERNATE 3: To complete all the alternate work in accordance with plans and specifications for adding additional site drainage at grade level between roof areas G3 and H for the total sum of:

Thirty-Two Thousand,

Nine Hundred Forty Dollars and Zero Cents _____ DOLLARS (32,940.00) ADD

LAKESIDE MIDDLE SCHOOL – BASE PROPOSAL 2 – ALTERNATE 4: To complete all of the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing low sloped roof system with a new built up roof system at Roof Areas B, E, F, G1, H, I, L, N, O, P and substitute 1 Ply 60 Mil PVC FLEECE BACKED Cap Sheet in lieu of the 138 mil Modified Bituminous cap sheet over the assembly described in each of the base proposals for the total sum of:

One Hundred Fifty-Three Thousand,

Nine Hundred One Dollar and Zero Cents _____ DOLLARS (153,901.00) ADD

Acknowledgement of substantial completion liquidated damages _____ (initials)

"Contractor failure to achieve either substantial or final completion in accordance with the requirements of the contract documents will result in the assessment of liquidated damages in the amount of \$500 per day."

Acknowledgement of preapproved concrete/landscape contractor _____ (initials)

"Contractor to perform all corrective site work and provide name and references of these subs prior to starting work on site"

FELONY CONVICTION NOTICE

Statutory citation covering notification of criminal history of contractor is found in the Texas Education Code, Section 44.034. Following is an example of a felony conviction notice:

FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true and to the best of my knowledge.

VENDOR'S NAME: CBS Roofing Services, A Division of CBS Mechanical, Inc.
AUTHORIZED COMPANY OFFICIAL'S NAME (PRINTED): Steven Kress

A. My firm is a publicly held corporation, therefore, this reporting requirement is not applicable.

Signature of Company Official: [Signature]

B. My firm is not owned nor operated by anyone who has been convicted of a felony.

Signature of Company Official: _____

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
NON-COLLUSION AFFIDAVIT

STATE OF Texas

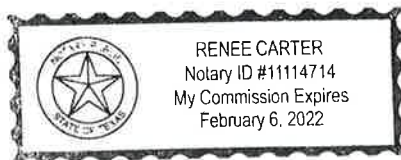
COUNTY OF Denton


Steven Kress, of lawful age, being duly sworn, on oath says, that (s) he is the agent authorized by the proposal to submit the attached proposal. Affiant further states that the proposal has not been a party to any collusion among proposers in restraint of freedom of competition by agreement to propose at a fixed price or to refrain from proposing; or with any District employee, Board Trustee, or benefit consultant as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions or actions between proposers and any District employee, Board Trustee, or benefit consultant concerning exchange of money or other things of value for special consideration in the letting of this contract.


Signature

Vice President
Title of Above Signature

Subscribed and sworn to before me this 26th day of November, 2019.




Notary Public

State of Texas

My Commission Expires: 2-6-22

LITTLE ELM INDEPENDENT SCHOOL DISTRICT

HISTORICALLY UNDERUTILIZED BUSINESSES

The Little Elm Independent School District is committed to assure that small, women-owned, and minority businesses have knowledge of, and access and equal opportunity to, compete for goods and services required by the District. The District supports the development and enhancement of small, women-owned, and minority businesses through outreach programs that will allow them to participate. Nothing shall be construed to authorize or require expenditures of funds for goods or services apart from normal and statutory purchasing processes.

The awarded Proposer will be required to document a "Good Faith Effort" to secure small, women-owned, and minority businesses as subcontractors/sub-consultants. A report detailing the participation of these businesses will be submitted as part of Project closeout.

The "Good Faith Effort" outlined below is for use by the District to help the District determine whether a "Good Faith Effort" was made by the vendor.

"Good Faith Effort" will be defined as:

1. Attendance at the pre-proposal/pre-proposal conference, if any.
2. Efforts to follow up initial solicitation of interest by contacting small, woman-owned, and minority businesses to determine with certainty whether these businesses are interested.
3. Efforts made to identify portions of the work that can be performed by small, woman-owned, and minority businesses in order to increase participation. If possible this should include the breakdown of subcontracts into economically feasible units to facilitate participation.
4. Document each small, women-owned, and minority business contacted, indicating the inclusion or decision regarding inclusion and the reason for the decision.
5. Efforts that demonstrate that the contractor effectively used the services of available organizations, contractor's groups, local, state and federal small, women-owned, and minority business assistance offices and other organizations that provide assistance and placement of small, women-owned, and minority businesses.

REQUIREMENTS FOR ALL PROPOSERS/PROPOSALDERS:

Each firm responding to this request is required to submit with the proposal/proposal form information regarding small, women-owned and minority business participation in this project.

NOTE: The Little Elm Independent School District will not allow misrepresentation for the purpose of evasion of this policy by certifying to any of the above statements. The District recognizes certifications issued by the North TX Regional Certification Agency (NCTRCA), the State of TX Historically Underutilized Business (HUB) and the Small Business Administration (SBA). Other certifications may be considered on an individual basis.

SMALL/MINORITY/WBE IDENTIFICATION

Minority Business Enterprise (MBE) -- The offeror/proposer represents that it is () is not (X) a minority owned business.

Certification #: _____

Woman Business Enterprise (WBE) -- The offeror/proposer represents that it is () is not (X) a woman owned business.

Certification #: _____

Small Business Enterprise (SBE) -- The offeror/proposer represents that it is () is not (X) a small business.

Certification #: _____

CBS Roofing Services, A

Division of CBS Mechanical, Inc.

Name of Company

November 26, 2018

(DATE)

Signature

Vice President

Title

Untitled Map

red - Materials

Write a description for your map.

Lakeside Middle School

- Legend
- Start in the Middle Ground
 - Lakeside Middle School
 - Lakeside Middle School
 - Little Elm High School
 - Marion Field

Google Earth

© 2013 Google

300 ft



Untitled Map

Red - Marked

Write a description for your map.

- Legend** *Hackberry ES*
-  ~~Lakeside Middle School~~
 -  ~~Lakeside Middle School~~
 -  ~~Little Elm High School~~
 -  Marion Field

 Hackberry Elementary School

Google Earth

© 2018 Google



400 ft

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date 12-17-2018	Reports of the Superintendent <input type="checkbox"/>	Action Item <input checked="" type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	ROOF REPLACEMENT PROJECTS - BRENT, CHAVEZ & ZELLARS				
Presenter or Contact Person:	Rick Martin, Executive Director of Construction Services				
Policy/Code:	CVB (LEGAL)				
Summary:	<p>Competitive Sealed Proposals (CSP's) were opened on November 26, 2018 for these three (3) roof replacement projects:</p> <ol style="list-style-type: none">1) CSP #2018-103 Base Proposal 1 - Brent ES Low Slope Roof Replacement2) CSP #2018-105 Base Proposal 2 - Chavez ES Low Slope Roof Replacement3) CSP #2018-102 Base Proposal 3, Plus Skylights - Zellars Roof Replacement <p>Of the four roofing companies that provided proposals on one or more campuses, Paragon Roofing is the number one ranked vendor that provides the best value for all three projects, both individually and as a package.</p>				
Financial Implications:	<p>The Administration is requesting the approval of the following proposals for each project, and the authority to issue contracts for the scopes of work.</p> <p>Brent Elementary School: \$ 421,000</p> <p>Chavez Elementary School: \$ 399,000</p> <p>Zellars Learning Center: \$ 1,190,000</p>				

Attachments:	Bid Tab Form & Budget Reconciliation Proposal Form
Recommendation:	<p>The Administration recommends the approval of Paragon Roofing, as providing the best value, to be awarded the following projects, and authorize the Superintendent or his designee to negotiate the required contracts:</p> <ol style="list-style-type: none"> 1) CSP #2018-103 – Brent ES Partial Roof Replacement 2) CSP #2018-105 – Chavez ES Partial Roof Replacement 3) CSP #2018-102 – Zellars LC Roof Replacement
Motion:	<p>I move that the Board approve Paragon Roofing, as providing the best value, to be awarded the projects listed above, and approve the Superintendent or his designee to negotiate the required contracts.</p>



District Roofing Replacements

Board Approved -----

Phase I-B

BUDGET

	Description	Budget Amount
01	Construction Activities	\$2,010,000.00
	Brent	\$421,000.00
	Chavez	\$399,000.00
	Zellars	\$1,190,000.00
	Contingency	Inc.
00	A/E Fees	\$0.00
02	Third Party Vendors	\$0.00
03	Third Party Consultants	\$114,000.00
	Roofing Consultant	\$114,000.00
04	Permits & Fees	\$1,000.00
	Legal Allowance	\$500.00
	Other	\$500.00
05	Miscellaneous Costs	\$200.00
	Printing / Miscellaneous Costs	\$200.00
06	Owner's Contingency	\$11,520.00
		\$11,520.00

Total Project Budget

\$2,136,720.00

Previously Approved Estimate

\$2,544,700.00

PROPOSAL TABULATION FORM

Page 1 of 1

PROJECT NO.: CSP #2018-103, 105 & 102
 PROJECT NAME: LITTLE ELM ISD-BP 2 BRENT ES, CHAVEZ ES & ZELLARS LC, LITTLE ELM, TX
 PRE-BID DATE: THURSDAY, NOVEMBER 8, 2018 AT 11:00 A.M.
 BID DATE: MONDAY, NOVEMBER 26, 2018 AT 3:00 P.M.

BIDDERS	ATTENDED PRE-BID	BID BOND	RECEIPT OF ADDENDUM	ALLOWANCES/ CONTINGENCY BASE PROPOSAL 1 / 2 / 3:**	BRENT ES-BASE PROPOSAL 1:	CHAVEZ ES-BASE PROPOSAL 2:	ZELLARS LC-BASE PROPOSAL 3:	ZELLARS LC-BASE PROPOSAL 3-ALT. 1: Skylight Replacements	ARE MATERIALS BEING USED APPROVED/ SPECIFIED?	
									YES	NO
PARAGON ROOFING	✓	X	X	\$85,000.00	\$421,000.00	\$399,000.00	\$1,182,000.00	\$8,000.00	X	
TRI-LAM ROOFING	✓	X	X	\$85,000.00	\$600,000.00	\$575,000.00	\$1,400,000.00	\$5,000.00	X	
CBS ROOFING	✓	X	X	\$85,000.00	\$750,120.00	\$725,940.00	\$1,499,000.00	\$12,450.00	x	
PROGRESSIVE ROOFING	✓	X	X	\$85,000.00	\$710,000.00	\$699,000.00	\$1,472,000.00	\$10,000.00	x	

**Included in Base Proposal Amounts

Budgets Approved 10/15/2018	\$438,900.00	\$405,800.00	\$1,700,000.00
Proposal Recommendations	\$421,000.00	\$399,000.00	\$1,190,000.00
A/E Fees	\$27,365.00	\$25,935.00	\$59,500.00
Total Deltas	(\$9,465.00)	(\$19,135.00)	\$450,500.00
			\$421,900.00
			Under Approved Budget

**PROPOSAL FORM
FOR**

CSP #2018-103 Base Proposal 1 – Brent ES Partial Roof Replacement
CSP #2018-105 Base proposal 2 – Chavez ES Partial Roof Replacement
CSP #2018-102 Base Proposal 3 - Zellars Learning Center Roof Replacement

Company Name: **Paragon Roofing Inc.**

Address: **1601 N. Walton Walker Blvd.; Dallas, TX 75211**

Office Phone # **(214) 630-6363** Contact Person: **Glen McCrary**

PROPOSAL:

The undersigned certifies that his proposal is made in good faith without collusion or connection with any other person, persons, partnership, company, firm associate, or corporation offering proposals on this work for the following sum of prices, to wit:

ACKNOWLEDGEMENT OF CASH ALLOWANCES IN PROPOSALS

I, (or We), acknowledge that the cash allowances sum as noted in Section 01 21 00 – Allowances, is included in the Base Proposal:

EIGHTY FIVE THOUSAND DOLLARS (\$85,000.00)

ACKNOWLEDGEMENT OF ADDENDA

I, (or We), acknowledge the receipt of the following addenda:

One

BRENT ELEMENTARY SCHOOL – BASE PROPOSAL 1: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing metal roof system with a new standing seam roof system with a new roof system for the total sum of:

FOUR HUNDRED TWENTY ONE THOUSAND DOLLARS (**421,000.00**)

CHAVEZ ELEMENTARY SCHOOL – BASE PROPOSAL 2: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing metal roof system with a new standing seam roof system with a new roof system for the total sum of:

THREE HUNDRED NINETY NINE THOUSAND DOLLARS (**399,000.00**)

ZELLARS LEARNING CENTER – BASE PROPOSAL 3: To complete all the Base Proposal work in accordance with plans and specifications for the removal and replacement of the existing metal roof system with a new standing seam roof system with a new roof system for the total sum of:

ONE MILLION ONE HUNDRED EIGHTY TWO THOUSAND DOLLARS (**1,182,000.00**)

ZELLARS LEARNING CENTER – BASE PROPOSAL 3 – ALTERNATE 1: To complete all the alternate work in accordance with plans and specifications for replacing all existing skylights with new skylights to match existing with OSHA required fall protection for the total sum of:

EIGHT THOUSAND _____ DOLLARS (**8,000.00**) ADD

Acknowledgement of substantial completion liquidated damages *JAM* (initials)

"Contractor failure to achieve either substantial or final completion in accordance with the requirements of the contract documents will result in the assessment of liquidated damages in the amount of \$500 per day."

Acknowledgement of preapproved concrete/landscape contractor *JAM* (initials)

"Contractor to perform all corrective site work and provide name and references of these subs prior to starting work on site"

In submitting this proposal, it is understood that the contractor shall provide part of this proposal and contain the following information:

- | | | |
|----|--|------------------|
| a. | Site plan showing staging areas to accomplish the scope of work | <u> X </u> |
| b. | Roof plan showing schedule of construction and location sequence of work | <u> X </u> |
| c. | Name and qualifications of superintendent | <u> X </u> |
| d. | Name and qualifications of Project Manager | <u> X </u> |
| e. | List current work load | <u> X </u> |
| f. | Acknowledgment that Company owner will be in attendance at each weekly meeting | <u> X </u> |

Acknowledgement of items a-f *JAM* (initials)

Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	PROJECT BUDGET AND CONSTRUCTION GMP FOR THE LOWELL H. STRIKE MIDDLE SCHOOL				
Presenter or Contact Person:	Rick Martin, Executive Director of Construction				
Policy/Code:	CVD (LOCAL)				
Summary:	Presenting Project Budget and Guaranteed Max Pricing for the Lowell H. Strike Middle School.				
Financial Implications:	Not to Exceed Project Budget of \$67,513,977.18, that includes all hard and soft costs associated with the Scope of Work, including the Construction GMP amount of \$56,189,819.				
Attachments:	Project Scope, Budget recap and Guaranteed Max Proposal from Cadence McShane Construction.				
Recommendation:	The Administration recommends approval of the Project Budget and GMP for the Lowell H. Strike Middle School as presented, and authorize the Superintendent or his designee to negotiate and execute the required contracts.				
Motion:	I move the Board approve the Not to Exceed Project Budget and GMP for the Lowell H. Strike Middle School as presented, and authorize the Superintendent or his designee to negotiate and execute the required contracts.				



BUDGET

Lowell H. Strike MS, Org.#044

Cadence McShane CM

	Description	Budget Amount
01	Construction Activities	\$ 56,989,819.73
	Escalated Cost of the Work	\$ 49,556,783.00
	General Conditions	\$ 1,404,137.00
	Contingencies & Allowances	\$ 2,496,136.02
	Insurance & Bonds	\$ 1,577,047.54
	CMAR Fee (2.1%)	\$ 1,155,716.17
	Offsite Development	\$ 800,000.00
00	A/E Fees	\$ 2,781,897.10
	Base Design Fee - AE @4.5%	\$ 2,528,541.89
	Add Services for Design AE	\$ 225,974.70
	AE Reimbursable	\$ 27,380.52
02	Third Party Vendors	\$ 7,029,000.00
	FF&E for Campus (Inc. OS&E/Start-up)	\$ 4,850,000.00
	FF&E Contingency	\$ 485,000.00
	Technology & Security	\$ 1,500,000.00
	Moving Expenses	\$ 194,000.00
03	Third Party Consultants	\$ 602,418.50
	Traffic Impact Analysis	\$ 14,000.00
	Traffic Management Plan	\$ 4,000.00
	Land Surveys (\$ 1,500/Acre)	\$ 37,184.50
	GeoTech (\$ 1,924/Acre)	\$ 50,250.00
	HVAC Commissioning (\$.45/SF)	\$ 86,830.00
	Material Testing (\$1.00/SF)	\$ 193,614.00
	Injection Observations & Testing	\$ 22,500.00
	Test & Balance HVAC (\$.79/SF)	\$ 152,540.00
	Roof Consultant Insp.	\$ 35,000.00
	Shelter Peer Review	\$ 3,500.00
	Energy Mgt Design, Energy Audit Permit Review (.0031)	\$ 3,000.00
04	Permits & Fees	\$ 30,000.00
	Legal	\$ 20,000.00
	Other	\$ 10,000.00
05	Miscellaneous Costs	\$ 16,000.00
	Printing / Miscellaneous Costs	\$ 5,000.00
	Bid Advertisements	\$ 1,000.00
	Overtime-Custodial Support	\$ 10,000.00
06	Owner's Contingency	\$ 64,841.85
	Contingency @10%	\$ 64,841.85

Total Project Budget \$ 67,513,977.18

Strike Middle School

Little Elm ISD

December 13, 2018

GMP

Based on Drawings Dated: 10.25.2018
Project Duration: 18 MO

New Construction Area: 193,400.00 SF

COST ESTIMATE

DIVISION	DESCRIPTION	QTY	UM	\$/UNIT	TOTAL	COST / GBSF	COST/DIVISION	COMMENTS/SUBCONTRACTOR
Div 01	General Requirements						\$ 481,000.00	
	Preconstruction Fee	1	ls	25,000.00	\$ 25,000.00	-		
	Survey for building layout	1	ls	61,000.00	\$ 61,000.00	-		International Construction Data, Inc.
	Allowances:							
1	Building permit and plan review fees	1	ls	405,250.00	EXCLD			8/7 - Per Nakeisha at City of The Colony
2	Pier casing and overages	1	ls	25,000.00	\$ 25,000.00			Allowance
3	Temporary Building Utilities (water/sewer, gas, power)	8	mos	20,000.00	\$ 160,000.00			Allowance
4	Unforeseen site conditions	1	ls	25,000.00	\$ 25,000.00			Allowance
5	Graphics Allowance	1	ls	85,000.00	\$ 85,000.00			Allowance
6	Regulatory Review Allowance	1	ls	100,000.00	\$ 100,000.00			Allowance
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 03	Concrete						\$ 8,423,133.00	
	Concrete	1	ls	5,628,133.00	\$ 5,628,133.00			North Texas
	Precast	1	ls	795,000.00	\$ 795,000.00			Coreslab
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 04	Masonry						\$ 2,699,022.00	
	Masonry	1	ls	2,699,022.00	\$ 2,699,022.00			DMG
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 05	Metals						\$ 5,561,914.00	
	Structural Steel	1	ls	5,213,175.00	\$ 5,213,175.00			Thomton Steel
	Decorative Metals	1	ls	378,739.00	\$ 378,739.00			Viva Railings
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 06	Wood and Plastic						\$ 1,403,400.00	
	Millwork	1	ls	650,000.00	\$ 650,000.00			JC Millwork
	Display cases	1	ls	106,000.00	\$ 106,000.00			Mountain View Specialties
	General Trades	1	ls	647,400.00	\$ 647,400.00			
	Dust Control				\$ -			
	Site Maintenance				\$ -			
	Grout Base Plates				\$ -			
	Slab Leave out Protection				\$ -			
	Safety Cable Install & Maintenance				\$ -			
	Floor Access Ladders				\$ -			
	Wood Blocking Not By Others				\$ -			
	Counter Top Substrates				\$ -			
	Temporary Window Coverings				\$ -			
	Temporary Partitions				\$ -			
	Floor Protection				\$ -			
	Floor Protection in the Gym				\$ -			
	Clean Up Crew				\$ -			
	Misc. House Keeping Pads				\$ -			
	Prime field Welds				\$ -			
	Plywood at IT Rooms				\$ -			
	Concrete Repair at MEP Rough Ins				\$ -			
	Install Owner Furnished Items				\$ -			
	Organize and Categorize Doors/Frames/Hardware				\$ -			
	Misc. Ceiling Protection and Repair				\$ -			
	Temporary Enclosures				\$ -			
	Barricades & Traffic Control				\$ -			
	Street Sweeping				\$ -			
	Silt Fence Maintenance				\$ -			
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 07	Joint Sealers						\$ 1,587,073.00	
	Waterproofing	1	ls	1,019,273.00	\$ 1,019,273.00			Southwest Construction Services
	Fireproofing	1	ls	567,800.00	\$ 567,800.00			LCR
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 07	EFIS / Plaster						\$ 57,931.00	
	Plaster ceilings at main school bldg. & concessions	1	ls	57,931.00	\$ 57,931.00			Southwest Lath & Plaster
					\$ -			
	Insert above this line do not delete				XXXXXX		XXXXXX	
Div 07	Roofing						\$ 1,588,550.00	
	Built-Up Roof	1	ls	1,588,550.00	\$ 1,588,550.00			J&J Roofing
					\$ -			

DIVISION	DESCRIPTION	QTY	UM	\$/UNIT	TOTAL	COST / GBSF	COST/DIVISION	COMMENTS/SUBCONTRACTOR
Div 07	Metal Panels						\$ 853,000.00	
	Metal Panels	1	ls	853,000.00	\$ 853,000.00			Paragon
Div 08	Doors and Frames						\$ 476,840.00	
	D/F/H	1	ls	476,840.00	\$ 476,840.00			Woodard
Div 08	Overhead and Special Doors						\$ 122,450.00	
	OH Doors & Grilles	1	ls	122,450.00	\$ 122,450.00			OGD
Div 08	Glass						\$ 1,221,271.00	
	Glazing	1	ls	1,221,271.00	\$ 1,221,271.00			Denison Glass
Div 09	Drywall						\$ 2,441,125.00	
	Drywall	1	ls	2,417,480.00	\$ 2,417,480.00			One Source Bldg. Services
	Alternate #5 - "LWD" Ceilings in lieu of "LSC"	1	ls	23,645.00	\$ 23,645.00			One Source Bldg. Services
Div 09	Flooring						\$ 1,923,602.00	
	Carpet and Resilient Flooring	1	ls	426,125.00	\$ 426,125.00			One Source
	Polished Concrete @ science & art rooms	1	ls	48,014.00	\$ 48,014.00			BNR
	Resinous Flooring @ Kitchen	1	ls	54,275.00	\$ 54,275.00			Cherry Coatings
	Wood Flooring	1	ls	297,315.00	\$ 297,315.00			Ponder
	Floor and wall tile	1	ls	775,819.00	\$ 775,819.00			Callaway's Carpet
	LVT - Alternate #1	1	ls	145,483.00	\$ 145,483.00			Alternate #1 One Source
	LVT - Alternate #2	1	ls	130,585.00	\$ 130,585.00			Alternate #2 One Source
	LVT - Alternate #3	1	ls	45,986.00	\$ 45,986.00			Alternate #3 One Source
Div 09	Painting						\$ 551,194.00	
	Painting	1	ls	551,194.00	\$ 551,194.00			Naylor
Div 10	Specialties						\$ 2,171,242.00	
	Operable partition walls - Glazed, manual	1	ls	1,540,127.00	\$ 1,540,127.00			Hulcor
	Specialties	1	ls	211,010.00	\$ 211,010.00			Spectrum
	Lockers	1	ls	136,532.00	\$ 136,532.00			List
	Signage	1	ls	236,342.00	\$ 236,342.00			Benchmark
	Premanufactured Canopies	1	ls	47,231.00	\$ 47,231.00			Architectural Fabrication
Div 11	Equipment						\$ 303,028.00	
	Theatre light, controls & curtains	1	ls	215,650.00	\$ 215,650.00			Texas Scenic
	Kiln	1	ea	3,795.00	\$ 3,795.00			Hot Kilns
	Band instrument storage	1	ls	83,583.00	\$ 83,583.00			Wenger
Div 11	Athletic Equipment						\$ 2,238,495.00	
	Outdoor sports surfaces and equipment	1	LS	1,863,780.00	\$ 1,863,780.00			Hellas
	Scoreboard							BY OWNER
	Alternate #7 - Install elastic pad system under all field	1	ls	156,165.00	\$ 156,165.00			Alternate #7 Hellas
	Indoor athletic equipment	1	ls	108,950.00	\$ 108,950.00			Academic Specialties
	Gym Bleachers - Telescoping	1	ls	109,600.00	\$ 109,600.00			Academic Specialties
	Scoreboards							BY OWNER
Div 11	Kitchen Equipment						\$ 1,024,050.00	
	Kitchen Equipment	1	ls	953,000.00	\$ 953,000.00			Edward Don
	Washer, Dryers, & Appliances	1	ls	71,050.00	\$ 71,050.00			Commercial Equipment
Div 12	Science Casework						\$ 486,784.00	
	Laboratory Casework	1	ls	469,625.00	\$ 469,625.00			Indeco
	Fume Hoods							INCLD
	Alternate #4 - Marine Grade Casework	1	ls	20,925.00	\$ 20,925.00			Alternate #4 Indeco
	Alternate #6 - Solid phenolic tops in lieu of rhearsin	1	ls	(3,766.00)	\$ (3,766.00)			Alternate #6 Indeco
Div 12	Window Treatments						\$ 20,946.00	
	Blinds	1	ls	20,946.00	\$ 20,946.00			CKW
Div 14	Conveying Systems						\$ 123,246.00	
	Elevators - Hydraulic	1	ea	104,500.00	\$ 104,500.00			Thyssenkrupp
	People Lifts	1	ea	18,746.00	\$ 18,746.00			Handicare

DIVISION	DESCRIPTION	QTY	UM	\$/UNIT	TOTAL	COST / GBSF	COST/DIVISION	COMMENTS/SUBCONTRACTOR
Insert above this line do not delete					\$ -		\$ -	
Div 21	Fire Protection				\$ -		\$ 408,995.00	
	Fire Sprinkler	1	ls	408,995.00	\$ 408,995.00			SFS
Insert above this line do not delete					\$ -		\$ -	
Div 22	Plumbing				\$ -		\$ 2,599,500.00	
	Plumbing	1	ls	2,599,500.00	\$ 2,599,500.00			Atmac
Insert above this line do not delete					\$ -		\$ -	
Div 23	HVAC				\$ -		\$ 4,435,512.00	
	HVAC	1	ls	4,235,512.00	\$ 4,235,512.00			Berger
	HVAC Upgrade Allowance	1	ls	200,000.00	\$ 200,000.00			Allowance
Insert above this line do not delete					\$ -		\$ -	
Div 26	Electrical				\$ -		\$ 4,579,000.00	
	Electrical	1	ls	4,579,000.00	\$ 4,579,000.00			George McKenna
Insert above this line do not delete					\$ -		\$ -	
Div 27	Low Voltage				\$ -		\$ 689,198.00	
	Fire Alarm	1	ls	140,685.00	\$ 140,685.00			Texas Fire & Sound
	Emergency Responder Radio Antenna System	1	ls	69,192.00	\$ 69,192.00			Texas Fire & Sound
	AV	1	ls	353,526.00	\$ 353,526.00			NCS
	PA, Clock & Bell	1	ls	125,795.00	\$ 125,795.00			George McKenna
	Communication cabling				EXCLD			
	Phone/Data				EXCLD			
Insert above this line do not delete					\$ -		\$ -	
Div 31	Earthwork				\$ -		\$ 891,952.00	
	Earthwork	1	ls	891,952.00	\$ 891,952.00			RPMX
	Earthwork at 1/2 of Scotty's Lake Lane				INCLD			
Insert above this line do not delete					\$ -		\$ -	
Div 31	Termite Control				\$ -		\$ 8,350.00	
	Termite control	1	ls	8,350.00	\$ 8,350.00			Pest Management
Insert above this line do not delete					\$ -		\$ -	
Div 32	Retaining Walls				\$ -		\$ 1,212,104.00	
	Retaining Walls	1	ls	1,212,104.00	\$ 1,212,104.00			ERWS
Insert above this line do not delete					\$ -		\$ -	
Div 32	Landscaping				\$ -		\$ 400,632.00	
	Landscaping	1	ls	400,632.00	\$ 400,632.00			A&A Landscape
Insert above this line do not delete					\$ -		\$ -	
Div 32	Fencing				\$ -		\$ 183,785.00	
	Fencing	1	ls	183,785.00	\$ 183,785.00			American
Insert above this line do not delete					\$ -		\$ -	
Div 32	Pavement Markings				\$ -		\$ 15,032.00	
	Striping	1	ls	15,032.00	\$ 15,032.00			Stripe-a-Zone
Insert above this line do not delete					\$ -		\$ -	
Div 32	Utilities				\$ -		\$ 824,427.00	
	Site Utilities	1	ls	824,427.00	\$ 824,427.00			North Texas
Insert above this line do not delete					\$ -		\$ -	
					SUBTOTAL	\$	50,037,783.00	
Subcontractor Default Insurance					1.60%	\$	800,604.53	
General Conditions						\$	1,318,137.00	
					SUBTOTAL	\$	52,156,524.53	
Permit					NIC			
General Liability Insurance					0.500%	\$	260,782.62	
Builders Risk					0.010%	\$	93,881.74	
AGC Fees					0.033%	\$	17,211.65	
					SUBTOTAL	\$	52,528,400.55	
Contingency - Design					0.00%	\$	-	
Contingency - Owner					2.00%	\$	1,050,568.01	
Contingency - Construction Manager					2.00%	\$	1,050,568.01	
P&P Bonds					0.72%	\$	404,567	
					SUBTOTAL	\$	55,034,103.27	
Fee					2.10%	\$	1,155,716.17	
					GRAND TOTAL	\$	56,189,819	
						\$	290.54 /SF	

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

Board Mtg. Date 12-17-2018	Reports of the Superintendent <input type="checkbox"/>	Action Item <input checked="" type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	PROJECT BUDGET AND CONSTRUCTION GMP FOR THE JERRY R. WALKER MIDDLE SCHOOL				
Presenter or Contact Person:	Rick Martin, Executive Director of Construction				
Policy/Code:	CVD (LOCAL)				
Summary:	Presenting Project Budget and Guaranteed Max Pricing for the Jerry R. Walker Middle School.				
Financial Implications:	Not to Exceed Project Budget of \$68,538,650.29, that includes all hard and soft costs associated with the Scope of Work, including the Construction GMP amount of \$56,130,622.				
Attachments:	Project Scope, Budget recap and Guaranteed Max Proposal from Balfour Beatty Construction.				
Recommendation:	The Administration recommends approval of the Project Budget and GMP for the Jerry R. Walker Middle School as presented, and authorize the Superintendent or his designee to negotiate and execute the required contracts.				
Motion:	I move the Board approve the Not to Exceed Project Budget and GMP for the Jerry R. Walker Middle School as presented, and authorize the Superintendent or his designee to negotiate and execute the required contracts.				



BUDGET

Jerry R. Walker MS, Org.#043

Balfour Beatty CM

	Description	Budget Amount
01	Construction Activities	\$57,130,622.00
	Escalated Cost of the Work	\$48,634,253.00
	General Conditions (.02)	\$ 1,586,402.00
	Contingencies & Allowances (.05)	\$ 2,906,667.00
	Insurance & Bonds (.035)	\$ 1,913,612.00
	CMAR Fee (1.95%)	\$ 1,089,688.00
	Offsite Development	\$ 1,000,000.00
00	A/E Fees	\$ 3,658,398.49
	Base Design Fee - AE @6.0%	\$3,367,837.32
	Add Services for Design AE	\$254,339.40
	AE Reimbursable	\$ 36,221.77
02	Third Party Vendors	\$ 7,029,000.00
	FF&E for Campus (Inc. OS&E/Start-up)	\$ 4,850,000.00
	FF&E Contingency	\$ 485,000.00
	Technology & Communications	\$ 1,500,000.00
	Moving Expenses	\$ 194,000.00
03	Third Party Consultants	\$ 609,118.00
	Land Surveys (1,380/Acre)	\$ 34,500.00
	Phase I Environmental	\$ 3,000.00
	GeoTech (2,120/Acre)	\$ 53,000.00
	Traffic Impact Analysis	\$ 12,000.00
	Traffic Management Plan	\$ 4,000.00
	Material Testing (1.02/SF)	\$ 198,283.00
	Injection Observations & Testing	\$ 22,500.00
	Test & Balance HVAC (0.80/SF)	\$ 153,265.00
	HVAC Commissioning (.45/SF)	\$ 87,070.00
	Roof Consultant Insp. (.18/SF)	\$ 35,000.00
	Shelter Peer Review	\$ 3,500.00
	Energy Mgt Design, Energy Audit Permit Review (.0031)	\$ 3,000.00
04	Permits & Fees	\$ 30,000.00
	Legal	\$ 20,000.00
	Other	\$ 10,000.00
05	Miscellaneous Costs	\$ 16,000.00
	Printing / Miscellaneous Costs	\$ 5,000.00
	Bid Advertisements	\$ 1,000.00
	Overtime-Custodial Support	\$ 10,000.00
06	Owner's Contingency	\$ 65,511.80
	Misc. Contingency @ 10%	\$ 65,511.80

Total Project Budget

\$ 68,538,650.29

WALKER MIDDLE SCHOOL

LITTLE ELM ISD
LITTLE ELM, TX

ESTIMATE COMPARISON

CSI DIVISION	BID PACKAGE DESCRIPTION	DD ESTIMATE (8/7/18)	CD 50% ESTIMATE (9/11/18)	GMP (11/30/18)	COMMENTS
AREA TOTALS:					
01	ALLOWANCES	\$1,426,149	\$1,260,000	\$1,505,750	
01	COST OF WORK	\$548,514	\$398,968	\$398,968	
03	CONCRETE	\$5,746,367	\$5,931,367	\$6,747,766	
04	MASONRY	\$2,448,000	\$2,477,000	\$2,735,562	
05	STEEL	\$7,778,913	\$6,142,769	\$5,923,285	
06	WOODS, PLASTICS, COMPOSITES	\$568,818	\$663,490	\$468,562	
07	THERMAL & MOISTURE PROTECTION	\$3,478,888	\$3,844,073	\$3,662,079	
08	OPENINGS (DOORS AND GLASS)	\$2,726,900	\$3,070,020	\$1,947,433	
09	DRYWALL & PLASTER	\$2,893,124	\$3,678,464	\$2,489,500	
09	FLOORING & WALL FINISHES	\$2,464,902	\$2,207,467	\$2,099,331	
10	SPECIALTIES	\$1,769,250	\$1,758,830	\$2,158,026	
11	EQUIPMENT	\$1,275,000	\$1,132,300	\$1,384,060	
12	FURNISHINGS	\$1,006,000	\$1,341,000	\$712,201	
13	SPECIAL CONSTRUCTION	\$280,000	\$280,000	\$164,375	
14	CONVEYING SYSTEMS	\$116,000	\$116,000	\$120,050	
21	FIRE PROTECTION	\$735,540	\$731,790	\$498,500	
22	PLUMBING	\$2,304,892	\$2,341,728	\$3,150,000	
23	HVAC	\$4,952,636	\$4,927,386	\$3,204,339	
26	ELECTRICAL	\$4,119,024	\$3,512,592	\$4,755,109	
27	COMMUNICATIONS	\$1,412,237	\$1,405,037	\$578,352	
28	ELECTRONIC SECURITY & SAFETY	\$392,288	\$390,288	\$222,142	
31	EARTHWORK	\$738,500	\$902,720	\$800,555	
32	SITE IMPROVEMENTS	\$3,256,947	\$3,135,622	\$3,402,507	
33	UTILITIES	\$868,968	\$810,274	\$968,993	
SUBTOTAL		\$53,307,457	\$52,459,185	\$50,097,445	
	GENERAL CONDITIONS	\$1,332,747	\$1,586,186	\$1,586,402	
	CONTRACTOR CONTINGENCY 2.000%	\$3,998,059	\$2,622,959	\$1,001,949	
	SUBGUARD 1.600%	\$910,857	\$876,851	\$813,752	
	GENERAL LIABILITY 1.040%	\$644,295	\$622,678	\$579,167	
	BUILDER'S RISK INSURANCE 0.085%	\$46,464	\$50,892	\$47,336	
	PERFORMANCE BOND 0.850%	\$526,587	\$508,919	\$473,357	
	FEE 1.950%	\$1,184,946	\$1,145,190	\$1,064,688	
	PRECONSTRUCTION SERVICES FEE			\$25,000	
TOTAL COST		\$61,951,411	\$59,872,860	\$55,689,095	
ALTERNATES					
	Alternate 1 - Provide LVT01 and LVT02 in academic corridors			\$101,118	
	Alternate 2 - Provide LVT01 and LVT02 in main circulation areas			\$91,349	
	Alternate 3 - Provide LVT in lieu of Schedule Finish			\$36,674	
	Alternate 4 - Provide marine grade plywood at all lab casework.			\$22,562	
	Alternate 5 - Provide "LWD" ceiling at 6.02 Dining and 14.01 Corridor.			\$25,500	
	Alternate 6 - Provide Trespa & Simmons in lieu of Rhearsin at Science Areas			(\$4,061)	
	Alternate 7 - Provide in-situ elastic layer or equivalent under all fields.			\$168,383	
	Previous Estimate Alternates	(\$2,535,316)	(\$2,038,964)		
GRAND TOTAL COST WITH ALTERNATE		\$59,416,095	\$57,833,896	\$56,130,622	

WALKER MIDDLE SCHOOL

LITTLE ELM ISD

LITTLE ELM, TX

Building Area 195,144
Documents Dated 10/24/2018
Estimate Dated 12/3/2018

Guaranteed Maximum Price

CODE	ITEM	QTY	UM	LABOR UNIT	LABOR AMOUNT	MATERIAL UNIT	MATERIAL AMOUNT	SUB UNIT	SUB AMOUNT	TOTAL	COST PER SF
01	ALLOWANCES									1,503,750	
	Owner's Contingency	1	allw		0		0	L.S.	1,000,000		5.12
	Pier Overages	1	allw		0		0	L.S.	20,000		0.10
	Regulatory Review Comments	1	allw		0		0	L.S.	100,000		0.51
	Graphics Allowance	1	allw		0		0	L.S.	85,000		0.44
	Underground Utility	1	allw		0		0	L.S.	100,000		0.51
	Project ID Sign	1	allw		0		0	L.S.	750		0.00
	HVAC Upgrade	1	allw		0		0	L.S.	200,000		1.02
	Material Testing	1	allw		0		0	L.S.			0.00
	City Review/Permit	1	allw		0		0	L.S.			0.00
	Test & Balance	1	allw		0		0	L.S.			0.00
01	GENERAL REQUIREMENTS									398,968	
	Field Engineer & Rodman	1	allw	L.S.	27,109		0		0	27,109	0.12
	Final Clean Building	1	allw		0		0	L.S.	33,174	33,174	0.17
	Daily Cleanup	1	allw		0		53,516		0	53,516	0.27
	Street Cleaning	1	allw		0		L.S.		4,500	4,500	0.02
	Dumpsters	1	allw		0		L.S.		74,099	74,099	0.38
	Temp Power & water	1	allw		0		L.S.		27,200	27,200	0.02
	Temp Toilets	1	allw		0		L.S.		47,341	47,341	0.16
	Project Signage	1	allw		0		L.S.		5,000	5,000	0.01
	Progress Photos	1	allw		0		L.S.		14,250	14,250	0.01
	Temporary Fence & Security	1	allw		0		L.S.		24,750	24,750	0.13
	Temp Laydown/Parking	1	allw		0		L.S.		9,000	9,000	0.05
	Job Rerled Equipment	1	allw		0		15,000		0	15,000	0.13
	Tool Storage Shed	1	allw		0		L.S.		2,850	2,850	0.00
	Temp HVAC	1	allw		0		L.S.		24,000	24,000	0.12
	Safety Supervision	1	allw		37,178		L.S.		0	37,178	0.21
03	CONCRETE									6,747,766	34.59
	Structural Concrete	1	ls		0		0	4282500	4,282,500	4,282,500	21.95
	Concrete Paving	1	ls		0		0	1360500	1,360,500	1,360,500	6.97
	Site Items	1	ls		0		0	55200	55,200	55,200	0.28
	Polished Concrete Finishing	1	ls		0		0	172605	172,605	172,605	0.88
	Precast Structural Concrete	1	sf		0		0	876961	876,961	876,961	4.49
04	MASONRY									2,735,562	14.02
	Masonry	1	ls		0		0	2735562	2,735,562	2,735,562	14.02
05	METALS									5,923,285	30.35
	Structural Steel	1	ls		0		0	5309759	5,309,759	5,309,759	27.21
	Miscellaneous Iron	1	ls		117,086		78,058	0	0	195,144	1.00
	Ornamental Metal Handrails	1	ls		0		0	418382	418,382	418,382	2.14
06	WOODS, PLASTICS, & COMPOSITES									468,562	
	Casework / Millwork	1	ls		0		0	370990	370,990	370,990	1.90
	Rough Carpentry	1	ls		58,543		39,029	0	0	97,572	0.50

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 12-17-2018	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LEISD Board of Trustee Social Media Guidelines				
Presenter or Contact Person:	Melissa Myers, LEISD Board President				
Policy/Code:	N/A				
Summary:	The LEISD Board of Trustees has developed social media guidelines that will be included in the LEISD Board Operating Procedures.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	LEISD Board of Trustees Social Media Guidelines				
Recommendation:	The Administration recommends the approval of the LEISD Board of Trustees Social Media Guidelines as presented.				
Motion:	I move that the Board approve the LEISD Board of Trustees Social Media Guidelines as presented.				

Little Elm ISD

Board of Trustees Social Media Internal Guidelines

Board members serve as not only representatives and fiduciaries of the Little Elm ISD community but also as role models of good judgment, professionalism, and the highest-level community standards. As trustees are only acting in their capacity as trustees when they constitute a legally posted quorum, private use of social media is not acting as a trustee. When participating on social media school trustees are expected to make all communications clear that they are speaking in their individual and non-trustee capacity, and that all such communications are wholly their own.

These internal guidelines provide guidance for school board member use of social media, which should be broadly understood for purposes of this policy to include, but not be limited to, blogs, wikis, microblogs, message boards, chat rooms, electronic newsletters, online forums, social networking sites, and other sites and services that permit users to share information with others in a contemporaneous manner.

The following principles apply to personal use of social media when referencing LEISD.

- School Board Members should be aware of the effect their actions may have on their images as representatives of LEISD, as well as LEISD's image.
- School Board Members should be aware that the LEISD community may observe content and information made available by School Board Members through social media. School Board Members should use their best judgment in posting material that is neither inappropriate nor harmful to LEISD, other School Board Members, or district employees.
- Although not an exclusive list, some specific examples of prohibited social media conduct include posting commentary, content, or images that are defamatory, pornographic, proprietary, harassing, libelous, or that constitute hate speech, incite violence, or can create a hostile environment.
- School Board Members are not to publish, post or release any information that is considered confidential or not public. If there are questions about what is considered confidential, School Board Members should check with the appropriate District administrator.
- Social media networks, blogs and other types of online content sometimes generate press and media attention or legal questions. For any request for public statements or official comments made on behalf of LEISD, School Board Members should refer these inquiries to authorized LEISD spokespersons.
- Social media use shouldn't interfere with Board member's responsibilities at LEISD. LEISD's computer systems and LEISD technology are to be used for district purposes only. When using LEISD's computer systems and LEISD technology, personal use of social media networks or personal blogging of online content is prohibited and could result in disciplinary action.