



School District Five of Lexington and Richland Counties
Change Order

Date: 2/3/2014

Location: New Design & Construction (School/Dept.) Purchase Order No.: 152717

Vendor: Shepard & Associates Purchase Order Date: 8/6/2013

Description of Changes Requested: List account number changes, if applicable. Please note that this form is to be used only for changes occurring on outstanding orders prior to completion and payment of order.

To increase PO, for additional roof consulting services for bond projects...new account distribution should be:

- 535-253-520-1000-20 --- \$3,630.25
535-253-520-1000-27 --- \$1,677.25
535-253-520-1000-33 --- \$0
535-253-520-1050-33 --- \$125.00
535-253-520-1000-40 --- \$125.00

Handwritten signature

Principal/Department Head Signature

Table with 2 columns: Description and Amount. Rows include original purchase sum (\$1,000.00), net changes (\$1,300.00), amount that purchase order/contract will be increase, decreased, unchanged by this change order (\$3,257.50), and the new purchase order or contract sum, including changes requested by this change order (\$5,557.50).

Coordinator of Purchasing Date

NOT VALID UNLESS SIGNED BY THE COORDINATOR OF PURCHASING

VENDOR: 673754
 SHEPARD & ASSOCIATES LLC
 3547 DREHER SHOALS ROAD
 SUITE 8
 IRMO SC 29063
 803-407-8284

PURCHASE ORDER

PURCHASE ORDER NO: 152717

NET 30 DAYS

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND CORRESPONDENCE.

SEND ALL INVOICES FOR PAYMENT TO:

Accounts Payable
 School District Five of
 Lexington and Richland Counties
 1020 Dutch Fork Road
 Irmo, South Carolina 29063

SHIP TO:

NEW DESIGN & CONSTRUCTION
 S/D #5 OF LEX. & RICH COUNTIES
 1020 DUTCH FORK ROAD
 IRMO SC 29063
 803-478-8128
 KEITH MCALISTER

ORDER DATE: Aug 06, 2013

QUANTITY/UNIT	CATALOG NUM.	DESCRIPTION	UNIT PRICE	TOTAL
1		2009 BOND REFERENDUM	0.00	0.00
1		ROOF CONSULTING	1,000.00	1,000.00
1		NEW PO FOR FY 2013-2014 ** REPLACES PO #141208 **	0.00	0.00

Sub Total 1,000.00
 Sales Tax 0.00
TOTAL \$1,000.00

ACCOUNT DISTRIBUTION DETAILS

REV	APPRV	ACCOUNT NUMBER	AMOUNT	REV	APPRV	ACCOUNT NUMBER	AMOUNT	REV	APPRV	ACCOUNT NUMBER	AMOUNT
AKM	BEL	535-253-520-1000-20	\$500.00								
AKM	BEL	535-253-520-1000-27	\$125.00								
AKM	BEL	535-253-520-1000-33	\$125.00								
AKM	BEL	535-253-520-1050-33	\$125.00								
AKM	BEL	535-253-520-1000-40	\$125.00								

Jeffrey C. Patterson
 Signature



August 07, 2013
 Date

Shepard & Associates, LLC

(TIN) 57-1129342

3547 Decher Shoals Road, Suite 6, Irmo, SC 29063 Phone (803) 407-8294 Fax (803) 407-8200

□□

Invoice for Services Rendered

Billing Date: 1/30/14
 Billing Period Through: 12/31/13
 Client Name and Billing Address:
 School District 5 of Lexington and Richland Counties
 1020 Dutch Fork Rd.
 Irmo, SC 29063

Invoice No.: 14011
 Client No.: 3006
 S&A PF# 3006.021.001

Project: LRSD5 2008 Referendum Oversight			
Client Ref #:	PO No. 152717		
Type Service:	01 - CONSULTATION	Service & Reimbursable Total:	\$ 32,241.25
Type Fee:	Hourly NTE \$ 30,000.00	Previous Invoice(s):	\$ 29,585.75
	plus reimbursables Letter 2/10/12	Balance Due This Invoice:	\$ 2,655.50
Description of Service: Inspections at Dutch Fork High School on 11/7 & 11/15/13; Inspection at Chapin High School on 12/17/13; Communications & Correspondence			Service & Reimbursable Account Summary
			PRIOR FEES \$ 29,139.75
CURRENT FEES			
For: CHS	DCM 18hrs x \$65/hr=\$1,170.00-RCP.5 x \$75/hr=\$37.50-WBS .5hr x \$125/hr=\$62.50	\$	1,270.00
CATE		\$	-
DFHS	DCM 19.5hr x \$65/hr=\$1,267.50-RCP.75 x \$75/hr=\$56.25-WBS .25hr x \$125/hr=\$31.25	\$	1,355.00
High School No.4		\$	-
Irmo High School		\$	-
			CURRENT FEES \$ 2,625.00
			TOTAL FEES \$ 31,764.75
			PRIOR REIMBURSABLES \$ 446.00
CURRENT REIMBURSABLES			
For: CHS	DCM Mileage 61 miles - X \$0.50	\$	30.50
CATE	DCM Mileage --miles - X \$0.50	\$	-
High School No.4	DCM Mileage --miles - X \$0.50	\$	-
			CURRENT REIMBURSABLES \$ 30.50
			TOTAL REIMBURSABLES \$ 476.50
GRAND TOTAL			\$ 32,241.25

ACCOUNT DATA

Summary Total: \$ 32,241.25
 Previous Invoice(s): \$ 29,585.75
 Previous Payment(s): \$ 29,585.75

ACCOUNTING HISTORY

0 - 30 \$ 2,655.50
 31 - 60 \$ -
 61 - 90 \$ -
 Over 90 \$ -

CLIENT DATA

Client Contact: Ms. Tracie Covey
 Email: tcovey@lexrich5.org
 Phone Number:

Alternate Contact: Mr. Scott Carlin
 Title: Coordinator of Facilities
 Phone Number: (803) 732-8012 ext 8123

Invoice for Services Rendered

Billing Date: 8/1/13
 Billing Period Through: 7/31/13
 Client Name and Billing Address:
 School District 5 of Lexington and Richland Counties
 1020 Dutch Fork Rd.
 Irmo, SC 29063

Invoice No.: 13085
 Client No.: 3006
 S&A PF# 3006.021.001

Bill No. See below
152717 Date 8/6/13
P

Project: LRSD5 2008 Referendum Oversight		S: <u>the</u>	
Client Ref #:	PO No. 118270		
Type Service:	01 - CONSULTATION	Service & Reimbursable Total:	\$ 28,320.25
Type Fee:	Hourly NTE \$ 30,000.00	Previous Invoice(s):	\$ 27,768.50
	plus reimbursables Letter 2/10/12	Balance Due This Invoice:	\$ 551.75
Description of Service: Inspection on 7/22/13; Communications & Correspondence		Service & Reimbursable Account Summary	
		PRIOR FEES	\$ 27,369.00
CURRENT FEES			
For: CHS <u>535-253-520-1000-20</u>	DCM 5 hrs x \$85/hr-RCP.75 x \$75/hr	\$	413.75
CATE		\$	-
DFHS <u>535-253-520-1000-27</u>	DCM 1.5hrs x \$85/hr-RCP.5 x \$75/hr	\$	112.25
High School No.4 <u>535-253-520-1050-33</u>	DCM .15hrs x \$65/hr	\$	9.75
Irmo High School		\$	-
		CURRENT FEES	\$ 535.75
		TOTAL FEES	\$ 27,904.75
		PRIOR REIMBURSABLES	\$ 399.50
CURRENT REIMBURSABLES			
For: CHS <u>535-253-520-1000-20</u>	DCM Mileage 32miles - X \$0.50	\$	16.00
CATE	DCM Mileage -miles - X \$0.50	\$	-
High School No.4	DCM Mileage -miles - X \$0.50	\$	-
		CURRENT REIMBURSABLES	\$ 16.00
		TOTAL REIMBURSABLES	\$ 415.50
GRAND TOTAL			\$ 28,320.25

ACCOUNT DATA

Summary Total: \$ 28,320.25
 Previous Invoice(s): \$ 27,768.50
 Previous Payment(s): \$ 27,768.50

ACCOUNTING HISTORY

0 - 30 \$ 551.75
 31 - 60 \$ -
 61 - 90 \$ -
 Over 90 \$ -

CLIENT DATA

Client Contact: Ms. Tracie Covey
 Email: tcovey@lexrich5.org
 Phone Number:

Alternate Contact: Mr. Scott Carlin
 Title: Coordinator of Facilities
 Phone Number: (803) 732-8012 ext 8123

Shepard & Associates, LLC

Project No. see below
 PO# 152717 Date 11/14/13
 (TIN) part 301
 Signature [Handwritten Signature]

Invoice for Services Rendered

Billing Date: 11/1/13
 Billing Period Through: 10/31/13
 Client Name and Billing Address:
 School District 5 of Lexington and Richland Counties
 1020 Dutch Fork Rd
 Irmo, SC 29063

Invoice No.: 13127
 Client No.: 3006
 S&A PF# 3006.021.001

Project: LRS D5 2008 Referendum Oversight			
Client Ref #:	PO No. 118270		
Type Service:	01 - CONSULTATION	Service & Reimbursable Total:	\$ 29,585.75
Type Fee:	Hourly NTE \$ 30,000.00 plus reimbursables Letter 2/10/12	Previous Invoice(s):	\$ 28,320.25
		Balance Due This Invoice:	\$ 1,265.50
Description of Service: Inspections at Dutch Fork High School on 10/18 & 10/31/13; Inspection at Chapin High School on 10/31/13; Communications & Correspondence			Service & Reimbursable Account Summary
			PRIOR FEES \$ 27,904.75
CURRENT FEES			
For: CHS	535-253-520-1000-20	DCM 18hrs x \$65/hr	\$ 1,170.00
CATE			\$ -
DFHS	535-253-520-1000-27	DCM 1hr x \$65/hr	\$ 65.00
High School No.4			\$ -
Irmo High School			\$ -
			CURRENT FEES \$ 1,235.00
			TOTAL FEES \$ 29,139.75
			PRIOR REIMBURSABLES \$ 415.50
CURRENT REIMBURSABLES			
For: CHS	535-253-520-1000-20M	Mileage 61 miles - X \$0.50	\$ 30.50
CATE	DCM	Mileage --miles - X \$0.50	\$ -
High School No.4	DCM	Mileage --miles - X \$0.50	\$ -
			CURRENT REIMBURSABLES \$ 30.50
			TOTAL REIMBURSABLES \$ 446.00
GRAND TOTAL			\$ 29,585.75
ACCOUNT DATA		ACCOUNTING HISTORY	
Summary Total:	\$ 29,585.75	0 - 30	\$ 1,265.50
Previous Invoice(s):	\$ 28,320.25	31 - 60	\$ -
Previous Payment(s):	\$ 28,320.25	61 - 90	\$ -
		Over 90	\$ -

CLIENT DATA
 Client Contact: Ms. Tracie Covey
 Email: tcovey@lexrich5.org
 Phone Number:

Alternate Contact: Mr. Scott Carlin
 Title: Coordinator of Facilities
 Phone Number: (803) 732-8012 ext 8123

Invoice for Services Rendered

Billing Date: 1/30/14
 Billing Period Through: 12/31/13
 Client Name and Billing Address:
 School District 5 of Lexington and Richland Counties
 1020 Dutch Fork Rd
 Irmo, SC 29063

Invoice No.: 14011
 Client No.: 3006
 S&A PF# 3006.021.001

535-253-520-1000-20 → \$1,300.50
 535-253-520-1000-27 → \$1,355.00
 Invoice No. 152717 Date 2/3/2014

Project: LRSD5 2008 Referendum Oversight

Client Ref #: PO No. 152717

Type Service: 01 - CONSULTATION

Type Fee: Hourly NTE \$ 30,000.00
 plus reimbursables Letter 2/10/12

Service & Reimbursable Total: \$ 32,241.25
 Previous Invoice(s): \$ 29,585.75
 Balance Due This Invoice: \$ 2,655.50

Description of Service: Inspections at Dutch Fork High School on 11/7 & 11/15/13;
 Inspection at Chapin High School on 12/17/13; Communications & Correspondence

Service & Reimbursable Account Summary

	PRIOR FEES	\$	29,139.75
CURRENT FEES			
For: CHS	DCM 18hrs x \$65/hr=\$1,170.00-RCP 5 x \$75/hr=\$375.00-WBS .5hr x \$125/hr=\$62.50	\$	1,270.00
CATE		\$	-
DFHS	DCM 19.5hr x \$65/hr=\$1,267.50-RCP.75 x \$75/hr=\$56.25-WBS 25hr x \$125/hr=\$312.50	\$	1,355.00
High School No.4		\$	-
Irmo High School		\$	-
	CURRENT FEES	\$	2,625.00
	TOTAL FEES	\$	31,764.75
	PRIOR REIMBURSABLES	\$	446.00
CURRENT REIMBURSABLES			
For: CHS	DCM Mileage 61 miles - X \$0.50	\$	30.50
CATE	DCM Mileage --miles - X \$0.50	\$	-
High School No.4	DCM Mileage --miles - X \$0.50	\$	-
	CURRENT REIMBURSABLES	\$	30.50
	TOTAL REIMBURSABLES	\$	476.50
	GRAND TOTAL	\$	32,241.25

ACCOUNT DATA

Summary Total: \$ 32,241.25
 Previous Invoice(s): \$ 29,585.75
 Previous Payment(s): \$ 29,585.75

ACCOUNTING HISTORY

0 - 30 \$ 2,655.50
 31 - 60 \$ -
 61 - 90 \$ -
 Over 90 \$ -

CLIENT DATA

Client Contact: Ms. Tracie Covey
 Email: tcovey@lexrich5.org
 Phone Number:

Alternate Contact: Mr. Scott Carlin
 Title: Coordinator of Facilities
 Phone Number: (803) 732-8012 ext 8123

SHEPARD & ASSOCIATES, LLC
INVOICE NO: 14055
BILLING PERIOD THROUGH 4/1/14

LRSD5 2008 REFERENDUM OVERSIGHT

535-253-520-1000-20	\$505.50
535-253-520-1000-27	\$420.25
535-253-520-1000-40	\$493.50
	<hr/>
	\$1,419.25

INVOICE ATTACHED

Project No. see above
F# 152717 Date 5/1/14
Type of Partial partial
As Verified ✓
Date Verified ✓
Use Tax (Yes) ✓ (No)
Signature [Signature]



Shepard & Associates, LLC

3547 Dreher Shoals Road, Suite 6, Irmo, SC 29063 Phone (803) 407-8284 Fax (803) 407-8336

Budget No. _____
PO No. _____ Date _____
Contract or Fiscal (TIN) 57-1129342
Firm's V. No. _____
Main V. No. _____
Use Tax (Yes) _____ (No) _____
Signature _____

Invoice for Services Rendered

Billing Date: 4/24/14
Billing Period Through: 4/1/14
Client Name and Billing Address:
School District 5 of Lexington and Richland Counties
1020 Dutch Fork Rd.
Irmo, SC 29063

Invoice No.: 14055
Client No.: 3006
S&A PF# 3006.021.001

Project:	LRSD5 2008 Referendum Oversight		
Client Ref #:	PO No. 152717		
Type Service:	01 - CONSULTATION	Service & Reimbursable Total:	\$ 33,660.50
Type Fee:	Hourly NTE \$ 40,000.00	Previous Invoice(s):	\$ 32,241.25
	plus reimbursables Amend# 2 1/16/14	Balance Due This Invoice:	\$ 1,419.25
Description of Service: Inspection at Dutch Fork High School on 1/23/14; Inspection at Chapin High School on 3/20/14; Inspection at Irmo High School on 4/1/14; Communications & Correspondence		Service & Reimbursable Account Summary	
		PRIOR FEES	\$ 31,764.75
CURRENT FEES			
For: CHS		DCM 7.5hrs x \$65/hr=\$487.50	\$ 487.50
CATE			\$ -
DFHS		DCM 6hrs x \$65/hr=\$390.00-RCP.25 x \$75/hr=\$18.75	\$ 408.75
High School No.4			\$ -
Irmo High School		DCM 7.5hrs x \$65/hr=\$487.50	\$ 487.50
		CURRENT FEES	\$ 1,383.75
		TOTAL FEES	\$ 33,148.50
		PRIOR REIMBURSABLES	\$ 476.50
CURRENT REIMBURSABLES			
For: CHS	DCM	Mileage 36 miles - X \$0.50	\$ 18.00
DFHS	DCM	Mileage 23 miles - X \$0.50	\$ 11.50
Irmo HS	DCM	Mileage 12 miles - X \$0.50	\$ 6.00
		CURRENT REIMBURSABLES	\$ 35.50
		TOTAL REIMBURSABLES	\$ 512.00
GRAND TOTAL			\$ 33,660.50

ACCOUNT DATA

Summary Total: \$ 33,660.50
Previous Invoice(s): \$ 32,241.25
Previous Payment(s): \$ 32,241.25

ACCOUNTING HISTORY

0 - 30 \$ 1,419.25
31 - 60 \$ -
61 - 90 \$ -
Over 90 \$ -

CLIENT DATA

Client Contact: Ms. Tracie Covey
Email: tcovey@lexrich5.org
Phone Number:

Alternate Contact: Mr. Scott Carlin
Title: Coordinator of Facilities
Phone Number: (803) 732-8012 ext 8123