



Little Elm ISD

Regular Meeting

Monday, March 21, 2016 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 March 21, 2016, 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. Citizen Input
6. Approval of Minutes
 - A. Discuss and approve Public Hearing Board Meeting Minutes for 2-22-2016 5
Presenter: Sonia F. Badillo
 - B. Discuss and approve Regular Board Meeting Minutes for 2-22-2016 7
Presenter: Sonia F. Badillo
7. Superintendent Spotlight
 - A. Chavez Elementary
Presenter: John Lowman
 - B. Little Elm High School Students of the Month Awards
Presenter: Renee Pentecost
8. Reports of the Superintendent
 - A. Junior ROTC Update 12
Presenter: Cyndy Mika
 - B. 4th Quarter 2015 Growth Report 13
Presenter: Rod Reeves
 - C. Ballots for Election to the Board of Directors for Education Service Center 34
Region 11
Presenter: Lowell H. Strike
9. Action Items
 - A. Discuss and approve MAP Contract for 2016-2017 35
Presenter: Cyndy Mika

B. Discuss and approve Instructional Materials Allotment and TEKS Certification, 2016-2017 Presenter: Cyndy Mika	38
10. The Board will recess into Closed Meeting in PL1 as permitted by the Texas Open Meetings Act Code Subchapter 551.074 and 551.072. The Board and Superintendent will discuss:	
A. Personnel - 551.074	
B. Land - 551.072	
11. Action Items	
A. Discuss and approve Financial Reports - December 2015 Presenter: Grant Anderson	41
B. Discuss and approve Lease Agreement with American Tower, LLC for Cell Tower at Little Elm Athletic Complex Presenter: Rod Reeves	68
C. Discuss and approve Selection of Construction Manager at Risk for Additions and Renovations at Little Elm High School Presenter: Rod Reeves	69
D. Discuss and approve Apple Lease Agreement Presenter Russell VanHoose	110
12. Consent Agenda	
A. Discuss and approve Growth FTE's for the 2016-2017 School Year Presenter: Cleota Epps	113
B. Discuss and approve Personnel Memo Presenter: Cleota Epps	114
C. Discuss and approve Gifts and Donations Presenter: Grant Anderson	115
13. Board President Comments Presenter: LeAnna Harding	
14. Board Comments	
15. Superintendent Comments	
16. 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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Action
Board Mtg. Date 03-21-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subject:	PUBLIC HEARING BOARD MEETING MINUTES – 2-22-2016				
Presenter or Contact Person:	Sonia F. Badillo, Superintendent Secretary.				
Policy/Code:	N/A				
Summary:	Board Meeting Minutes for February 22, 2016.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	Meeting Minutes				
Recommendation:	The Administration recommends the approval of the Public Hearing Board Meeting Minutes for February 22, 2016.				
Motion:	I move that the Board approve the attached Public Hearing Board Meeting Minutes for February 22, 2016.				

Minutes of Public Hearing

The Board of Trustees Little Elm ISD

A Public Hearing of the Board of Trustees of Little Elm ISD was held Monday, February 22, 2016, beginning at 6:15 PM in the Zellars Center for Learning and Leadership.

PRESENT: President LeAnna Harding, Vice President Melissa Myers, Trustee David Montemayor, Trustee Jason Olson and Superintendent Dr. Lowell Strike.

LATE: Secretary DeLeon English

ABSENT: Trustee Alejandro Flores.

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 LeAnna Harding called the meeting to order at 6:15 pm.
2. Introduction and Roll Call
Ms. Sonia F. Badillo took roll call.
3. Presentation of Annual Financial Management Report
Mr. Grant Anderson shared with the Board and those present the Annual Financial Management Report. The report included the following:
 - 2015 Schools First Financial Accountability Rating System
 - FIRST Rating 7 Indicator Summary
 - Indicators 1- 7 Areas
 - School First Summary
 - FIRST Rating Transparency Data
 - Reimbursements Received by Superintendent and Board Members
4. Citizen Input
There was no citizen input
5. Adjournment
The meeting adjourned at 6:23 pm.

Board Agenda Item

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

Board Mtg. Date 03-21-2016	Reports of the Superintendent <input type="checkbox"/>	Business Item <input type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Action <input checked="" type="checkbox"/>
Subject:	REGULAR BOARD MEETING MINUTES - 2-22-2016				
Presenter or Contact Person:	Sonia F. Badillo, Superintendent Secretary.				
Policy/Code:	N/A				
Summary:	Board Meeting Minutes for February 22, 2016.				
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 February 22, 2016.				
Motion:	I move that the Board approve the attached Regular Board Meeting Minutes for February 22, 2016.				

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, February 22, 2016, beginning at 6:30 PM in the Zellars Center for Learning and Leadership.

PRESENT: President LeAnna Harding, Board President Melissa Myers, Board Secretary DeLeon English, Trustee Christopher Williams, Trustee G. David Montemayor, Trustee Jason Olson and Superintendent Dr. Lowell H. Strike.

ABSENT: Trustee Alejandro Flores.

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 LeAnna Harding called the meeting to order at 6:31 pm.
2. Pledge of Allegiance
Brent Elementary students led the Board and those present to the Pledges of The United States Flag and The Texas Flag.
3. Invocation
Chief Rodney Harrison offered the invocation.
4. Introduction and Roll Call
Ms. Sonia F. Badillo took roll call.
5. Citizen Input
Student Jack Weikert approached the Board about ELAR at Lakeside Middle School.
6. Approval of Minutes
 - A. Discuss and approve Public Hearing Meeting Minutes - 2-08-2016
Board Vice President Melissa Myers made the first motion to approve the Public Hearing Meeting Minutes as presented. Board Secretary DeLeon English seconded the motion. The motion passed (5-0-1). Trustee Jason Olson abstained from voting because he was absent for the Public Hearing.
 - B. Discuss and approve Workshop Meeting Minutes - 2-08-2016
Board Vice President Melissa Myers made the first motion to approve the Workshop Meeting Minutes as submitted. Trustee Christopher Williams seconded the motion. The motion passed (5-0-1). Trustee Jason Olson abstained from voting because he was absent for the Workshop Meeting.
7. Superintendent Spotlight
 - A. Brent Elementary
Presenter: Tony Peters

Art students shared their artwork with the Board. The students presented the following:

Eiffel Tower – Alexis Doan, Jordan Doan and Daniella Fajner

Passport / Puppet – Sofia Fajner

Leonardo Da Vinci – Mona Lisa – Dominick Ashby and Chelsea Ramirez

Van Gogh – Starry night – Chase Olinger, Emilio Cerrato and Riley Logan

Seurat – Pointillism – Melanie Oka, Melody Tran, Jaiden Dublin and Abby Lease

Speech about “What art means to me” – Daniel Gibson and Luke Dabriz

LEISD Honor Choir performed for the Board.

B. Little Elm High School Students of the Month Awards

Ms. Renee Pentecost presented the LEHS Students of the Month Awards to Miranda Gill and Donovan Wilson.

C. Recognize our Community Partners - Kroger Market Place

Dr. Cyndy Mika and Ms. Cleota Epps presented to Kroger Market Place representatives artwork from our students in appreciation for their support to our school district.

8. Reports of the Superintendent

A. Celebrate Texas Public Schools

Mr. Matthew Gutierrez shared with the Board the importance of celebrating Texas Public Schools.

Mr. Doug Peach from the Town of Little Elm read a proclamation about Texas Public Schools signed by Mayor David Hillock.

B. Destination 2020 Quarterly Report

Mr. Matthew Gutierrez presented to the Board the 2020 Quarterly Report. The report included the following:

- Quarterly Update
- Core Values11 bodies of work coming together to complete our Core Values
- Little Elm ISD Core Values...
- As Lobos We Value
- Recruitment, Retention, & Engagement
- Teaching & Learning
- Communication & Community Partnerships

9. The Board recessed into Closed Meeting in PL1 at 7:39 pm as permitted by the Texas Open Meetings Act Code Subchapter 551.074 and 551.072. The Board and Superintendent discussed:

A. Personnel - 551.074

B. Land - 551.072

The Board reconvened at 8:43 pm.

10. Action Items

A. Discuss and approve the Amendment to MOU (ILA) with the Town of Little Elm - SRO Program

Mr. Ross Roberts briefed the Board about the Amendment to MOU (ILA) with

the Town of Little Elm – SRO Program.

The Amendment included the following:

- School Resource Officer Program
- Option 1 (4 SROs)
- Option 2 (5 SROs)

Trustee Jason Olson made the first motion Option 2 to approve the Amendment to MOU (ILA) with the Town of Little Elm – SRO Program. Trustee David Montemayor seconded the motion. The motion passed (6-0).

B. Discuss and approve the Real Estate Sales Contract between Little Elm Independent School District and Town of Little Elm, Texas

Mr. Rod Reeves approached the Board about the Real Estate Sales Contract between Little Elm Independent School District and Town of Little Elm, Texas. Trustee Jason Olson made the first motion to approve the Real Estate Sales Contract as discuss in closed meeting. Board Secretary DeLeon English seconded the motion. The motion passed (6-0).

11. Consent Agenda

A. Discuss and approve DH (Local)

B. Discuss and approve Update 103

C. Discuss and approve Annual Investment Report

D. Discuss and approve Financial Reports - December 2015

Trustee Melissa Myers made the first motion to approve the Consent Agenda as submitted. Board Vice President Melissa Myers seconded the motion. The motion passed (6-0).

12. Board President Comments

Ms. LeAnna Harding thanked the administration for the hard work and thanked Jesse Wyse also for his hard work.

13. Board Comments

Trustee Jason Olson thanked principals for the Board appreciation presents.

Trustee Jason Olson thanked staff present at the girls and basketball games.

Trustee Jason Olson reminded those present about softball, soccer, track and DECA #Loboproud.

Trustee DeLeon English congratulated the girls' basketball team.

Trustee David Montemayor thanked administration for the hard work about SROs.

Trustee Christopher Williams thanked administration for the hard work, for pulling numbers together, and for the SRO presentation. Engage Equip Empower. Keep doing what you are doing.

14. Superintendent Comments

Dr. Lowell H. Strike commented on the following:

- All our kids are all our kids for Board, staff and community as well as PD
- Administration appreciates Board support
- If Board ever needs additional information please let us know
- Athletics and Fine Arts
- Students going to State

- All grade levels participating
- Website has a lot of information
- Keisha Brown 2016 Very Important Counselor for Texas A&M Award
- Spring Art Shell

15. Adjournment

Trustee Jason Olson made the first motion to adjourn the meeting. Trustee DeLeon English seconded the motion. The motion passed (6-0). The meeting adjourned at 9:15 pm.

Board Agenda Item

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

Board Mtg. Date 03-21-2016	Reports of the Superintendent <input checked="" type="checkbox"/>	Business Item <input type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	Junior ROTC Update				
Presenter or Contact Person:	Dr. Cyndy Mika, Assistant Superintendent for Curriculum and Learning Services				
Policy/Code:	N/A				
Summary:	An update on the possibility of providing a Junior ROTC program at the high school.				
Financial Implications:	N/A				
Attachments:	N/A				
Recommendation:	Item is for informational purposes only. No recommendation is necessary.				
Motion:	Item is for informational purposes only. No recommendation is necessary.				

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Discussion
Board Mtg. Date 03-21-2016	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	4th QUARTER 2015 GROWTH REPORT				
Presenter or Contact Person:	Rod Reeves, Executive Director for Operational Services				
Policy/Code:	N/A				
Summary:	Little Elm ISD growth reports provide quarterly data on the economic status, housing analysis, future developments, student enrollment history and student forecast for the Dallas/Fort Worth area and the District.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	4th Quarter 2015 Growth Report				
Recommendation:	Item is for informational purposes only. No recommendation is necessary.				
Motion:	Item is for informational purposes only. No motion is necessary.				

*Little Elm
Independent
School
District*

Quarterly
Report
4Q15



*Learn from Yesterday...
Understand Today...
Plan for Tomorrow*



TEMPLETON
DEMOGRAPHICS

Economic Conditions – DFW Area (December 2015)

2.9%

99,000 new jobs
National rate 1.8%



Job Growth

**Unemployment
Rate**



U.S. 4.8%
Texas 4.2%
DFW MSA 3.7%
Little Elm 2.4%

-0.4%

26,840

2,713 more
than 2014



**Annualized
Home Starts**



DFW New Home Ranking Report

ISD Ranked by Annual Closings – 4Q15

Rank	District Name	Annual Starts	Annual Closings	VDL	Future
1	Frisco ISD	2,934	2,818	3,977	8,450
2	Denton ISD	1,894	1,675	3,033	16,140
3	Prosper ISD	1,723	1,385	2,874	32,944
4	Northwest ISD	1,223	1,148	1,921	22,597
5	Dallas ISD	1,235	1,015	2,234	5,949
6	Lewisville ISD	1,320	1,007	2,151	2,989
7	Keller ISD	953	959	960	2,282
8	Eagle Mtn. - Saginaw ISD	943	868	1,297	19,518
9	Little Elm ISD	862	698	1,321	4,956*
10	Rockwall ISD	709	643	1,819	8,330
11	Wylie ISD	664	539	884	4,612
12	Mansfield ISD	635	526	1,028	5,509
13	McKinney ISD	591	509	1,219	6,868
14	Crowley ISD	559	495	1,220	8,031
15	Allen ISD	488	467	644	2,063
16	Plano ISD	481	445	945	2,877
17	Forney ISD	425	439	654	12,260
18	Midlothian ISD	461	432	1,255	20,908
19	Burleson ISD	480	417	642	3,324
20	HEB ISD	424	411	438	4,909

*Adjusted based on additional research by Templeton Demographics staff: **Added** 985 future lots to Tribute; 150 future lots to Hidden Cove;

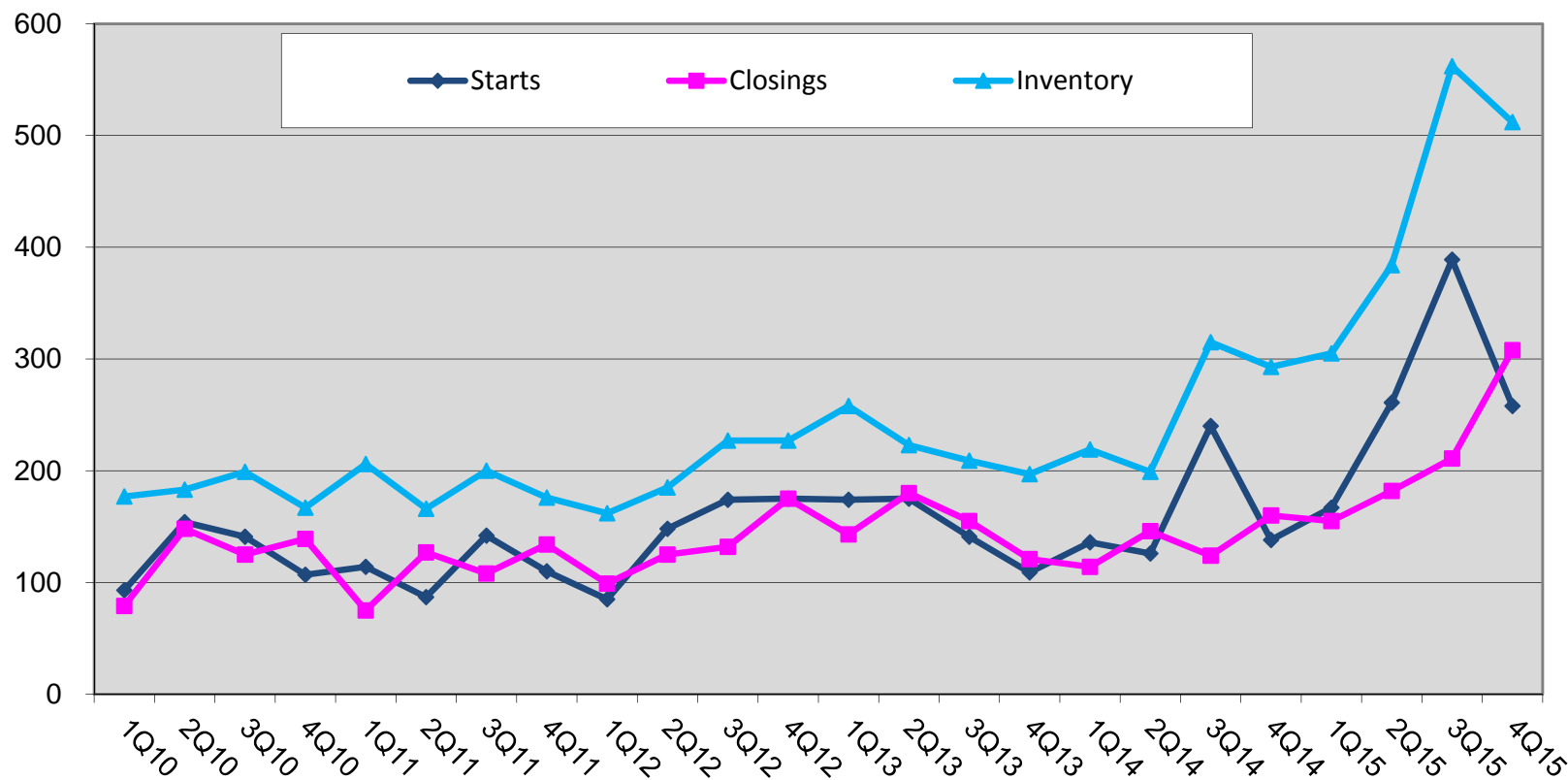
**Excludes Frisco Lakes because it is an age restricted community





New Housing Activity

Little Elm ISD



Starts	2010	2011	2012	2013	2014	2015
1Q	93	114	85	174	136	167
2Q	154	87	148	175	126	261
3Q	141	142	174	141	240	389
4Q	107	110	175	109	138	258
Total	495	453	582	599	640	1,075

Closings	2010	2011	2012	2013	2014	2015
1Q	79	75	99	143	114	155
2Q	148	127	125	180	146	182
3Q	125	108	132	155	124	211
4Q	139	134	175	121	160	308
Total	491	444	531	599	544	856

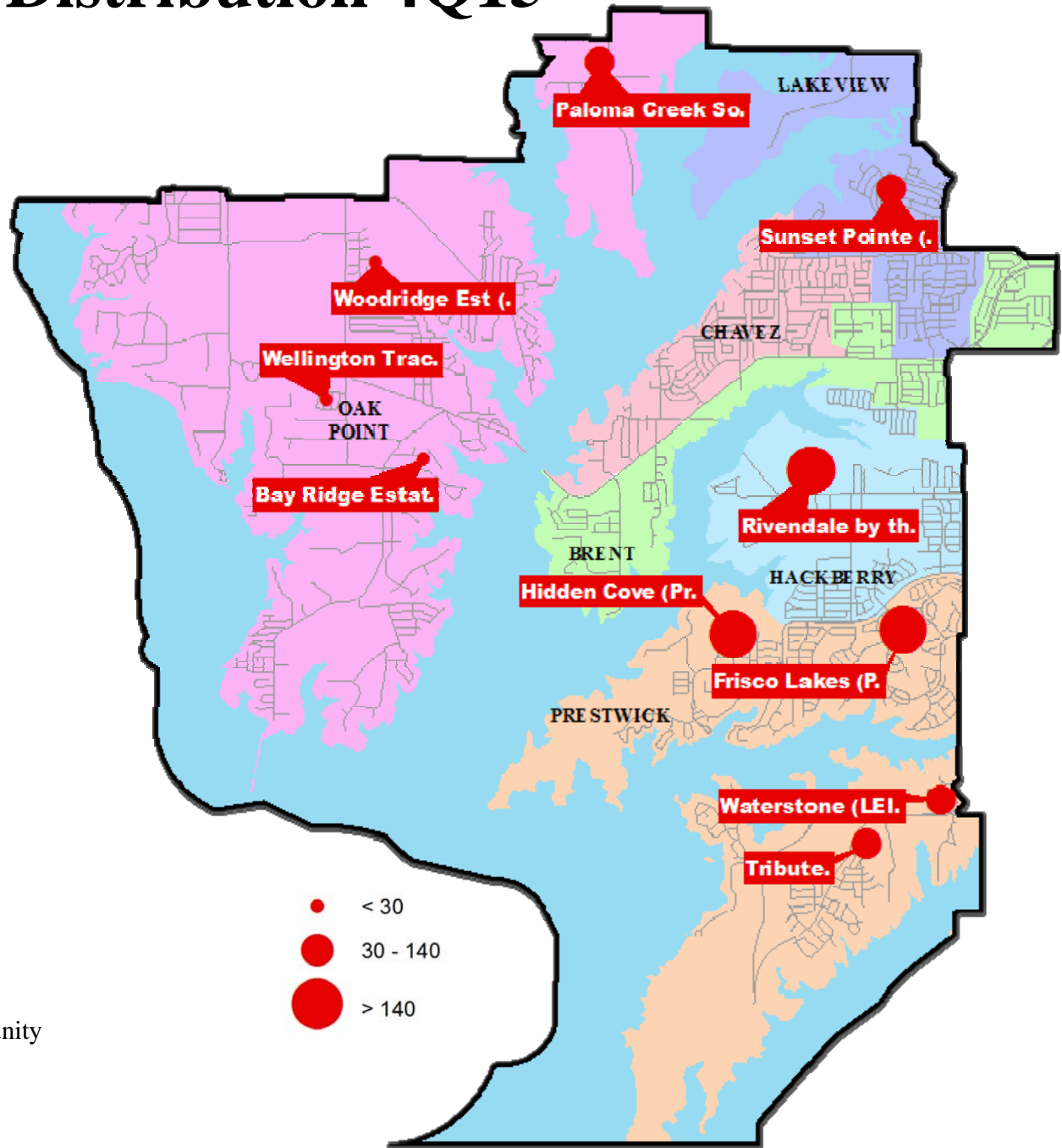
- 4Q15 starts were the highest 4th quarter starts in over 12 years
- Closings for 4Q were the highest since 2003
- 56 of the starts and 38 of the closings for 4Q15 were located in Frisco Lakes, an age restricted subdivision
- Inventory remains in excellent condition to sustain current closing rates



Annual Closing Distribution 4Q15

Top 10 Subdivisions - 4Q15 (Ranked by Annual Closings)

Rank	Subdivision	Annual Closings	Quarter Closings	VDL
1	Hidden Cove (Prestwick)	221	88	128
2	Frisco Lakes (Prestwick)*	158	38	235
3	Rivendale by the Lake	151	67	141
4	Tribute	138	59	281
5	Paloma Creek South (LEISD)	55	29	81
6	Sunset Pointe (LEISD)	42	2	13
7	Waterstone (LEISD)	33	7	0
8	Wellington Trace	29	15	15
9	Woodridge Est (Oak Point)	18	0	100
10	Bay Ridge Estates	3	0	12
TOTALS		848	305	1,006



*Frisco Lakes is an age restricted community

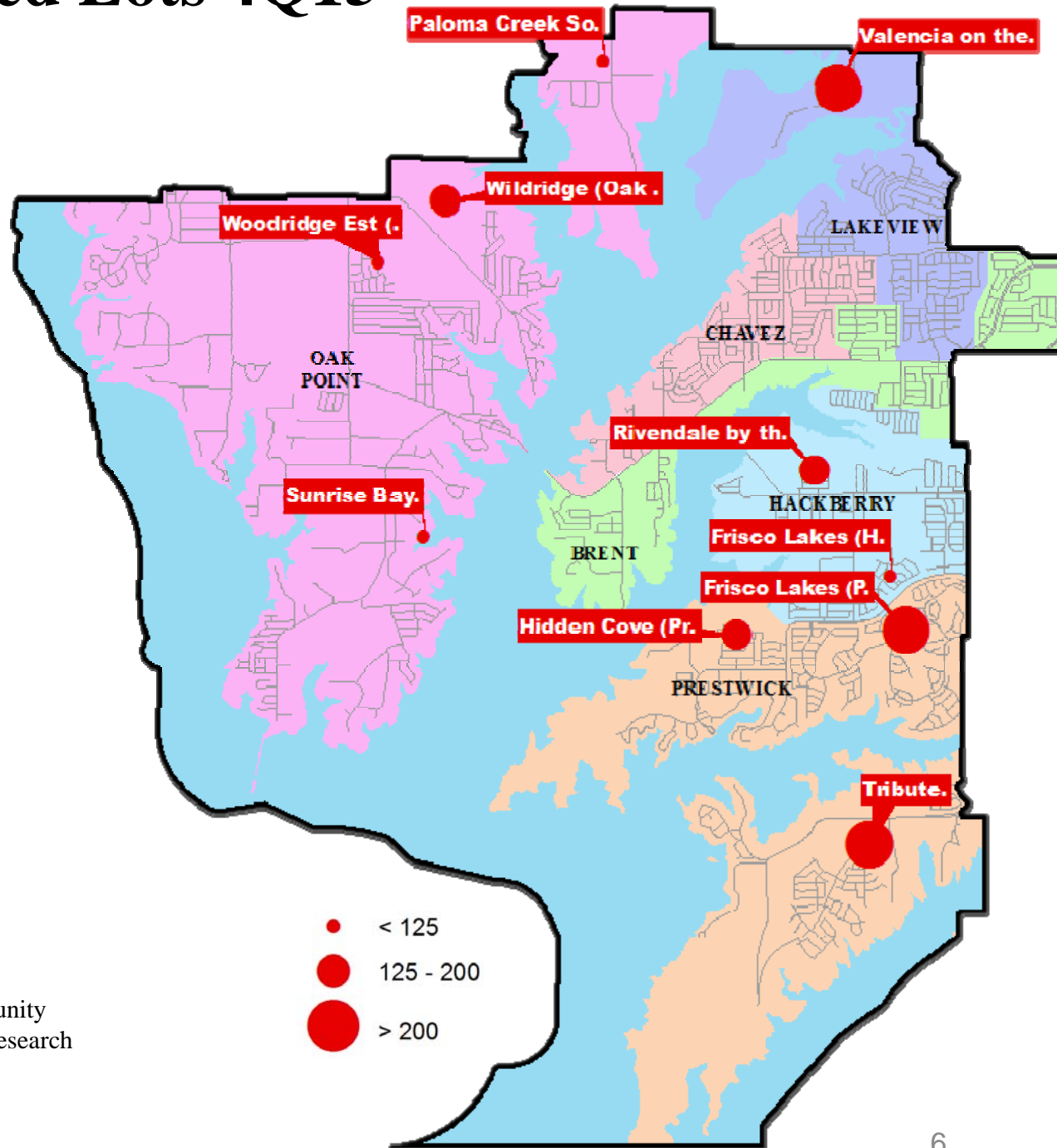




Vacant Developed Lots 4Q15

Top 10 Subdivisions - 4Q15 (Ranked by remaining VDL)

Rank	Subdivision	Annual Closings	VDL	Future
1	Tribute	138	281	1,456
2	Frisco Lakes (Prestwick)*	158	235	925
3	Valencia on the Lake	0	205	1,027
4	Wildridge (Oak Point)	0	160	745
5	Rivendale by the Lake	151	141	350
6	Hidden Cove (Prestwick)	221	128	150
7	Woodridge Est (Oak Point)	18	100	126
8	Frisco Lakes (Hackberry)*	0	99	0
9	Paloma Creek South (LEISD)	55	81	343
10	Sunrise Bay	3	61	0
TOTALS		744	1,491	5,122



*Frisco Lakes is an age restricted community
**Adjusted totals based on TD additional research



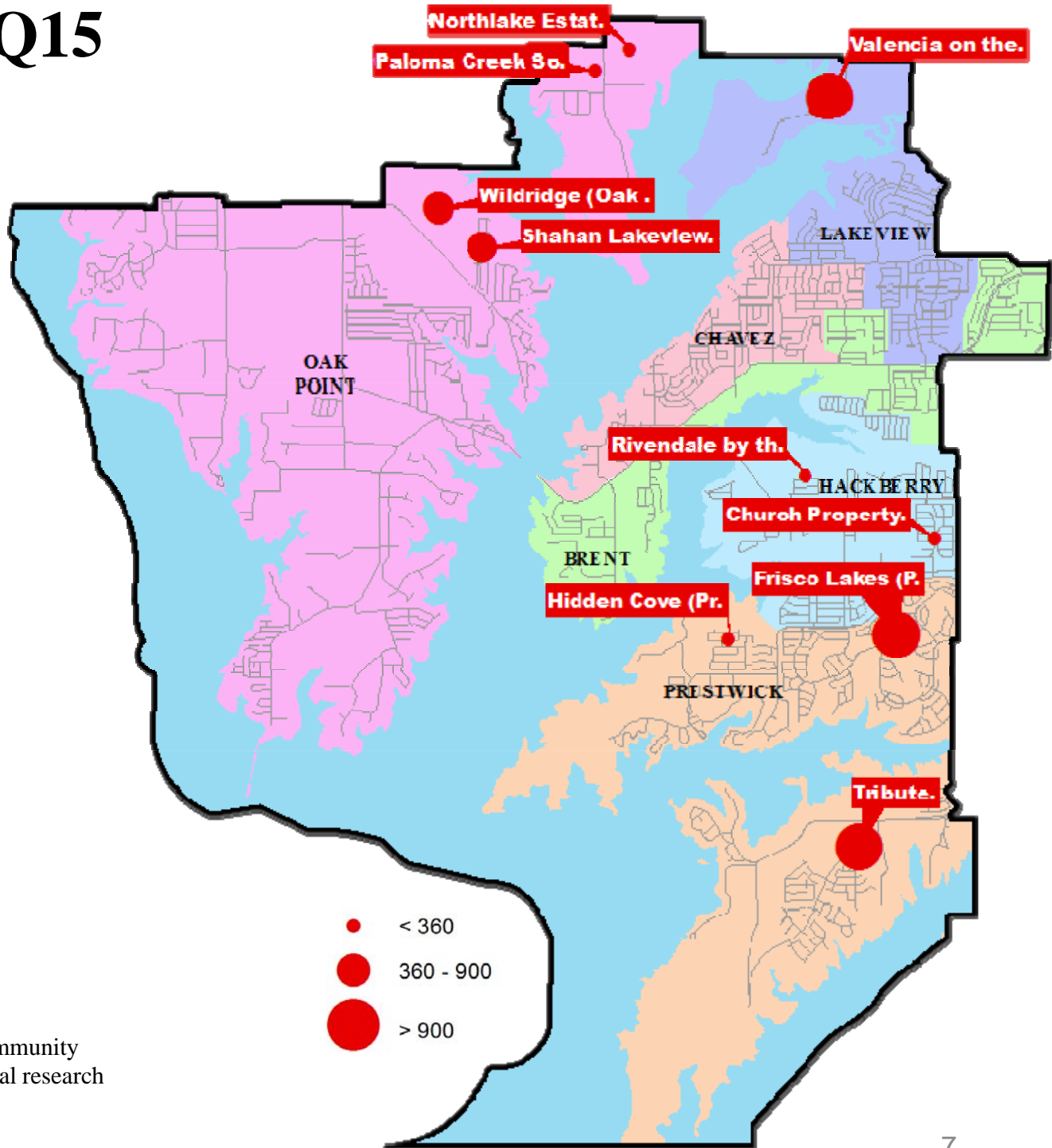
Future Lots 4Q15

Top 10 Subdivisions - 4Q15 (Ranked by Future Inventory)

Rank	Subdivision	VDL	Future
1	Tribute	281	1,202
2	Valencia on the Lake	205	1,027
3	Frisco Lakes (Prestwick)*	235	925
4	Wildridge (Oak Point)	160	745
5	Shahan Lakeview Addition	0	379
6	Church Property	0	354
7	Rivendale by the Lake	141	350
8	Paloma Creek South (LEISD)	81	343
9	Northlake Estates (Little Elm)	0	254
10	Hidden Cove (Prestwick)	128	150
TOTALS		1,231	5,729

21

*Frisco Lakes is an age restricted community
**Adjusted totals based on TD additional research








Overall Housing Data

By Elementary Attendance Zone

Elementary Zone	Annual Starts	Quarter Starts	Annual Closings	Quarter Closings	Inventory	VDL	Future Lots
BRENT	0	0	1	0	1	10	0
CHAVEZ	0	0	1	0	0	0	0
HACKBERRY	179	29	151	67	59	141	704
LAKEVIEW	46	18	42	2	37	218	1,027
OAK POINT	185	59	111	47	114	543	1,873
PRESTWICK	452	96	392	154	212	409	1,352
Grand Totals	862	202	698	270	423	1,321	4,956

	Highest activity in the category
	Second highest activity in the category
	Third highest activity in the category

*Adjusted total based on additional TD research and excluding Frisco Lakes



Active Housing

The Tribute- City of The Colony

The Tribute

- 2,200 total lots
 - 583 Homes occupied
 - 1,202 future single family lots
 - 80 new single family home permits issued since August 2015
 - Developer anticipates 50 new home starts within the next 6 months
- 4Q15 housing data
 - 219 annual starts
 - 104 under construction
 - 281 vacant developed lots
 - \$325K-\$850K
- 400-600 future higher density lots
 - Villas
 - Townhomes
 - Condos
- 600-800 future multi-family units
- No timeline for development of higher density or multi-family units at this time
- 191 current students
 - 148 Elementary students
 - 24 Middle school students
 - 19 High school students
- Current student yield= .36
- Matthews Southwest Development
- Prestwick Academy



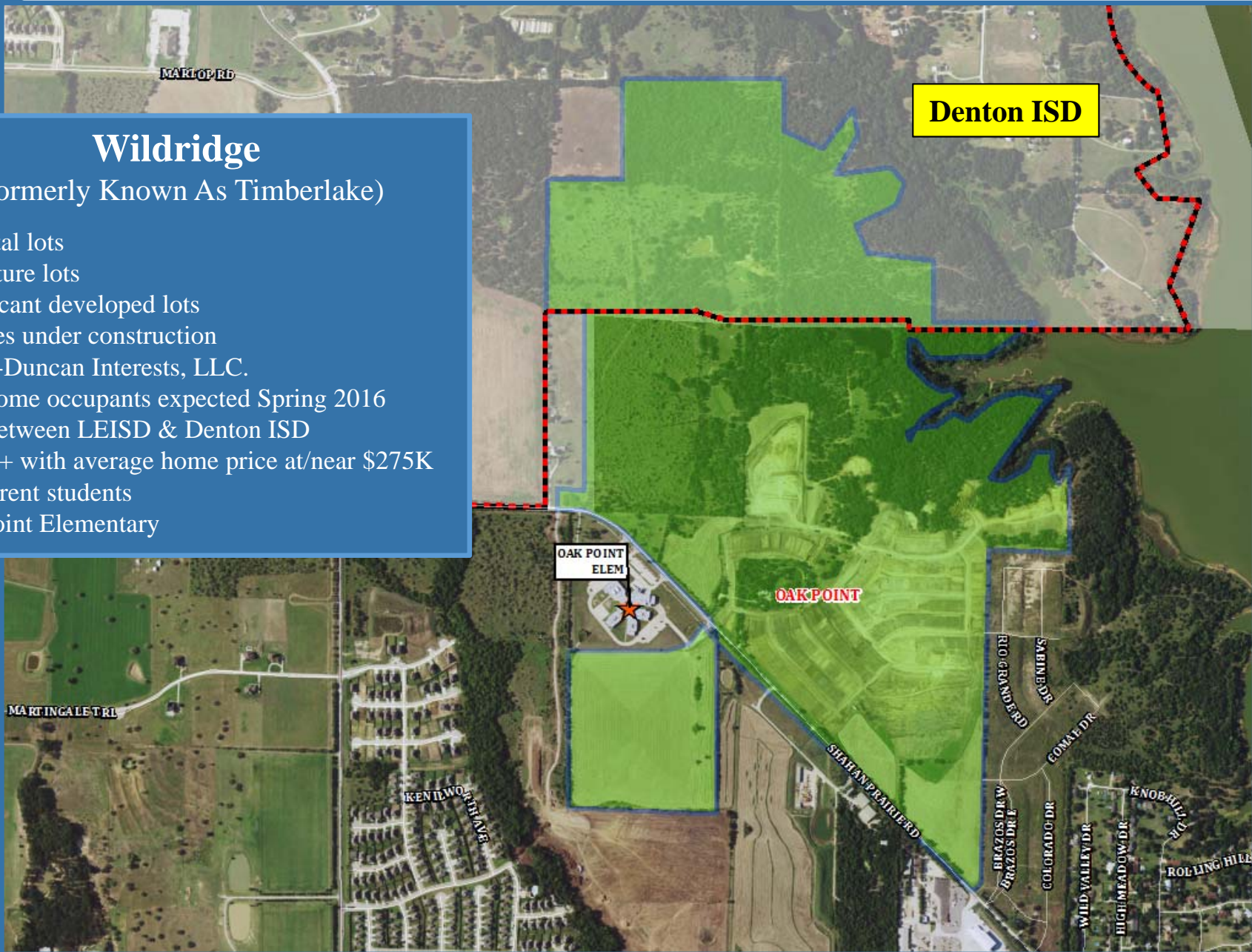
Active Development

Wildridge – Town of Oak Point

Wildridge

(Formerly Known As Timberlake)

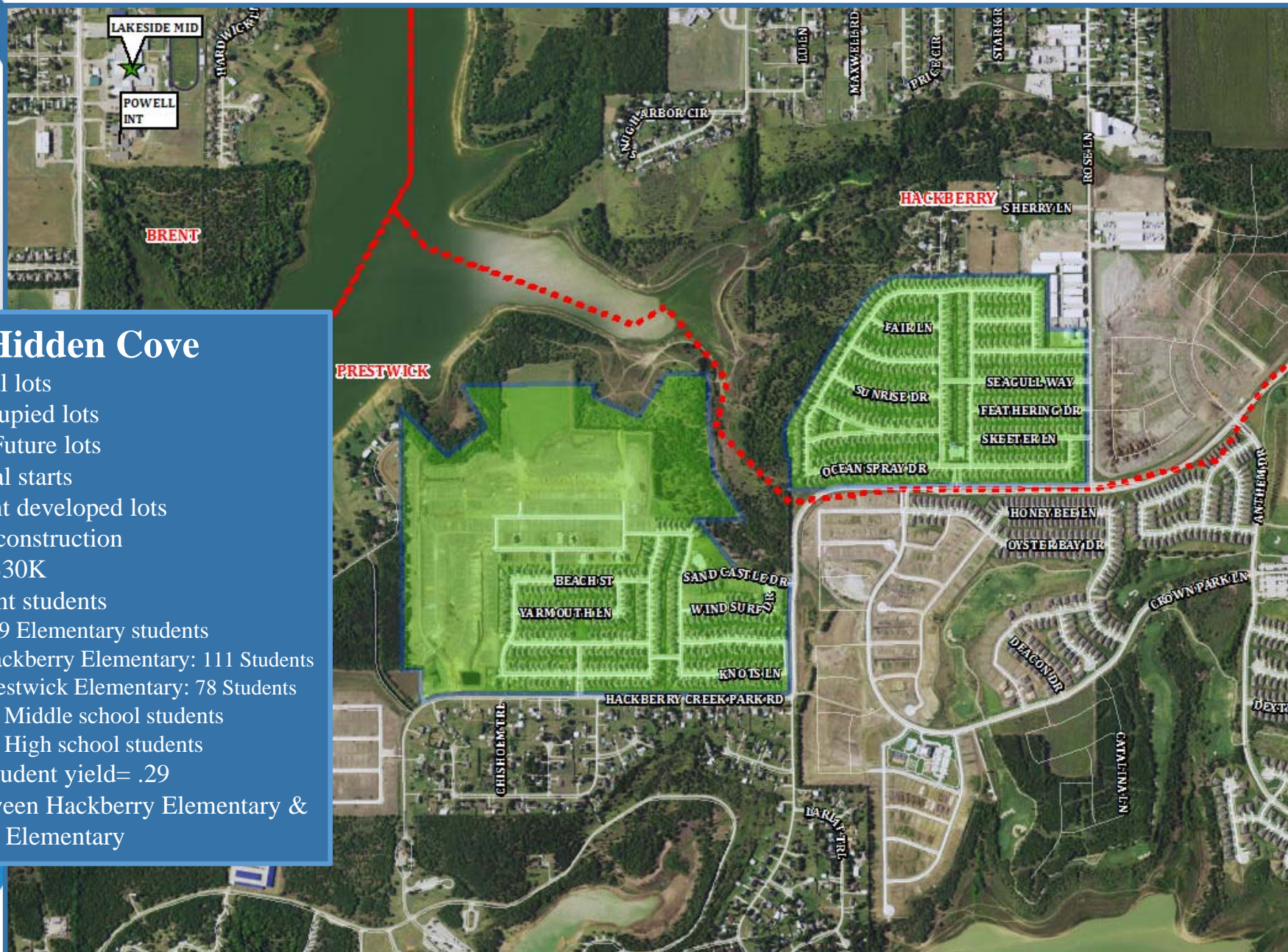
- 917 total lots
- 745 future lots
- 160 vacant developed lots
- 9 homes under construction
- Taylor-Duncan Interests, LLC.
- First home occupants expected Spring 2016
- Split between LEISD & Denton ISD
- \$250K+ with average home price at/near \$275K
- No current students
- Oak Point Elementary





Active Development

Hidden Cove – City of Frisco



Hidden Cove

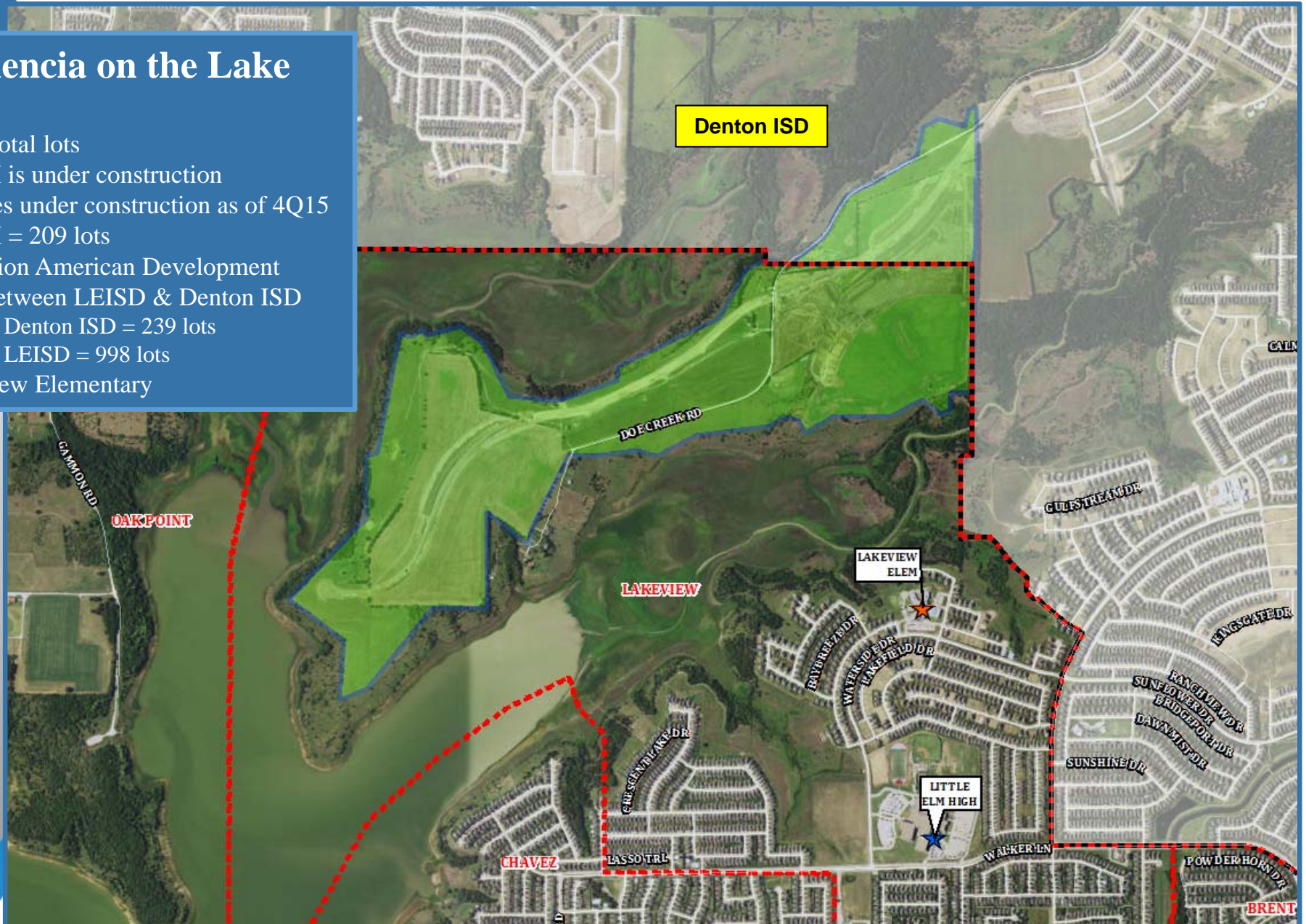
- 1,295 total lots
- 1,098 occupied lots
- 150-200 Future lots
- 216 annual starts
- 128 vacant developed lots
- 90 under construction
- \$223K-\$330K
- 322 current students
 - 189 Elementary students
 - Hackberry Elementary: 111 Students
 - Prestwick Elementary: 78 Students
 - 71 Middle school students
 - 62 High school students
- Current student yield= .29
- Split between Hackberry Elementary & Prestwick Elementary

Future Housing Activity

Valencia on the Lake – Town of Little Elm

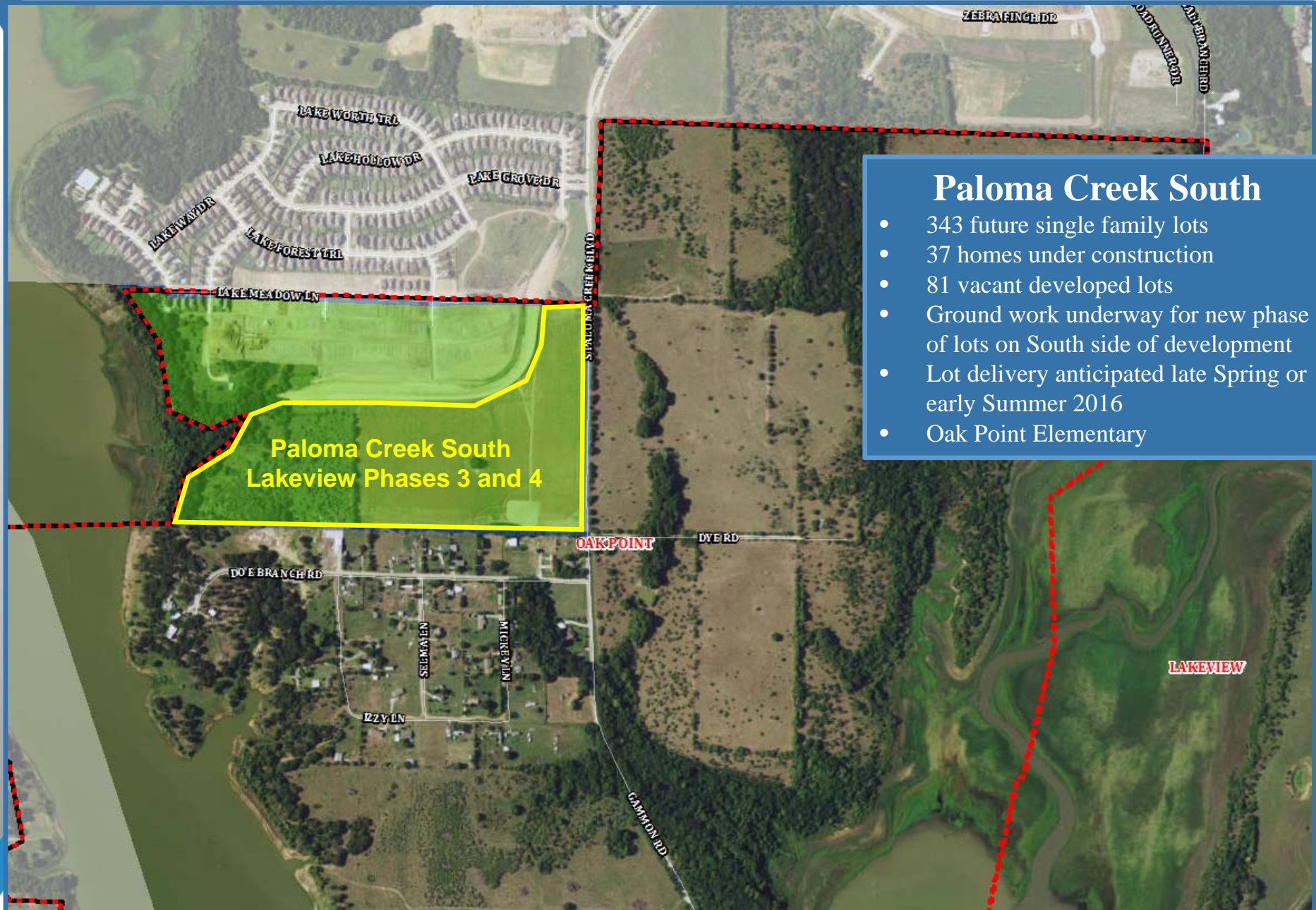
Valencia on the Lake

- 1,237 total lots
- Phase I is under construction
- 5 homes under construction as of 4Q15
- Phase I = 209 lots
- Centurion American Development
- Split between LEISD & Denton ISD
 - Denton ISD = 239 lots
 - LEISD = 998 lots
- Lakeview Elementary



Active Subdivision

Paloma Creek South



Paloma Creek South

- 343 future single family lots
- 37 homes under construction
- 81 vacant developed lots
- Ground work underway for new phase of lots on South side of development
- Lot delivery anticipated late Spring or early Summer 2016
- Oak Point Elementary



Ten Year Forecast

By Grade Level

Year (Oct.)	EE/PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2011/12	243	549	556	547	514	488	486	496	466	460	479	438	331	353	6,406		
2012/13	201	536	559	534	525	515	478	472	484	461	525	398	379	333	6,400	-6	-0.1%
2013/14	226	512	551	570	537	521	524	483	481	494	611	492	299	336	6,637	237	3.7%
2014/15	224	528	553	567	593	549	545	528	497	500	623	553	388	302	6,950	313	4.7%
2015/16	229	580	543	564	600	576	546	516	522	502	629	614	411	356	7,188	238	3.4%
2016/17	229	598	623	570	588	623	594	535	521	531	633	620	457	390	7,512	324	4.5%
2017/18	229	632	645	644	599	608	638	587	539	525	669	624	462	434	7,835	323	4.3%
2018/19	229	653	672	668	677	616	630	622	594	548	656	660	465	437	8,127	292	3.7%
2019/20	229	672	685	696	685	694	635	616	619	584	690	647	492	432	8,376	249	3.1%
2020/21	229	689	701	706	717	706	714	635	603	629	736	680	482	467	8,694	318	3.8%
2021/22	229	712	734	728	733	743	730	700	632	606	793	726	507	463	9,036	342	3.9%
2022/23	229	734	752	755	748	756	761	719	708	642	764	782	541	487	9,378	342	3.8%
2023/24	229	753	774	776	779	774	773	748	727	718	809	753	583	519	9,715	337	3.6%
2024/25	229	764	791	798	795	801	794	761	757	740	905	798	561	560	10,054	339	3.5%
2025/26	229	780	803	817	816	820	824	782	770	771	932	892	595	539	10,370	316	3.1%

*Yellow box = largest grade per year

*Green box = second largest grade per year

- Little Elm ISD may reach 8,000 students by 2018
- 5 year growth = 1,506 students
- 2020/21 enrollment = 8,694 students
- 10 year growth = 3,182 students
- 2025/26 enrollment = 10,370 students



Ten Year Forecast

By Elementary Campus

Campus	Capacity	HISTORY	Projected	ENROLLMENT PROJECTIONS									
		2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Brent Elementary	848	627	589	602	605	599	602	601	603	606	613	611	616
Chavez Elementary	914	753	738	746	751	753	741	746	739	740	732	729	732
Hackberry Elementary	848	657	640	674	689	729	766	802	829	852	876	898	922
Lakeview Elementary	782	581	641	686	735	787	839	897	948	977	997	1,015	1,026
Oak Point Elementary	782	616	641	691	746	786	837	900	951	994	1,047	1,097	1,140
Prestwick Elementary (EE-5th)	402	325	389	426	469	491	511	516	539	566	593	622	653
ELEMENTARY SCHOOL TOTAL	4,768	3,559	3,638	3,825	3,995	4,145	4,296	4,462	4,609	4,735	4,858	4,972	5,089
Elementary Absolute Growth		118	79	187	170	150	151	166	147	126	123	114	117
Elementary Percent Growth		3.43%	2.22%	5.14%	4.44%	3.75%	3.64%	3.86%	3.29%	2.73%	2.60%	2.35%	2.35%

*Yellow box = over maximum stated capacity

- Hackberry Elementary may have 700 students by 2018
- Lakeview Elementary, Oak Point Elementary, and Prestwick Elementary may be over stated capacity by 2018
- Prestwick Elementary may enroll more than 420 students next fall and more than 500 by 2019

Ten Year Forecast

By Middle School & High School Campus

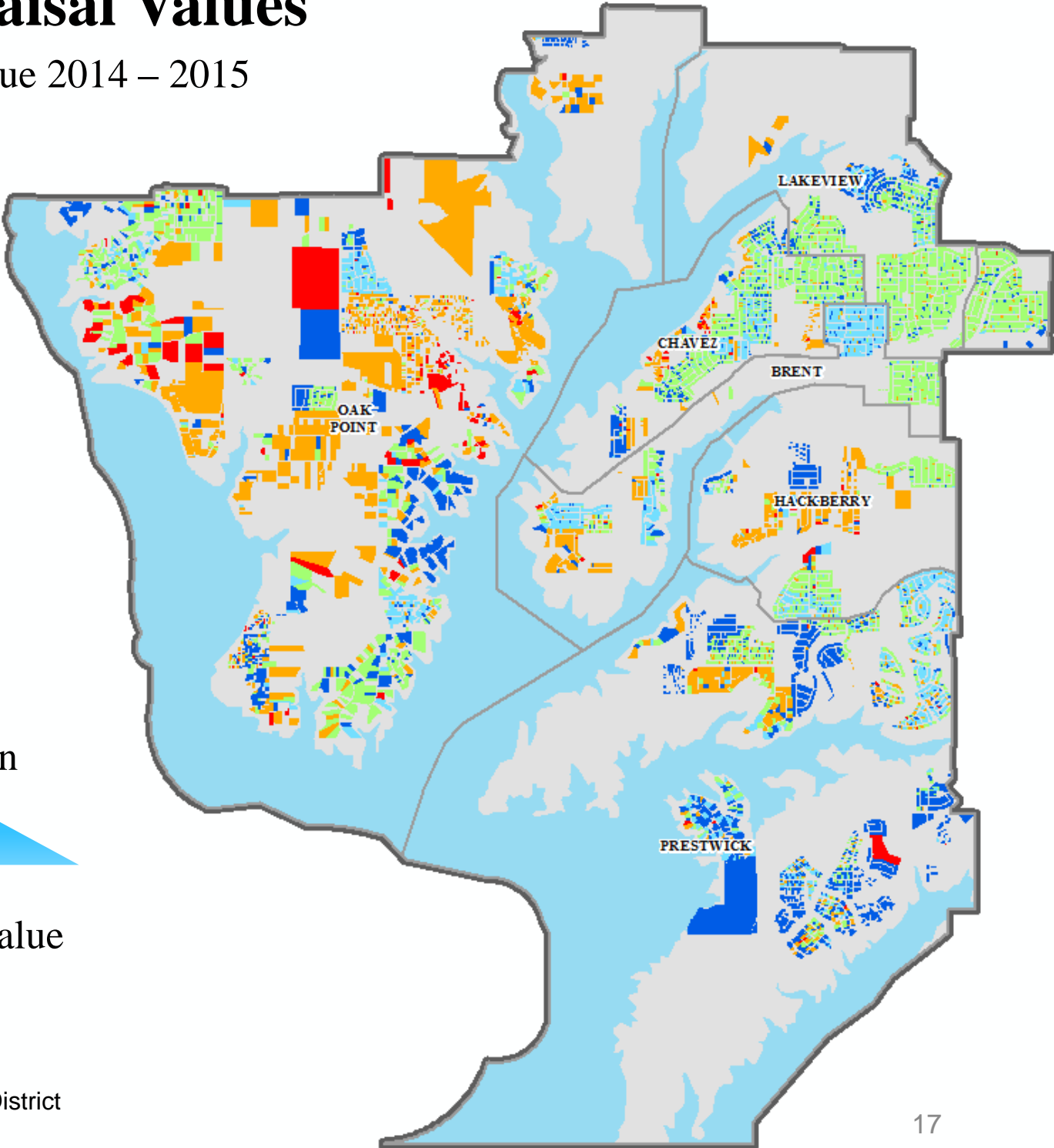
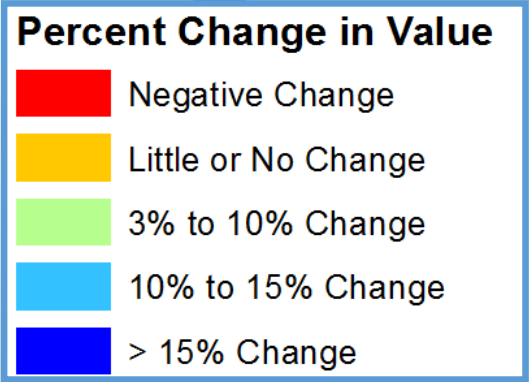
	Capacity	HISTORY	Projected	ENROLLMENT PROJECTIONS									
Campus	K-5	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
STEM Junior High (6th-8th)	432	343	335	341	334	355	376	413	435	458	462	484	498
Lakeside Middle School	1,512	1,181	1,205	1,246	1,317	1,409	1,443	1,454	1,503	1,611	1,731	1,774	1,825
MIDDLE SCHOOL TOTAL		1,524	1,540	1,587	1,651	1,764	1,819	1,867	1,938	2,069	2,193	2,258	2,323
Middle School Absolute Growth		67	16	47	64	113	55	48	71	131	124	65	65
Middle School Percent Growth		4.60%	1.05%	3.05%	4.03%	6.84%	3.12%	2.64%	3.80%	6.76%	5.99%	2.96%	2.88%
Little Elm High School	1,784	1,866	2,010	2,100	2,189	2,218	2,261	2,365	2,489	2,574	2,664	2,824	2,958
HIGH SCHOOL TOTAL		1,867	2,010	2,100	2,189	2,218	2,261	2,365	2,489	2,574	2,664	2,824	2,958
High School Absolute Growth		128	143	90	89	29	43	104	124	85	90	160	134
High School Percent Growth		7.36%	7.66%	4.48%	4.24%	1.32%	1.94%	4.60%	5.24%	3.42%	3.50%	6.01%	4.75%
DISTRICT TOTAL		6,950	7,188	7,512	7,835	8,127	8,376	8,694	9,036	9,378	9,715	10,054	10,370
District Absolute Growth		313	238	324	323	292	249	318	342	342	337	339	316
District Percent Growth		4.72%	3.42%	4.51%	4.30%	3.73%	3.06%	3.80%	3.93%	3.78%	3.59%	3.49%	3.14%

- Little Elm High School may have more than 2,100 students by next fall, and more than 2,200 by 2018
- Little Elm ISD is expected to grow by 4.5% next fall, adding 320 students



County Appraisal Values

Percent Change in Value 2014 – 2015



31

\$2.8 Billion

13.0%

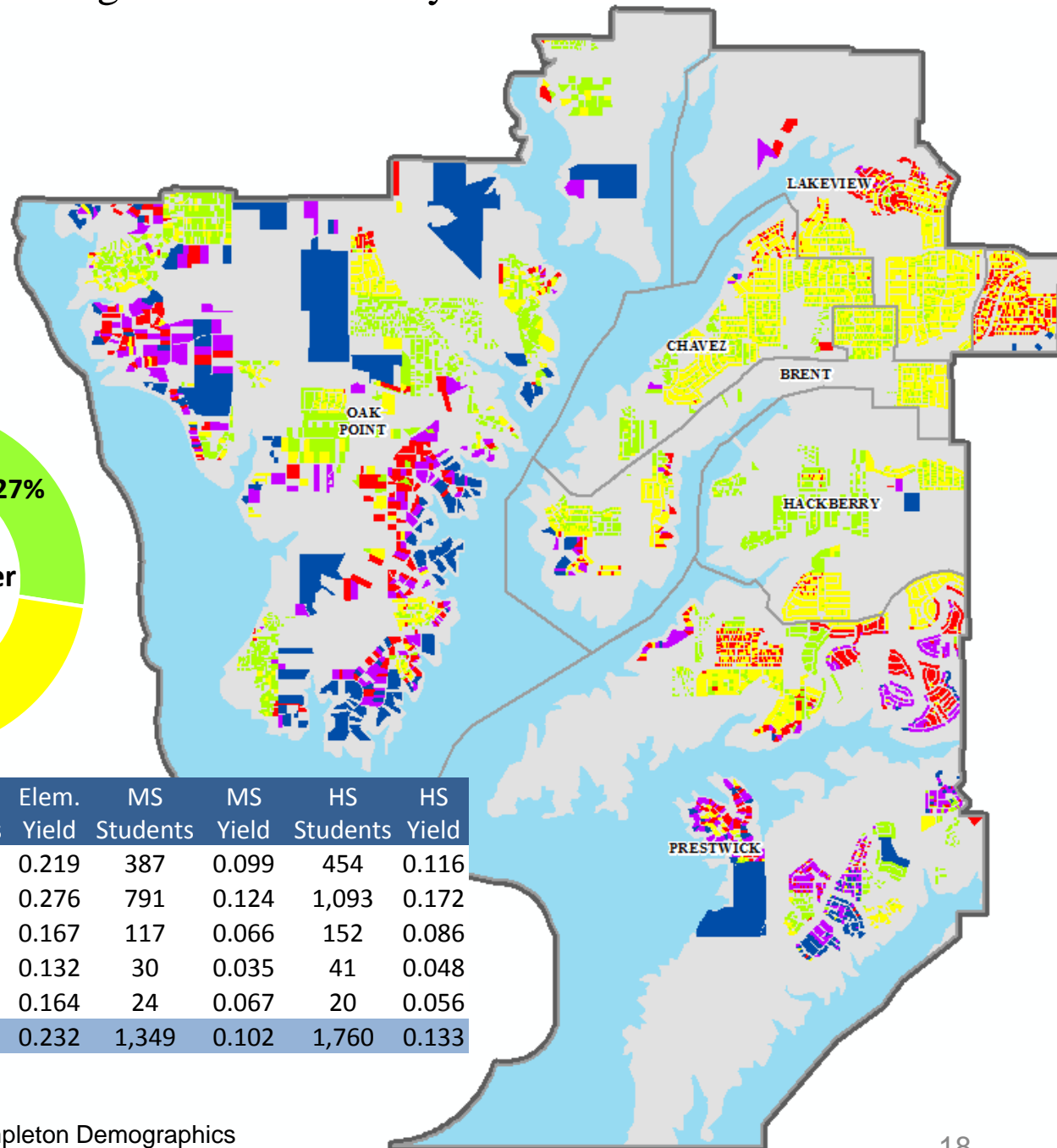
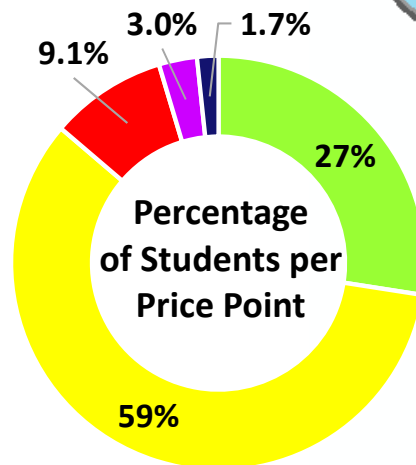
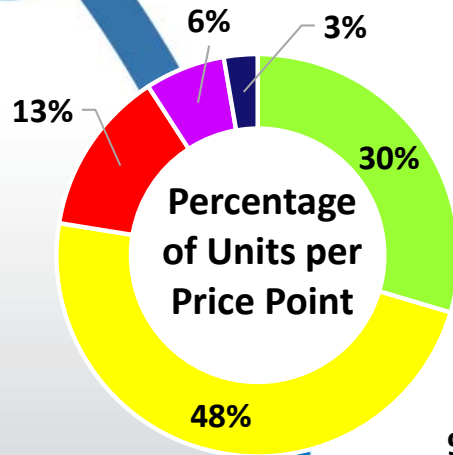
Net Taxable Value



Source: Denton County Appraisal District

2015 County Appraisal Values

Appraisal Values Map and Average Student Yield by Price Point



Legend	Appraisal Values	Units	Total Students	Total Yield	Elem. Students	Elem. Yield	MS Students	MS Yield	HS Students	HS Yield
	< \$150K	3,926	1,701	0.433	860	0.219	387	0.099	454	0.116
	\$150K - \$250K	6,363	3,641	0.572	1,757	0.276	791	0.124	1,093	0.172
	\$250K - \$350K	1,763	564	0.320	295	0.167	117	0.066	152	0.086
	\$350K - \$500K	855	184	0.215	113	0.132	30	0.035	41	0.048
	> \$500K	359	103	0.287	59	0.164	24	0.067	20	0.056
	Grand Total	13,266	6,193	0.467	3,084	0.232	1,349	0.102	1,760	0.133

Source: Denton County Appraisal District & Templeton Demographics
Based on students geocoded to Single Family parcels with verified addresses



Summary

- The city of Little Elm has one of the lowest unemployment percentages in the state at just 2.4%.
- DFW continues to be a leader in job and population growth with 99,000 jobs created over the last 12 months.
- Prestwick elementary zone continues to have the highest activity of new home starts representing more than 52% of the total annual starts for the district.
- LEISD can expect an increase of approximately 1,500 students during the next 5 years.
- 2020/21 enrollment projection: 8,694.
- Little Elm ISD is projected to have over 10,300 students for the 2025/26 school year.

www.tdemographics.com

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Action
Board Mtg. Date 03-21-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Subject:	BALLOT FOR ELECTION TO THE BOARD OF DIRECTORS FOR EDUCATION SERVICE CENTER REGION 11				
Presenter or Contact Person:	Dr. Lowell H. Strike.				
Policy/Code:	N/A				
Summary:	Board of Directors for Education Service Center Region 11.				
Financial Implications:	N/A				
Attachments:	Under Separate Cover				
Recommendation:	The Administration recommends the approval of the Ballot for Election to the Board of Directors for Education Service Center Region 11.				
Motion:	I move that the Board approve Ballot for Election to the Board of Directors for Education Service Center Region 11.				

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 00-00-2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	MAP Contract for 16-17				
Presenter or Contact Person:	Cyndy Mika				
Policy/Code:	CH (local)				
Summary:	Curriculum and Learning Services is contracting with NWEA for the MAP assessment as our required screener for math and reading achievement in K-8 in 2016-2017.				
Financial Implications:	This will come from the Instructional Materials Allotment from the State - \$90,235				
Attachments:	Invoice from NWEA				
Recommendation:	The Administration recommends the approval of the contract for MAP Assessments for the 2016-2017 school year.				
Motion:	I move the Board approve the contract for MAP Assessments for the 2016-2017 school year.				

Schedule A

Bill To Partner ID: 12849 Little Elm ISD Accounts Payable PO Box 6000 Little Elm, TX 75068 USA	Sold To Partner ID: 12849 Little Elm ISD Accounts Payable PO Box 6000 Little Elm, TX 75068 USA
Quote Number: Q038365 Quote Date: 03/03/2016	Start Date: 09/01/2016 End Date: 08/31/2017 Term: 12

PRODUCT NAME	QUANTITY	LIST PRICE	DISCOUNT %	TOTAL
Web-Based Measures of Academic Progress (MAP) for Science (Renewal for Grade 6))	411	\$2.50	0%	\$1,027.50
Web-Based Measures of Academic Progress (MAP) Math, Reading & Language (Renewal)	411	\$13.50	11.11%	\$4,932.00
Web-Based MAP for Primary Grades (Grades K-1)	1050	\$13.50	11.11%	\$12,600.00
Web-Based Measures of Academic Progress (MAP) Math, Reading & Language (Grades 2-12)	4603	\$13.50	11.11%	\$55,236.00
Web-Based Measures of Academic Progress (MAP) for Science (Grades 3-5 and 7,8)	2896	\$2.50	0%	\$7,240.00
MFS On-Site MAP Admin Workshop	1	\$3,500.00	14.29%	\$3,000.00
MFS On-Site MAP Admin Workshop (Consecutive Day Discount)	1	\$3,500.00	71.43%	\$1,000.00
MFS On-Site Applying Reports Workshop	1	\$3,500.00	14.29%	\$3,000.00
MFS On-Site Applying Reports Workshop (Consecutive Day Discount)	1	\$3,500.00	71.43%	\$1,000.00
Children's Progress Academic Assessment (CPAA)	75	\$13.50	11.11%	\$900.00
Children's Progress Academic Assessment (CPAA) Online Training	1	\$300		\$300.00
GRAND TOTAL				\$90,235.50

Notes: Quote represents Educational Purchasing Cooperative of North Texas member pricing.

This Schedule A is subject to NWEA's terms and conditions located at: <https://legal.nwea.org/>. By signing this Schedule A you agree

you have read and understood the terms and agree to them.

NWEA's Privacy and Security Policy for Student Information can be found at:

<https://legal.nwea.org/NWEA%20Privacy%20and%20Security%20for%20PII%20Sept%2024%202014.pdf>

NWEA's W9 can be found at: <https://legal.nwea.org/NWEA%20W-9.pdf>

Until this Schedule A is signed, the terms identified here are valid for 90 days from the date above.

Please print, scan, sign and send back this Schedule A, along with your Purchase Order or Letter of Intent, to Business.Operations@nwea.org or fax to 503 639-7873. NWEA is unable to accept digital or electronic signatures at this time.

Please confirm the billing address listed above on the left, or specify changes:

Additional Notes / Invoicing instructions if no PO available:

Signature:	Printed Name:
Date:	Title:

Board Agenda Item

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

Board Mtg. Date 03-21-2016	Reports of the Superintendent <input type="checkbox"/>	Business Item <input checked="" type="checkbox"/>	Consent Agenda <input type="checkbox"/>	Reports, Routine Monthly <input type="checkbox"/>	Other <input type="checkbox"/>
Subject:	Instructional Materials Allotment and TEKS Certification, 2016-2017				
Presenter or Contact Person:	Dr. Cyndy Mika, Assistant Superintendent for Curriculum and Learning Services				
Policy/Code:	Texas Education Code, Section 31.004				
Summary:	Districts are required to certify annually to the State Board of Education and the Commissioner that, for each subject in the required curriculum other than physical education, students have access to instructional materials that cover all of the Texas Essential Knowledge and Skills (TEKS). Districts will be unable to order 2015–2016 instructional materials through EMAT until the certification has been received by the Texas Education Agency (TEA).				
Financial Implications:	N/A				
Attachments:	IMA Certification and TEKS Verification				
Recommendation:	The Administration recommends the approval of the Instructional Materials Allotment and TEKS Certification for the 2016-17 school year as submitted.				
Motion:	I move the Board approve the Instructional Materials Allotment and TEKS Certification for the 2016-17 school year as submitted.				

Instructional Materials Allotment and TEKS Certification, 2016-2017

The district superintendent, along with the president and secretary of the local board of trustees, or the officers of the governing body of the charter school, certify the following:

- 1) That this district's instructional materials allotment (IMA) is used only for expenses allowed by the Texas Education Code (TEC), §31.0211.
- 2) That for the current school year, this district has instructional materials that collectively cover all elements of the Texas Essential Knowledge and Skills of the required curriculum identified in the TEC, §28.002, other than physical education, for each subject and grade level (TEC §31.004).
- 3) That, upon request, this district will provide to the State Board of Education the title and publication information for any instructional materials requisitioned or purchased by the district with the district's IMA (TEC §31.101).

Certified Grade Level

- ◇ Kindergarten
- ◇ Grade 1
- ◇ Grade 2
- ◇ Grade 3
- ◇ Grade 4
- ◇ Grade 5
- ◇ Grade 6
- ◇ Grade 7
- ◇ Grade 8
- ◇ Grade 9
- ◇ Grade 10
- ◇ Grade 11
- ◇ Grade 12

Certified Subject Area

- ◇ CAREER & TECHNICAL EDUCATION (CTE)
- ◇ ENGLISH LANGUAGE ARTS AND READING
- ◇ ENGLISH LANGUAGE PROFICIENCY STANDARDS
- ◇ FINE ARTS
- ◇ HEALTH
- ◇ LANGUAGES OTHER THAN ENGLISH
- ◇ MATHEMATICS
- ◇ SCIENCE
- ◇ SOCIAL STUDIES
- ◇ TECHNOLOGY APPLICATIONS

Signature of Superintendent_____
Signature**Signatures of Board President and Secretary or Governing Board Officers**_____
Board President_____
Board Secretary

Scan the signed certification document and email it to instructional.materials@tea.texas.gov with the following subject line: [your district] certification (ex: Hometown certification)

Email to instructional.materials@tea.texas.gov

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
03-21-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Subject:	FINANCIAL REPORTS - JANUARY 2016				
Presenter or Contact Person:	Grant Anderson, CFO				
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:	1) Budget Amendments 2) 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 Consent Agenda as submitted.				
Motion:	I move that the Board approve the Consent Agenda as submitted				

Little Elm Independent School District
General Fund
Budget Amendments
March 2016

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
1	199	00	578	23	578	001		Increase budget for Target donation to be used for supplies
2	199	00	104	23	104	041		Increase budget for Target donation to be used for student incentives
3	199	00	269	11	269	104		Increase budget for Target donation to be used for classroom supplies
4	199	00	100	11	100	104		Increase budget for First United Bank Mortgage donation to be used for classroom supplies
5	199	00	4,000	11	4,000	107		Increase budget for PTA donation to be used for reading specialist
6	199	00	80	11	80	041		Increase budget for art class fees received
7	199	11	1,000	21	500	001		Reallocate funds to cover DECA and HOSA conference costs
				23	500			
8	199	11	425	36	1,585	001		Reallocate funds to cover costs of Theater supplies
		13	1,160					
9	199	23	129	31	129	041		Reallocate funds to cover counselor dues
10	199	11	330	36	330	001		Reallocate funds to cover band entry fees
11	199	11	3,000	13	3,000	105		Reallocate funds to cover LEAD conference and PLC and AVID training costs
12	199	31	2,590	11	2,590	108		Reallocate funds to cover anticipated classroom supply needs
13	199	41	700	21	700	821		Reallocate funds to cover employee travel costs
14	199	13	500	11	500	821		Reallocate funds to cover teacher travel
15	199	21	5,000	36	5,000	823		Reallocate funds to cover Special Olympics costs

Little Elm Independent School District
General Fund
Budget Amendments
March 2016

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
16	199	51	2,620	52	2,620	851		Reallocate funds to cover FEMA training, chemical cabinet and Raptor software
17	199	51	83	52	83	851		Reallocate funds to cover lunch for FEMA training
18	199	51	374	52	374	851		Reallocate funds to cover FEMA lunch and supplies
19	199	11	13,162	12	648	999		Reallocate unemployment compensation budget to various functions. Originally budgeted to only function 11.
				13	493			
				21	832			
				23	3,445			
				31	1,439			
				33	592			
				36	967			
				41	1,639			
				51	2,398			
				52	61			
				53	648			
20	199	00	890	11	890	001		Increase budget for art class fees received
21	199	00	571	11	571	103		Increase budget for Target donation to be used for classroom supplies
22	199	11	5,000	41	5,000	702		Reallocate funds to cover board travel costs
23	199	00	156	36	156	042		Increase budget for PTA donation to be used for student incentives
24	199	00	275	11	275	042		Increase budget for band fees received
25	199	51	940	52	940	851		Reallocate funds to cover food and supplies for FEMA training
26	199	00	700	41	700	740		Increase budget for Hood donation to purchase snacks for staff training

Little Elm Independent School District
General Fund
Budget Amendments
March 2016

	Fund	FX	Decrease	FX	Increase	Org	Incr / (Decr) Fund Bal	Reason
27	183	36	2,000	52	2,000	001		Reallocate funds to cover security for athletic events
28	196	51	165,377	11	90,190	Var		Reallocate funds to cover equipment/furniture purchases in various functional areas
				23	59,648			
				41	15,539			
29	197	81	29,390	36	29,390	001		Reallocate funds to cover maintenance and repair of baseball/softball fields
	Total		241,503		241,503		0	

Little Elm Independent School District
2015-2016 Fund Balance Comparison
as of January 31, 2016

Page 1 of 2

		GENERAL FUND			DEBT SERVICE FUND		
		1XX			511		
CONTROL		ORIGINAL	PROPOSED	AMENDED	ORIGINAL	PROPOSED	AMENDED
CODES	REVENUES	BUDGET	AMENDMENTS	BUDGET	BUDGET	AMENDMENTS	BUDGET
5700	LOCAL	33,176,762		33,176,762	10,196,553		10,196,553
5800	STATE	26,262,656	10,424	26,273,080	-		-
5900	FEDERAL	1,142,165		1,142,165	-		-
		60,581,583	10,424	60,592,007	10,196,553	-	10,196,553
Expenditures							
11 Instruction		34,694,123	(149,701)	34,544,422	-		-
12 Library Services		808,943		808,943	-		-
13 Staff Development		789,821	(19,333)	770,488	-		-
21 Instructional Admin		1,159,418	20,579	1,179,997	-		-
23 Campus Administration		3,857,582	152,801	4,010,383	-		-
31 Guidance & Counseling		1,767,211		1,767,211	-		-
32 Attendance & Social Services		20,350		20,350	-		-
33 Health Services		503,790	200	503,990	-		-
34 Student Transportation		1,622,150		1,622,150	-		-
35 Food Services		84,239	109	84,348	-		-
36 Co-curricular Activities		1,496,321	1,365	1,497,686	-		-
41 General Administration		2,672,631	34,857	2,707,488	-		-
51 Plant Maintenance		7,264,926	(31,116)	7,233,810	-		-
52 Security		360,872		360,872	-		-
53 Data Processing		1,071,279	663	1,071,942	-		-
61 Community Services		39,512		39,512	-		-
71 Debt Services		851,630		851,630	11,413,651		11,413,651
81 Facilities		1,810,650		1,810,650	-		-
95 Payments to JUV Justice Alt		32,000		32,000	-		-
99 Intergovernmental Charges		258,000		258,000	-		-
	TOTAL EXPENDITURES	61,165,448	10,424	61,175,872	11,413,651	-	11,413,651
00 Other Resources		-		-			-
00 Other Uses		-		-			-
FUND BALANCE 08/31/15		23,247,360		23,247,360	5,390,317		5,390,317
EST FUND BALANCE @ 01/31/16		22,663,495	-	22,663,495	4,173,219	-	4,173,219

Little Elm Independent School District
2015-2016 Fund Balance Comparison
as of January 31, 2016

Page 2 of 2

		FOOD SERVICE FUND			CHILD CARE		
		240			720		
		PROPOSED			PROPOSED		
CONTROL	REVENUES	ORIGINAL	AMENDMENTS	AMENDED	ORIGINAL	AMENDMENTS	AMENDED
CODES		BUDGET		BUDGET	BUDGET		BUDGET
5700	LOCAL	1,436,000		1,436,000	575,054		575,054
5800	STATE	17,000		17,000	-		-
5900	FEDERAL	1,970,624		1,970,624	-		-
		3,423,624	-	3,423,624	575,054	-	575,054
Expenditures							
11 Instruction		-		-	-		-
12 Library Services		-		-	-		-
13 Staff Development		-		-	-		-
21 Instructional Admin		-		-	-		-
23 Campus Administration		-		-	-		-
31 Guidance & Counseling		-		-	-		-
32 Attendance & Social Services		-		-	-		-
33 Health Services		-		-	-		-
34 Student Transportation		-		-	-		-
35 Food Services		3,423,624		3,423,624	-		-
36 Co-curricular Activities		-		-	-		-
41 General Administration		-		-	-		-
51 Plant Maintenance		-		-	-		-
52 Security		-		-	-		-
53 Data Processing		-		-	-		-
61 Community Services		-		-	586,389	15,000	601,389
71 Debt Services		-		-	-		-
81 Facilities		-		-	-		-
95 Payments to JUV Justice Alt		-		-	-		-
99 Intergovernmental Charges		-		-	-		-
	TOTAL EXPENDITURES	3,423,624	-	3,423,624	586,389	15,000	601,389
FUND BALANCE 08/31/15		1,193,666		1,193,666	141,604		141,604
EST FUND BALANCE @ 01/31/16		1,193,666	-	1,193,666	130,269	(15,000)	115,269

Little Elm Independent School District
Statement of Unaudited Revenues and Expenditures - Budget vs. Actual
As of January 31, 2016

GENERAL FUND

Fund 1XX

CONTROL CODES	REVENUES	2015-2016 Approved Budget	PERIOD RECEIPTS/ EXPENDITURES	Y-T-D RECEIVED/ ENC + EXP	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT TO TOTAL	PERCENT OF YEAR ELAPSED
5700	LOCAL	33,176,762.00	6,685,032.69	28,440,415.60	(4,736,346.40)	85.72%	42%
5800	STATE	26,273,080.00	241,117.93	12,250,875.85	(14,022,204.15)	46.63%	42%
5900	FEDERAL	1,142,165.00	12,525.03	967,341.99	(174,823.01)	84.69%	42%
TOTAL	REVENUES	60,592,007.00	6,938,675.65	41,658,633.44	(18,933,373.56)	68.75%	42%
	EXPENDITURES						
0011	Instruction	34,544,422.00	3,258,839.95	16,083,008.08	18,461,413.92	46.56%	42%
0012	Library Services	808,943.00	60,609.53	308,107.53	500,835.47	38.09%	42%
0013	Curriculum & Staff Development	770,488.00	55,624.01	340,461.98	430,026.02	44.19%	42%
0021	Instructional Leadership	1,179,997.00	83,045.61	536,860.23	643,136.77	45.50%	42%
0023	School Leadership	4,010,383.00	361,590.17	1,613,589.66	2,396,793.34	40.24%	42%
0031	Guidance & Counseling	1,767,211.00	127,758.94	663,453.54	1,103,757.46	37.54%	42%
0032	Social Work Services	20,350.00	-	20,200.00	150.00	99.26%	42%
0033	Health Services	503,990.00	49,659.11	249,638.60	254,351.40	49.53%	42%
0034	Student Transportation	1,622,150.00	120,930.82	509,717.23	1,112,432.77	31.42%	42%
0035	Food Services	84,348.00	7,325.51	60,133.95	24,214.05	71.29%	42%
0036	Co-curricular Activities	1,497,686.00	139,141.42	758,673.32	739,012.68	50.66%	42%
0041	General Administration	2,707,488.00	244,586.34	1,211,106.32	1,496,381.68	44.73%	42%
0051	Plant Maintenance	7,233,810.00	519,387.71	2,726,084.67	4,507,725.33	37.69%	42%
0052	Security & Monitoring	360,872.00	10,716.12	135,235.45	225,636.55	37.47%	42%
0053	Data Processing	1,071,942.00	116,585.14	530,372.79	541,569.21	49.48%	42%
0061	Community Service	39,512.00	3,043.83	15,268.34	24,243.66	38.64%	42%
0071	Debt Services	851,630.00	-	510,291.70	341,338.30	59.92%	42%
0081	Facility Acquisition	1,810,650.00	98,129.72	802,199.93	1,008,450.07	44.30%	42%
0095	Pmt to Juvenile Justice	32,000.00	2,492.00	12,193.00	19,807.00	38.10%	42%
0099	Intergovernmental Charges	258,000.00	-	128,210.45	129,789.55	49.69%	42%
TOTAL	EXPENDITURES	61,175,872.00	5,259,465.93	27,214,806.77	33,961,065.23	44.49%	42%
	OPERATING TRANSFERS						
7910	Other Resources	-	-	-			
8910	Other Uses	-	-	-			
TOTAL	OPERATING TRANSFERS	-	-	-			
0100	Fund Balance 08/31/15	23,247,360.00	-	23,247,360.00			
3000	Year to Date Fund Bal. (unaudited)	22,663,495.00		37,691,186.67			

	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	16,220,058.52	15,293,418.67	14,598,824.18	14,776,084.01	25,712,379.08	-	-	-	-	-	-	-	16,220,058.52
RECEIPTS													
Tax Collections	29,961.10	212,127.79	1,440,443.65	15,772,027.90	8,468,334.05	-	-	-	-	-	-	-	25,922,894.49
Interest	3,418.65	3,606.39	3,421.54	3,490.08	8,438.26	-	-	-	-	-	-	-	22,374.92
Other Local Revenue	357,548.13	187,019.48	157,507.43	83,379.92	81,659.40	-	-	-	-	-	-	-	867,114.36
State Revenue - Available School	-	-	-	131,722.00	40,209.00	-	-	-	-	-	-	-	171,931.00
State Revenue - Foundation	4,689,592.00	3,841,342.00	2,030,060.00	-	-	-	-	-	-	-	-	-	10,560,994.00
State Revenue - Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
State Revenue - Misc	-	331,319.76	70,521.48	-	-	-	-	-	-	-	-	-	401,841.24
MAC Receipts/SHARS	31,847.87	19,810.40	834,115.36	30,394.32	12,525.03	-	-	-	-	-	-	-	928,692.98
Federal Program Revenue	13,638.11	166,138.09	265,405.04	133,097.69	115,621.66	-	-	-	-	-	-	-	693,900.59
Federal Program Revenue 240	55,788.75	231,085.91	222,380.68	175,343.26	144,379.13	-	-	-	-	-	-	-	828,977.73
Lunch Revenue - local 240	168,744.89	183,816.64	141,447.11	112,174.76	145,516.04	-	-	-	-	-	-	-	751,699.44
Payroll Deposits	-	-	-	400.00	341.00	-	-	-	-	-	-	-	741.00
Proceeds Maintenance Tax Notes	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers from Debt Service	-	-	-	5,160.00	-	-	-	-	-	-	-	-	5,160.00
Transfers from Investment Acct	-	-	-	-	86,039.83	-	-	-	-	-	-	-	86,039.83
Total Revenue	5,350,539.50	5,176,266.46	5,165,302.29	16,447,189.93	9,103,063.40	-	-	-	-	-	-	-	41,242,361.58
DISBURSEMENTS													
Payroll Checks	2,467,271.52	2,805,677.82	2,655,904.77	2,628,105.91	2,656,927.67	-	-	-	-	-	-	-	13,213,887.69
Accounts Payable Checks	2,770,209.66	1,937,833.98	1,642,284.17	1,816,431.06	1,144,170.03	-	-	-	-	-	-	-	9,310,928.90
TRS Deposit	687,652.37	698,620.00	304,366.74	686,557.96	1,069,764.73	-	-	-	-	-	-	-	3,446,961.80
IRS Deposit	350,917.85	428,192.94	384,846.78	379,232.93	385,079.02	-	-	-	-	-	-	-	1,928,269.52
Bank Charges/ NSF's/Bk Trans	1,127.95	536.21	640.00	567.00	30.00	-	-	-	-	-	-	-	2,901.16
Total Expenditures	6,277,179.35	5,870,860.95	4,988,042.46	5,510,894.86	5,255,971.45	-	-	-	-	-	-	-	27,902,949.07
Cash to TEA	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash Transferred to Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to Investment Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures & Transfers	6,277,179.35	5,870,860.95	4,988,042.46	5,510,894.86	5,255,971.45	-	-	-	-	-	-	-	27,902,949.07
Net Change in Cash	(926,639.85)	(694,594.49)	177,259.83	10,936,295.07	3,847,091.95	-	-	-	-	-	-	-	13,339,412.51
Ending Cash Balance in bank	15,293,418.67	14,598,824.18	14,776,084.01	25,712,379.08	29,559,471.03	-	-	-	-	-	-	-	29,559,471.03
Beginning Cash Balance Lone Star	12,176,981.06	12,178,751.96	12,180,710.16	12,182,679.04	12,185,517.22	-	-	-	-	-	-	-	12,176,981.06
Beginning Cash Balance TexStar	1,379,554.63	1,379,667.36	1,379,796.07	1,379,927.12	1,380,146.04</								

[illegible]

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
Cash and Investments Reconciliation
as of January 31, 2016

Operating Fund:

Balance per bank	29,559,471.03
Add: Texas Class/MBIA	1,726,921.34
Lone Star	12,189,572.77
TexStar	1,380,464.03
Add: Deposits in Transit	11,166.43
Taxes in Transit	2,179,352.04
Less: Outstanding Checks/Wires	(334,013.21)
Balance per Books	46,712,934.43

Interest & Sinking Fund:

Balance per bank	1,667,731.22
Add: Texpool	11,941,793.80
Add: Taxes in Transit	686,379.72
Less: Outstanding Checks	-
Balance per Books	14,295,904.74

Total Balance per Books	61,008,839.17
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LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: January 31, 2016

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
01/01/16	Lone Star		Investment Pool Investment	12,185,517.22	100.0000%	100.0000%	0.0000%	12,185,517.22				
			Withdrawal	-				12,185,517.22				
01/31/16			Interest	4,055.55			0.3900%	12,189,572.77			4,055.55	-
				<u>12,189,572.77</u>				<u>12,189,572.77</u>			<u>4,055.55</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
01/01/16	TexSTAR		Investment Pool Investment	1,380,146.04	100.0000%	100.0000%	0.0000%	1,380,146.04				
			Withdrawal	-				1,380,146.04				
01/31/16			Interest	317.99			0.2713%	1,380,464.03			317.99	-
				<u>1,380,464.03</u>				<u>1,380,464.03</u>			<u>317.99</u>	<u>-</u>

Construction 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
01/01/16	Texas CLASS		Investment Pool Investment	1,812,327.77	100.0000%	100.0000%	0.0000%	1,812,327.77				
			Withdrawal	(86,039.83)				1,726,287.94				(86,039.83)
01/31/16			Interest	633.40			0.4200%	1,726,921.34			633.40	
				<u>1,726,921.34</u>				<u>1,726,921.34</u>			<u>633.40</u>	<u>(86,039.83)</u>

LITTLE ELM INDEPENDENT SCHOOL DISTRICT
SUMMARY OF CURRENT INVESTMENTS - BY FUND
MONTH ENDED: January 31, 2016

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
01/01/16	TexPool		Investment Pool	5,939,319.52	100.0000%	100.0000%	0.0000%	5,939,319.52				
			Investment	6,000,000.00				11,939,319.52				
			Withdrawal	-				11,939,319.52				-
01/31/16			Interest	2,474.28			0.2674%	11,941,793.80			2,474.28	
				11,941,793.80				11,941,793.80			2,474.28	-

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 01/31/16
Accounting Period: 01

	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	60,592,007.00	100.00%	420,442.00	100.00%	702,863.00	100.00%	8,256.00	100.00%
Period Receipts	6,938,675.65		27,412.43		68,034.82		309.47	
Revenue Received to Date	41,658,633.44	68.75%	125,173.92	29.77%	327,499.87	46.60%	1,821.67	22.06%
Revenues Receivable:	18,933,373.56	31.25%	295,268.08	70.23%	375,363.13	53.40%	6,434.33	77.94%
Expenditure Budget	61,175,872.00	100.00%	420,442.00	100.00%	702,863.00	100.00%	8,256.00	100.00%
Period Expenditures	5,259,465.93		29,737.88		72,239.76		108.68	
Exp./Encumbrances to Date	27,214,806.77	44.49%	160,395.38	38.15%	400,513.57	56.98%	2,502.35	30.31%
Balance to Expend:	33,961,065.23	55.51%	260,046.62	61.85%	302,349.43	43.02%	5,753.65	69.69%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	14,443,826.67		(35,221.46)		(73,013.70)		(680.68)	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 01/31/16
Accounting Period: 01

	Fund: 244 %		Fund: 255 %		Fund: 263 %		Fund 289 %	
	Voc Ed Basic Grant		Title II TPTR		Title III, Part A LEP/Immigrant		Summer School LEP	
Revenue Budget	47,871.00	100.00%	43,121.00	100.00%	120,466.00	100.00%	4,452.00	100.00%
Period Receipts	388.97		-		19,475.97		4,452.00	
Revenue Received to Date	5,024.13	10.50%	8,633.08	20.02%	41,519.72	34.47%	4,452.00	
Revenues Receivable:	42,846.87	89.50%	34,487.92	79.98%	78,946.28	65.53%	-	
Expenditure Budget	47,871.00	100.00%	43,121.00	100.00%	120,466.00	100.00%	4,452.00	100.00%
Period Expenditures	6,128.19		3,000.00		8,151.34		-	
Exp./Encumbrances to Date	28,969.81	60.52%	11,863.03	27.51%	52,403.01	43.50%	-	0.00%
Balance to Expend:	18,901.19	39.48%	31,257.97	72.49%	68,062.99	56.50%	4,452.00	
Actual Revenue Over (Under)								
Actual Expenditures:	(23,945.68)		(3,229.95)		(10,883.29)		4,452.00	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 01/31/16
Accounting Period: 01

	Fund 397	%	Fund 410	%	Fund: 240	%	Fund: 511	%
	APIB Campus Awards		Instructional Materials		Food Service		Debt Service	
Revenue Budget	-	100.00%	389,332.00	100.00%	3,423,624.00	100.00%	10,196,553.00	100.00%
Period Receipts	-		-		320,030.30		2,093,101.78	
Revenue Received to Date	-	#DIV/0!	389,332.24	100.00%	1,618,738.71	47.28%	8,906,397.79	87.35%
Revenues Receivable:	-		-	0.00%	1,804,885.29	52.72%	1,290,155.21	12.65%
Expenditure Budget	-	100.00%	415,383.00	100.00%	3,423,624.00	100.00%	11,413,651.00	100.00%
Period Expenditures	-		115,622.71		283,815.83		-	
Exp./Encumbrances to Date	-	#DIV/0!	389,669.10	93.81%	1,464,229.36	42.77%	810.00	0.01%
Balance to Expend:	-		25,713.90	6.19%	1,959,394.64	57.23%	11,412,841.00	99.99%
Actual Revenue Over (Under)								
Actual Expenditures & Encumbrances:	-		(336.86)		154,509.35		8,905,587.79	

Little Elm Independent School District
Summary of Revenue & Expenditures As Of 01/31/16
Accounting Period: 01

	Fund: 647 %		Fund: 720 %	
	2012 & 2014 Bonds		Child Care	
Revenue Budget	18,180,345.00	100.00%	575,054.00	100.00%
Period Receipts	633.40		46,200.30	
Revenue Received to Date	18,196,522.71	100.09%	240,030.31	41.74%
Revenues Receivable:	-	0.00%	335,023.69	58.26%
Expenditure Budget	18,180,345.00	100.00%	601,389.00	100.00%
Period Expenditures	24,950.00		49,508.60	
Exp./Encumbrances to Date	16,810,502.59	92.47%	270,360.19	44.96%
Balance to Expend:	1,369,842.41	7.53%	331,028.81	55.04%
Actual Revenue Over (Under)				
Actual Expenditures & Encumbrances:	1,386,020.12		(30,329.88)	

Denton County
Monthly Collection Status Report
January 2016

Little Elm ISD

	Collections Month of January	Cumulative Total 10/1/15 thru 01/31/16	% of Tax Levy
Current Tax Year Collections			
Base M&O	6,491,077.15	27,926,125.34	89.15%
Base I&S	2,052,734.26	8,831,340.29	
Base I&S Bond	-	-	
P&I M&O	30,186.45	30,466.77	
P&I I&S	-	-	
P&I I&S Bond	-	-	
Attorney Fee	-	-	
Subtotal	8,573,997.86	36,787,932.40	89.22%
Delinquent TaxYears Collections			
Base M&O	64,610.15	97,698.49	
Base I&S	31,054.82	46,943.84	
Base I&S Bond	-	-	
P&I M&O	13,046.43	22,072.70	
P&I I&S	6,249.97	10,480.24	
P&I I&S Bond	-	-	
Attorney Fee	5,522.22	17,796.31	
Other*	-	-	
Subtotal	120,483.59	194,991.58	
Combined Current & Delinquent:			
Base M&O	6,555,687.30	28,023,823.83	
Base I&S	2,083,789.08	8,878,284.13	
Base I&S Bond	-	-	
P&I M&O	43,232.88	52,539.47	
P&I I&S	6,249.97	10,480.24	
Attorney Fee	5,522.22	17,796.31	
Other*	-	-	
Total Collections	8,694,481.45	36,982,923.98	
Original 2015 Tax Levy		41,181,714.37	
Current 2015 Tax Levy		41,232,996.39	

Denton County
Cumulative Comparative Collection Status Report
January 2016

Little Elm ISD

	Tax Year 2015 Collections thru January 2016	% of Tax Levy	Tax Year 2014 Collections thru January 2015	% of Tax Levy
Current Tax Year Collections				
Base M&O + I&S	36,757,465.63	89.15%	32,694,758.79	89.95%
P&I M&O + I&S	30,466.77		2,728.90	
Attorney Fee	-		-	
Subtotal	<u>36,787,932.40</u>	89.22%	<u>32,697,487.69</u>	89.95%
Delinquent Tax Years Collections				
Base M&O + I&S	144,642.33		185,023.75	
P&I M&O + I&S	32,552.94		42,154.80	
Attorney Fee	17,796.31		22,737.15	
Subtotal	<u>194,991.58</u>		<u>249,915.70</u>	
Combined Current & Delinquent:				
Base M&O + I&S	36,902,107.96		32,879,782.54	
P&I M&O + I&S	63,019.71		44,883.70	
Attorney Fee	17,796.31		22,737.15	
Other	-		-	
Total Collections	<u>36,982,923.98</u>		<u>32,947,403.39</u>	
Adjusted 2014 Tax Levy			<u>36,349,525.52</u>	
Original 2015 Tax Levy	<u>41,181,714.37</u>			
Current 2015 Tax Levy	<u>41,232,996.39</u>			

Denton County
Levy Outstanding Status Report
January 2016
Little Elm ISD

	Current Tax Year	Delinquent Tax Years
Current Month:		
Tax Levy Remaining as of 01/01/16	13,044,649.39	562,679.41
Base M&O + I&S Collections	8,543,811.41	95,664.97
Supplement/Adjustments	(25,307.22)	(159.37)
Remaining Levy as of 01/31/16	<u>4,475,530.76</u>	<u>466,855.07</u>
Cumulative (From 10/01/15 thru 01/31/16)		
Original 2014 Tax Levy (as of 10-1-15)	41,181,714.37	568,254.16
Base M&O + I&S Collections	36,757,465.63	144,642.33
Supplement/Adjustments	51,282.02	43,243.24
Remaining Levy as of 01/31/16	<u>4,475,530.76</u>	<u>466,855.07</u>

LITTLE ELM HIGH SCHOOL CLASSROOM RENOVATIONS

Total Project Authorized by Board of Trustees

373,808.00

(54,639.00)

319,169.00

Savings approved by Board in June to purchase Zellars furniture

Expenditures as of 03-14-16

			Expenditures to Date						
Project Codes	Project	Project Budget	FY 14-15	FY 15-16	Encumbered	Total	Less Retainage	Available +/-	% of Budget Committed
199-81-6629-00-001-599001	LEHS Classrooms - Architect	40,000.00	37,990.50	1,999.60		39,990.10	-	9.90	100%
199-81-6629-01-001-599001	LEHS Classrooms - Construction	180,048.00	126,454.14	65,504.66		191,958.80	6,035.42	(17,946.22)	110%
199-81-6629-02-001-599001	LEHS Classrooms - FF&E	53,760.00	52,965.32	44,932.91		97,898.23	-	(44,138.23)	182%
199-81-6629-03-001-599001	LEHS Classrooms - Shelving	45,361.00	-	-		0.00	-	45,361.00	0%
91	Total	319,169.00	217,409.96	112,437.17	-	329,847.13	6,035.42	(16,713.55)	105%

LITTLE ELM HIGH SCHOOL TRADE & INDUSTRY LAB / CLASSROOM RENOVATIONS

Total Project Authorized by Board of Trustees 179,492.00

Expenditures as of 03-14-16

			Expenditures to Date						
Project Codes	Project	Project Budget	FY 2014-2015	FY 2015-2016	Encumbered	Total	Less Retainage	Available +/-	% of Budget Committed
199-81-6629-00-001-599002	LEHS CTE Lab - Architect	6,502.00	6,184.50	325.40		6,509.90	-	(7.90)	100%
199-81-6629-01-001-599002	LEHS CTE Lab - Construction	90,791.00	26,280.66	49,415.80		75,696.46	4,553.03	10,541.51	88%
199-81-6629-02-001-599002	LEHS CTE Lab - FF&E	82,199.00	73,130.45	16,862.98	1,259.94	91,253.37	-	(9,054.37)	111%
93	Total	179,492.00	105,595.61	66,604.18	1,259.94	173,459.73	4,553.03	1,479.24	99%

Summer Renovation Projects

Total Project Authorized by Board of Trustees	1,092,073.00
Add'l Approved by Board for Hackberry Moisture Barrier	50,000.00
	1,142,073.00

Expenditures as of 03-14-16

			Expenditures to Date		Encumbered	Total	Retainage	Available +/-	% of Budget Committed
Project Codes	Project	Project Budget	FY 14-15	FY 15-16					
199-81-6629-00-105-599004	Hackberry Renovations - Architect	45,000.00	43,447.50	4,500.00		47,947.50		(2,947.50)	107%
199-81-6629-01-105-599004	Hackberry Renovations	731,845.00	606,091.88	61,261.21		667,353.09		64,491.91	91%
199-81-6629-01-103-599005	Brent Renovations	92,631.00	55,702.50	33,568.50		89,271.00		3,360.00	96%
199-81-6629-01-107-599006	Lakeview Renovations	102,939.00	38,600.00	64,338.82		102,938.82		0.18	100%
199-81-6629-01-104-599007	Chavez Renovations	95,972.00	70,205.00	25,767.50		95,972.50		(0.50)	100%
199-81-6629-01-999-599008	Zellars Childcare Renovations	23,286.00	9,159.38	14,126.25		23,285.63		0.37	100%
199-81-6629-01-999-599009	Lakeside Kitchen Renovations	3,400.00	15,460.00			15,460.00		(12,060.00)	455%
199-81-6629-01-042-599010	Prestwick Band Storage	37,000.00	-			-		37,000.00	0%
199-36-6299-00-999-599000	Refinish Gym Floors	10,000.00	7,720.00	-		7,720.00		2,280.00	77%
	Total	1,142,073.00	846,386.26	203,562.28	-	1,049,948.54	-	92,124.46	92%

(1) No retainage, balance to finish \$35,457.44
(2) No retainage, balance to finish \$3,500.11
(3) Materials for band storage not delivered until FY 15-16.

Renovations / Maintenance Projects

Approved in Original Budget FY 15-16500,000.00

Additional Approved Dec 20151,500,000.00

2,000,000.00

Expenditures as of 03-14-16

Account Code	Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Brent							
197-51-6249-00-103-699000		Brent Repair & Maintenance	The Deal Group	Interior entry renovation	12,942.00	-	12,942.00
197-51-6299-00-103-699000		Brent Misc Contr Srvs	Z Floor Co., Ltd	Resurface gym floors		1,366.00	1,366.00
							14,308.00
Chavez							
197-51-6249-00-104-699000		Chavez Repair & Maintenance	The Deal Group	Interior entry renovation	7,842.00	-	7,842.00
197-51-6299-00-104-699000		Chavez Misc Contr Srvs	Z Floor Co., Ltd	Resurface gym floors		1,366.00	1,366.00
							9,208.00
Hackberry							
197-51-6249-00-105-699000		Hackberry Repair & Maintenance	Haven Landscaping & Irrigation	Irrigation repair and landscaping	83,641.48		83,641.48
197-51-6299-00-105-699000		Hackberry Misc Contracted Service	The Deal Group	Exterior signs	13,124.00		13,124.00
197-51-6299-00-105-699000		Hackberry Misc Contracted Service	The Deal Group	Catch basin	2,048.00		2,048.00
197-51-6639-00-105-699000		Hackberry HVAC Controls	Climatec, LLC	HVAC controls replacement	66,548.25	15,426.75	81,975.00
							180,788.48
High School							
197-36-6249-00-001-691000		LEHS Athletics Repair & Maint	Masterurf Prod & Svc, Inc	Baseball and softball fields repair and maintenance		29,390.00	29,390.00
197-36-6299-00-001-691000		Athletics Graphics LEHS	Waterboy Graphics LLC	Graphics, Athletics, Band, Theatre, Choir & Dance		25,903.35	25,903.35
197-51-6299-00-001-699000		LEHS Misc Contr Srvs	The Deal Group	LEHS electrical service work	18,027.94		18,027.94
197-51-6299-00-001-699000		LEHS Misc Contr Srvs	Z Floor Co, Ltd	Resurface gym floors		3,871.00	3,871.00
197-51-6299-01-001-699000		LEHS Landscaping	The Deal Group	Landscaping 5 flower beds	8,852.00		8,852.00
197-51-6299-01-001-699000		LEHS Landscaping	The Deal Group	Regrading at LEHS	2,368.00		2,368.00
197-81-6629-00-001-699003		LEHS Gym Lighting	Facility Solutions Group	Replace lighting in gym	51,719.44		51,719.44
197-81-6629-00-001-699003		LEHS Gym Lighting	Corgan Associates, Inc	Replace lighting in gym - architect	300.00		300.00
197-81-6629-00-001-699003		LEHS Gym Lighting	Corgan Associates, Inc	Replace lighting in gym - architect	4,033.43		4,033.43
							144,465.16
Lakeside							
197-51-6299-00-041-699000		Middle School Misc Contracted Service	The Deal Group	Lakeside MS serving line	5,493.00		5,493.00
197-51-6299-00-041-699000		Middle School Misc Contracted Service	The Deal Group	7 LED wall packs with photo cell control	4,642.00		4,642.00
197-51-6299-00-041-699000		Middle School Misc Contracted Service	Z Flooring Co., Ltd	Resurface gym floors		3,068.00	3,068.00
197-81-6629-00-041-699006		Lakeside Irrigation System	The Deal Group	Irrigation	7,633.00		7,633.00
197-81-6629-00-041-699009		Middle School Restrooms	Corgan Associates, Inc	Architectural services	2,508.58		2,508.58
197-81-6629-00-041-699009		Middle School Restrooms	Corgan Associates, Inc	Architectural services	6,100.00		6,100.00
197-81-6629-00-041-699009		Middle School Restrooms	Corgan Associates, Inc	Architectural services	3,450.00		3,450.00
197-81-6629-00-041-699009		Middle School Restrooms	Corgan Associates, Inc	Architectural services	5,563.25		5,563.25
							38,457.83
Oak Point							
197-81-6629-00-108-699002		Oak Point Canope	The Deal Group	Oak Point canope	25,796.00		25,796.00
							25,796.00

Powell						
197-51-6299-00-041-699000		Middle School Misc Contracted Service	The Deal Group	Powell Exterior Sign	531.00	531.00
197-51-6299-00-041-699000		Middle School Misc Contracted Service	SFCC, Inc.	Powell Install Bulletin Boards	11,612.00	11,612.00
197-81-6629-00-041-699001		Powell Roof	CBS Roofing	Roof repair	68,515.00	68,515.00
197-81-6629-00-041-699007		Powell Renovations Interior	The Deal Group	Room 210 architectural, electrical and data	9,068.75	9,068.75
197-81-6629-00-041-699007		Powell Renovations Interior	The Deal Group	Room 115 architectural	4,531.25	4,531.25
197-81-6629-00-041-699013		Powell Kitchen Remodel	Corgan Associates, Inc.	Architectural serivces	1,375.00	1,375.00
						95,633.00

Prestwick						
197-81-6629-00-042-699004		Prestwick STEM Canope	The Deal Group	Prestwick canope		24,956.00
197-81-6629-01-042-699010		Band Storage Cabinets	Wenger Corporation	Prestwick band storage	40,399.00	40,399.00
						65,355.00

Zellars						
197-51-6299-00-999-699000		Zellars Misc Contracted Service	The Deal Group	Lobo Lane signs	11,660.03	11,660.03
197-51-6299-00-999-699000		Zellars Misc Contracted Service	Perkins & Wills	School graphics	5,116.44	5,116.44
197-51-6299-00-999-699000		Zellars Misc Contracted Service	Perkins & Wills	School graphics	6,544.12	6,544.12
197-51-6299-00-999-699000		Zellars Misc Contracted Service	Perkins & Wills	School graphics	480.00	480.00
197-51-6299-00-999-699000		Zellars Misc Contracted Service	Perkins & Wills	School graphics	11,866.56	11,866.56
197-51-6299-00-999-699000		Zellars Misc Contracted Service	The Deal Group	Steel beam work, light fixtures	4,766.00	4,766.00
197-51-6299-00-999-699000		Zellars Misc Contracted Service	Corgan Associates, Inc	Reception Area	375.00	375.00
197-81-6629-00-999-699005		Zellars - Concrete Sidewalk	The Deal Group	Front entry concrete	46,843.75	46,843.75
197-81-6629-00-999-699005		Zellars - Concrete Sidewalk	The Deal Group	Front entry concrete	1,683.75	1,683.75
197-81-6629-00-999-699005		Zellars - Concrete Sidewalk	Corgan Associates, Inc	Front entry concrete - architect	400.00	400.00
197-81-6629-00-999-699008		Zellars Renov - Curriculum	The Deal Group	Renovations Curriculum Dept	28,896.25	28,896.25
197-81-6629-00-999-699008		Zellars Renov - Curriculum	The Deal Group	Renovations Curriculum Dept	5,478.30	5,478.30
197-81-6629-00-999-699008		Zellars Renov - Curriculum	The Deal Group	Renovations Curriculum Dept	4,680.00	4,680.00
197-81-6629-00-999-699008		Zellars Renov - Curriculum	The Deal Group	Renovations Curriculum Dept	552.39	552.39
197-81-6629-00-999-699008		Zellars Renov - Curriculum	The Deal Group	Renovations Curriculum Dept	437.50	437.50
197-81-6629-00-999-699008		Zellars Renov - Curriculum	Corgan Associates, Inc	Renovations Curriculum Dept - architect	600.00	600.00
197-81-6629-00-999-699011		Zellars Renov - Technology	The Deal Group	Renovations Technology Dept	50,195.73	52,227.50
197-81-6629-00-999-699012		Zellars Renov - Bus Srvs	The Deal Group	Renovations Business Services	5,725.00	5,725.00
						188,332.59

	Total			654,965.19	107,378.87	762,344.06

Balance	1,237,655.94
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Furniture & Equipment Purchases

Approved in Original Budget FY 15-16252,001.00

Additional Approved Dec 2015500,000.00

752,001.00

Expenditures as of 03-14-16

Account Code	Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Athletics							
196-36-6398-00-999-699000		Athletic Complex Equipment	The Deal Group, LLC	TVs for Athletic Complex - 3 Concession, 1 Ticket Booth, 1 Pro Shop	6,167.00	-	6,167.00
							6,167.00
Brent							
						-	-
							-
Chavez							
						-	-
							-
Hackberry							
197-11-6398-00-105-611000		Hackberry Classroom Furniture	Office Depot, Inc	Furniture for Collaborative Areas	73,590.38		73,590.38
196-35-6398-00-105-699000		Hackberry Cafeteria	Office Depot, Inc	Cafeteria Tables	23,855.80		23,855.80
							97,446.18
High School							
196-11-6398-00-001-611000		LEHS Classroom Science Room	Office Depot Inc	Science Room Tables & Chairs	16,868.11		16,868.11
196-11-6398-00-001-611000		LEHS Classroom Science Room	Office Depot Inc	Science Room Stools		3,378.00	3,378.00
196-23-6398-00-001-699000		LEHS PLC Room	Office Depot Inc	PLC Room Furniture		21,218.47	21,218.47
196-36-6639-00-001-699000		Band Trailer Modifications	Martin Truck Ent of Boyd, Inc.	Band Trailer Modifications	18,054.44	18,054.94	36,109.38
							77,573.96
Lakeside							
							-
							-
Maintenance							
196-51-6639-00-851-699000		Equipment Maint	Sam Pack's Five Star Ford	Maintenance Vehicles - 4 Transit Connect Cargo, 1 Transit Connect 5 Passenger		133,520.24	133,520.24
196-51-6639-00-851-699000		Equipment Maint	Sam Pack's Five Star Ford	2 F-150 Crew Cabs		67,692.17	67,692.17
							201,212.41
Oak Point							
196-23-6299-00-108-699000		Oak Point Teacher's Lounge	Office Depot	Teacher's Lounge Furniture		6,285.11	6,285.11
196-23-6299-00-108-699000		Oak Point Install TV Break/PLC	RAB Group, Inc.	Order TV for Break/PLC Room	1,545.20		1,545.20
							7,830.31
Powell							
196-11-6398-00-041-699000		Powell Furniture Collaborative	Office Depot	Collaborative Area Furniture		7,755.77	7,755.77
196-11-6398-00-041-699000		Powell Furniture Collaborative	Office Depot	Collaborative Area Furniture		5,464.53	5,464.53
196-23-6398-00-041-699000		Powell Furniture	Office Depot	Conference Room Furniture		15,576.27	15,576.27
196-23-6398-00-041-699000		Powell Furniture	Office Depot	Principal Offices and Vestibule		16,566.09	16,566.09
							45,362.66
Prestwick							
196-11-6398-00-042-611000		Prestwick STEM Classroom	Wilson Office Interiors, LLC	Prestwick classroom furniture	27,253.45		27,253.45
							27,253.45

Account Code	Campus	Account Description	Vendor	Description	Expenditures	Encumbered	Total
Zellars							
196-41-6398-00-741-699000		Student Services TVs	RAB Group, Inc.	Install TV's at LEHS and Zellars for Student Services Dept	5,555.00		5,555.00
196-41-6398-00-749-699000		Human Resources Furniture	Office Depot	HR Dept Conference Room Furniture	4,945.39		4,945.39
196-41-6398-00-750-699000		Business Srvs Furniture	Wilson Office Interiors, LLC	Business Services Dept Office Furniutre		15,538.37	15,538.37
196-21-6398-00-821-699000		Curriculum Furniture	Office Depot	Curriculum Dept Office Furniture		75,220.65	75,220.65
196-53-6398-00-826-699000		Technology Furniture	Office Depot	Technology Dept Office Furniture	50,856.47		50,856.47
							152,115.88
		Total			228,691.24	386,270.61	614,961.85
						Balance	137,039.15

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Discussion
Board Mtg. Date 03-21-2016	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	LEASE AGREEMENT WITH AMERICAN TOWER, LLC FOR CELL TOWER AT LITTLE ELM ATHLETIC COMPLEX				
Presenter or Contact Person:	Rod Reeves, Executive Director for Operational Services				
Policy/Code:	CDB (LEGAL)				
Summary:	Little Elm ISD is proposing to enter into a 20 year lease agreement for a cell tower at Little Elm Athletic Complex.				
Financial Implications:	The District will receive an annual payment of \$25,000 over a 20 year lease agreement.				
Attachments:	Under separate cover				
Recommendation:	The Administration recommends approval of the lease agreement with American Tower, LLC for a cell tower at Little Elm Athletic Complex.				
Motion:	I move the Board approve the lease agreement with American Tower, LLC for a cell tower at Little Elm Athletic Complex.				

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Discussion
03-21-2016	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	SELECTION OF CONTRUSTION MANAGER AT RISK FOR ADDITIONS & RENOVATIONS AT LITTLE ELM HIGH SCHOOL				
Presenter or Contact Person:	Rod Reeves, Executive Director of Facilities and Construction				
Policy/Code:	CV (Legal) CVD (Legal)				
Summary:	Little Elm Independent School District advertised and received bids to select a Construction Manager-at-Risk for Additions & Renovations at Little Elm High School. The method used to select the CMR was a two-step process as detailed in Chapter 2269 of the Government Code. The selected CMR is to assist the District and its Architects with the construction of Additions & Renovations to Little Elm High School.				
Financial Implications:	Funding of Construction Manager-at-Risk will be paid from the sale of bonds.				
Attachments:	Step I Construction Manager-at-Risk Form Step II Construction Manager-at-Risk Form Balfour Beatty Construction , LLC Step II Form				
Recommendation:	The Administration recommends selecting Balfour Beatty Construction, LLC as the Construction Manager-at-Risk for the construction of additions & renovations at Little Elm High School.				
Motion:	I move the Board award contract to Balfour Beatty Construction, LLC as the Construction Manager-at-Risk for the construction of additions & renovations at Little Elm High School.				

Fee Proposal Form for Work under a "Construction Manager at Risk Contract" – Operational Service Facility

NOTE: *This information will be required to be submitted by the Potential Construction Managers' selected to be interviewed. Those who are selected to be interviewed will be notified within five (5) days to schedule the interview.*

Project: CSP # 16-03-151-0 - CM At-Risk – Little Elm High School – Additions and Renovations

Proposal from Balfour Beatty Construction, LLC organized and existing under laws of the
(Company name)
State of Texas

The undersigned hereby proposes to furnish all labor, materials, tools and necessary equipment to perform the work required to construct as described in the Request for Competitive Sealed Proposal.

The undersigned further agrees to provide pre-construction services necessary to prepare an Initial Guaranteed Maximum Price (IGMP) based upon design documents and a Final Guaranteed Maximum Price (FGMP) based upon completion of construction documents. Upon approval of the IGMP, the Agreement shall be executed with the FGMP establishing the Final Contract Amount.

This Bidder agrees that this Proposal will remain good and in effect for a period of 60 days after receipt.

Warranty

All work will be warranted for one year from Substantial Completion or longer if specifically required of certain components in the final technical specifications **at no additional cost to the owner** for either subcontractor or Construction Manager in order to maintain and supervise the warranty item repairs, replacements or investigations.

Basis of Fees and General Conditions

The fee proposed may be submitted either as a percentage of the Guaranteed Maximum Price or a fixed fee, which will be converted to a percentage and assessed in accordance with Section 5.1 – Compensation of AIG Contract enclosed as Exhibit No. 1.

FEE PROPOSAL FORM – Operational Service Facility

While not the final contract form at this time, ALA A133/CM is the basis for definitions of Fee, General Conditions as modified by the Supplementary Conditions Document 0800 (referenced attached Schedule "C", Cost of Work and Total Cost of Construction for purposes of this proposal.

FEES PROPOSED FOR PRECONSTRUCTION SERVICES

Total contractor fee for developing cost estimates based on Pre Construction Services, Budgeting/Cost Estimating, as described above. \$ 15,000

FEES PROPOSED FOR OFFICE OVERHEAD AND PROFIT

Total Contractor Fee expressed as percentage of Cost of Construction for labor, equipment materials and related costs of the work provided by the Contractor. The primary fee on the project. 2.50 %

FEES PROPOSED FOR CHANGE ORDERS

Subcontractor markup fee: 5 %

General Contractor Markup fee: 5 %

Note LEISD conditions included in Supplementary Conditions

General Conditions costs per month should the construction schedule exceed the estimated construction duration. (Assume the General Conditions costs can be translated to a per diem after a one month extension): \$ 49,542

GENERAL CONDITIONS COSTS PROPOSED

Percentages proposed below will be fixed in the contract. Actual correlating dollar amounts should additionally be shown in the attached schedule of General Conditions Costs based on a Total Construction Cost of \$15,000,000. Final General Conditions Costs for items with fixed percentages will be based on percentage times actual cost of construction.

Contractor Bond - includes separate 100% Performance and Payment bonds expressed as percentage of the Total Construction Cost 0.85 %

Contractor Insurance – includes Contractor's general liability and other insurance - expressed as percentage of the Total Cost of Construction. 0.65 %

What is your Insurance Rate Modifier? 0.49

Amount of Commercial General Liability (Limit) which can be furnished by CMR without increase in insurance rate proposed. \$ 6 M

Can you add the Owner, Architect and Engineers on your policies as additional injured without additional cost to the Owner? Yes No
(Circle one)

Amount of Labor to be Performed by the Contractor's Own Forces 1 %

Identify types of work
(trades) to be self-
performed:

Rough carpentry, Safety railing, barricades, site and building safety items

List of General Conditions to ~~Operational Service Facility~~ Little Elm High School Additions & Renovations

X	Onsite Field Office Staff							
	Project Manager	\$ 2,793	x	50 %	x	52 weeks	=	72,636
	Superintendent	\$ 3,109	x	100 %	x	52 weeks	=	161,716
	Others Proj Engineer	\$ 1,429	x	100 %	x	52 weeks	=	74,330
	Others	\$	x	%	x		=	
	Others	\$	x	%	x		=	

Weekly Rate % Each Week on X # of Weeks = Total Cost
Project in Total Project

Total Staff Cost Anticipated = 308,682

Weekly rates are to be fully burdened as complete rate that will be charged to the project, without additional multipliers, factors or supplemental costs. Note: Any bonuses paid as a part of this rate schedule are not allowed and not to be included as a part of the General Conditions costs.

X Indicate the percentage of time your personnel will dedicated solely to this project.

Project Manager: 50 % Superintendent: 100 %

Field Engineering Labor	=	0
Field Engineering Equipment and Supplies	=	0
Field Project Office	=	10,150
Temporary Fire Extinguishers and Safety Equipment and Labor	=	1,000
Office Furniture	=	0
Office Supplies	=	2,200
Postage/Federal Express/Courier Services	=	825
Miscellaneous Document Printing	=	500
Copy Machine and Paper	=	4,950
Office Equipment	=	0
Telephone and Fax Services	=	5,700
Janitorial Services	=	0
Miscellaneous Small Tools and Consumables	=	2,400
Vehicle Rental	=	9,301
Vehicle Fuel, Maintenance and Repair	=	3,600
Vehicle Insurance	=	1,200

All Risk Builder's Insurance	= 11,250
General Commercial Liability Insurances	= 97,500
All other Insurances in addition to CGL required	= n/a
Contractor's Bond	= 127,500
Building Permit Fees	= BY OWNER*
Construction, Equipment Freight and Insurance Charges	= n/a
Construction Clean-Up	= 6,240
Final Clean-Up	= 1,500
Special Testing Equipment Rentals	= 0
Travel	= 0
Other	=

Total Estimated General Conditions including Field Office Staff = 594,498

Signed: _____

Charles E. DeVoe, III, Senior Vice President

Title

Balfour Beatty Construction, LLC

Name of Firm

Organized as a: (Mark One):

Limited Liability Company XX

Proprietorship _____ Partnership _____ Corporation _____

Under the law of the State Of: Delaware

Legal Address:

3100 McKinnon, 7th Floor

Dallas, TX 75201

March 15, 2016

(Date)

Email: cdevoe@balfourbeattyus.com

Telephone No. 214.468.4700

Fax No. 214.451.1185

If Bid is by a corporation, affix seal in space above legal address.

SOLICITATION/RFP INFORMATION REQUIREMENTS
REQUEST FOR CONSTRUCTION MANAGEMENT AT RISK
PROPOSALS
TWO STEP PROCESS
(CSP # 16-03-151-0)

FOR

LITTLE ELM HIGH SCHOOL - ADDITIONS AND RENOVATIONS

FOR THE

LITTLE ELM INDEPENDENT SCHOOL DISTRICT LITTLE ELM, TEXAS

STEP I

Huckabee Architect
801 Cherry Street, Suite 500
Fort Worth, TX 76102

January 13, 2016

TABLE OF CONTENTS STEP ONE

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ATTACHMENTS

Attachment A – AIA Document A133 – 2009 – Exhibit A Guaranteed Maximum Price Amendment	2 pages
Attachment B – AIA Document A133 – 2009 - LEISD Standard Contractual Agreement	18 pages
Attachment C - AIA Document A201 – 2007 – General Conditions of the Contract for Construction	41 pages

**NOTICE OF COMPETITIVE SEALED PROPOSALS
CONSTRUCTION MANAGER-AT-RISK**

Sealed Proposals for Construction Manager-at-Risk (**Step I**) for the construction of the **LITTLE ELM HIGH SCHOOL - ADDITIONS AND RENOVATIONS** for the Little Elm Independent School District will be received at the Little Elm ISD, 300 Lobo Lane, Little Elm, Texas 75068, until 2:00pm (Local Time), **[FEBRUARY 9, 2016]**. Proposals received by hand delivery or mail after that time will be returned unopened.

A pre-proposal conference will be held at the Little Elm ISD [300 Lobo Lane, Little Elm, Texas 75068] on **[FEBRUARY 2, 2016]** at 2:00 pm (Local Time). Attendance is encouraged by all proposers.

No proposer shall withdraw a proposal within forty five (45) days after the actual date of opening thereof.

The Owner reserves the right to waive any informality or to reject any or all proposals.

The Competitive Sealed Proposals will be released on 2:00 pm (Local Time) **[JANUARY 13, 2016]**, from Little Elm ISD Independent School District, 300 Lobo Lane, Little Elm, Texas 75068.

REQUEST FOR CONSTRUCTION MANAGEMENT AT RISK QUALIFICATION STATEMENTS

Introduction:

Pursuant to the provisions of the Texas Government Code Section 2269, it is the intention of the Little Elm Independent School District to select a Construction Management at Risk (CMR) for the construction of: **Little Elm High School - Additions and Renovations**. The method to be used to select the CMR is the **two-step process** as detailed in Chapter 2269 of the Government Code. This facility will be located in the city of Little Elm, Texas. The selected CMR is to assist the District and its Architects with construction of the above mentioned project as a CMR. The scope and schedule for the project as currently defined are described by the attached materials.

Qualifications are to include the information requested in the sequence and format prescribed. In addition to and separate from the requested information, organizations submitting may provide supplementary materials further describing their capabilities and experience.

There will be a pre-proposal conference on February 2, 2016 at 2:00pm (CST). It will be located at Little Elm ISD, 300 Lobo Lane, Little Elm, Texas 75068. The conference is not mandatory but attendance is highly recommended.

Two (2) copies (two hard copies and one digital copy in .pdf format) of Sealed Qualification Statements are to be submitted to the Little Elm ISD Independent School District to the attention of Rod Reeves, Executive Director of Operations, Little Elm ISD 300 Lobo Lane Little Elm, Texas 75068, no later than 2:00pm (CST), **February 9, 2016**.

Evaluation

All qualifications will be reviewed by a panel consisting of district personnel and representatives of the Architectural firm. The evaluation committee will evaluate and rank each proposal submitted in relation to the evaluation criteria set forth in this Request for Competitive Sealed Proposal document. Upon review and ranking of the proposals, the district will create a short list of no fewer than two or more than five firms to continue to Step Two. Firms invited to participate in Step Two will be notified by February 11, 2016. Step Two proposals will be due on March 15, 2016. Those proposers will be required to submit proposed fees and general conditions to the Little Elm ISD Independent School District to the attention of Mr. Rod Reeves, Executive Director of Operations, 300 Lobo Lane Little Elm, Texas 75068. The district evaluation committee will contact the proposers who qualify for an interview. ***Proposed fees will not be opened and reviewed until after all interviews are completed.***

The District's Board of Trustees will consider the selection of a Construction Manager at Risk at its regularly scheduled board meeting on **March 21, 2016**.

Inquiries about the project and Request for Competitive Sealed Proposal documents should be addressed to Mr. Rod Reeves, Executive Director of Operations, Little Elm ISD, in writing, either by facsimile or by e-mail. **Verbal requests for clarification or additional information will not be addressed and will not be binding. Questions addressed to individuals other than Mr. Reeves are not considered as having been received under this process and LE ISD is not responsible for information dispensed through anyone other channel than the Purchasing Office.** The contact information is as follows:

Address:	Little Elm ISD 300 Lobo Lane Little Elm, Texas 75068
Phone:	(972) 292-1582 Ext. 40604
E-mail:	rreeves@leisd.ws

Questions received by Mr. Reeves will be forwarded to the appropriate individual or firm for an official response and the information will be dispensed to all plan holders.

The architect of record for the Little Elm High School - Additions and Renovations is Huckabee Architect. Huckabee Architect personnel assigned to this project: Paul Thompson.

When referring to this project, use the LE ISD assigned CSP # 16-03-151-0 – Little Elm High School - Additions and Renovations.

INTRODUCTION/PROJECT DESCRIPTION

Little Elm Independent School District is constructing additions and renovations to Little Elm High School. The scope includes expansion of cafeteria, a ten classroom addition, a band hall, front office addition, and interior finish updates to main corridor and library.

Budget:

Little Elm High School - Additions and Renovations

\$ 15,000,000.00

SCOPE OF SERVICES/CONTRACT

Contract Form and Scope of Services

The Owner will contract directly with a Construction Manager at Risk (CMR) for performing general construction of the project. The CMR will then conduct the subcontractor selection/bidding and contract with all other subcontractors required for the work. The Owner reserves the right to contract separately with other suppliers, vendors and contracts as he deems in the best interest of their project.

The CMR will be reimbursed for the Cost of the Work plus a Fee. For purposes of this qualification, terms of the contract will be the AIA Document AIA-A133-2009 with the AIA-201-2007 General Conditions of the Contract for Construction. All contracts should be read carefully for district requirements. Candidates should identify in their qualification any exceptions taken or additions/modifications requested that are considered by the Contractor to be mandatory as conditions of their qualification. **Objections to the contract type or format not included within the qualification submission will result in immediate disqualification.**

The CMR will participate in pre-construction services by preparing construction cost estimates and construction phasing scheduling assistance as identified in the Pre-Construction Services section below.

The CMR competitively bids and enters into subcontracts for all portions of the work, with the exception of work specifically approved by the Owner when appropriate to schedule or logistics. ***Any potential self-performed work will still be competitively bid by the CMR when reasonable and possible.*** All subcontract bids are reviewed and approved by the Owner prior to award. Bidding shall be to at least three subcontractors for each trade, unless circumstances preclude or are not appropriate to the project.

The CMR will be required to coordinate with any other contracts the owner may issue directly such as, communication cabling, ACM abatement, etc.

Payment and performance bonds will be required of the CMR. All construction payments will be made by the Owner directly to the CMR, for their distribution of payments to subcontractors and suppliers as appropriate. Payment and Performance bonds required of sub-contractors must be submitted to the owner for approval prior to execution.

The Owner may elect to procure certain materials/equipment directly, with coordination and scheduling support from the CMR. The equipment would then be assigned to the CMR for their full acceptance of responsibilities for coordination and installation. A specific fee for this approach is requested, should the Owner elect to do so for any materials/equipment.

The Owner has business impact and related costs for late completion. Failure to complete the project within the Contract time will result in damages being sustained by the Owner. Such damages are, and will continue to be, impracticable and extremely difficult to determine. Should the construction manager fail to achieve Substantial Completion of the project within the allotted time, Construction Manager agrees to pay Owner, as the owners remedy for delay, the sum of \$1,000 per calendar day, as well as the withholding of progress payments. Execution of the contract under these specifications shall constitute agreement by Owner and Construction Manager that the amounts stated in this paragraph are the minimum value of the costs and actual damages caused by failure of the Construction Manager to substantially complete the work within the allotted time, that such sums are liquidated damages and shall not be construed as a penalty, and that such sums may be deducted from payments due the Construction Manager if such delay occurs.

Audits

The owner will retain the right to audit the accounting records of this project upon demand for up to 3 years after the final completion of the work. The accounting method must clearly show the breakdown of the following as a minimum:

- Unit and materials costs
- Specific wage rates for all trades
- Premium time mark ups for all trades, if any

- Contractor's Fee
- Materials mark-up
- Subcontractors mark-up
- Insurance and bond costs
- Equipment and tool rental costs
- Validation of General Condition and Cost of Work expenditures

Audits will occur at intervals determined by the Owner. CMR must be able to provide documentation required upon request within 24 hours during the duration of the project. Audits will use the pricing information provided in the successful proposals as the basis for verification of costs at each audit.

Subcontractor Bidding Phase

Sealed bids shall be received and opened jointly by the Owner's representative and the CMR at the Office of the CMR. CMR shall comply with Texas Education Code Section 44.038, including the following:

- (a) A construction manager at risk shall publicly advertise, in accordance with Section 4.031(g), and receive bids or proposals from trade contractors or subcontractors for the performance of all major elements of the work other than the minor work that may be included in the general conditions.
- (b) A construction manager at-risk may seek to perform portions of the work itself if:
 - (i) the construction manager at-risk submits a bid or proposal for those portions of work in the same manner as all other trade contractors or subcontractors and
 - (ii) if the district determines that the construction manager at-risk bid or proposal provides the best value for the district.

And Government Code 2267.256, including the following:

- (i) The construction manager at risk and the district or its representatives shall review all trade contractors or subcontractors' bids or proposals in a manner that does not disclose the contents of the bid or proposal during the selection process to a person not employed by the construction manager at risk, engineer, architect or district. All bids or proposals shall be made public after the award if the contract or within seven days after the date of final selection of bids or proposals, whichever is later.

Additional Forms required to be submitted with Proposal

- Felony Conviction Notice
- Debarment or suspension Certification Form
- Affidavit of Non-collusion
- Certificate of Residency
- Conflict of Interest Questionnaire
- W-9 Dated 2015
- Cover Sheet

NOTE: Price forms are not to be submitted with your Qualification Statement as Step-1 of this two-step process. Only those vendors selected as candidates for final consideration will be required to submit pricing.

AGREEMENT/BID PACKAGE BETWEEN SCHOOL DISTRICT AND CONSTRUCTION MANAGER – (Note: The requirements for Felony Conviction Notification and Drug Testing will only be required for personnel who enter the job site and construction site. AFTER the building has achieved Substantial Completion and during the close out and Warranty period of the project. No one will be allowed on the project site after Substantial Completion without complying with the regulations as stated below.)

Criminal History Background Checks and Drug Testing

Construction Manager, all Subcontractors and all Sub-subcontractors shall ensure that any person assigned to perform work at any District location under the Contract meets the following database.

- No records in the Texas DPS Sex Offender Registration database.
- No felony convictions, open deferred adjudications or pending criminal trials in jurisdictions checked for crimes involving sex, violence or any other offense against or injury to a child.
- No felony convictions, open deferred adjudications or pending criminal trails in jurisdictions checked for the past seven (7) years, except for crimes involving sex, violence or any other offense against a child which there is no time limit.
- No misdemeanor convictions, open deferred adjudications or pending criminal trails in jurisdictions checked for crimes involving sex or any other offense against a child.
- No misdemeanor convictions, open deferred adjudications or pending criminal trials in jurisdictions checked for the past seven (7) years for crimes involving violence.
- No positive drug test results. Drug test shall consist of a five-panel screen for drugs of abuse. Substances and cut-off levels shall be consistent with Department of Transportation requirements. All positive results shall be laboratory confirmed and independently verified by a Medical Review Officer (MRO).

Construction Manager shall perform and shall require, as a condition of contracting, all Subcontractors and Sub-subcontractors to perform criminal history background checks and drug testing on any person who is assigned to perform any work at any District location under the Contract and shall promptly produce to Owner the results of such background checks and drug testing upon request. Any person noticeably under the influence of drugs or other, that a drug test will be demanded.

A photo identification badge shall be issued to those persons meeting the screening criterion described above. Any person who is assigned to perform any work at any District location under the Contract shall be required to wear their identification badge while on-site.

Per-Construction Services are included and are to be separated from the Base Fee. Services will include:

The CMR will work with the Team, prior to construction, to ensure the feasibility and constructability of the Architect's design, and that the cost of construction of the Project is within the estimated Construction Budget through value engineering, the selection of building systems and materials, cost estimating, scheduling, and other means. Upon the completion or during the process of such services, the CMR will competitively bid and enter into subcontracts for all portions of the work, with exception of work specifically approved by the Owner when appropriate to schedule or logistics. CMR will submit a proposal of a Guaranteed Maximum Price for the construction of the Project, which is within the Owner's Construction Budget.

Schedule

- Provide a detailed schedule of the work to detail how the project will be executed and completed as per the owners' time lines.

Budgeting / Cost Estimating

- Cost estimating and the development of construction cost should occur similar to the process below:
- Owner and Architect will establish construction budget.
- CMR provides detailed estimates at the completion of Schematic Design, Design Development, 50% CD's and 95% construction documents.
- CMR will be required to attend five coordination related meetings with the owner and architect.
- Contract documents are issued. They are hard bid to suppliers / subcontractors as appropriate and a FGMP (Final Guaranteed Maximum Price) is established.
- The contract amount is amended to include the FGMP.
- Continue to monitor and maintain the construction portion of the project budget. Provide substantially detailed estimates as an evaluative tool in the selection of subcontractors.
- Provide cost saving analysis for systems and configurations. Evaluate quality, initial costs, maintenance and appropriateness.
- Develop and report with a comprehensive Constructability Report based upon the project type, schedule and construction documents presented prior to final completion of the construction documents.

- Develop, monitor and maintain project schedule.
- Assess the availability of all building components in regard to the project schedule.
- Coordinate the bidding and issue of all pre-purchase order for long lead items, if required.
- Make recommendations and provide references for manufacturers, suppliers and other subcontracts considered during design.

Construction Services are included and are part from the Base Fee, separate from the Pre-Construction Services.

Services will include:

Construction Services: The CMR will serve as General Contractor to perform all work for the construction of the Project. The scope of Construction services will be determined based on the final Drawings and Specifications but may consist of **one or more** of the following areas of work or building components: site clearing, excavation, fill, select fill and backfill; site utilities; concrete sidewalks, curbs and gutters; asphalt paving, rough and finish grading, topsoil and seeding; chain-link fencing and gates, motorized fences/gates for vehicle access, concrete piers, concrete slab-on-grade or structural slabs on void boxes, concrete masonry (CMU) and masonry veneer walls, cast stone lintels, limestone and plaster exterior veneer, concrete floor topping, structural steel frame (columns and joists), pre-engineered metal building, metal roof deck, metal wall (interior/exterior) and roof panels, miscellaneous metals and metal fabrications; rough and finish carpentry, millwork and casework; damp-proofing and waterproofing, caulking and sealants, thermal insulation, flashing and sheet metal, metal soffit panels, metal, roofing, modified bitumen roofing, single ply TPO roofing membrane system, wood doors, metal doors and frames, aluminum doors and frames, glass and glazing (including security glazing), finish architectural hardware, acoustical ceilings, resilient flooring and base, carpeting, metal studs and support systems, gypsum drywall, painting and special floor coatings, interior and exterior signage; metal louvers and miscellaneous specialties; detention furnishings, equipment, locks and locking systems, and security electronics; sound enhancement systems; kitchen equipment; fire protection; and mechanical, plumbing and electrical systems, and any other requirements set out in the Contract Documents.

The work does not include inspection services, the testing of construction material engineering, and the verification testing services necessary for Owner's acceptance of the Project, which will be performed under a separate contract with an independent provider, as required by law.

CMR construction phase responsibilities shall consist of but not limited to the following:

- Site utilization study for construction activities
- Prepare subcontractors bid or proposal packages
- Conduct pre-bid meetings
- Receive, review, and conduct proper award of contracts
- Provide coordination and management of subcontractors
- Monthly reporting
- Project cost control
- Quality control program
- Project Accounting
- Audits
- Job safety and security functions
- Project post construction services

Architect's Design Work. Architect will provide at its office a set of any design work for the Project in existence as of the date of this RFP which the Architect, in its sole discretion, deems helpful to a prospective CMR in understanding the Project scope. Arrangements for viewing the information, or, if acceptable to the Architect, obtaining copies, and determining the cost of any such copies, must be made directly with Architect.

Schedule: The current overall estimate of the Construction Time for substantial completion of the Project is approximately 12 months after the date specified in the Notice to Proceed for commencement of the work. Phased completion of the projects is anticipated. This Schedule may be adjusted as a result of negotiations on Proposals or preconstruction services by the CMR.

PROPOSAL RESPONSE GUIDELINES

Respondents' response to this Request for Proposal shall include:

Questionnaire

Project Related Experience List including relevant recent completed project work in K-12 education facilities including dates, sizes of contracts and references for the same.

Resumes and Reference for Key Personnel proposed for this project. Resumes of key personnel must show educational experience in projects of similar size, complexity and related challenges. Provide references, which can substantiate their completed experience and background. Note on response how much time each person will be dedicated to the project and how much of their time will be spent onsite. Submit separate team for each project listed in this RFP. Team members may be the same for more than one project where the schedules allow.

Project Scheduling Detailed example of level of scheduling quality to be expected on the project by submission of a schedule for another educational project with similar scheduling complexity.

Certificate of Insurance and Indemnification A Certificate of Insurance must accompany all proposals on an ACORD form itemizing the Contractors normal coverage at the time of the proposal. Additional insurance coverage available to the Owner without increase in cost (due to normal coverages carried by the company) will be considered of benefit to the Owner. Please show available excess or umbrella coverages on the insurance certificate, should such coverages be in place.

Property insurance (Builder's Risk) will be provided and paid for by the CMR.

Disqualification of Proposals. The Owner reserves the right to disqualify any proposal without cause. By submission of a proposal, proposers waive any rights to make claim against the Owner, his employee, agents and consultants related in any way to the submission of the proposal for the Owner's disqualification of it as a result.

Aesthetics of Proposal. Aesthetics of the proposal will play no part in the award of a contract for the work. Clarity and completeness are requested.

Modifications. No modification to this RFP or the resulting proposal will be considered bona fide unless in writing. Any oral modification must be followed in writing.

Life of Proposal. No proposals may be withdrawn for a period of forty five (45) calendar days after the submission date.

Fees. Do not submit any costs associated with fees with this proposal. Fees will be requested only from those firms invited to participate in step two.

EVALUATION CRITERIA

The selection process is not just fee based, but weighted heavily on other important issues critical to the success of the project. Following is the selection criteria used to rank the proposals:

FINANCIAL	
Financial Strength – Ability to bond the project.	10 points
EXPERIENCE OF COMPANY	
Is the respondent experienced in the North Texas construction market?	4 points
Has the respondent constructed educational projects of similar size and Complexity?	8 points
Does the respondent have prior experience with Little Elm ISD and if so was it positive?	8 points
EXPERIENCE AS CM@R	
Does it appear the respondent will work effectively in a team environment with the Owner and Architect during the preconstruction, bidding and construction phases of the project?	10 points
What is the quality of the cost estimates provided by the respondent?	5 points
If savings are realized on the project what percentage is returned to the Owner?	5 points
What is the quality of the schedule and action plan to complete the project in the allotted time?	10 points
PERSONNEL	
Does the team of personnel proposed by the respondent appear to be qualified as necessary to meet the needs of this project?	15 points
INTERVIEWS	
Interview (if applicable)	25 points

PROPOSAL/SELECTION SCHEDULE

Proposals are due to be received not later than 2:00pm on [FEBRUARY 9, 2016]. The evaluation committee will create a short list of firms to participate in Step II. Those firms will be notified by [FEBRUARY 11, 2016] and sent a copy of the Step II request for fees. Fees are due to be received no later than 2:00 pm on [MARCH 15, 2016]. Firms will be notified by [FEBRUARY 11, 2016] on interview times. Interviews will be conducted on [FEBRUARY 16, 2016] to review proposals, strategies and proposed staff. A recommendation is anticipated by [MARCH 15, 2016]. At the [MARCH 21, 2016] regularly scheduled Little Elm ISD Board of Trustees meeting, the board will act on a recommendation of the district evaluation committee for a selection of a CMR.

Each Candidate Contractor should submit three (2) hard copies and one (1) digital copy of proposals to arrive on or before the date/time identified above.

INTERVIEWS

Proposals will be taken and reviewed immediately upon receipt. It is anticipated a short list of up to five (5) Construction Managers might be interviewed, but the Owner reserves the right not to conduct any interviews and base the selection strictly on the proposals submitted or to eliminate any Construction Manager(s) from the selection as late as the day prior to any potential interview if the Owner determines the proposal is insufficiently responsive to merit further consideration.

Interviews, if conducted, will be up to 30 minutes including 15-20 minutes for the Construction Managers presentation and the remaining time for questions and discussions. As to the project team, the project manager, superintendent, and lead estimator should be in attendance, at a minimum. The chemistry of the proposed team with LEISD staff and architect is vital to the selection. The contractor's focus on the interview should be specific to this project and the owner's concerns, including:

1. What is the recent experience of the proposing firm working for a school district?
2. What is the experience of the individuals proposed?
3. What are the Construction Managers thoughts on project phasing, schedule and initial budget?
4. What will the team do to assure that subcontractors are brought on board that have experience in this type of work and have completed similar educational projects?
5. What unique leverages/ advantages do you offer to the project?
6. How will local subcontractors be assured to get the opportunity to propose on this work?
7. What is the depth of service offered by the Construction Manager during the pre-construction phase?

FOLLOW UP QUESTIONS AND INFORMATION

All questions regarding this RFP may be made by telephone or email to:

Rod Reeves
Little Elm Independent School District
Executive Director of Operations
Phone: 972.292.1582 ext. 40604
Email: rreeves@leisd.ws

In the interest of efficiency and continuity, one contact from each candidate CMR should be responsible to coordinate and make any direct telephone communications with LEISD.

SUMMARY

On behalf of Little Elm ISD and Huckabee Architect, we want to thank you for your interest in this project. It is an exciting and challenging project, and we are looking to continue to build a great team with the selection of the Construction Manager at Risk.

REQUEST FOR COMPETITIVE SEALED PROPOSALS-QUESTIONNAIRE

Please provide the following information in the sequence and format prescribed by this questionnaire. Supplemental materials providing additional information may be attached, but the information requested below is to be provided in this format:

1. Firm Information

Name of firm:

Address of principal office:

Phone, Fax:

Form of Business Organization (Corporation, Partnership, Individual, Joint Venture, other?): Year Founded:

Primary Individual to Contact:

2. Organization

2.1 How many years has your organization been in business as a CMR/Contractor?

2.2 How many years has your organization been in business under its present name?

2.3 If your organization is a corporation, answer the following: Date of incorporation, State of incorporation, President's name, Vice-President's name(s), Secretary's name, Treasurer's name.

2.4 If your organization is a partnership, answer the following: Date of organization, type of partnership (if applicable), and names of general partner(s).

3. Experience

3.1 List the categories of work that your organization normally performs with its own forces.

3.2 List any subcontractors in which your organization has some ownership and list the categories of work those subcontractors normally perform.

3.3 Claims and suits (If the answer to any of the questions below is yes, please attach details).

4.3.1 Has your organization ever failed to complete any work awarded to it?

4.3.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

4.3.3 Has your organization filed any law suits or requested arbitration with regards to construction contracts within the last five years?

3.4 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

3.5 List the major construction projects your company currently has in progress. Give the name, location, owner, architect, contract amount, percent complete and scheduled completion date.

3.6 List major projects constructed by your company over the last 5 years. Give the name, location, owner, architect, and size of project in S.F., final construction cost, completion date and method of award.

3.7 List any prior experience your company has with Little Elm ISD.

4. Financial Information:

4.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

- Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory, and pre-paid expenses).
- Net Fixed Assets
- Other Assets
- Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes).
- Other Liabilities (e.g., capital stock, authorized and outstanding shares par value, earned surplus and retained earnings).

4.2 Name and address of firm preparing attached financial statement and date thereof.

4.3 Is the attached financial statement for the identical organization named under Item 1 above? If not, explain

the relationship and financial responsibility of the organization whose financial statement is provided (e.g. parent-subsidiary).

4.4 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

4.5 Provide name, address and phone number for bank reference.

4.6 Surety: Name of bonding company, name and address of agent. Provide letter from surety stating current bonding capacity.

5. Experience with and concepts for work as a Construction Manager at Risk

5.1 Describe your organization's concepts for working in a team relationship with the Owner and Architect during the design and construction of major projects. Describe your organization's methods for estimating costs, and for scheduling during the design/documents phases. Which (one or more) of those projects listed above best exemplify these concepts and experience?

5.2 Cost Estimates

Attach a sample conceptual cost estimate prepared during the design phase of an educational project, and a sample of the final cost estimate/breakdown used to fix the contract amount for the construction of the same project. (The identity of the project may be concealed. The intent is to see the nature and format of the cost information provided).

5.3 Fees

Do not submit any fees with this proposal. These will be solicited with Step II.

5.4 Savings

Describe your organization's concept for the disposition of savings realized during construction. Is the full amount returned to the owner?

5.5 Contingencies

Describe your organization's concept for cost contingencies during design? During construction? What is your organization's concept for the disposition of contingency funds after the completion of the project?

5.6 Cost Information

Does your firm make all cost information during design and construction available to owner, architect?

5.7 Subcontractor bond requirements

Is it your intent or a requirement of your company or surety to bond or insure any subcontractors for these projects? If yes, please explain. If Subcontractor Default Insurance is proposed in lieu of subcontractor performance and payment bonds, clearly describe this program as utilized by your company including how costs are determined and billed to the Owner.

5.8 Schedule

This project has a compressed schedule. Describe your strategies to ensure it is completed within the allotted time.

6. Personnel

Given the scope and schedule of the project, identify the specific Project Manager, Estimator, and Superintendent who would work on the project. Provide a resume for each individual.

7. Owner/Construction Manager Agreement

The Owner/Construction Manager Agreement will be based on the following documents:

Appendix D: AIA Document A133-2009, Standard Form of Agreement Between Owner and Construction Manager as the Constructor

Appendix E: AIA Document A201-2007, General Conditions of the Contract for Construction

Appendix F: AIA Document A133 Exhibit A

8. References

For six (6) of your firms most recently completed educational projects of similar size, scope and construction time line, identify a representative of the owner and a representative of the architect (provide name, phone/fax numbers) whom we could contact as references re: your organization's services. Ideally all of the references should be for educational projects of comparable scopes and cost.

CONSTRUCTION SCHEDULE AND REPORTS

Little Elm ISD, herein after referred to as LEISD, has implemented a collaborative program management software system (PMSS) which includes LEISD protocols added to the system software.

The system software includes a Scheduling software module and a Contract Management software module. Both modules are web browser based and will be made available to the contractor and other project team members at no additional cost. The contractor is responsible for providing their own computer hardware and broadband access. All team members will use the system to perform their routine scheduling and contract administration functions on all LEISD projects.

Local training is available for both products by Innovative Management Solutions (IMS). Arrangements for any required training shall be coordinated thru LEISD. Training, approved by LEISD, will be made available to the Contractor and all costs shall be part of the contract.

1.1 RELATED DOCUMENTS

A. Drawings, Contract Provisions, Special Provisions, Supplementary Conditions, and other Division 1 Specification Sections apply to this Section.

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for various CPM schedules and reports required for proper performance of the Work.

B. All costs incurred by Contractor to correctly implement and update the schedule shall be borne by Contractor and are part of this Contract.

C. Schedules required include the following:

1. Contract Construction Progress Schedule in CPM format narrative report, manpower requirements forecast, and cash flow projection curves.
2. Submittals Schedule.
3. Schedule of Tests and Inspections
4. Record, As-Built CPM Schedule

D. Reports required include the following:

1. Daily Construction Reports
2. Material Location Reports
3. Field Correction Reports
4. Special Reports
5. Monthly Progress Reports
6. Contractor Quality Control Reports

E. Related Sections include the following:

1. Division 1 Section "Project Meetings" for Project meeting minutes
2. Division 1 Section "Contractor's Quality Control" for test and inspection reports

1.3 DEFINITIONS

A. Activity: The fundamental unit of work in a Project plan and schedule. Each activity has defined geographical boundaries and a detailed estimate of resources required to construct the task. Each activity is assigned a unique description, activity number, activity codes, and dollar value.

B. CPM Network: The structure of the schedule. The network is the representation that defines the construction logic in terms of all the activities with their logical dependencies.

C. Contract CPM Schedule: A cost-loaded CPM schedule covering the entire Contract Duration from the Notice to Proceed through Final Acceptance of the Work.

D. Contract Duration/Time: The total time, in calendar days representing the duration necessary for completion of all physical and administrative requirements under this Contract and any authorized extension thereof. Each calendar day, including Saturdays, Sundays, and holidays, shall be counted when computing the total contract time for completion.

E. Critical Path: The critical path is the longest connected chain of interdependent activities in a CPM network that impacts the completion of the Project.

F. Excusable Delay: An unforeseeable delay, beyond the control of Contractor, experienced due to no fault or negligence by Contractor, its subcontractors, or suppliers.

G. Predecessor Activity: An activity that follows another activity in the network.

H. Cost Loading: The allocation of the Schedule of Values for the completion of an activity as scheduled. The sum of costs for all activities must equal the total Contract Price, unless otherwise approved by the Owner.

I. Successor Activity: An activity that follows another activity in the network.

J. Total Float: The amount of time an activity can be delayed from its earliest start date without delaying the end of the Project.

1. Float time is not for the exclusive use or benefit of either the Owner or Contractor, but is jointly owned, expiring Project resources available to both parties as needed to meet schedule milestones and Contract completion dates.

2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.

3. The Contractor shall not sequester shared float through such strategies as extending activity duration estimates to consume available float, using preferential logic, or using extensive crew or resource sequencing, etc.

4. If the Owner uses float which the Contractor later needs due to non-excusable Contractor delays that delay the project, liquidated damages will not be assessed against the Contractor for the days of float used by the Owner in the earlier period. Liquidated damages may be assessed for any additional non-excusable Contractor delay beyond those days that the Owner used.

5. If negative float is shown in the schedule, a description and justification for the negative float shall be provided by the Contractor.

1.4 PRE-CONSTRUCTION

- A. After the Contract has been executed, but prior to the Contractor beginning the work, a preconstruction conference will be held with the Contractor, the Architect and any other interested parties that the Owner consider necessary to invite. The Contractor's Scheduler, Project Manager, Project Superintendent, and key subcontractors shall meet with the Owner at the preconstruction conference to explain the Contractor's approach to scheduling the project.

The purpose of the preconstruction conference will be to:

1. Review the preliminary progress schedule.
2. Establish a working understanding among the various parties performing or affected by the work, through either an informal partnering effort or a separate partnering workshop and follow-up.
3. Establish and review procedures for progress payments, notifications, approvals, submittals, etc.
4. Verify normal working hours for the work.
5. Review safety standards, and traffic control if applicable.
6. Discuss any other related items that may be pertinent to the work.

The Contractor shall prepare and submit the following for approval at least seven (7) days prior to the preconstruction conference.

1. A price breakdown (schedule of values) of all lump sum items.
 2. A preliminary construction schedule and sequence of operations plus resource and cost loading.
 3. A list of material sources for approval, if applicable.
 4. Schedule of submittals.
 5. Environmental, traffic, safety, and other plans for approval, as applicable.
 6. Request to sublet: approval by the Owner of all subcontractors performing work valued at over one percent of the contract amount.
- B. The Project Schedule is a document that belongs to the Contractor in which the Owner has a vital interest in and it is necessary that it conforms to certain minimum standards. The Contractor is responsible for planning, scheduling, managing, and reporting the progress of the work in accordance with all of the specific methods and submittals described in this Section.
- C. The Project Schedule shall be developed by the Project Scheduler and submitted in a digital format compatible with Primavera P6.
- D. The schedule will be used by the Owner and Architect to evaluate progress and status at the various stages of the Project, to allocate funds for progress payments, and to determine the impact of any changes to the contract.
- E. Unless otherwise noted, all durations are in calendar days. Each calendar day, including Saturdays, Sundays, and holidays, shall be counted when computing the total contract time for completion.
- F. Schedule submittals will be reviewed by the Owner; such review shall not constitute an approval, control, or direction over the Contractor's construction means, methods, sequencing, or their ability to complete the Work in a timely manner.
- G. Progress payments shall be contingent upon a current accepted schedule.
- H. The initial schedule is referred to as the Preliminary Schedule. Upon completion with all needed activities and acceptance by the Owner, it is referred to as the Baseline Schedule. Monthly revisions are termed Update Schedules. If major delays require a drastic revision to the schedule, it is referred to as a Recovery Schedule.

1.5 PLANNING

- A. Contractor shall prepare a practical work plan to complete the Work within the Contract Duration, and complete those portions of work relating to each intermediate milestone date and other Contract requirements. Contractor shall generate a computerized cost- loaded CPM schedule in Precedence Diagram Method (PDM) format for the Work.
- B. The schedule shall not exceed time limits established in the Contract Documents and must comply with any contract-specified milestone dates and sequences of construction.
- C. Failure to include any work item required for performance of this Contract shall not excuse Contractor from completing all work within applicable completion dates, regardless of Owner approval of the Schedule.
- D. Failure of Contractor to comply with requirements of this Section may be considered cause for withholding progress payments or termination for default.

1.6 SUBMITTALS

- A. General: Contractor shall provide all schedule submittals on computer disk media (CDR) as well as tabular printouts, resource curves and histograms, and 11-by-17 inch time scaled logic diagrams based on early start. All updates will be made on the Web based P6 software which is furnished to the Contractor at no cost by Little Elm ISD. All costs incurred by Contractor to correctly implement, computerize and update the CPM Schedule shall be borne by Contractor and are included in the Contract Price.
- B. Contract CPM Schedule: Within thirty (30) calendar days after the preconstruction conference and prior to the first progress payment, the Contractor shall complete and submit a revised Preliminary Schedule with the added level of detail required to plan and control the rest of the work. The Preliminary Project Schedule shall not reflect progress to date, but shall begin with the date of issuance of the Notice to Proceed and conclude with the date of final completion of the contract. A tabular report shall accompany the network diagram and shall, at a minimum, include an activity number for each activity; the description and duration of each activity; all predecessors to and successors from each activity; and the early start, early finish, late start, late finish, and total float for each activity. The report shall support the network diagram. The Preliminary Project Schedule shall also be accompanied by a Narrative Report, Manpower Requirements Forecast, and a Cash Flow Projection.
- C. Record As-Built CPM Schedule: A Record CPM Schedule accurately reflecting actual progress of Work shall be submitted, as part of this Contract's Record Documents. All activities shall have actual dates that are true and accurate.
- D. Full size, 30" x 42" minimum, color print of the schedule is to be posted on the inside wall of the jobsite trailer at all times during construction. Actual start dates and finish dates for each activity will be posted daily. A vertical line made from a hanging, weighted, red yarn will be moved weekly to coincide with the date of the OAC meetings. This schedule will be included as part of the close-out documents and retained by the owner as part of the as-built project.
- E. Qualification Data: For Project Scheduler.

1.7 QUALITY ASSURANCE

- A. Project Scheduler Qualifications: Minimum of two (2) years experience and not less than one project of similar size and scope, with capability to produce CPM reports and diagrams within 24 hours of Owner's request. Project Scheduler will be classified as one of Contractor's key personnel.

PART 2 PRODUCTS NOT USED

PART 3 EXECUTION

3.1 PLANNING

CONTRACT CPM SCHEDULE

- A. Scheduling Requirements: The Contract CPM Schedule shall be a computerized cost- loaded, time-scaled CPM Schedule in PDM format. All narrative reports shall be bound before submitting.
1. The schedule and narrative report shall be reviewed within seven (7) days of receipt by the Owner at a joint review session with the Contractor's Project Manager, Superintendent, Scheduler, and key subcontractors.
 2. At the joint review, the Contractor shall present an overview of the schedule strategy, a discussion of near-term and high-risk activities, and activity-by-activity review of critical and near-critical activities (less than ten (10) days total float), and a general discussion of the other activities. The review shall cover the approximate work quantities, general crew and equipment planned for each critical and near- critical activity, expected production rate (if known), duration, and relationship with preceding and succeeding activities. The Contractor shall then answer questions by the Owner who will accept or reject the proposed schedule within seven (7) d a y s. If returned for revision, the Contractor shall revise and resubmit the schedule within seven (7) days. It is expected that no more than two (2) submittals of the Contractor's schedule will be needed in order to obtain an accepted schedule.
 - a) If more than two (2) submittals are required, the Owner shall have the right to withhold progress payments until the Contractor complies with the Owner's requirements and submits a schedule that is approved.
 3. Upon acceptance by the Owner, the accepted Preliminary Schedule shall become the Baseline Schedule.
 4. The Contractor's schedule, when accepted by the Owner, shall constitute the initial schedule, and shall stand until updated schedules are submitted to reflect actual completed work, approved changes, or recognized delays.
- B. In addition to an appropriate number of milestones, the activities included in the Contractor's schedule shall be in sufficient detail to assure that adequate planning has been done for proper execution of the work and such that the schedule provides an appropriate basis for monitoring and evaluating the progress of the work. Major long lead procurement materials shall be shown with separate activities for 'Prepare Shop Drawings', 'Review', and 'Fabricate and Deliver' for each item. Construction activities shall include: approved change order work, mobilization and demobilization, and all other work to complete the project. A work activity is defined as an activity which requires time and resources (including manpower, equipment, delivery of materials, etc.).
1. The Project Schedule shall include all long lead construction procurement and associated with the submittal, fabrication and delivery of work (as applicable).
 - Structural Steel
 - Roofing Material
 - Plumbing Fixtures
 - Lighting Fixtures
 - Fire Sprinkler Piping & Heads
 - Ductwork
 - ERV Units
 - Water Source Heat Pumps
 - Athletic Field Equipment
 - o Bleachers

- o Field Lighting
- o Scoreboard
- Casework
- Millwork
- Kitchen Equipment
- Lockers
- Gym Floor
- Science Lab Equipment / Millwork
- Doors
- Hardware
- Carpet
- Flooring
- Glass
- Signage

2. Activity durations shall be no less than one (1) day nor more than fourteen (14) calendar days or a value greater than \$100,000 except for materials procurement, unless otherwise approved by the Owner. Activity durations shall be factored to include an allowance for inclement weather and compensation for seasonal weather as appropriate. The use of calendars reflecting inclement weather, holidays, and other-non-work periods is encouraged.
3. As a minimum the Contractor shall apply the activity code structure and activity ID structure provided by the Owner to each activity in the schedule.
4. All submittals in the PMSS system for all long lead items must be linked to the activity ID in the schedule where installation occurs.
5. Each activity in the schedule shall have at least one predecessor and one successor unless approved by the Owner. All activities, except Notice to Proceed, will be required to have a predecessor. All activities, except project completion, will be required to have a successor.
6. Activities related to separate structures and features shall be separately identifiable by work area or the use of sub-networks or both. When practical, activities for large work items shall be subdivided into multiple activities and identified by separate work areas.
7. The schedule will have at least one chain of activities, linked by logic, that constitute a critical path from the current data date to the completion of the project.
8. The use of start and finish constraints shall be limited to only those activities that cannot be readily scheduled by using activity relationships; prior approval from the Owner shall be required. A milestone will be assigned to the Notice to Proceed. Milestones shall also be assigned to the Contract Completion date and any contract-specified interim milestones, and they shall be constrained with 'Finish No Later Than' constraints. The last activity, Project Completion", shall be constrained with a 'Finish No Later Than' date which is to be the approved contract completion date. All Total Float will be computed from this required date.
9. During construction the minimum duration for any Owner Inspection activity (i.e. concealed space, above ceiling, substantial and final completion) shall be at least three (3) work days per inspection and re-inspection.
10. MEP work shall be broken down into individual work items for each trade; no MEP combined activities will be allowed.
11. Hammocks shall not be used without prior approval and permission of the Owner.
12. If requested by the Owner, the Contractor shall provide highly detailed (hourly), short term

schedules for specific crucial items or periods, (i.e., traffic changes, tie- ins, main lane closures, etc.)

13. If requested by the Owner, the Contractor shall resource load short-term schedules to demonstrate that sufficient resources are available and capable of meeting the specific requirements from the need to provide said schedule.
 14. 14. Activity relationships will normally be finish-to-start, or finish-to-finish. Negative lags (overlap or leads) shall not be used with start-to-start relationships, but may be used for finish-to-start relationships.
- C. The Contractor shall execute the Work in accordance with the Contractor's schedule. Upon issuance of a change order or notice to proceed with a change, the approved change shall be reflected in the next schedule submittal by the Contractor, or other schedule update submittal accepted by the Owner.

3.2 WEEKLY UPDATE SCHEDULE

- A. The Contractor shall provide an Update Schedule and bound Narrative Report to reflect the current status of the Project, weekly, in printed and electronic copy no less than 24 hours prior to the scheduled OAC meeting. The disc must be made utilizing the Primavera Export Utility within the P6 program. The disc must be properly labeled and as a minimum contain the Contractors name, Contract number or name, and the data date of the schedule.
1. If a Baseline Schedule has not been accepted prior to the first monthly progress payment submittal, the first Update Schedule may be submitted with the expanded Preliminary Schedule for the first progress payment purpose and re-submitted, if necessary, after approval of the Baseline Schedule.
 - a. No subsequent progress payments will be processed if not accompanied by a current schedule update furnished electronically per paragraph 7 of this specification.
 2. The Project Scheduler shall update the project schedule data in P6. The Update Schedule shall show the status of all progressed activities with actual start and finish dates, completion percentages based on work-in-place, and remaining durations. It shall show pending activities including added activities, revised durations and network logic changes, and corrected logic for out-of-sequence progress.
 - a. Any activity that requires unusual shift work, such as two (2) shifts, six (6) day work weeks, etc., shall be clearly identified in the schedule.
 3. The Narrative Report shall include a summary of progress and problems during the reporting period, anticipated problems for the next period and their solutions, changes to planned activities and/or schedule logic, and durations and lags. Refer to section 11.1.3 for further details.
 4. The Owner shall jointly review the Updated Schedule with the Contractor's Project Manager, Superintendent, Scheduler, and key subcontractors within seven (7) days after its receipt. The Contractor will briefly present the progress for the previous month on all critical and near-critical activities, describe any revisions to the schedule and current or expected delays, and answer questions from the Owner.

3.3 REVISIONS TO SCHEDULE

- A. If the Contractor desires to make a change to the schedule, he shall notify the Owner in advance of making such change, in writing, stating the reason for the change. If the Owner considers the change to be major, the Owner may require the Contractor to revise and submit for acceptance, all of the affected

portions of the network diagram clearly marked to indicate the proposed changes along with electronic versions of the original schedule and the proposed changes and analysis to show the effect on the entire project. The original network and the proposed revision and analysis shall be submitted to the Owner within fifteen (15) days after the Owner notifies the Contractor that the revision is considered major.

1. A change will be considered major if the time estimated to be required for an activity or the sequence of activities is varied from the original plan to a degree that there is reasonable doubt that the contract completion or other contractual milestone date will be met or if the change impacts the work of other contractors involved in the project or follow on projects. Changes to activities having adequate float will generally be considered as minor changes, except that an accumulation of minor changes may be considered a major change when such changes affect the contract completion or other milestone dates.

3.4 LATE COMPLETION

- A. If any time during the project, the Contractor fails to complete any activity by its latest scheduled completion date, which late completion will impact the end date of the work past the contract completion date, or other contractual milestones, the Contractor shall, within five (5) working days, submit to the Owner a written statement as to when, and how, the Contractor will re-organize his work force to return to the current approved schedule.
- B. If the project falls behind schedule more than 14 days or 10% of the remaining duration, whichever is less, for non-excusable delays or when requested by the Owner, the Contractor shall prepare a Recovery Schedule and Narrative Report that demonstrates how the lost time will be recovered. The Recovery Schedule is subject to review and acceptance by the Owner.
 1. If any critical path activity is behind schedule, the Contractor shall provide in its narrative report an explanation of the cause and propose remedial measures necessary to get back on schedule. The Contractor shall take such additional steps as are necessary in order to effectively eliminate or minimize such delays and to comply with the schedule.
 2. If the Contractor is behind schedule for non-excusable delays and the Owner determines that the Contractor's progress is not sufficient to ensure that the work will be completed within the contract time, the Contractor shall, when directed and at its own expense, take corrective action to recover the lost time. This may include any or all of the following: (1) provide its project superintendent on the job site not less than 10 hrs per day, (2) increase its work force, equipment and/or working hours, (3) expedite material delivery at the Contractor's expense, and/or (4) take other steps to complete the project on time.

3.5 DELAYS AND REQUESTS FOR EXTENSION OF TIME

- A. Extensions of Contract Time or Delay Damages may be granted only for excusable or compensable delays to activities that actually delay the project completion beyond the contract Substantial Completion date.
 1. Timeliness

Requests for time extensions shall be submitted within fourteen (14) days after the extent of an excusable or compensable delay is, or should be, known.

If the delay extends beyond one schedule update period, the Contractor shall submit interim contemporaneous time extension requests and Time Impact Statement for each schedule update period. Failure to submit a request, the Time Impact Statement, narrative, or any requested supplemental information within the time specified shall be a waiver of the Contractor's request for a time extension.
 2. Time Impact Statement

For any period in which a change in the Contract Time is anticipated, whether for a Change Order, a Change Order Proposal, an Owner directive or order, or a delay for which the Owner is responsible, the Contractor shall submit a Time Impact Statement justifying any requested time extension. Each analysis shall include a Fragmentary Network of the activities affected (a fragnet) demonstrating where the Contractor proposes to incorporate the change or delay in the current schedule. The network diagram(s) shall show: (1) the current activities affected by the change or delay and (2) the proposed activity logic relationships due to the change or delay.

Each Time Impact Statement must clearly contain the following:

- A clear description of the event or reason for the request
- The reason the event or cause is not the Contractors responsibility
- Background information or data sheets to support the request
- A copy of the portion of the schedule being impacted clearly indicating the activities being impacted before the event and after the event
- The amount of time being requested in calendar days

No request for additional time will be considered without a time Impact Statement containing all of the information described in this section.

3. Recovery Plan

When requested, the Time Impact Statement shall also include an analysis of possible re-sequencing and acceleration to regain some or all of the lost time and an estimate of the probable cost of such effort.

4. Narrative

The Time Impact Statement shall include a narrative containing the rationale used in developing the analysis. It shall address the contract basis for the time extension, the facts giving rise to the delay, and an analysis of how the event or actions for which the Owner is responsible, delayed the overall project completion and why the Contractor is due additional time. The recitation of the facts shall reference the documents or statements of individuals supporting the asserted facts, and pertinent documents shall be attached to the narrative when practical.

5. Weather Delays

An allowance of Anticipated Work Days has been established as probable ‘regular work days’ lost due to weather delays. The number of anticipated weather days for each month is as follows:

<u>Month</u>	<u>Working Days</u>
January.....	6
February.....	6
March.....	7
April.....	6
May.....	6
June.....	4
July.....	5
August.....	5
September.....	4
October.....	8
November.....	5
December.....	5

Delays for normal weather are not excusable. Time Extension Requests for abnormal weather delays exceeding the anticipated weather day allowance must show that the actual weather for the period in question was significantly worse than the typical weather for that period. In addition, the request must

explain how the abnormal weather affected the critical path and delayed the project, the amount of delay that would have occurred from normal weather, and the amount of additional delay due to the abnormal weather.

6. Avoidable Delays

Delays that could have been avoided by the exercise of reasonable care, prudence, foresight and diligence are not excusable.

7. Unavoidable Delays

Delays beyond the control of the Contractor and which could not have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor and its Subcontractors are excusable but non-compensable. These include delays caused by force majeure, war, public enemy, freight embargos, and strikes occurring despite the Contractor's reasonable efforts to avoid them.

B. Extensions of time shall be granted only after review and acceptance of the Contractor's Time Extension Request. Until then, the Contractor shall make every reasonable effort to maintain the schedule without accelerating.

1. Following notice that a time extension has been accepted, the activity data and network logic relationships in the Time Impact Analysis shall be incorporated into the current Update Schedule during the next scheduled progress update. Added activities shall be identified in the same format and level of detail as the original activities in the Baseline Schedule and coded in a manner that they can be identified to the specific Change Order.

C. Whenever it becomes apparent from the monthly progress evaluation and updated schedule data that any milestone date(s) or the contract completion date will not be met, the Contractor shall take some or all of the following actions:

1. Increase manpower in such quantities and crafts on critical activities to substantially eliminate the backlog of work and meet the current completion date.
2. Increase the number of working hours per shift, the number of shifts per day, the number of work days per week, or the amount of equipment, or any combination of the foregoing sufficient to substantially eliminate the backlog of work.
3. Reschedule work to achieve concurrent accomplishment of work activities.

D. If the Contractor elects to work on a Saturday, Sunday or other holiday, or longer than an 8-hour shift on a regular working day, an inspector and/or a survey may need to be present, at the discretion of the Owner. The Contractor shall notify the Owner at least 48 hours in advance of extended mid-week hours and 72 hours in advance for weekend work so that the inspector's and/or surveyor's time may be scheduled.

E. Under no circumstances will the addition of equipment or construction forces, increasing work hours, or any other method, manner, or procedure to return the work to the contractually required completion date, or milestone, be considered justification for a change order or treated as an acceleration, or entitle the Contractor to additional compensation.

F. If the Contractor fails to mobilize within ten (10) days of the date of the Notice to Proceed, the Owner will be entitled to off-set any requested time extensions by the number of days from the date of the Notice to Proceed to the date of mobilization.

3.6 REPORTS

- A. Each of the schedule reports shall be submitted as three reproducible and one electronic copy. Variations of the following reports shall be provided at no additional cost, if requested by the Owner.

1. The Preliminary Schedule, Baseline Schedule, Update Schedule, and Recovery Schedule submittals shall include all of the following elements:

- a. Tabular Reports

Up to four different printed reports shall be provided as part of each Schedule Submittal. The Owner will provide the specific report layouts and content at the preconstruction conference.

- b. Calendar

The Contractor shall provide a printed copy of the calendar(s) used by the scheduling software. If more than one calendar is used, the tabular reports shall identify the calendar for each activity.

- c. Narrative Report

The Contractor shall provide a bound Narrative Report with the Preliminary and Baseline Schedule submittals that give an overview of planned progress, a description of anticipated problems and tentative solutions to the problems, and a description of the most important activities with an explanation of their relationship with other activities and the basis for determining their duration.

Narrative Reports for Update and Recovery Schedules shall include a description of actual progress during the period just completed, problems encountered and their resolution, delays, impacts, schedule revisions such as changes in network logic or activity durations, and changes in the critical path. The report will also include a description of intermittent or reduced-effort work activities, changes in crews or network logic, work anticipated for the next period, and how the Contractor plans to recover any lost time. It shall list any added or deleted activities and the reason for the addition or deletion from the schedule.

The bound report shall follow the outline set forth below: CONTRACTOR's Schedule Narrative Report Outline:

- Contractor's Transmittal Letter
- Description of problem areas
- Current and anticipated delays
 - Cause of the delay
 - Corrective action and schedule adjustments to correct the delay
 - Impact of the delay on other activities, milestones, and completion dates
- Changes in construction sequences
- Pending items and status thereof
 - Permits
 - Change Orders
 - Time extensions
 - Non-Compliance Notices
- Contract completion date(s) status
 - Ahead of schedule and number of working days
 - Behind schedule and number of working days
- Other project or scheduling concerns including any plant shutdowns, duration of each shutdown, and analysis of any work to be performed during the shutdown period
- Include reviewed and updated Detail Network Diagram and Reports

- Include revised Cost Loading and Cash Flow Information
 - Include revised Manpower Information
 - Include revised Construction Equipment Information
- d. Network Diagram

A time-scaled Network Diagram shall be provided with the Preliminary Schedule, the Baseline Schedule, any Recovery Schedule, and Update Schedules if requested by the Owner. It shall show each activity's identifier, description and duration, plus the network logic relationships to other activities as connecting lines. The critical path shall be clearly indicated.

Networks shall be drawn on sheets no larger than 30-by-42 inches with title, sheet number, and data date on each sheet. A legend shall be provided to define abbreviations used. Where total float exists, activities shall be shown at the time they are scheduled to be accomplished. A 30 x 42 color copy of the Baseline Schedule shall be displayed in the jobsite trailer in plain view.

- B. At each weekly progress meeting, the Contractor shall provide a detailed, three-week short-interval (look-ahead) schedule for use by the Contractor's supervisors and subcontractors. Copies shall be provided to the Owner.
1. The short-interval schedule shall be a bar chart or in a format satisfactory to the Owner. It shall be based upon the most current Update Schedule and shall indicate the planned progress for the next three weeks; the actual progress achieved the previous week; and the planned progress from the previous short-interval schedule. Each task on the short-interval schedule shall be referenced to an activity in the Update Schedule. The report shall be a tabular report, commonly referred to as a 'turn-around document,' sorted by activity ID number.

3.7 RECORDS, AS-BUILT CPM SCHEDULE

- A. After all Contract work items are complete, and as a condition of final payment, Contractor shall submit three copies of a Record, As-Built CPM Schedule showing actual start and finish dates for all work activities and milestones, based on the accepted monthly updates. These schedule submittals shall be in tabular and in time-scaled PDM plot formats.

3.8 PROJECT MANAGEMENT SOFTWARE SYSTEM (PMSS)

- A. Contractor shall use the LEISD supplied, web browser based Project Management Software for collaboration and processing of all applicable communications on the project.
- B. The PMSS is required to be used by all project members. Refer to the LEISD Standard Operating Procedures for the PMSS for requirements and guidelines.
- C. There are six (6) primary folders and multiple modules within each folder for each Project:

Correspondence, Reports & Minutes
 Noncompliance Notices Letters
 Daily Field Reports Correspondence Sent
 Correspondence Received Meeting
 Minutes
 Notepads Phone
 Records Safety
 Transmittals
 Contracts & Pay Requisitions Contracts –
 Budgeted Contracts – Committed
 Purchase Orders
 Cost Worksheet Insurance

- Payment Requisitions Submittals
- Submittal Packages
- Submittals Procurement
- Project Information Companies and
- Contacts Schedule Data
- Drawing Sets
- Drawings Materials
- RFP's, Changes & Notices Trends
- Issues Change
- Orders
- RFP's & Clarifications Notices
- (ASI, FM, Tests) Contract
- Management Proposals
- Close Out
- Punch Lists

- D. All components within the PMSS are to be updated in a timely manner. No more than three (3) days should lapse between updates, with the exception of Daily Reports, which shall be updated daily.
- E. Prior to approval of the first pay request, the contractor will setup the minimum initial project data in the PMSS:
 - 1. Companies and vendors for the project, including specification section and detail contact information, and all required attachments (i.e. insurances, contracts).
 - 2. Cost Codes input into the Cost Worksheet.
 - 3. Contract-Budgeted for Prime Contract between Owner and Contractor, correlated with cost worksheet (fully costed).
 - 4. Contract-Committed for Subcontractor Contracts between General Contractor and Subcontractors, Vendors, and Suppliers. All contracts are to be fully costed, have insurances attached and performance bonds as required.
 - 5. Complete Schedule of Values
 - 6. Complete Submittal listing

END OF SECTION

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SOLICITATION/CSP INFORMATION REQUIREMENTS

**REQUEST FOR
CONSTRUCTION MANAGEMENT AT RISK
PROPOSALS TWO STEP PROCESS
[CSP # 16-03-151-0]**

FOR

LITTLE ELM HIGH SCHOOL - ADDITIONS AND RENOVATIONS

FOR THE

**LITTLE ELM INDEPENDENT SCHOOL DISTRICT
LITTLE ELM, TEXAS**

STEP II

**Huckabee Architect
801 Cherry Street, Suite 500
Fort Worth, TX 76102**

February 11, 2016

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Step II

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PROPOSAL RESPONSE GUIDELINES

Respondents' response to this Request for Proposal shall include:

- **Fee Proposal Form for Work** as Prime CMR, completed and executed on the attached Form. The Fee will be a percentage of the final construction contract amount. The fee as a percentage proposed will be fixed, regardless of the final construction cost. Provide a separate fee proposal form for each project in this CSP.
- **Modifications.** No modification to this CSP or the resulting proposal will be considered bona fide unless in writing. Any oral modification must be followed in writing.
- **Life of Proposal.** No proposals may be withdrawn for a period of forty five (45) calendar days after the submission date.

PROPOSAL RESPONSE SCHEDULE

Two copies of this proposal are due to the Little Elm Independent School District at the Little Elm ISD, 300 Lobo Lane, Little Elm, Texas 75068, Attention: ROD REEVES, Executive Director of Operations no later than 2:00pm (Local Time), [March 15, 2016]. Proposals received by hand delivery or mail after that time will be returned unopened.

Fee Proposal Form for Work under a "Construction Manager at Risk Contract" – Little Elm High School – Additions and Renovations

NOTE: This information will be required to be submitted by the Potential Construction Managers' selected to be interviewed. Those who are selected to be interviewed will be notified within five (5) days to schedule the interview.

Project: CSP # 16-03-151-0 - CM At-Risk – Little Elm High School – Additions and Renovations

Proposal from _____ organized and existing under laws of the
(Company name)
State of _____.

The undersigned hereby proposes to furnish all labor, materials, tools and necessary equipment to perform the work required to construct as described in the Request for Competitive Sealed Proposal.

The undersigned further agrees to provide pre-construction services necessary to prepare an Initial Guaranteed Maximum Price (IGMP) based upon design documents and a Final Guaranteed Maximum Price (FGMP) based upon completion of construction documents. Upon approval of the IGMP, the Agreement shall be executed with the FGMP establishing the Final Contract Amount.

This Bidder agrees that this Proposal will remain good and in effect for a period of 60 days after receipt.

Warranty

All work will be warranted for one year from Substantial Completion or longer if specifically required of certain components in the final technical specifications **at no additional cost to the owner** for either subcontractor or Construction Manager in order to maintain and supervise the warranty item repairs, replacements or investigations.

Basis of Fees and General Conditions

The fee proposed may be submitted either as a percentage of the Guaranteed Maximum Price or a fixed fee, which will be converted to a percentage and assessed in accordance with Section 5.1 – Compensation of AIG Contract enclosed as Exhibit No. 1.

FEE PROPOSAL FORM – Operational Service Facility

While not the final contract form at this time, ALA A133/CM is the basis for definitions of Fee, General Conditions as modified by the Supplementary Conditions Document 0800 (referenced attached Schedule "C", Cost of Work and Total Cost of Construction for purposes of this proposal.

FEES PROPOSED FOR PRECONSTRUCTION SERVICES

Total contractor fee for developing cost estimates based on Pre Construction Services, Budgeting/Cost Estimating, as described above. \$ _____

FEES PROPOSED FOR OFFICE OVERHEAD AND PROFIT

Total Contractor Fee expressed as percentage of Cost of Construction for labor, equipment materials and related costs of the work provided by the Contractor. *The primary fee on the project.* _____ %

FEES PROPOSED FOR CHANGE ORDERS

Subcontractor markup fee: _____ %

General Contractor Markup fee: _____ %

Note LEISD conditions included in Supplementary Conditions

General Conditions costs per month should the construction schedule exceed the estimated construction duration. (Assume the General Conditions costs can be translated to a per diem after a one month extension): \$ _____

GENERAL CONDITIONS COSTS PROPOSED

Percentages proposed below will be fixed in the contract. Actual correlating dollar amounts should additionally be shown in the attached schedule of General Conditions Costs based on a Total Construction Cost of \$15,000,000. Final General Conditions Costs for items with fixed percentages will be based on percentage times actual cost of construction.

Contractor Bond - includes separate 100% Performance and Payment bonds expressed as percentage of the Total Construction Cost _____ %

Contractor Insurance – includes Contractor's general liability and other insurance - expressed as percentage of the Total Cost of Construction. _____ %

What is your Insurance Rate Modifier? _____

Amount of Commercial General Liability (Limit) which can be furnished by CMR without increase in insurance rate proposed. \$ _____ M

Can you add the Owner, Architect and Engineers on your policies as additional injured without additional cost to the Owner? Yes No
(Circle one)

Amount of Labor to be Performed by the Contractor's Own Forces _____ %
 Identify types of work
 (trades) to be self-performed: _____

List of General Conditions to Little Elm High School – Additions and Renovations

X **Onsite Field Office Staff**

Project Manager	\$	x	%	x	=
Superintendent	\$	x	%	x	=
Others	\$	x	%	x	=
Others	\$	x	%	x	=
Others	\$	x	%	x	=

Weekly Rate % Each Week on X # of Weeks = Total Cost
 Project in Total Project

Total Staff Cost Anticipated =

Weekly rates are to be fully burdened as complete rate that will be charged to the project, without additional multipliers, factors or supplemental costs. Note: Any bonuses paid as a part of this rate schedule are not allowed and not to be included as a part of the General Conditions costs.

X Indicate the percentage of time your personnel will dedicated solely to this project.

Project Manager: _____% Superintendent: _____%

Field Engineering Labor	=
Field Engineering Equipment and Supplies	=
Field Project Office	=
Temporary Fire Extinguishers and Safety Equipment and Labor	=
Office Furniture	=
Office Supplies	=
Postage/Federal Express/Courier Services	=
Miscellaneous Document Printing	=
Copy Machine and Paper	=
Office Equipment	=
Telephone and Fax Services	=
Janitorial Services	=
Miscellaneous Small Tools and Consumables	=
Vehicle Rental	=
Vehicle Fuel, Maintenance and Repair	=
Vehicle Insurance	=

All Risk Builder's Insurance	=
General Commercial Liability Insurances	=
All other Insurances in addition to CGL required	=
Contractor's Bond	=
Building Permit Fees	=
Construction, Equipment Freight and Insurance Charges	=
Construction Clean-Up	=
Final Clean-Up	=
Special Testing Equipment Rentals	=
Travel	=
Other	=

Total Estimated General Conditions including Field Office Staff =

Signed: _____

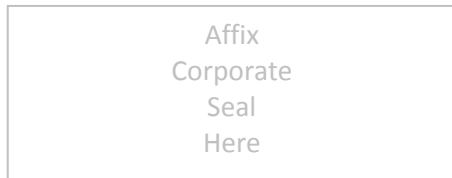
Title

Name of Firm

Organized as a: (Mark One):

Proprietorship _____ Partnership _____ Corporation _____

Under the law of the State Of: _____



Legal Address:

(Date)

Email: _____

Telephone No. _____

Fax No. _____

If Bid is by a corporation, affix seal in space above legal address.

Superintendent's Leadership Team

Agenda Item Request

Little Elm Independent School District

	Discussion	Action	Information
03-21-2016	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Subject:	ACTION: APPLE LEASE AGREEMENT		
Contact Person(s):	Russell VanHoose, Director of Technology, Digital Learning, & Media Services		
Presenter:	Russell VanHoose		
Summary:	In order to take advantage of special pricing for needed classroom equipment and to replace equipment that has reached end of life, the administration recommends the Board approve a lease agreement with Apple, Inc. as presented herein.		
Attachments:	Exhibit A: Master Lease Agreement #7987055		
Action/ Recommendation:	The administration recommends the Board approve a lease agreement with Apple, Inc. as presented herein.		
Time Requested:	5 minutes		

EXHIBIT A

Master Lease Agreement # 7987055 Lease Schedule # 001

LESSOR: APPLE, INC.
300 E. John Carpenter Fwy. #204
Irving, TX. 75062

**LESSEE: LITTLE ELM INDEPENDENT
SCHOOL DISTRICT**
300 LOBO LANE
LITTLE ELM, TX 75068

EQUIPMENT SCHEDULE

Equipment Description

Apple personal computers, servers, and networking equipment not to exceed **\$677,080.00**. Equipment configuration to be determined by invoices presented to Apple, Inc., as Lessor, and accepted by Lessee which will be incorporated as the final Schedule of Equipment. Final Rental stream will be amended, if necessary, determined by final equipment payment by Lessor as determined by the effective interest rate stated below.

TRANSACTION TERMS:

OF RENTS: 4 @ \$171,551.67(net of applicable taxes)

PAYABLE: Annual in Advance

LEASE TERM: 48 Months LEASE RATE: 0.25785

Promotional Interest Rate Based on Equipment Cost: .90%

Effective Interest Rate Based on Total Cost to Lessor's Assignee: 2.10%

EQUIPMENT OPTION AT END OF LEASE TERM: \$1 Out Option

Equipment Location (if different from Lessee address above):

Lessee Contact/Telephone: Grant Anderson

THIS SCHEDULE INCORPORATES ALL OF THE TERMS AND CONDITIONS IN THE MASTER LEASE PURCHASE AGREEMENT IDENTIFIED ABOVE.

TRANSACTION SUMMARY

New Apple Equipment Cost: \$677,080.00

Lease Discount: \$11,755.42

Total Cost to Lessor's
Assignee: \$665,324.58

IMPORTANT: READ BEFORE SIGNING. THE TERMS OF THIS SCHEDULE SHOULD BE READ CAREFULLY BECAUSE ONLY THOSE TERMS IN WRITING ARE ENFORCEABLE. THIS SCHEDULE INCORPORATES THE TERMS OF THE ABOVE IDENTIFIED MASTER LEASE AGREEMENT. TERMS OR ORAL PROMISES WHICH ARE NOT CONTAINED IN THIS WRITTEN SCHEDULE OR THE MASTER LEASE AGREEMENT MAY NOT BE LEGALLY ENFORCED. YOU MAY CHANGE THE TERMS OF THIS SCHEDULE ONLY BY ANOTHER WRITTEN AGREEMENT BETWEEN YOU AND US. YOU AGREE TO COMPLY WITH THE TERMS AND CONDITIONS OF THIS SCHEDULE. YOU AGREE THAT THE EQUIPMENT WILL BE USED FOR BUSINESS PURPOSES ONLY AND NOT FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

YOU CERTIFY THAT ALL THE INFORMATION GIVEN IN THIS SCHEDULE AND YOUR APPLICATION WAS CORRECT AND COMPLETE WHEN THIS SCHEDULE WAS SIGNED. THIS SCHEDULE IS NOT BINDING UPON US OR EFFECTIVE UNTIL AND UNLESS WE EXECUTE THIS SCHEDULE.

ACCEPTED BY:
LESSOR: APPLE, INC.

PROPOSED BY:
**LESSEE: LITTLE ELM INDEPENDENT SCHOOL
DISTRICT**

BY: _____

BY: _____

PRINT NAME: _____

PRINT NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____ FED TAX ID #: _____

CERTIFICATE OF INCUMBENCY

Lessor: Apple, Inc.
Lease(s) No. 7987055001

The undersigned hereby certifies that (i) he/she is the duly elected, qualified and acting Board Secretary of LITTLE ELM INDEPENDENT SCHOOL DISTRICT ("District"), and in such capacity the Custodian of the district records and (ii) the following person(s) are/is the duly elected, qualified and acting officer of said District holding the office indicated opposite his/her respective name and the signature appearing opposite his/her respective name is the genuine signature of such person and (iii) he/she is duly empowered and authorized on behalf of the District to negotiate, procure and execute such contracts, agreements and other documents as are necessary in his/her opinion to do business with the Lessor.

→ _____
Printed Name

→ _____
Office

→ _____
Signature

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this District this

→ _____ day of → _____, → _____.

→ _____
Board Secretary Signature

→ _____
Printed Name

Board Agenda Item

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

Board Mtg. Date	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Other
01-19-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	Growth FTE's for the 2016 - 2017 school year				
Presenter or Contact Person:	Cleota Epps Executive Director for Human Resource Services				
Policy/Code:	DCA, DCB, DC, and DCE, as appropriate.				
Summary:	Addition of thirteen growth FTE's for the 2016/17 school year.				
Financial Implications:	\$780,000				
Attachments:					
Recommendation:	The Administration recommends approval of thirteen growth FTE's for the 2016-2017 school year.				
Motion:	I move the Board approve thirteen growth FTE's for the 2016-2017 school year as submitted.				

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 03-14-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	PERSONNEL MEMO				
Presenter or Contact Person:	Cleota Epps Executive Director for Human Resource Services				
Policy/Code:	DCA, DCB, DC, and DCE, as appropriate.				
Summary:	Teacher Contract Renewals.				
Financial Implications:	There is no financial impact to the budget.				
Attachments:	Under Cover.				
Recommendation:	The Administration recommends approval of the Teacher Contract Renewals as submitted.				
Motion:	I move the Board approve the Teacher Contract Renewals as submitted.				

Board Agenda Item

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

	Reports of the Superintendent	Business Item	Consent Agenda	Reports, Routine Monthly	Discussion Item
Board Mtg. Date 03-21-2016	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	GIFTS AND DONATIONS				
Presenter or Contact Person:	Grant Anderson, CFO				
Policy/Code:	Other Revenues – Grants from Private Sources – CDC (Local)				
Summary:	List of new gifts and donations received by the District				
Financial Implications:	Increase of General Fund revenues and increase in appropriate budgets.				
Attachments:	Donation List				
Recommendation:	The Administration recommends approval of the Consent Agenda as submitted.				
Motion:	I move that the Board approve the Consent Agenda as submitted				

**LITTLE ELM INDEPENDENT SCHOOL DISTRICT
NEW DONATIONS FY 2015-16**

Campus/Dept	Fund	Donation From	Description	Date	Monetary	Non-Monetary	Total
Athletics	461	Plenum LLC	Softball program	02/02/16	1,000.00		1,000.00
Athletics	461	Lobo Club Track Boosters	Track uniform/sweats	02/11/16	1,445.00		1,445.00
Chavez	199	First United Bank Mortgage	Classroom supplies	02/11/16	100.00		100.00
Lakeside Middle School	461	Mooyah	Washington DC trip	02/16/16	115.06		115.06
Lakeside Middle School	199	Target	Student Incentives	02/17/16	103.76		103.76
Chavez	199	Target	Classroom supplies	02/22/16	268.56		268.56
High School	199	Target	Staff supplies and incentives	02/23/16	577.77		577.77
Brent	199	Target	Classroom supplies	02/23/16	571.20		571.20
Athletics	461	Lobo Club Basketball Boosters	Girls varsity basketball shoes	02/29/16	1,485.00		1,485.00
Prestwick	199	PTA	Renstar ice cream student incentives	03/04/16	156.82		156.82
Communications	199	James R. Hood	Snacks for teacher training	03/15/16	700.00		700.00
					6,523.17	-	6,523.17