

**BOARD OF DIRECTORS SPECIAL MEETING**  
**MONDAY, AUGUST 22, 2024**  
COEUR D'ALENE CHARTER ACADEMY  
4904 N DUNCAN DRIVE, COEUR D'ALENE

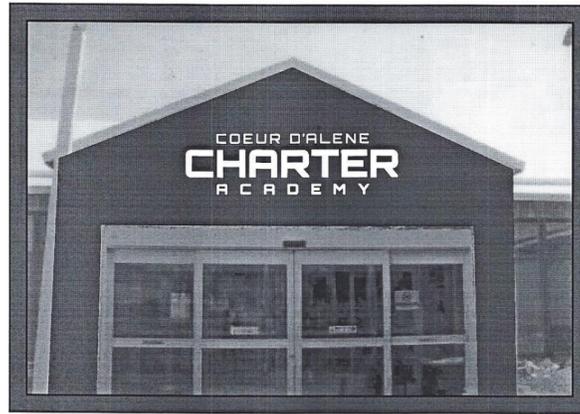
**5:00 PM BOARD OF DIRECTORS MEETING**

1. Call to Order
2. Quorum Check
3. Pledge to the Flag
4. Action Items
  - a. Approval of Agenda
5. Operations
  - a. Approval of North Building Paint Bid - Action Item
  - b. Approval of Contract for Evening Cleaning Service - Action Item
6. Adjournment

NOTE: If any auxiliary aids or services are needed for individuals with disabilities, please contact the Clerk of the Board at 208.676.1667 no later than three (3) working days before the meeting. PERSONNEL MATTERS ARE ROUTINELY UNDERTAKEN IN EXECUTIVE SESSION. DISCUSSIONS ABOUT SPECIFIC PERSONNEL MATTERS ARE NOT AN APPROPRIATE PART OF AN OPEN MEETING AGENDA.

## North Building Painting Bids

After completing the fascia work and obtaining bids for signage, the initial plan to place the sign on the newly installed rock was no longer considered the best option.



Below is a depiction of the preferred placement (not to scale). Material would be brushed aluminum.



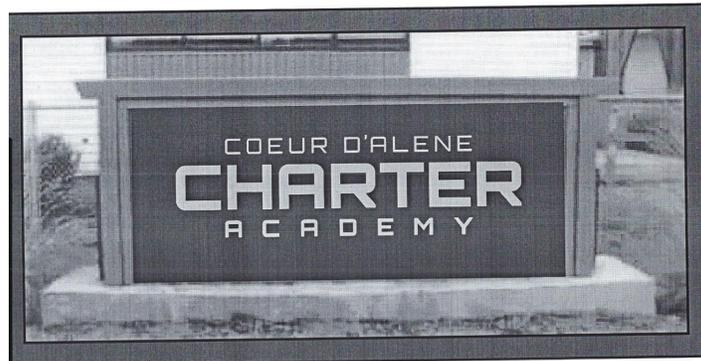
It soon became clear that it would be beneficial to complete the painting project started in 2022 and finish the north building with the same signage, creating a cohesive and easily identifiable campus.



Three bids have been obtained for the painting project:

- [Gio Painting](#)
- [Bullet Painting](#)
- [Ace Construction](#)

It is recommended that the bid submitted by Ace Construction be accepted.



Additionally, bids are being collected for the window replacement on the older section of the North Building (from Grizzly Glass, Modern Glass, and Lake City Glass) and for signage on both buildings, including the sign at the corner of Kathleen (from Silver Creek Signs and Cole Sign Co). All of these projects will be funded with the \$75,000 raised at the Gala for campus improvements..



# Bid

16085 N Ramsey Rd  
Rathdrum, ID 83858

WA: CCACEDRDC886CS  
ID: RCE-20194

<b>Date</b>	<b>Bid #</b>
8/20/2024	2552

<b>Name / Address</b>	<b>Job Address</b>
CDA Charter School	4904 N Duncan Dr Coeur d'Alene, ID 83815

Qty	Description	Rate	Total
	Scope of Work: High school side metal building. Paint as follows: Window trim, rain gutter white. Body color paint "in the shadows". Door and porch color "hi salute" We will use DTM paint from Sherwin Williams water base. We will pressure wash prior to paint, on coat. We will remove the electrical sign on south side of the building and disposal. We will remove and install new "i" metal for the porch damaged area. Includes rental of a boom scissors lift for the duration of the job. Labor and materials	34,857.00	34,857.00
<b>The following bid is good for 30 days!</b>		<b>Total</b>	<b>\$34,857.00</b>

<b>Phone #</b>	<b>E-mail</b>	<b>Web Site</b>
2086515533	acedwll@yahoo.com	www.acedca.com

- \*No heaters will be provided, they're the responsibility of the home owner, contractor, or builder.
- \*Preinstalled/premounted heater are to be covered/removed prior to sheetrock installation.
- \*ACE is not responsible for the operation of any heat source.
- \*Water, electricity, and restroom facility must be provided onsite prior to the start of project.
- \*Our prices reflect cash or check payment.
- \*If awarded the job, we require a 50% deposit before scheduling. Remaining balance is due within 7 days of job completion.

# Alcala Home Solutions

# QUOTE

P.O. Box 1680  
 32526 N 3<sup>rd</sup> Ave Spirit Lake, ID 83869  
 Giovan.alcala@gmail.com (206)960-5542

INVOICE # 1996  
 Date: 8/21/2024

To:  
 Angela Durick  
 4904 N. Duncan Drive  
 CDA, Idaho

Expiration Date: 9/31/2024

Qty	Description	Price	Line total
1	Pressure wash the entire aluminum Tin surface, Use a Zip siding surface solution to help clean the surface completely to help with material adhesion. Roughly one day process then dry rest of the day and overnight.	-	-
Sundries	Mask all window, light back staircase and other items like utility glass and other areas that paint in not needed. Section to include Zip solution, tape, plastic, paper, spray tips, etc.	485.00	485.00
	All galvanized pipes from electrical conduct will be primed with an etching primer. All loose paint in tin will be scrapped and sanded, for example back awning roof section. All rock along the bottom will be moved slightly for shielding and paint can grab edge.	-	-
	Two coats of paint will be applied.	-	-
	After consulting with the Benjamin Moore reps. Tin is usually cleaned scuffed and primed before paint is applied. To avoid unnecessary extra labor. They have two products that have a priming/ bonding agent for tin applications	-	-
Material roughly 80 gallons	Corotech Command is the better option	8,640.00	8,640.00
Material roughly 80 gallons	Moore guard in the next step down both do not need additional primer or scuffing.	7,650.00	-
	Down spouts "blue doors", and utilities will be sprayed the body color and gutters and "facia" along the top will be sprayed a white all to match the South building color scheme. All window trim that is tin will also be painted white.	-	-
	* all windows themselves that are vinyl will not be painted (the paint will not stick to vinyl).	-	-
Labor roughly 8-10 days	Rough start date is later in September taking place on weekends and after school hours. In sections so not to disturb faculty and students.	10,750.00	10,750.00
		-	-
<b>Subtotal</b>			19,875.00
<b>Sales Tax</b>			0.00
<b>Total</b>			19,875.00

Quotation prepared by: Giovan Alcala

**Thank you for your business!**



# ESTIMATE #815

SENT ON:

Aug 19, 2024

**RECIPIENT:**

**CDA Charter**

4904 N. Duncan DR  
cOEUR D'ALENE, ID 83815

Phone: 2086761667

**SENDER:**

**BULLET PAINTING INC**

PO BOX 1955  
Post Falls, Idaho 83877

Phone: 2089070333

Email: hello@bulletpainting.com

Website: bulletpainting.com

Product/Service	Description
Power Wash	Power wash exterior surfaces
Prep	Mask and cover all areas as needed to protect from overspray
Exterior Siding	Paint exterior siding Gutters will be the trim color (white) Downspouts will be body color Body to be a gray color to be chosen Pop out covered walkway on side IS to be painted Paint the upper metal siding section that goes from the entry to the back Not Included painting the soffit of the covered entry Not Included painting the staircase on the side Not Included Painting Concrete Columns
Exterior Window Frames	Prep, mask off glass and paint the front NON-WHITE vinyl windows the same was the body  NO Warranty for painting on the vinyl windows.
Exterior Doors	Prep and Paint all previously painted exterior doors in chosen paint color  NOT Painting the Aluminum non painted doors
Paint and Materials	Paint- Sherwin Williams Super Paint 2 coats in desired color and sheen Bid is for 2 colors

**A deposit of \$2,200.00 will be required to schedule your project.**

SENT ON:

Aug 19, 2024

Total

**\$22,000.00**

Please review the scope of work outlined in the document as it details the services included in the quotation. Should you identify any omissions upon reviewing the bid, kindly inform us. Any additional requirements beyond the scope of work will incur extra charges

This estimate is valid for 15 days, after which prices may be subject to change.

Your acceptance of this estimate constitutes agreement to all terms and conditions outlined below.

### ***Bullet Painting INC- Terms & Conditions***

Please carefully review this document as it contains contract terms and conditions that are in addition to any and all other terms and conditions contained in all estimates, bids, or other document provided by Bullet Painting, Inc

Unless otherwise clearly defined, all work shall be performed as outlined in the Level 3 Surface Preparation and Finish Appearance Standard (shown below).

#### **Exclusions:**

- All surfaces not specifically indicated in your estimate.
- Included in our standard procedures for exterior painting:
- Pressure wash all surfaces scheduled for painting work as needed
  - Cover/Wrap exterior lighting prior to painting and reinstall when completed
  - All adjacent ground and plants will be covered/protected as needed prior to any painting
  - Left over paint will be labeled and left for future touch-ups.
  - At the completion, our trained project manager will carefully inspect all surfaces to ensure our quality standard has been met.
- Included in our standard procedures for interior painting:
- Confirm colors and placement.
  - Mask all furnishing; floors to be covered and protected before any work begins.
  - Remove all plates, light covers, vents etc. and replaced after paint is dry.
  - Upon completion all areas will be cleaned-up and vacuumed, and debris will be taken away.
  - Left over paint will be labeled and left for future touch-ups.
  - At the completion, our trained project manager or foreman will carefully inspect all surfaces to ensure our quality standard has been met.

#### **Levels of Surface Preparation & Finish Appearance**

- Description: The following levels are used to establish a clearly-communicated standard as to what has been agreed upon and what is to be expected with regards to the different levels of surface preparation and the quality of appearance of the finished surface. They are a summary of the actual standard based on PDCA (Painting & Decorating Contractors of America) Industry Standard P14-06.
- Level 1 – Basic: Cleaned, No Patching - Requires only basic cleanliness of surfaces to ensure the adhesion of new finishes, with less concern for the adhesion of existing paint and quality of appearance. Obvious loose paint will be removed, but no smoothing of the existing surface profile will be done. Includes washing or hand cleaning. No Warranty
- Level 2 – Standard: Basic Patching - Requires all of Level 1 as well as the examination of existing coatings to assess their adhesion. With this level of surface preparation, good adhesion and longevity of finish are of primary concern and appearance is of secondary concern. Includes basic patching, filling, dulling of glossy surfaces, spot priming, caulking, and light sanding/abrading to address surface profile differences exceeding 1/8 inch. Excludes matching texture and taping cracks.
- Level 3 – Superior: Detailed Patching – Requires all of Levels 1 and 2 with added emphasis on the quality of appearance of finish painted surfaces. Includes detailed



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SENT ON:

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### Notes Continued...

patching, filling, properly taping cracks, approximate matching of textures, and thorough sanding to address surface profile differences exceeding 1/16 inch.

- Level 4 – Supreme: Touch & Feel – Requires all of Levels 1, 2 and 3 with even more emphasis on the quality of appearance of finish painted surfaces. The criteria for inspection and acceptance may include smoothness to “touch and feel” on interior handrails, doors and easily accessible trim. Includes thorough filling & sanding to address surface profile differences exceeding 1/32 inch.
- Level 5 – Restoration/Resurfacing: Back to Original – This type of surface preparation is required when existing conditions indicate that the surfaces are severely deteriorated (where damage to the coating is widespread). Includes complete or nearly complete removal of existing paint through various stripping methods. Substrate (underlying surface being painted) may need to be completely replaced, repaired or resurfaced.

### Cost

- We propose to furnish material and labor – complete and in accordance with the above specifications for the sum stated in your estimate. Individual tasks, if selected, may require additional pricing. Price is valid for 30 days, unless otherwise noted.
- If unknown conditions exist that require that any estimate or bid be increased in the sole opinion of representatives of Bullet, then Bullet shall be allowed to terminate this contract unless agreement is reached on the additional cost proposed by Bullet. Any increase of more than 5% of any materials included in any bid or estimate from Bullet shall result in a commensurate increase in the bid or estimate and shall not entitle the owner to terminate the contract.

### Colors & Samples

- If you need more assistance with color, we offer color consultations and custom color mixing. Additional costs do apply.
- Due to the conceptual nature of our first meeting and not having a color scheme finalized, additional pricing may be required on color changes, color placement, going from light to deep base colors or the reverse.

### Two-Year Limited Warranty /br>

- Bullet Painting INC warrants labor and material for a period of two (2) years. If paint failure appears, we will supply labor and materials to correct the condition without cost. This warranty is in lieu of all other warranties, expressed or implied. Our responsibility is limited to correcting the condition as indicated above.
- Any action taken by owner before allowing Bullet to perform warranty work will void this warranty and Bullet shall have no further obligation to repair the condition.

THIS WARRANTY EXCLUDES, AND IN NO EVENT WILL, BULLET PAINTING, INC. BE RESPONSIBLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES. ANY CRACKS WILL BE PROPERLY PREPARED AS INDICATED AT TIME OF JOB BUT WILL NOT BE COVERED UNDER THIS WARRANTY.

### Payment

- A 20% deposit is required to reserve your painting appointment.
- Progress payments will be addressed in our agreement / contract.
- The remaining balance will be due at completion of the job.

Please read these terms and conditions carefully to ensure that all aspects of the job and your expectations are outlined and there are no additional items that need to be included. Anything not included your estimate/bid will be excluded and will not apply to any terms and conditions set forth above.

We want your expectations to be as clear as possible to ensure complete satisfaction of your completed project.

We look forward to working with you!

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Bid To: Coeur d'Alene Charter Academy**  
4904 N. Duncan Drive  
Coeur d'Alene, ID 83815  
(208) 676-1667  
[adurick@cdacharter.org](mailto:adurick@cdacharter.org)

**Attention: Angela Durick**

**Date**

08/21/24

**Project Name: Commercial Cleanings**

**Bid Amount**

**NORTH BUILDING**

**Entryway:** Clean and disinfect door handles. Spot clean glass doors as needed. Vacuum rug and flooring.

**Hallways:** Clean and disinfect water fountains. Vacuum flooring.

**Multi-Purpose Room:** Clean and disinfect tables and chairs. Vacuum flooring.

**Bathrooms:** Clean and disinfect door handles, light switches, sinks, toilets, urinals, surrounding walls, and bathroom stall doors. Clean and polish mirrors. Vacuum and mop floors. Restock supplies as needed. Empty trash bins and replace liners.

**Stairs:** Clean and disinfect handrail and light switches. Sweep and mop stairs.

**SOUTH BUILDING**

**Entryway:** Clean and disinfect door handles. Spot clean glass doors as needed. Vacuum rug and flooring.

**Hallways:** Clean and disinfect water fountains. Vacuum flooring.

**Bathrooms:** Clean and disinfect door handles, light switches, sinks, toilets, urinals, surrounding walls, and bathroom stall doors. Clean and polish mirrors. Vacuum and mop floors. Restock supplies as needed. Empty trash bins and replace liners.

**Gymnasium:** Clean and disinfect light switches. Spot clean windows and entry doors as needed. Sweep and mop flooring.

***\*General mopping of flooring will be done. We will not be able to use the floor machine that is provided.***

**Cleaning Fee:**

**\$425.00 - \$560.00  
per visit**



# Cleaning Proposal

Date: 15 August, 2024

Phone: (208)-502-1161  
 Address: 3477 N OConnor BLVD  
 Post Falls, ID 83854  
 Email: contact@superiorcommercialcleaning.com

Business Name: CDA Charter Academy  
 Contact: Angela Durick  
 Phone: 208-676-1667  
 Address: 4904 N Duncan Dr  
 Coeur D'Alene, ID 83815

Work To Be Done	Frequency	Area	Floor
Clean all high touch areas	Daily	Tables and counters	1
Dust mop all flooring in Cafeteria	Daily	This is the floors in the cafeteria on the grade school side.	1
Machine clean cafeteria floor	1x weekly	This is the floors in the cafeteria on the grade school side.	
Vacuum all carpeting in hallways and common areas	Daily	This includes the large area in the high school building and all common area carpets.	1
Clean bathrooms	Daily	Six bathrooms including sinks, toilets, mirrors, and floors.	1
Empty all trash	Daily	Empty all waste receptacles in common areas.	1
Spot clean glass	Daily	Front door and foyers	1

**Comments & Special Instructions**

CDA Charter will provide supplies for all dispensers as well as all other cleaning materials and supplies. Superior Commercial Cleaning will be responsible for refilling dispensers as needed and letting the proper person know when the supplies are low.

Acceptance of Terms & Proposal	Amount
I hereby acknowledge and accept the work/proposal described above. I understand that I will be billed the third week of each month. Payment will be due by the fifth day of the following month. A 30-day written notice will be given by either party to the Other, in the event of terminating services.	<b>Monthly Totals:</b> <b>This assumes 5 cleaning days per week</b>
	\$4,200.00

**Authorized Signature**

**Date**



Jordan Cleaning  
 2209 N Compton St  
 Post Falls, ID 83854

# QUOTE

Coeur d'Alene Charter Academy  
 4094 N Duncan Dr  
 Coeur d'Alene, ID 83815

**Invoice #** CDACCharter  
**Invoice Date** 09/01/2024  
**Due Date** 09/01/2024

Item	Description	Unit Price	Quantity	Amount
Service	Maintenance Cleaning	200.00	20.00	4,000.00
<p><u>NOTES:</u> Quote is based off the month of September with 20 school days</p> <p>List of services:            Common areas            -Wall to wall vacuuming of all common areas and hallways            -Wiping of all auditorium/commons tables with disinfectant            -Weekly floor scrubbing of gymnasium            -High and low dusting of wall fixtures, ledges, corners of door frames and walls            -damp wiping of doors/door handles            -Interior glass cleaning of doors            - mopping of all tiled flooring</p> <p>Bathrooms            -disinfect toilets/urinals            -disinfect sinks and counters            - refill consumable products, soaps, paper products etc            - empty trash receptacles            - cleaning and polishing of bathroom fixtures and mirrors            -sweep/mop floor surfaces</p>				
<b>Subtotal</b>				4,000.00
<b>Total</b>				4,000.00
<b>Amount Paid</b>				0.00
<b>Balance Due</b>				\$4,000.00