

Regular Meeting of the Trousdale County Board of Education

Thursday, August 22, 2024

Trousdale County Board of Education

103 Lock Six Road

Hartsville, TN 37074

Attendance Taken at 5:59 PM.

Robert Atwood: Present

Deanna Bode: Present

John Kerr: Present

Racheal Petty: Present

Barbara Towns: Present

1. AGENDA:

1.A. Call to Order – John Kerr, Board Chairperson

1.B. Invocation - Robert Atwood, Board Member

1.C. Pledge of Allegiance – Barbara Towns, Board Member

1.D. Time for Public Comment

1.E. Invitation for audience to address items on the Agenda

1.F. Approval of the Agenda for August 22, 2024

Approval of the August 22, 2024, Agenda passed with a motion by Robert Atwood and a second by Barbara Towns.

Barbara Towns: Yea

Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Yea

2. CONSENT AGENDA:

2.A. Approval of Consent Agenda for August 22, 2024

Approval of the August 22, 2024, Consent Agenda passed with a motion by Racheal Petty and a second by Deanna Bode.

Barbara Towns: Yea

Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Yea

2.B. Approval of Minutes from July 18, 2024

2.C. Approval Executive Decision - 2024-25 Staff & Adult Meal Prices – Attachment A

2.D. Approval Executive Decision - High School Football Fundraiser – Attachment B

2.E. Approval Rackley Roofing Company Inspection / Service Agreement– Attachment C

2.F. Approval Middle School School-wide Fundraiser – Attachment D

2.G. Approval High & Middle School Softball Fundraiser - Advertisement Signs – Attachment E

2.H. Approval High School Softball Fundraiser - Calendar Donations – Attachment F

2.I. Approval Middle School Softball Fundraiser - Calendar Donations – Attachment G

2.J. Approval Middle School Softball Fundraiser - Coffee House – Attachment H

2.K. Middle School Softball Fundraiser - Pancake Breakfast – Attachment I

2.L. Approval Middle School Volleyball Fundraiser - Calendar Donations – Attachment J

2.M. Approval High & Middle School Fundraiser - Alumni Volleyball Game – Attachment K

2.N. Approval FFA Out of State Field Trip Request - Attachment L

2.O. Approval Budget Amendment 142-71100 Regular Instruction Program - Title I

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue. Amendments are to include:				
		Subfund 102: Title I		
DEBIT Revenue	47141	Title I Grants to LEAs		84,190.39
	71100	Regular Instruction Program		
	429	Instructional Supplies & Materials		723.56
GRAND TOTALS				\$84,913.95
Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures. Amendments are to include:				
CREDIT EXPENDITURES	71100	Regular Instruction Program		
	722	Regular Instruction Equipment		84,913.95
GRAND TOTALS				\$84,913.95

2.P. Approval Budget Amendment 142-72210 Regular Instruction Support Services - Title II

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue.
Amendments are to include:

		Subfund 202: Title II		
DEBIT Revenue	47189	Eisenhower Professional Development State Grants		25,337.06
GRAND TOTALS				\$25,337.06

Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures.
Amendments are to include:

CREDIT EXPENDITURES	72210	Regular Instruction Support Services		
	399	Other Contracted Services		21,309.68
	524	In-Service / Staff Development		3,027.38
	599	Other Charges		1,000.00
GRAND TOTALS				\$25,337.06

2.Q. Approval Budget Amendment 142-72210 - Title II Carryover

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue.
Amendments are to include:

DEBIT Revenue	47189	Eisenhower Professional Development State Grants		2,000.00
GRAND TOTALS				\$2,000.00

Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures.
Amendments are to include:

CREDIT EXPENDITURES	72210	Regular Instruction Support Services		
	524	In-Service / Staff Development		2,000.00
GRAND TOTALS				\$2,000.00

2.R. Approval Budget Amendment 142-72120 Health Services - Title IV

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue.
Amendments are to include:

		Subfund 440: Title IV		
DEBIT Revenue	47590	Other Federal Through State		7,403.69

GRAND TOTALS				\$7,403.69
Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures. Amendments are to include:				
CREDIT EXPENDITURES	72120	Health Services		
	399	Other Contracted Services		7,403.69
GRAND TOTALS				\$7,403.69

2.S. Approval Budget Amendment 142-71200 Special Education Program - IDEA

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue. Amendments are to include:				
		Subfund 902: IDEA Part B		
DEBIT Revenue	47143	Special Education Grants to States		120,284.44
GRAND TOTALS				\$120,284.44
Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures. Amendments are to include:				
CREDIT EXPENDITURES	71200	Special Education Program		
	163	Educational Assistants		61,240.13
	207	Medical Insurance		7,200.00
	429	Instructional Supplies & Materials		8,000.00
	499	Other Supplies & Materials		4,000.00
	725	Special Education Equipment		10,000.00
	72220	Special Education Program Support Services		
	312	Contracts w/ Private Agencies		15,000.00
	322	Evaluation & Testing		3,000.00
	499	Other Supplies & Materials		2,000.00
	790	Other Equipment		4,894.31
	72710	Transportation Services		
	338	Maintenance & Repair Service		2,300.00
	450	Tires & Tubes		750.00
	453	Vehicle Parts		1,900.00
GRAND TOTALS				\$120,284.44

2.T. Approval Budget Amendment 142-71200 Special Education Program - IDEA PreSchool

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue.
Amendments are to include:

		Subfund 912: IDEA PreSchool	
DEBIT Revenue	47145	Special Education PreSchool Grants	13,754.92
GRAND TOTALS			\$13,754.92

Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures.
Amendments are to include:

CREDIT EXPENDITURES	71200	Special Education Program	
	429	Instructional Supplies & Materials	2,480.00
	499	Other Supplies & Materials	3,346.92
	725	Special Education Equipment	4,000.00
	72220	Special Education Program Support Services	
	312	Contracts w/ Private Agencies	3,928.00
GRAND TOTALS			\$13,754.92

2.U. Approval Budget Amendment 142-71100 Regular Instruction Program - ESSER 3.0

Amend the 2024-25 142 Federal Projects School Budget by debiting line item Revenue.
Amendments are to include:

		Subfund 936	
DEBIT Revenue	47401	ESSER Grant 3.0	35,866.44
GRAND TOTALS			\$35,866.44

Amend the 2024-25 142 Federal Projects School Budget by crediting line item Expenditures.
Amendments are to include:

CREDIT EXPENDITURES	71100	Regular Instruction Program	
	722	Regular Instruction Equipment	35,866.44
GRAND TOTALS			\$35,866.44

3. SCHOOL DISTRICT HIGHLIGHTS: Chairman Kerr presented Ms. Barbara Towns with a four-year service plaque. In her final Board meeting, Mrs. Towns provided a heart-felt thank you to her constituents including the members of the school board and the work that the Board does for the students of Trousedale County.

4. PRINCIPALS' REPORTS:

4.A. Trousdale County Elementary School – Ms. Badru stated that the school's enrollment is presently at (687) students which is about the same as the end of the last school year. She stated that the students are already becoming sick, which is having a negative effect on student attendance. Ms. Badru introduced the new teachers at the school including full-time substitute teachers. She stated that she is focusing on student discipline by teaching students to use "kind words" in their interactions with one another.

4.B. Jim Satterfield Middle School – Mr. Gulley said it was great to see students back and engaged in learning. He stated that there are challenges or some adjustments for 6th graders transitioning from 5th grade such as punctuality, but students are improving in adjusting to the new middle school routines. He stated that present enrollment is (323) students with (118) 6th graders. He stated that the school has a new SRO and that he has relocated his office for the school year. He has also added a new pedestrian walking lane to improve student safety. Mr. Gulley concluded by introducing new teachers at the school as well as some within school transfers that he had made to better support student achievement.

4.C. Trousdale County High School – Mr. McCall reported that the present high school enrollment has 408 students with 127 freshmen. He discussed new TSSAA enrollment that will impact the school for the next four years. He explained new parking lot procedures that provides one-way traffic flow for the entire campus as well as new student dismissal procedures that provide safer afternoon release of students. He stated that new parking lot cameras have been added for this school year. Mr. McCall concluded by informing the Board about the new GoFAN electronic ticketing option for both the gate and concession stand.

4.D. Student School Board Representative – Student School Board Representatives Elizabeth Denning and Hanna Tucker informed the Board about the new GoFAN electronic ticketing procedures that will be implemented at all football games this season. The students introduced members of the football and volleyball teams for 2024 as well as the new teachers at the school. Elizabeth and Hanna updated the Board about the new "skinny block" schedule that Mr. McCall has implemented on Friday's where all students attend all scheduled classes. The skinny block classes are approximately :45 minutes as opposed to the traditional :90-minute alternating block schedule. The students added that Mr. McCall had implemented new and safer afternoon dismissal procedures.

5. DIRECTOR'S REPORT:

5.A. Employment Notifications

Beecham, Allison	ESL Teacher
Colter, Layce	PE Teacher / Full-time Substitute
Cothron, Davy	Interim Assistant Principal, Middle School
Denham (Petty), Shelby	PE Teacher / Asst. Coach, Elementary School
Lancaster, Kaylie	Full-time Substitute Cook
Stafford, Donnie	180-day Janitor, Middle School
Baker, Shawn	ESL Teacher, resignation
Frost, Marie	180-day Janitor, High School, transfer

5.B. Academic and Goal Updates – Dr. Satterfield informed the Board about the LEAPS afterschool program that is scheduled to begin on September 3. He stated that the program will serve (80) students in grades 1-4 and will be accepting 5th graders who are a part of the TN ALL Corps tutoring program which begins on September 9 for students who were promoted to either the 4th or 5th grade on a promotion pathway that requires students to attend tutoring services for the duration of the school year. He informed the Board that selected middle and high school students would again be participating in the two-day Move2Stand bullying prevention program on September 4 and 5. Dr. Satterfield concluded by informing the Board that the elementary school will be presenting its best practices at the TN ALL Corps Tutoring Summit on August 28.

5.C. Project Updates - Dr. Satterfield stated that the elementary roof project is progressing well with the 2nd and 3rd grade wings being completely covered. He stated that the roof panel machine is scheduled to arrive on August 27 at which time one could expect to see the roofing installed on the kindergarten and 1st grade wings. He stated that work has progressed very well because it hasn't rained in such a long time.

6. NEW BUSINESS:

6.A. High School FFA Fundraiser -Fall Mums & Pumpkin Sale - Attachment M
Motion to return the FFA Mum fundraiser back to Mr. McCall to determine the appropriate price for the size of the mum arrangement prior to commencement of FFA sells to the public passed with a motion by Racheal Petty and a second by Barbara Towns.

Barbara Towns:	Yea
Deanna Bode:	Yea
John Kerr:	Yea
Racheal Petty:	Yea
Robert Atwood:	Yea

6.B. Elementary School Roof Change Order – Attachment N

Motion to approve the A-Lert change order that will extend the elementary school roof replacement over the 4th and 5th grade cafeteria for the amount of \$115,417 with funding to be taken from contingency passed with a motion by Robert Atwood and a second by Racheal Petty.

Barbara Towns: Yea
Deanna Bode: Yea
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea

6.C. Athletic Field House Project – Attachment O

Clift Carey General Contractors	\$3,970,000
FTM Contracting	\$4,099,000
Romach, Inc.	\$4,450,000
Stockton Building Corporation	\$3,985,000

Motion to select the FTM Contracting bid for the amount of \$4,099,000 to build a new athletic field house passed with a motion by Racheal Petty and a second by Barbara Towns.

Barbara Towns: Yea
Deanna Bode: Nay
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea

6.D. High School Baseball Sponsorship Request

Motion to approve the \$25,000 Hiller Plumbing & Electrical donation for the baseball team to purchase synthetic turf for the home plate and pitching mound areas in turn for a high school only 10-year advertising agreement passed with a motion by John Kerr and a second by Racheal Petty.

- 10-year agreement (May 2035)
- For high school baseball team only
- Signage to include: 1) Bleachers and 2) Scoreboard
- Sponsor game announcements (min. 2 per game)
- Team media coverage shall include Hiller as a sponsor.

Barbara Towns: Yea

Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Yea

7. ACCOUNT ANALYSIS:

8. VENDOR CHECKS:

9. EXPENDITURES & ENCUMBRANCES:

10. ADJOURN:

Motion to Adjourn passed with a motion by Barbara Towns and a second by Robert Atwood.

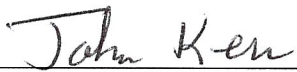
Barbara Towns: Yea

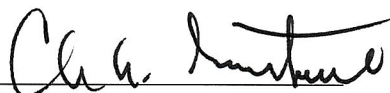
Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Yea


Chairperson


Director of Schools

1

**Request to Increase School Meal Prices
Staff and Other Adults for 2024-2025 School Year**

Attachment A

Our local school meal prices (Breakfast, Lunch, & Snack) are based on reimbursement rates that a school receives for student meals while participating in the Community Eligibility Provision (CEP) Program, which allows our students to receive free meals. The federal rule is that non-student meals cannot be equal to or less than the rate we are reimbursed. This year's rates were late in being released to us, resulting in this request from School Nutrition being delayed.

2024-2025 PROPOSED MEAL PRICES

	2023-2024	2024-2025 Proposed
<u>BREAKFAST</u>		
Student (Extra Meal)	\$2.70	\$2.85
Staff Meal	\$2.75	\$3.00
Meal (All Other Adults)	\$3.00	\$3.50
<u>LUNCH</u>		
Student (Extra Meal)	\$4.35	\$4.55
Staff Meal	\$4.50	\$4.75
Meal (All Other Adults)	\$5.00	\$5.25
<u>AFTERSCHOOL SNACK</u>		
Adult Snack	\$1.10	\$1.21
<u>ALA CARTE FOODS</u>		
Smart Mouth Pizza (TCHS Only)	\$3.25	\$3.25
Chef Salad	\$3.75	\$3.75
Meat/Entrée	\$2.00	\$2.00
Vegetable/Fruit	\$0.75	\$0.75
Bread (Biscuit, Roll, etc.)	\$0.50	\$0.50
Milk	\$0.35	\$0.35
Ice Cream (Varies by type)	\$0.50-1.00	\$0.50-1.00
Chips	\$0.75	\$0.75
Specialty Drinks (TCHS Only)	\$1.25	\$1.25
Gatorade (TCHS Only)	\$1.00	\$1.00
Yogurt Cups (TCHS Only)	\$0.50	\$0.50
Small Parfait (TCHS Only)	\$0.75	\$0.75
Large Parfait (TCHS Only)	\$1.50	\$1.50

Please Note: No one is allowed to charge meals/food or drinks.



Trousdale County Schools

Request for Fundraising Activity

Attachment B

2

School: ☐ TCES

☐ JSMS

☒ TCHS

Student Group/Activity: TCHS FOOTBALL

Net Amount Expected/Goal: \$3,000

Specific Purpose of the Fundraiser:

To raise funds for the football program.

Specific Use of the Funds Acquired:

Buy new game footballs, equipment, etc..

Describe how students will be involved in the fundraising activity:

No Students will be Involved

Sponsor's Signature

Date

Principal's Signature

Date

Director's Signature

Date

Board Approved:

Executive Decision 7/23/24

Board Approved 8/22/24


RACKLEY ROOFING COMPANY, INC.
Transforming the Industry
Other Locations:
**Knoxville, Memphis, Cleveland,
Mt Juliet, Murfreesboro**

105 Hunter Avenue
Carthage, TN 37030
Phone 615.735.1197
Fax 615.735.1241
www.rackleyroofing.com

Bi-Annual Inspection and Service Agreement

Rackley Roofing Company, Inc. RoofCheck Care Maintenance Inspection and Service Agreement is a 1 to 3 year program designed to provide inspections and proactive roof maintenance for the below-mentioned job location. This agreement is subject to the terms and conditions as stated in this agreement.

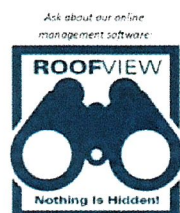
This agreement is for the following property location and roof areas as described below:

Trousdale Elementary School - Metal Roof
100 Sam Beasley Road
Hartsville, TN 37074

<u>Roof Section(s)</u>	<u>Roof Composition</u>	<u>Square Footage</u>
Standing Seam Metal	Standing Seam Metal	42,500 sq.ft.

Overview of Agreement (details in following pages):

2024	Recommended Repairs (from repair proposal) Two roof inspections Proactive Roof Maintenance (as necessary) Written Inspection Reports Access to RoofCheck Management Portfolio 24-Hour Service	Price: \$22,560.00 \$3,200.00
2025	Two roof inspections Proactive Roof Maintenance (as necessary) Written Inspection Reports Access to RoofCheck Management Portfolio 24-Hour Service	\$3,200.00
2026	Two roof inspections Proactive Roof Maintenance (as necessary) Written Inspection Reports Access to RoofCheck Management Portfolio 24-Hour Service	\$3,200.00
Total Owner Investment over 3 Years		\$32,160.00


OFFICIAL ROOFER OF THE




Trousedale County Schools
Request for Fundraising Activity

Attachment D

3

School: ☐ TCES ☒ JSMS ☐ TCHS

Student Group/Activity:

School

Net Amount Expected/Goal:

3000.00

Specific Purpose of the Fundraiser:

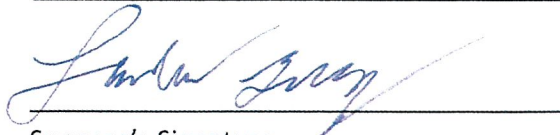
Raise to be utilized for school use.

Specific Use of the Funds Acquired:


Replenish General Fund, Office supplies, landscaping (front)

Describe how students will be involved in the fundraising activity:


Students will be selling items through a brochure from School Services Fundraising.


Sponsor's Signature

8/16/24
Date


Principal's Signature

8/16/24
Date


Director's Signature

8/23/24
Date

Board Approved: 8/22/24



Trousdale County Schools

Request for Fundraising Activity

Attachment E

5

School: ☐ TCES

☐ JSMS

☒ TCHS

Student Group/Activity:

Softball / Sign Drive - AUG

TCHS Softball

Net Amount Expected/Goal:

\$10,000 - \$20,000

Specific Purpose of the Fundraiser:

Sell advertisement signs to potential donors and sponsors.

Specific Use of the Funds Acquired:

Field renovation and up-keep, team uniforms and supplies.

Describe how students will be involved in the fundraising activity:

Students will find interested supporters and businesses interested in supporting the softball program by purchasing an advertisement sign.

Sponsor's Signature

Date

Principal's Signature

Date

Director's Signature

Date

Board Approved:

8/22/24



Trousdale County Schools Request for Fundraising Activity

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity: Softball / Sign Drive

Net Amount Expected/Goal: \$10,000 - \$20,000

Specific Purpose of the Fundraiser:

Sell advertisement signs to potential donors and sponsors.

Specific Use of the Funds Acquired:

Field renovation and up-keep, team uniforms and supplies.

Describe how students will be involved in the fundraising activity:

Students will find interested supporters and businesses interested in supporting the softball program by purchasing an advertisement sign.

Sponsor's Signature

Date

Principal's Signature

Date

Director's Signature

Date

Board Approved:

8/22/24



Trousdale County Schools

Request for Fundraising Activity

Attachment F

6

School: ☐ TCES

☐ JSMS

☒ TCHS

Student Group/Activity:

Calendar Fundraiser

Softball

(August)

TCHS
Softball

Net Amount Expected/Goal:

\$2000

Specific Purpose of the Fundraiser:

Fundraiser that enable friends and family to donate towards their players financial goals using a calendar in accordance to the days of the week.

Specific Use of the Funds Acquired:

Players personal program expenses.

Describe how students will be involved in the fundraising activity:

Students ask prospective persons to sponsor a day on their calendar which corresponds to date = sponsorship.

Sponsor's Signature

Date

8-10-24

Principal's Signature

Date

8-17-24

Director's Signature

Date

8/23/24

Board Approved:

8/22/24



Trousedale County Schools

Request for Fundraising Activity

Attachment G

7

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity:

Calendar Fundraiser Softball August

Net Amount Expected/Goal:

\$2000

Specific Purpose of the Fundraiser:

Fundraiser that enable friends and family to donate towards their players financial goals using a calendar in accordance to the days of the week.

Specific Use of the Funds Acquired:

Players personal program expenses.

Describe how students will be involved in the fundraising activity:

Students ask prospective persons to sponsor a day on their calendar which corresponds to date = sponsorship.

Sponsor's Signature

Date

Principal's Signature

Date

Director's Signature

Date

Board Approved:

8/22/24



Trousedale County Schools
Request for Fundraising Activity

Attachment H

8

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity: Softball / Coffee House

Net Amount Expected/Goal: \$2000

Specific Purpose of the Fundraiser:

A night of entertainment featuring student talent (usually singing) offering refreshments during the performances.

Specific Use of the Funds Acquired:

Field renovation and up-keep, team uniforms and supplies.

Describe how students will be involved in the fundraising activity:

Players will serve refreshments and some will perform as the source of entertainment.

Players will sell tickets to the shows.

Sponsor's Signature

Date

Principal's Signature

Date

Director's Signature

Date

Board Approved:

8/22/24



Trousedale County Schools Request for Fundraising Activity

Attachment I

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity: Softball / Pancake Breakfast

Net Amount Expected/Goal: \$2000

Specific Purpose of the Fundraiser:

Use of an area business or school facility resources to offer a pancake breakfast.

Specific Use of the Funds Acquired:

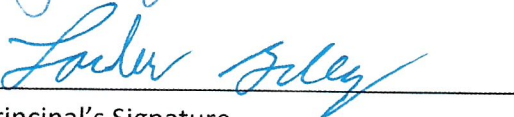
Field renovation and up-keep, team uniforms and supplies.

Describe how students will be involved in the fundraising activity:

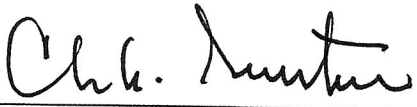
Players will sell tickets to the breakfast.


Sponsor's Signature

7-22-24
Date


Principal's Signature

7-26-24
Date


Director's Signature

8/23/24
Date

Board Approved: 8/22/24



Trousedale County Schools
Request for Fundraising Activity

10

Attachment J

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity:

Volleyball / Pick a Date to Donate

Net Amount Expected/Goal:

\$496 per player x 14 players = \$6,944

Specific Purpose of the Fundraiser:

Donators will donate the cash amount equivalent to the date they choose on the Players calendar.
Example: 10th = \$10

Specific Use of the Funds Acquired:

Volleyball equipment, bus drivers, tournaments, camps, Banquet (End of season), team meals before games.

Describe how students will be involved in the fundraising activity:

Players will be responsible for filling up their calendars with names of people donating. Funds will be given to Coach Elkins to give to Ms. Grace Campbell.

Makenzee Elkins

Sponsor's Signature

8/14/24

Date

Linda Selby

Principal's Signature

8/14/24

Date

Ch. Neufre

Director's Signature

8/23/24

Date

Board Approved:

8/22/24



Trousdale County Schools Request for Fundraising Activity

Attachment K

School: ☒ TCES ☒ JSMS ☒ TCHS

Student Group/Activity: Alumni Volleyball Game

Net Amount Expected/Goal: \$1,000 per team

Specific Purpose of the Fundraiser:

Fundraise for both middle / high school volleyball teams.
\$25 per player possible concessions.
\$5 admission fee Date: October 26th, 2024 (Fall Break)

Specific Use of the Funds Acquired:

Funds that are acquired will be split between middle + high school volleyball teams to buy volleyball equipment and pay for camps and tournaments throughout the season.

Describe how students will be involved in the fundraising activity:

Students will be responsible for helping set up the gym (volleyball net, chairs, etc.) Players will line judge + work score board, and possible concession stand.

* ALL participants shall sign a release of liability form as a condition to participate

Makenzie Elkins
Sponsor's Signature

8/13/24
Date

Linda Selley
Principal's Signature

8/14/24
Date

Chh. Hunter
Director's Signature

8/23/24
Date

Board Approved: 8/22/24



Centurion Industries Inc.
A-Lert Roof Systems Division
2065 FM 1102
New Braunfels, TX 78132
P (800) 344-0609 * F (830) 643-1912



Change Order Request

August 19, 2024

Mr. John Cheney
CTC Design Collaborative, LLC
4636 Lebanon Pike #363
Hermitage, TN 37076

Project: New Low Slope Standing Seam Metal Roof at Trousdale County Elementary School
115 Lock Six Road
Hartsville, TN 37074

Dear: Mr. Cheney,

We respectfully submit the following Change Order Request #3 as shown below to the Original Contract Dated 04/08/2024

- Remove and dispose gravel ballast. Provide and install approximately 3,619 square feet of retrofit standing seam roof as per original specifications and proposal drawing attached.

Change Order #3 Amount.....\$115,417.00

Note: Funds to be taken out of \$154,454.00 "General Contingency Allowance".

If we can be of any further assistance or if you have any questions, please don't hesitate to call (210) 842-8913.

Respectfully submitted,

Brandon Ginn

Brandon Ginn
Project Superintendent
Centurion Industries, Inc.
A-Lert Roof Systems Division

ACCEPTANCE

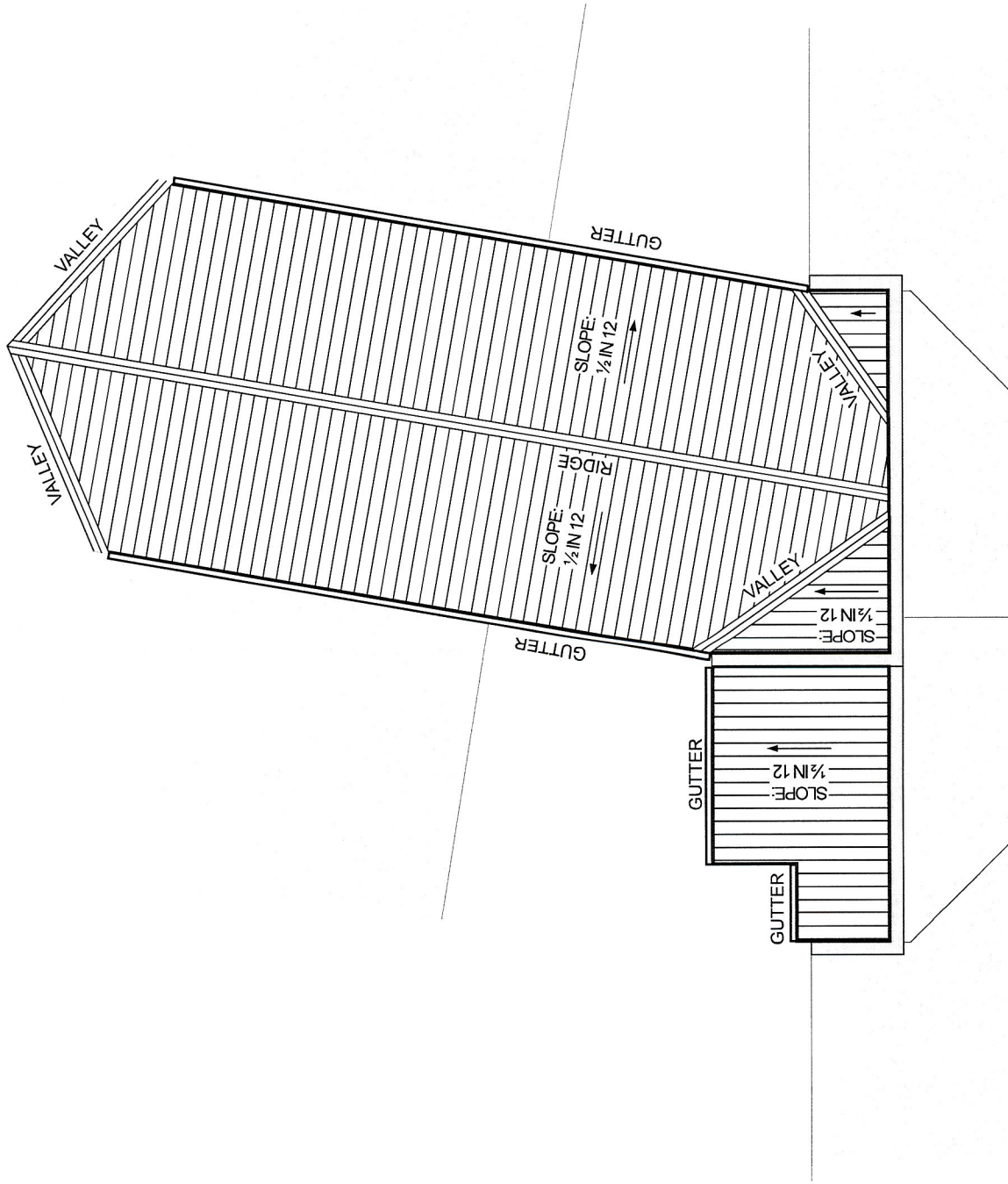
You are hereby authorized to complete the work described in the above proposal, for which I agree to pay the amount mentioned above. Proposal good thirty days. Tax is excluded from bid. Customer must provide proper proof of tax exemption to avoid sales tax.

Original Contract Amount.....	\$1,209,380.00
General Contingency.....	\$154,434.00
Ladder Allowance.....	\$25,000.00
Deduct from General Contingency CO #1 and #2.....	\$31,008.00
Deduct from General Contingency CO #3.....	\$115,417.00
Remaining General Contingency.....	\$8,009.00

DATE: _____

ACCEPTED: _____

_____(Title)



PLAN
NORTH

ROOF PLAN

SCALE: 1/16" = 1'-0"

PROPOSED RETROFIT ROOF PROJECT FOR TROUSDALE COUNTY PHASE TWO ELEMENTARY SCHOOL

DATE
AUGUST 16, 2024



COLLABORATIVE, LLC
improving local communities

Dr. Satterfield, Director
Trousdale County Schools
103 Lock Six Road
Hartsville, TN 37074

August 20, 2024

e-mail

Re: New Athletic Fieldhouse
CTC Project No. 231001.03

Drawings Issued	June 17 th , 2024
Pre-Bid Meeting	June 26 th , 2024
Bids Received	July 16 th , 2024

Dr. Satterfield,
Recently the Bidding & Negotiation phase of the Trousdale County High School New Athletic Field House project concluded. Bids were received at the office of the Trousdale County Board of Education on July 16th @ 3:00 PM. Drawings were issued to seven separate construction companies and bids were received from four of the seven. The Bid Tabulation sheet is attached separately.

The bid documents contained one "alternate bid item" for deletion of work that could be performed by the County Highway Department, as a cost savings measure. After the bid opening, review of the contractors submitted bid forms, and State Licensing Board license verification requirements, there were notable discrepancies found in two of the four bids.

A summary of the bids is listed below:	<u>Base Bid</u>	<u>Completion</u>
1. *Cliff Carey General Contractors Inc.	\$3,675,000.00	360 days
2. FTM Contracting	\$4,099,000.00	355 days
3. Romach, Inc.	\$4,450,000.00	330 days
4. *Stockton Building Corp., Inc.	\$3,985,000.00	365 days

The bid submitted by Cliff Carey General Contractors Inc. was found non-compliant with regards to the State of Tennessee Board of Licensing Contractors requirements for the masonry sub-contractor. CCGC, at the time of the bid opening, did not show evidence of the correct license for the masonry sub-contractor for projects valued over \$100,000.00. Additionally, the bid did not include the allowances and contingencies required as described in the documents.

The bid submitted by Stockton Building Corp., Inc., at the time of the bid opening was more than their license limit, which is a violation of the State of Tennessee Contractors Licensing laws. Stockton Building Corp., Inc. indicated on their bid envelope a license limit of \$2,900,000.00 and submitted a bid for \$3,985,000.00, which is \$1,000,000.00 more than their

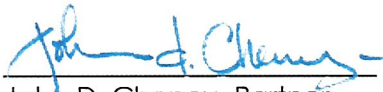


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license limit. These two bids are deemed non-responsive and not considered viable bids as required by the State of Tennessee State Board of Licensing Contractors.

It is the recommendation of the designer that the Trousdale County Board of Education award the contract to FTM Contracting and allow Dr. Satterfield to enter negotiations with FTM Contracting to finalize the Agreement for construction services.

Sincerely,



John D. Cheney, Partner



Janiel Collaqui, Partner/AOR

Attachments: bid tabulation
xc: job file 231001.03