

**GMSD Work Session**  
**February 9, 2021 5:00 PM**  
Board Room, GMSD Office

1. Annual Review and Revision of Policies - First Reading
2. School fees and Activity Costs- Second semester 20-21
3. Miscellaneous FY 20-21 Budget Amendments # 23,24 & 25
4. Approval of Purchase of Laptops for Certified Staff
5. Houston High Bathroom Renovations
6. Houston Middle Bathroom Renovations
7. Farmington Elementary Bathroom Renovations
8. Riverdale School Bathroom Renovations
9. Joint Statement of Boards of Education Expressing Concern with Recent Legislation.
10. Further Business

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date: <b>03/09/21</b> <b>03/02/20</b> <b>03/19/18</b>
		Rescinds: <b>2.403</b>	Issued: <b>10/17/16</b>

1 The ~~director of schools~~ **Purchasing Analyst** shall prepare a list of unusable items for Board approval.<sup>1</sup>  
2 The list shall contain the following information: name of item, date of purchase and reason for  
3 disposal.

4 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
5 circulation at least seven (7) days prior to the sale.

6 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
7 disposed of without the necessity of bids. In order for such disposal without bids, the principal of the  
8 school with the surplus property, the **Superintendent** ~~director of schools~~, and the Chairman of the  
9 Board of Education must all agree in written form that the property is of no value or is of less value  
10 than five hundred dollars (\$500).<sup>2</sup>

11 The Board of Education may also transfer surplus real or personal school property to the county or to  
12 any municipality within the county for public use, without the requirement of competitive bidding or  
13 sale. The Board may also dispose of computers by selling or trading them to computer vendors or  
14 manufacturers as part of the proposal to purchase new computers for the district without having to  
15 comply with the bidding requirements.<sup>2</sup>

16 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the system,  
17 the Board shall approve other methods of disposal.<sup>3</sup>

18 Surplus equipment will be auctioned off by the district at the end of the school year. The Board must  
19 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

## 20 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>4</sup>**

21 When equipment that was purchased with federal dollars is no longer needed for the original project or  
22 program or for other activities currently or previously supported by a federal agency, disposition of the  
23 equipment shall be made as follows:

24 (1) Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained,  
25 sold or otherwise disposed of with no further obligation to the awarding agency.

26 (2) Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained or  
27 sold and the awarding agency shall have a right to an amount calculated by multiplying the current  
28 market value or proceeds from sale by the awarding agency's share of the equipment.

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Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007; Public Acts of 2019, Chapter No. 413
3. TCA 12-2-403(a)
4. 2 CFR § 200.313; 2 CFR § 200.33

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Cross References

Inventories 2.702

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <h2 style="text-align: center;">Student Solicitations/Fundraising Activities</h2>	Descriptor Code: <b>6.701</b>	Issued Date: <b>03/09/21</b> 06/17/19
		Rescinds: <b>6.701</b>	Issued: <b>07/21/14</b>

1 School officials shall avoid exploiting students, whether by advertising or otherwise promoting  
 2 products or services, soliciting funds or information, or securing participation in non-school related  
 3 activities and functions. At the same time, schools shall inform and assist students in learning about  
 4 programs, activities, or information which may be of help or service to them. To attempt a fair  
 5 balance, the following general guidelines will apply:<sup>1</sup>

- 6 1. Fundraising activities shall be authorized by the school principal and shall be for the purpose of  
 7 supplementing funds for established school programs and not for supplementing funds which  
 8 are the responsibility of the public.  
 9
- 10 2. Fundraising companies and other salespersons shall obtain permission ~~in writing~~ **from the**  
 11 **principal** Superintendent's office in order to visit the schools.  
 12
- 13 3. Any commission payable by companies shall be paid in the form of reduced prices to the  
 14 students or paid into the activity fund of the school for use by the school. No school employee  
 15 shall personally benefit from any fundraising activity.  
 16
- 17 4. Fundraising activities must have written approval from the principal and comply with all  
 18 administrative procedures issued by the Superintendent. The authorization request shall  
 19 contain the following information:<sup>2</sup>
  - 20 a. A list of the proposed fundraising activities;
  - 21 b. Purpose of the fundraising activity;
  - 22 c. Proposed uses of funds raised;
  - 23 d. Expected student involvement in fundraising activity (school-wide or individual class or  
 24 club); and
  - 25 e. Margin of profit and how it is to be paid to school.
- 26
- 27 5. The Principal shall determine whether or not the activity will benefit the school, contribute to  
 28 the welfare of the student body and supplement, **not replace**, funds necessary to fulfill the  
 29 board's required contributions.  
 30
- 31 6. Students shall not be excused from a regular class to participate in a fundraising activity. No  
 32 grade in a subject or course shall be affected by a student's participation in a fundraising  
 33 activity.  
 34
- 35 7. No quotas shall be imposed on students participating in general school-wide fundraisers.

1 This policy shall not be construed as preventing a teacher from using instructional or informational  
2 materials even though the materials might include reference to a brand, a product, or a service.

### 3 **LOTTERIES**

4 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
5 among purchasers of chances by means of tickets or otherwise through a random drawing or other  
6 random selection process.<sup>3</sup>

### 7 **ONLINE FUNDRAISING**

8 Individual schools may establish school-wide online fundraising accounts. The accounts must meet all  
9 fundraising requirements established by the Board and the Tennessee Internal School Uniform  
10 Accounting Policy Manual. The principal or his/her designee of each school shall have access to the  
11 established fundraising account to ensure all funds are properly accounted for, and the information is  
12 recorded in the school's accounting records by the designated personnel. Online fundraising shall not  
13 be used on behalf and for the benefit of an outside party.

14 Employees shall not engage in online fundraising in their official capacity as district employees nor  
15 make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another  
16 to believe such activity is an approved school fundraiser.

### 17 **FUNDRAISING FOR NONEDUCATIONAL PURPOSES**<sup>4</sup>

18 Any employee seeking to raise funds for noneducational purposes shall submit a written request to the  
19 principal for approval. The written request shall include the following information:

20 1. Purpose of the fundraising;

21

22 2. Source of the funds;

23

24 3. Process that will be used to ensure compliance with the Audit Manual of the Tennessee  
25 Comptroller of the Treasury, including but not limited to, the safekeeping of cash,  
26 production and retention of records, and production of donation receipts;

27

28 4. How the funds will be used; and

29

30 5. The time period of the fundraising efforts.

31 These funds shall be derived from vending machine revenue or donations. Students shall not be  
32 involved in the fundraising for noneducational purposes.

33 The financial secretary at each school shall be responsible for the receipt of any funds raised for  
34 noneducational purposes. All disbursements require approval of the principal. The school accounting  
35 specialist shall ensure that all funds raised for noneducational purposes is in compliance with the  
36 *Tennessee Internal School Uniform Accounting Policy Manual*.

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-30
2. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32
3. Tenn. Op. Att’y Gen. No. 03-049 (Apr. 22, 2003)
4. TCA 49-2-134

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Cross References

School Support Organization 2.404  
Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605

## Germantown Municipal School District

### School Fees - Requested Student Fees

*2020-21 School Year*

02.09.21

REQUESTED STUDENT FEES - Fees for a class/course which are part of a grade and/or credit course					
School	REQUESTED Fees	Purpose	Course	Requester	Notes
Dogwood Elementary	\$35.00	ALEKS Math Program 3-5	Math 3-5	Williams/Teel	Voluntary Enrichment Program
Dogwood Elementary	\$20.00	Instructional Fee	School Wide	Woody	Consumable materials/computer programs/novels/AR
Dogwood Elementary	\$50.00	Orchestra Fee	5th	Smith	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
Dogwood Elementary	\$100.00	Kindergarten Camp	K	Woody	1 week Camp for incoming Kindergarten students
Farmington Elementary	\$50.00	Orchestra Fee	5th	Short	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
Farmington Elementary	\$50.00	Perennial Math	3-5 selected students	Harlan	Competition entry fees, materials, t-shirts
Farmington Elementary	\$10.00	Art	School Wide	Brasfield	Materials and supplies
Forest Hill Elementary	\$35.00	ALEKS	Gifted Program	Grow	Advanced Math Practice
Forest Hill Elementary	\$30.00	Instructional Fee	Schoolwide	Percoski	Consumable materials/computer programs/novels/AR
Forest Hill Elementary	\$50.00	Perennial Math	3-5 selected students	Grow	Math entry fees and materials for competition
Forest Hill Elementary	\$100.00	Orchestra Fee	5th	Smith	This fee covers their 2 shirts, method book, buses for concert festival and field trips, NAFME membership dues, and miscellaneous supplies.
Houston High	\$40.00	Advanced Film & Video	AdvFilm&Video	Hamilton	Batteries, CDs, memory sticks
Houston High	\$40.00	Film & Video 2	Film & Video 2	Hamilton	Materials and supplies
Houston High	\$50.00	Course Fee	All Students	All courses	Laptop insurance for 1:1 initiative
Houston High	\$97.00	Course Fee	All AP Courses	Varies	AP Registration/Exam
Houston High	\$35.00	Course Fee	Anat&Phys	M Smith	Lab fees

## Germantown Municipal School District

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Houston High	\$35.00	Course Fee	Hon A & P	M Smith	Lab Fees
Houston High	\$15.00	Course Fee	DE A & P	M Smith	Lab Fees
Houston High	\$35.00	Course Fee	AP Bio	Phillips	Lab fees
Houston High	\$35.00	Course Fee	AP Chem	Canady	Lab fees
Houston High	\$15.00	Course Fee	Art 1	Spillman	Materials and supplies
Houston High	\$10.00	Course Fee	Art 1 Honors	Schulter	Materials and supplies
Houston High	\$125.00	Course Fee	Art 1 Honors	Schulter	Art kits
Houston High	\$15.00	Course Fee	Art 2 Honors	Schulter	Materials and supplies
Houston High	\$125.00	Course Fee	Art 2 Honors	Schulter	Art kits
Houston High	\$10.00	Course Fee	Art 2	Schulter	Materials and supplies
Houston High	\$20.00	Course Fee	Art 3	Schulter	Materials and supplies
Houston High	\$15.00	Course Fee	Art 3 Honors	Spillman	Materials and supplies
Houston High	\$20.00	Course Fee	Art 4	Schulter	Materials and supplies
Houston High	\$15.00	Course Fee	AP Art	Spillman	Materials and supplies
Houston High	\$100.00	Course Fee	Band	Taylor	Uniforms, instruments, repairs instruction, transportation, music, color guard, percussion
Houston High	\$35.00	Course Fee	Bio2 DE	Poole	Lab fees
Houston High	\$60.00	Course Fee	Diagnostic Med	Mullings	Lab fees, trip fees
Houston High	\$10.00	Course Fee	Family Studies	Boggan	Activities, egg babies
Houston High	\$30.00	Course Fee	Fashion Design	DavisA	Sewing kits, patterns, fabric
Houston High	\$60.00	Course Fee	Health Sci Ed	Mullings	Lab fees, trip fees, scrubs, lab coats
Houston High	\$20.00	Course Fee	Human Services	Boggan	Sewing, cooking supplies, egg babies, activities
Houston High	\$6.00	Course Fee	Latin	Purcell/Simone	National Latin Exam fees
Houston High	\$40.00	Course Fee	Life Skills Lab	C. Jones	Supplies, activities, and materials
Houston High	\$15.00	Course Fee	Lifespan Development	Boggan	Supplies, activities, Baby maintenance
Houston High	\$15.00	Course Fee	Lifetime Wellness	Pendleton/McCarter/ Martin/Thomas	Uniform
Houston High	\$25.00	Course Fee	Mechatronics I	Houston	Supplies and materials
Houston High	\$25.00	Course Fee	Mechatronics II	Houston	Supplies and materials
Houston High	\$60.00	Course Fee	Medical Assisting	Mullings	Medical supplies
Houston High	\$60.00	Course Fee	Medical Therapeutics	Mullings	Lab fees and medical supplies
Houston High	\$50.00	Course Fee	Nutrition	Snellenberger/Davis	Supplies and materials
Houston High	\$200.00	Course Fee	Orchestra	Kang	Concert uniforms, tshirts, membership fees, music, instrument repairs, travel expenses
Houston High	\$60.00	Course Fee	Rehabilitation Therapy	Rothenberger	Lab fees and medical supplies

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Houston High	\$35.00	Course Fee	Robotics	Phillips	Team registration, competitive events, parts/materials
Houston High	\$35.00	Course Fee	STEM 1	Phillips/Minton	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 2	Phillips/Minton	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 3	Phillips/Minton	Supplies and equipment
Houston High	\$20.00	Course Fee	Teaching as Prof	Snellenberger	Workbook and portfolio supplies
Houston High	\$145.00	Course Fee	AP Capstone	Traverse/Robinson	AP Registration/Exam
Houston High	\$220.00	Course Fee	Indoor Color Guard - A	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	TBD	Course Fee	Indoor Color Guard - B	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	TBD	Course Fee	Indoor Drumline	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$40.00	Film & Video	Film & Video	Hamilton	Batteries, CDs, memory sticks
Houston High	\$9.00	Foreign Language Fair	German Honors	Penrod	Foreign Language Fair fees
Houston High	\$8.00	Foreign Language Fair	French classes	Johnson	Foreign Language Fair
Houston High	\$4.00	French National Contest	French Honors	Johnson	French National Contest
Houston High	\$6.00	National German Exam	German Honors	Penrod	National German Exam fees
Houston High	\$6.00	National Spanish Exam	Spanish Honors	Purcell/Ferryman	National Spanish Exam
Houston High	\$20.00	PSAT	PSAT	None	Cost of test and processing fee
Houston Middle	\$30.00	1:1 Blended Learning	All students	GMSD	iPad insurance for 1:1 initiative
Houston Middle	\$50.00	Art Fee	Art	Higginbotham	Art Kit supplies
Houston Middle	\$20.00	Graphic Art Fee	Art	Wroblewski	Premium card stock, mat boards, colored ink, ipad apps, general art supplies
Houston Middle	\$50.00	Band Fee	Band	Nesvick	WTSBOA fees, NAIME fee, instrumental material, instrument maintenance, tshirt
Houston Middle	\$20.00	Choir Fee	Choir	Moses	Shirt, sheet music, audition, accompanist, professional organization dues
Houston Middle	\$75.00	Orchestra Fee	Orchestra	Kang	WTSBOA membership, NAFME membership, GPAC rental fee, instrument maintenance, registration, method books, sheet music, polo/orchestra shirts

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Riverdale Elementary	\$30.00	1:1 Blended Learning	All 7th & 8th grade	GMSD	iPad insurance for 1:1 initiative
Riverdale Elementary	\$20.00	Art Supplies/Clay	6th-8th	Sammons	Art Supplies for advanced art students
Riverdale Elementary	\$100.00	Orchestra Fee	5th	Short	field trips, NAFME membership dues, and miscellaneous supplies.
Riverdale Elementary	\$100.00	Orchestra Fee	6th-8th	Short	This fee covers their 2 shirts, method book, buses for concert festival and field trips, NAFME membership dues, and miscellaneous supplies.
Riverdale Elementary	\$50.00	Choir Fee	6th-8th	Caudle	Music/Supplies/T-shirt
Riverdale Elementary	\$150.00	Band Fee	6th-8th	Woodring	Music/Supplies/T-shirt
Riverdale Elementary	\$20.00	PE Uniform	5th-8th	Thompson	Required PE uniform for all 5th-8th grade students
Riverdale Elementary	\$50.00	1:1 Blended Learning-8th graders	8th	GMSD	Laptop insurance for 1:1 initiative

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2020-21 School Year**

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ACTIVITY COSTS - Costs for activities which occur outside the regular school day and are not part of a credited course					
School	ACTIVITY COSTS	Purpose	Club/Athletic Team/Booster Club	Sponsor/Coach	Notes
Dogwood Elementary	\$30.00	Student Ambassadors	4th & 5th	Fitchpatric	T-shirts, meeting refreshments, parties
Dogwood Elementary	\$40.00	Safety Patrol	4th & 5th	Martin/Guntharp	Belts, badges, award Pins, t-shirt, supplies & food for two parties (Fall & Spring), end of the year awards, patrol flags
Farmington Elementary	\$150.00	Costumes, uniforms, operations	Falcon Footlights (play)	Lowry	Participants will be asked to sell at least one advertisement
Farmington Elementary	\$150.00	Materials	FES 5K club	Deaton	Entrance into races and materials - uniforms, warm ups, water bottles, etc.
Forest Hill Elementary	\$25.00	Supplies	Choir	Simons	Shirts and Materials
Forest Hill Elementary	\$25.00	Supplies	Farmington Farmers	House	Gardening supplies and plants
Forest Hill Elementary	\$15.00	Supplies	Composting Club	Sullivan	Supplies to build compost bins
Forest Hill Elementary	\$25.00	Registrations and Jersey	FHES Running	Wood	Registrations and jerseys
Forest Hill Elementary	\$15.00	Supplies	Art Club	Kougher	Art materials for projects
Houston High	\$500.00	Annual Dues	Basketball Boys - Varsity	Miller/Becker	Travel, equipment, supplies, miscellaneous
Houston High	\$250.00	Annual Dues	Basketball Boys - JV	Miller/Becker	Travel, equipment, supplies, miscellaneous
Houston High	\$250.00	Annual Dues	Basketball Girls	Moore	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$160.00	Annual Dues	Bowling Boys	Quinn	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$160.00	Annual Dues	Bowling Girls	Quinn	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$125.00	Annual Dues	Cross Country Boys	M. Thomas	Team gear, greens fees
Houston High	\$125.00	Annual Dues	Cross Country Girls	M. Thomas	Team gear, greens fees
Houston High	\$200.00	Annual Dues	Football	J. Thomas	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$485.00	Annual Dues	Golf Boys	Bell	Travel, equipment, supplies, gear, miscellaneous
Houston High	\$485.00	Annual Dues	Golf Girls	Bell	Travel, equipment, supplies, gear, miscellaneous
Houston High	TBD	Annual Dues	Lacrosse	Boyer	
Houston High	\$850.00	Annual Dues	Soccer Girls	Wolff	Uniforms, entry fees, team gear, miscellaneous
Houston High	TBD	Annual Dues	Swimming	TBD	
Houston High	\$250.00	Annual Dues	Volleyball	Pendleton	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$425.00	Annual Dues	Wrestling	B. McCarter	Entry fees, TSSAA weight management fees, travel, uniforms, miscellaneous
Houston High	\$4,500.00	Annual Dues Cheer	Cheer	Gray	Tumbling, uniforms, entry fees, instruction, travel, competition fees
Houston High	\$5,000.00	Annual Dues Pom	Pom	H. Thomas	Uniforms, entry fees, instruction, travel, competition fees
Houston High	\$15.00 (underclass); \$20.00 (seniors)	Club Dues 30+	30 and Above	Traverse/Kinney/Kreitz	Tees, zoo trip, graduation cords
Houston High	\$20.00	Club Dues Art Honors	Art Honor Society	Schulter	Dues, activities, supplies, materials
Houston High	\$25.00	Club Dues Badminton	Badminton Club	Minton	Tees, equipment, and supplies
Houston High	\$500.00	Club Basketball Cheer	Basketball Cheer	Holden	Uniforms and instruction

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Houston High	\$25.00	Club Dues Beautifully Unique	Beautifully Unique	Fisher	Tees & Activities
Houston High	\$25.00	Club Dues Best Buddies	Best Buddies	Clarke	Membership fees
Houston High	\$10.00	Club Dues Book	Book Club	Wilder/Underwood	Activities, materials
Houston High	\$15.00	Club Dues Chess	Chess		Materials, tees
Houston High	\$50.00	Club Dues Cyber	Cyber Patriot	Wartenberg	Registration fees, competitions, competition expenses
Houston High	\$25.00	Club Dues Debate	Debate	McKinney	Membership fees
Houston High	\$35.00	Club Dues DECA	DECA	Boyer	Membership dues
Houston High	\$25.00	Club Dues DECA	DECA	Boyer	Regional competition
Houston High	125.00 (plus hotel costs)	Club Dues DECA	DECA	Boyer	State competition
Houston High	195.00 (plus hotel costs)	Club Dues DECA	DECA	Boyer	National competition
Houston High	\$75.00	Club Dues Esports	Electronic Sports	McKinney	Unlimited pass, shirts/jerseys, masks, or equipment
Houston High	\$30.00	Club Dues FBLA	FBLA	TBD	Local, state competitions
Houston High	\$15.00	Club Dues FCA	FCA	Perry	Tees, materials, activities
Houston High	\$30.00	Club Dues FCCLA	FCCLA	Davis/Boggan/Snellenberger	Local and national dues, tees
Houston High	\$30.00	Club Dues FFA	FFA	Rose	Membership, dues
Houston High	\$25.00	Club Dues French	French Club	Johnson	Tees, supplies
Houston High	\$30.00	Club Dues Horizons	Horizons	H. Thomas	Tees, field day
Houston High	\$35.00	Club Dues HOSA	HOSA	Mullings	National & state membership dues, tees
Houston High	\$350.00	Club Dues HOSA	HOSA	Mullings	Travel expenses - State competition
Houston High	\$700.00	Club Dues HOSA	HOSA	Mullings	Travel expenses - National competition
Houston High	\$20.00	Club Dues International	International	Penrod	Tees, consumables, gift cards, Extravaganza, Project Grad
Houston High	\$35.00	Club Dues Key	Key Club	Norwood	Fees, activities, materials
Houston High	\$25.00	Club Dues Latin	Latin Club	Simone	Dues, National Latin Exam
Houston High	\$10.00	Club Dues Latin Honor	National Latin Honor Society	Simone	Supplies, honor cords
Houston High	\$20.00	Club Dues Mentors	Houston Mustang Mentors	Fisher	Tees, activities
Houston High	\$20.00	Club Dues Model UN	Model UN	Brock	Conference fees
Houston High	\$20.00	Club Dues MUT	Mu Alpha Theta	Bansal	Membership, honor cords
Houston High	\$50.00	Club Dues NHS	Nat'l Honor Society	Berry/Seboldt	Membership, honor cords, tees
Houston High	\$75.00	Club Dues Plays	Plays (Fall Play)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$150.00	Club Dues Plays	Plays (Spring Musical)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$40.00	Club Dues Pony Express	School Newspaper	Becker	Annual subscription cost for the newspaper website
Houston High	\$20.00	Club Dues RAK	RAK	TBD	Monies used to randomly help people
Houston High	\$25.00	Club Dues RK	Rho Kappa	Robinson	Honor cords, lecture series
Houston High	\$20.00	Club Dues SADD	SADD	Fisher	Tees, activities, materials
Houston High	\$20.00	Club Dues SGA	SGA	Spain	Activities, supplies, materials
Houston High	\$25.00	Club Dues SJCRH	St. Jude Club	M.Thomas	Tees, activities, service project supplies
Houston High	\$20.00	Club Dues Skills	Computer Skills USA	Juneau/Uhiren/Houston	Activities, supplies, competitions
Houston High	\$35.00	Club Dues Spanish	Spanish Club	Stewardson	Membership, fees, activities & materials
Houston High	\$20.00	Club Dues Spanish Honor	Spanish Honor Society	Ferryman	National dues, induction expenses, Quia, supplies
Houston High	\$20.00	Club Dues Spanish Honor	Spanish Honor Society	Ferryman	Honor cords
Houston High	\$20.00	Club Dues Student Impact	Student Impact	Crowe	Dues, donations, tees
Houston High	\$1,000.00	Club Dues Trap	Trap	Stevens	Full membership, practice materials, competitions
Houston High	\$100.00	Club Dues TSA	TSA	Phillips	State and national dues/fees; competitions
Houston High	\$100.00	Club Dues VEX	VEX	Ducey	National fees and competitions
Houston High	\$20.00	Club Fees Environmental	Environmental	Stephenson	Activities, supplies
Houston High	\$10.00	Club Fees	Folk Dancing	Penrod	Folk Dance Outfits
Houston High	\$25.00	Club Fees German	German Club	Penrod	Tees, gift cards, consumables, folk dance outfits
Houston High	\$20.00	Club Fees Knowledge Bowl	Knowledge Bowl	Poole/Kennon	Competition fees, tees
Houston High	\$15.00	Club Science	Science Club	Canady	Activities, materials
Houston High	\$95.00	Course Fee	1st & 2nd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$98.00	Course Fee	3rd 3-hour DE course	Varied/Akey	University tuition

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Houston High	\$195.00	Course Fee	3rd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$298.00	Course Fee	4th 3-hour DE course	Varied/Akey	University tuition
Houston High	\$364.00	Course Fee	4th+ 4-hour DE course	Varied/Akey	University tuition
Houston High	\$198.00	Course Fee	5th+ 3-hour DE course	Varied/Akey	University tuition
Houston High	\$100.00	Graduation Fee	12th Grade Students	Taylor	Costs associated with graduation
Houston High	\$20.00	Knowledge Bowl Fee	Knowledge Bowl	Poole	Competition fees
Houston High	\$8.00	Latin Fall Festivus	Latin Club	Simone	Latin Fall Festivus
Houston High	\$8.00	U of M Language Fair	Latin	Simone	Entry fee
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Etymology Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Civilization Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Latin Vocabulary Exam fees
Houston High	\$5.00	Optional Exam	Mythology	Purcell/Simone	National Mythology Exam fees
Houston High	\$3.00	Optional Exam	Translation	Purcell/Simone	CAMWS Translation Contest fees
Houston High	\$25.00	Lit Mag Fee	Literary Magazine	Garrison	Materials for magazine/final product
Houston High	\$5.00	Locker Fee	Students Using Lockers	P. Ross	Locker rental
Houston High	\$30.00	Membership, dues, tees	National Technical Honor Society	DavisA	National membership, induction services
Houston High	\$45.00	Parking Fee	Students Parking on Campus	P. Ross	Parking pass
Houston High	\$200.00	TJCL Latin Convention	Latin Club	Simone	TJCL Convention fees
Houston High	\$100.00	Annual Dues	Choir	Moline	Women's Choir and Concert Choir
Houston High	\$100.00	Annual Dues	Choir	Moline	Fifth Measure and Dolce Bella
Houston High	\$200.00	Annual Dues	Boys Track	M. Thomas	Field maintenance, uniforms, equipment, officials
Houston High	\$200.00	Annual Dues	Girls Track	M. Thomas	Field maintenance, uniforms, equipment, officials
Houston High	\$300.00	Annual Dues	Boys Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$300.00	Annual Dues	Girls Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$1,250.00	Annual Dues	Baseball	McCarter	Field maintenance, uniforms, equipment, officials
Houston High	\$450.00	Annual Dues	Softball	C. Gibbs	Field maintenance, uniforms, equipment, officials
Houston High	\$875.00	Annual Dues	Boys Soccer	Wolff	Field maintenance, uniforms, equipment, officials
Houston Middle	\$25.00	Artfully	Club	Higginbotham	Club shirt, art materials, meeting snacks
Houston Middle	\$340.00	Basketball (girls & boys)	Athletic Team	Cook/Weaver	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$340.00	Basketball - 6th gr boys	Athletic Team	Cook	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$542.00	Volleyball	Club	Pendleton	uniform, refs, schedule fee, tournament fee, equipment, practice apparel, equipment, coaching fee, course fee
Houston Middle	\$140.00	Soccer	Club	Plaisance	uniforms, refs, program fees
Houston Middle	\$15.00	Battle of the Books	Club	Squires	Annual fee
Houston Middle	\$20.00	Best Buddies	Club	Turner	Club shirt, game supplies
Houston Middle	\$25.00	Beta	Club	Kemp	Annual fee
Houston Middle	\$4,800.00	Cheer	Booster Club	Spurlock	Coaching fee, sponsor fee, camps, Pride tumbling, practice clothes, uniforms, bag, travel, Nationals airfare and Land Package
Houston Middle	\$50.00	Math Counts	Club	Pratt	Competition fees
Houston Middle	\$25.00	NJHS	Club	Howell	Chapter dues, club shirt, reception supplies
Houston Middle	\$3,600.00	Pom	Booster Club	Lee	Coaching fee, sponsor fee, camps, choreography, competition registration, Nationals, sub, dance camp, equipment, team morale happies, music, hospitality room, yearbook ads
Houston Middle	\$240.00	Soccer (boys)	Club	Midyett	Coaching fee, uniforms, yearbook ad, Teamsnap, field rental, ref fees





## Germantown Municipal School District Budget Amendment

Fiscal Year: 2020-2021

Amendment # 23

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-72250-189	Other Salaries & Wages	78,500	-	25,000	103,500
141-72250-201	Social Security	36,713		1,550	38,263
141-72250-204	Retirement	53,407		2,250	55,657
141-72250-206	Life Insurance	2,250		75	2,325
141-72250-207	Medical Insurance	92,628		3,838	96,466
141-72250-212	Medicare	8,586		363	8,949
141-72250-599	Other Charges - Website Redesign	6,400		15,521	21,921
141-44530	Revenues - Sale of Equipment	-	43,520	48,597	92,117
141-71100-722	Instructional Equipment - Teacher Laptops	-	-	905,850	905,850
141-39000	Reserves	20,624,925	(2,750,836)	(905,850)	16,968,239

**REASON FOR AMENDMENT:**

To appropriate funds for 1 FTE - Systems Administrator to support district's network and infrastructure and for the district's website redesign. These costs will be funded with proceeds from the sale of older devices. To appropriate funds to replace teacher laptops - funded with reserves - laptops are refreshed every three years.

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 GMSD Board Chair Date

\_\_\_\_\_  
 GMSD Superintendent Date



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2020 - 2021

Amendment # 24

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
142-71100-311 - REGED	Contracts with Other School Systems	-	2,396	(2,396)	-
142-71100-369	Contracts for Substitute Teachers - Certified	-	250,000	61,209	311,209
142-71100-370	Contracts for Substitute Teachers - Non-Certified	-	141,381	38,592	179,973
142-71100-429	Instructional Supplies and Materials	-	-	826	826
142-71100-471	Software	-	230,500	(69,757)	160,743
142-71100-722	Regular Instruction Equipment	-	18,492	5,061	23,553
142-71200-312 - SPED	Contracts with Private Agencies	-	25,000	(18,000)	7,000
142-71200-369	Contracts for Substitute Teachers - Certified	-	10,000	10,000	20,000
142-71200-370	Contracts for Substitute Teachers - Non-Certified	-	5,500	32,367	37,867
142-72210-189 - REGED SUPPT	Other Salaries & Wages	-	10,000	10,000	20,000
142-72210-499	Other Supplies & Materials	-	-	347	347
142-72210-524	In-service/Staff Development	-	24,300	(21,550)	2,750
142-72220-312 - SPED SUPPT	Contracts with Private Agencies	-	19,000	(16,000)	3,000
142-72220-355	Travel - mileage	-	3,635	(2,000)	1,635
142-72220-790	Other Equipment	-	10,000	(6,000)	4,000
142-72610-399 OPERATIONS	Other Contracted Services	-	1,052	14,499	15,551
142-72610-410	Custodial Supplies	-	255,843	(4,250)	251,593
142-72610-720	Plant Operation Equipment	-	14,500	(8,659)	5,841
142-47301	CARES Act Revenues	-	1,478,384	24,289	1,502,673

**REASON FOR AMENDMENT:**

To relocate Elementary and Secondary School Emergency Relief - ESSER (aka CARES Act) federal funding for COVID-19 related items - project 931

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
GMSD Board Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
GMSD Superintendent \_\_\_\_\_  
Date



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2020-2021

Amendment # 25

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-76100-707	Building Improvements	665,697	-	1,800,000	2,465,697
141-39000	Reserves	20,624,925	(3,656,686)	(1,800,000)	15,168,239

**REASON FOR AMENDMENT:**

To appropriate funds for bathroom improvements.

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

# Apple Store for Education Institution

## Proposal 2104628557

Proposer: John Pierce

Thank you for your proposal dated 01/15/2021. The details we've provided below are based on the terms assigned to account 874323, GERMANTOWN MUNICIPAL SCHOOL DIST.

To access this proposal online, please search by referencing proposal number 2104628557.

Comments from Proposer:  
Certified laptops v2

Part Number	Description	Total Quantity	Unit Price	Total Price
Z11B	13-inch MacBook Pro: Apple M1 chip with 8core CPU and 8cor Apple M1 chip with 8-core CPU and 8-core GPU 16-core Neural Engine 16GB unified memory 256GB SSD storage Retina display with True Tone Two Thunderbolt / USB 4 ports Touch Bar and Touch ID Backlit Keyboard - US English Accessory Kit	550	1,379.00	<b>758,450.00 USD</b>
S7733LL/A	3-Year AppleCare+ for Schools - 13-inch MacBook Pro	550	199.00	<b>109,450.00 USD</b>
MJ1L2AM/A	USB-C VGA Multiport Adapter	550	69.00	<b>37,950.00 USD</b>
<b>Subtotal</b>				<b>905,850.00 USD</b>
<b>Estimated Tax</b>				<b>0.00 USD</b>
<b>Total</b>				<b>905,850.00 USD</b>

Please note that your order subtotal does not include Sales tax or rebates. Sales tax and rebates, if applicable, will be added when your order is processed.

## How to Order

If you would like to convert this Proposal to an order, log into the Apple Store for Education Institution [ <https://ecommerce.apple.com> ] and click on Proposals. Then search for this Proposal by entering the Proposal number referenced above.

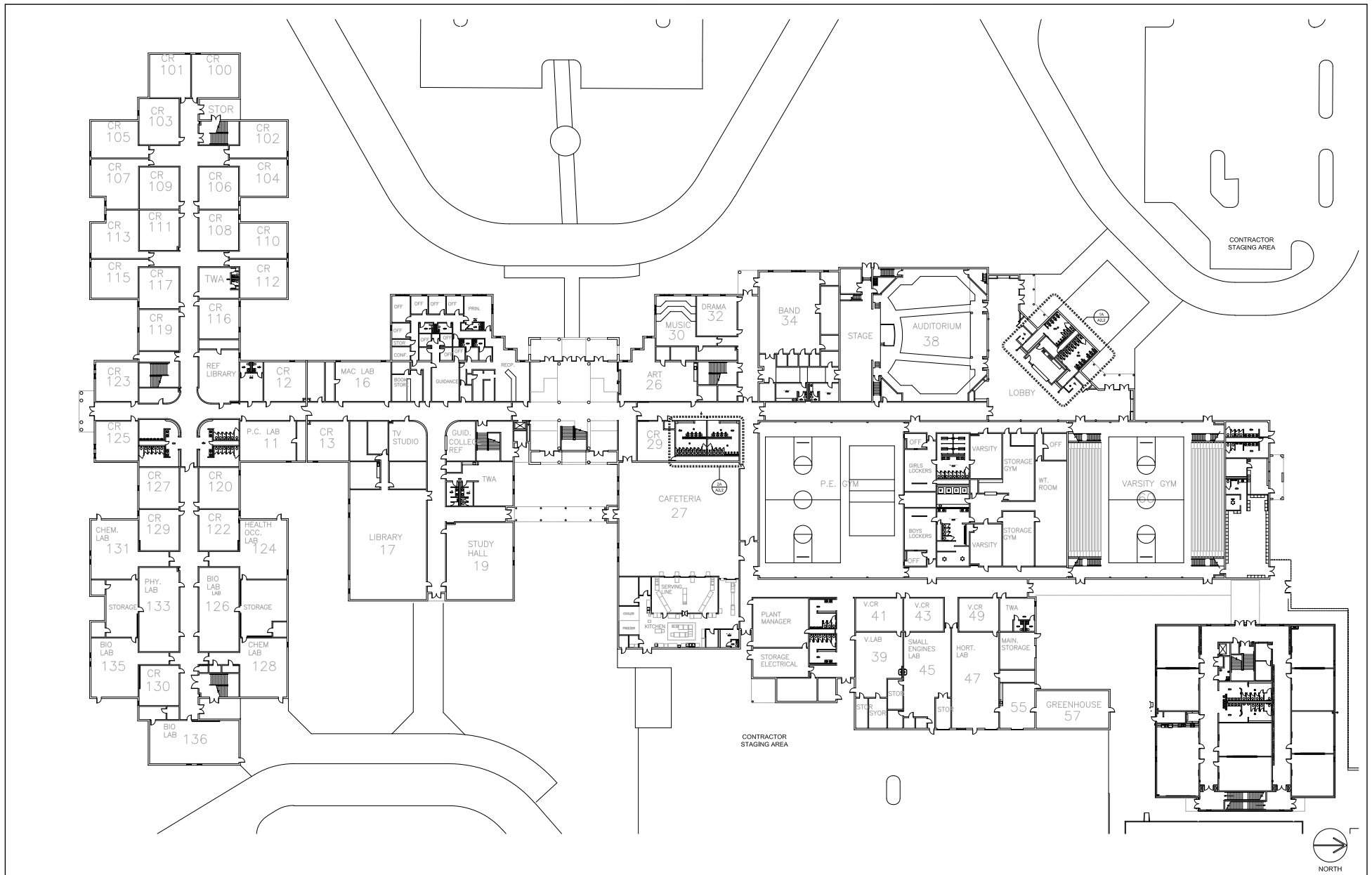
Note: A Purchaser login is required to order. To request Purchaser access for your Apple Account, log into Apple Store for Education Institution and select the 'Register' link from the store login page. Purchases under a Proposal are subject to the terms and conditions of your agreement with Apple and the Apple Store for Education Institution.

Please contact us at 800-800-2775, if you have further questions or need assistance.

---

The prices and specifications above correspond to those valid at the time the proposal was created and are subject to change.

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1 ORIENTATION PLAN  
1425

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Scale:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Mechanical Engineer:  
 Barham/Cain/Mynatt  
 1015 Cordova Station  
 Memphis, TN 38018  
 Telephone 901.685.2371  
 Fax 901.682.0233

Electrical Engineer:  
 DePouw Engineering LLC  
 9096 South Corporate Edge Dr.  
 Germantown, TN 38138  
 Telephone 901.754.2535  
 Fax 901.754.2536

HOUSTON HIGH SCHOOL BATHROOM RENOVATIONS AND UPGRADES  
 9755 Wolf River Blvd., Germantown, TN 38139  
 for  
**Germantown Municipal School District**



343 North Main Street  
 Memphis, Tennessee 38103  
 Telephone: 901.625.1344  
 Facsimile: 901.625.5420  
**Evans Taylor Foster Childress Architects**

ORIENTATION PLAN  
 Date: 06 March 2020  
 Sheet: A2.1  
 Project: 22007D

**Bathroom Renovations**  
**Houston High School**  
 GMSD # FY2020-06

**RA Sharp**  
**Construction**

**Grinder Taber**  
**Grinder**

**B & B**  
**Specialty**

Note:

Subcontractors  
 not Listed  
 on outside of  
 envelope.  
 Disqualified per  
**T.C.A. §62-6-119**

**Recommended**

Note:

Prime Classification  
 not listed on outside  
 of envelope.

Disqualified per  
**T.C.A. §62-6-119**

Base Bid includes all work in  
 plans and specifications

\$ 326,943.00

**\$ 385,200.00**

\$ 390,813.00

Checklist of Requirements

**SUBCONTRACTORS LISTED**

NO

YES

YES

Per T.C.A. § 62-6-119

for projects of \$25,000 or more  
 for each portion over \$25,000,  
 the prime contractor must list  
 the license number, expiration  
 and classification of the Prime  
 and each subcontractor on the  
 outside of bid envelope.

**Prime Contractor License #**

72729

10555

23943

Expiration

12/31/2020

4/30/2021

5/31/2020

Classification

BC

BC-B,BC-C,MU-B

No classifications

**Subcontractors must be listed:**

**Electrical**

NO

Allen Electric

Allen Electric

License #

NO

10387

10387

Expiration

NO

7/31/2021

7/31/2021

classification

NO

CE

CE

**Masonry- LMC**

NO

NO

Whitney Anderson

License #

NO

NO

55910

Expiration

NO

NO

11/30/2021

Classification

NO

NO

LMC

**Plumbing**

NO

Goodwin

Progressive

License #	NO	67853	64974
Expiration	NO	5/31/2021	11/30/2021
Classification	NO	CMC-A	CMC-D
<b>HVAC</b>	NO	NO	Rushing Mech.
License #	NO	NO	40025
Expiration	NO	NO	5/31/2021
Classification	NO	NO	CMC-C
<b>Certification of Understanding</b>	NO	YES	YES
<b>Bid certification signature</b>	YES	YES	YES
<b>Contractors References (3)</b>	YES	YES	YES
<b>Drug and Alcohol Testing</b>	YES	YES	YES
<b>Iran Divestment Act (signed and notarized)</b>	YES	YES	YES
<b>Performance Bond</b>	YES		
Price Per 1000	Not Included	\$ 9.00	\$ 20.00
<b>Bid Bond</b>	5%	5%	5%
<b>Addenda (signed, acknowledged with bid)</b>	YES	YES	YES
<b>Background Checks</b>	NO	NO	YES
<b>Certificate of Liability Insurance</b>	NO	NO	YES

**Fifer & Associaes**

**Jaycon  
Development**

**Wagner  
General**

**A & B  
Construction**

**Design  
Specialties**

Note:

Note:

Subcontractors  
not Listed  
on outside of  
envelope.  
Disqualified per  
**T.C.A. §62-6-119**

Subcontractors  
not Listed  
on outside of  
envelope.  
Disqualified per  
**T.C.A. §62-6-119**

\$ 394,000.00

\$ 399,000.00

\$ 442,500.00

\$ 448,643.00

\$ 510,270.00

NO

NO

YES

YES

YES

46462  
11/30/2020

19856  
12/31/2020

47587  
7/31/2021

37516  
2/28/2022

22850  
7/31/2020

No Classifications

BC

BC-A,B;;HRA,-  
A,C,E,2;MU

BC, HRA, MU

BC-A, B

NO

NO

Allen Electric

Power Source

Allen Electric

NO

NO

10387

48280

10387

NO

NO

7/31/2021

1/31/2022

7/31/2021

NO

NO

CE

CE

CE

NO

NO

Descon

Descon

Whitney Anderson

NO

NO

41886

41886

55910

NO

NO

5/31/2020

5/31/2020

11/30/2021

NO

NO

LMC

LMC

LMC

NO

NO

Goodwin

Damon Marcus

Damon Marcus

	NO		NO	67853		26683		26683
	NO		NO	5/31/2020		8/31/2021		8/31/2021
	NO		NO	CMC-A		CMC		CMC
	NO		NO	Martin & White		Damon Marcus		Damon Marcus
	NO		NO	43107		26683		26683
	NO		NO	4/8/2021		8/31/2021		8/31/2021
	NO		NO	CMC		CMC		CMC
	YES		YES	YES		YES		YES
	YES		YES	YES		YES		YES
	YES		YES	YES		YES		YES
	YES		YES	YES		YES		YES
	YES		YES	YES		YES		YES
Not included	\$	11.00	\$	10.00	\$	25.00	\$	25.00
	5%		5%		5%		5%	
	YES		YES		YES		YES	
	YES		YES		YES		YES	
	YES		YES		YES		YES	

**Nickson  
General**

Note:  
Prime Contractor  
company name  
not Listed  
on outside of  
Envelope.  
Disqualified per  
**T.C.A. §62-6-119**

\$ 650,000.00

YES

68616  
4/30/2021

BC-A & B

NO  
NO  
NO  
NO

NO  
NO  
NO  
NO

Jackson General

70656  
11/30/2021  
no classification

NO

NO

NO

NO

YES

YES

YES

YES

YES

\$ 10.00

5%

YES

YES

YES



**Germantown Municipal School District Invitation to Bid**

Houston High School  
Bathroom Renovations Phase 2  
BID GMSD FY2020-06

**ADDENDUM #1 – March 26, 2020**  
**Acknowledgement Form**

**BID TIME AND DATE DUE: 2:00 p.m. Central, Wednesday, April 1, 2020**

**LOCATION:** Germantown Municipal School District Administrative Offices, 3350 S. Forest Hill Irene Rd. Germantown, TN 38138. Please note this is the new location for the District Office.

**NUMBER OF ATTACHMENTS TO ADDENDUM #1: One attachment containing 3 pages.**

***All signed Addenda must be acknowledged and included with your response to GMSD BID # FY 2020-06 Houston High School Bathroom Renovations. Failure to sign, acknowledge and include any and all Addenda may result in your BID being disqualified and rejected.***

Names and signatures below certify that you acknowledge, understand and agree to all information in **Addendum #1-GMSD BID # FY2020-06.**

\_\_\_\_\_  
*Authorized Representative (Print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

**ADDENDUM NO. 1**  
**25 March 2020**

**PROJECT:**

**Houston High School  
Bathroom Renovations and Upgrades  
9755 Wolf River Boulevard  
Germantown, TN 38138  
For the  
Germantown Municipal School District**

**ARCHITECT:**

**ETFC Architects  
343 NORTH MAIN STREET  
MEMPHIS, TENNESSEE 38103  
PH: 901-525-5344  
FAX: 901-525-5420**

**ETFC PROJ #: 22007D**

To All Bidders:

**Item AD1-1**

Reference Drawings, Demolition Plans: Existing epoxy flooring and base to be removed in all bathrooms in project.

**Questions from Bidders**

1. Is the current paint finish to the restroom walls known? I spoke with the manufacturer regarding the Kerdi Board installation. They are suggesting to adhere the board to the wall rather than use mechanical fasteners per the spec book. They are have different adhesive requirements dependent on the existing paint material.

**Bid as indicated on the drawings and specifications.**

2. Do we remove epoxy floor as at Houston High part of demolition. It is not mentioned in the demolition notes for Houston High but is mentioned for Houston Middle.

**Yes, GMSD wants the epoxy removed as a part of the demolition scope of work.**

3. What size are the new ceiling access doors and are they fire rated.?

**Yes, the new access doors must be fire rated because the bathroom groups are considered a part of the corridor which is fire rated. The access door should be 24"X24".**

4. What is the floor to deck height?

**Houston High School roof deck height is 12'-5"+/- Ceiling height is 9'-0"+/-**



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

5. Are we required to use backer board for wall tile? It is in the specs but not mentioned on the plans.

Yes

6. There is a section in the specs on Termite Treatment. Is any needed?

Yes, Termite Treatment is required where the foundation is cut or trenched out for relocation of plumbing.

7. Is builders risk insurance required? Is it furnished by the Germantown School board?

See attached Insurance Requirement with Germantown Municipal School District (page 6 of 7).

END OF ADDENDUM NO. 1

## HOLD HARMLESS

As a condition precedent to Contractor being awarded contract with GMSD, Contractor hereby agrees to indemnify and hold harmless the Germantown Municipal School District, its board members, administrators, employees, and agents (individually an "Indemnitees") from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever, whether under federal or state law, which the Indemnitee(s) may pay, sustain, suffer, or incur by reason of or in connection with the services, equipment or products provided by Contractor pursuant to the contract, including, without limiting the generality of the foregoing, all costs and expenses (including legal expenses) incurred in connection with any such loss or damage.

## INSURANCE REQUIREMENTS WITH GERMANTOWN MUNICIPAL SCHOOL DISTRICT

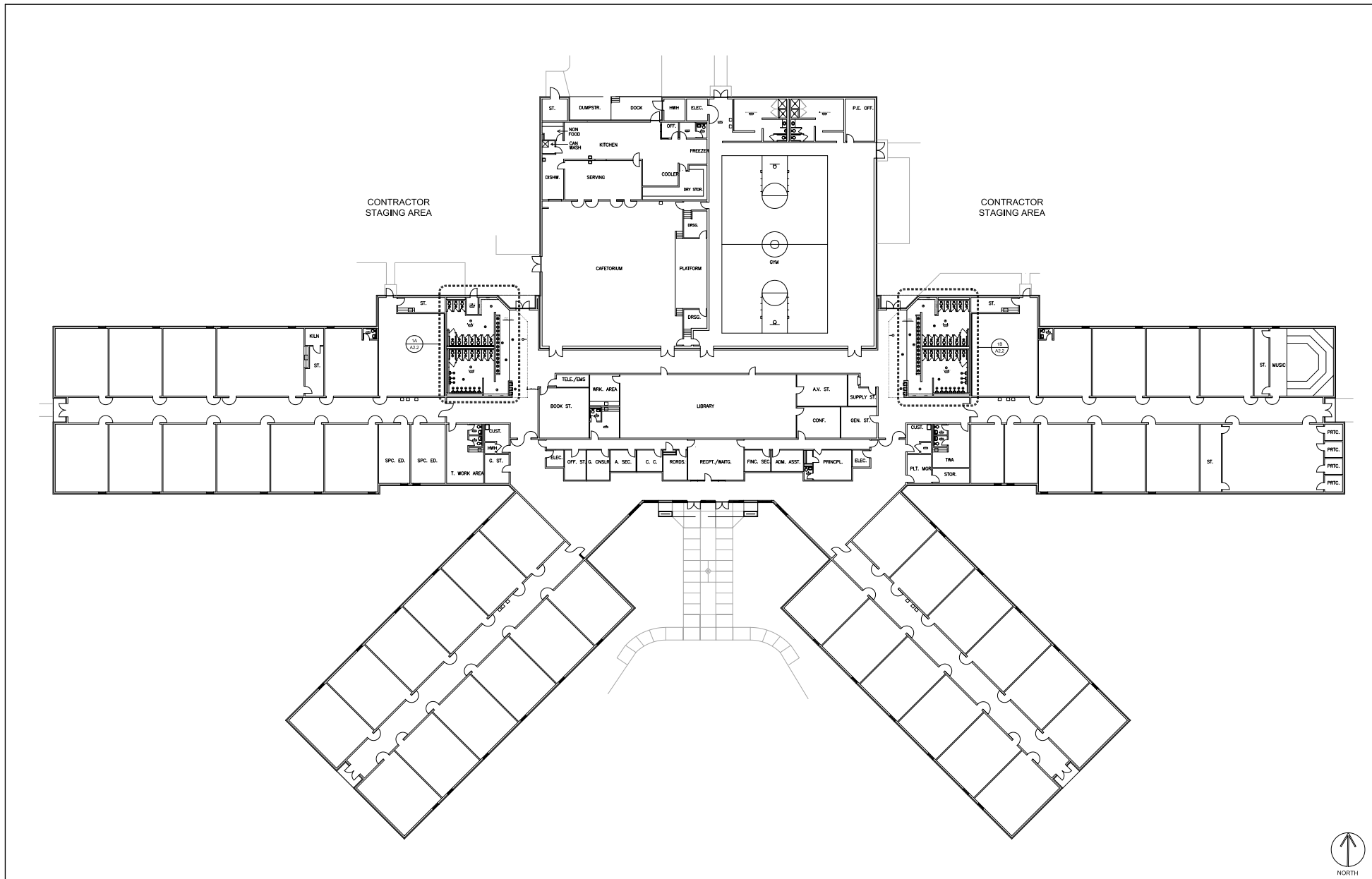
The COMPANY shall purchase and maintain the insurance outlined below to provide protection from the COMPANY's negligent acts. The COMPANY shall provide this insurance as required by the Contract documents. All Certificates should be issued with an Insurance Company (or Companies) maintaining an AM Best Rating of A- or better and a Financial Size of IX or greater. All Insurance Companies shall be authorized to conduct business in the State of Tennessee. The negligence by any subcontractor, by anyone directly or indirectly employed by any of them, shall be considered a negligent act of the COMPANY.

- Commercial General Liability Insurance in the amount of \$1,000,000 per occurrence. This must include Products/Completed Operations, Explosion/Collapse/Underground Coverage and Contractual Liability. The Germantown Municipal School District must be named Additional Insured using a CG 2010 (11/85) endorsement (or equivalent) and this must be noted on the Certificate of Insurance. The Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Auto Liability Insurance in the amount of \$1,000,000 Combined Single Limit. The Germantown Municipal School District must be named Additional Insured and the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Statutory Workers Compensation with Employers Liability- the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Umbrella Liability in the amount of \$2,000,000 per occurrence- the terms and conditions of the Umbrella must conform to the primary insurance.

The Cancellation Clause on the Certificate of Insurance is amended to read: Should any of the described policies on the attached Certificate of Insurance be cancelled, non-renewed or reduced in coverage- the issuing Insurance Company will mail 30 days written notice by registered mail, return receipt requested, or email to:

Germantown Municipal School District  
ATTN: Jacqueline Saunders  
6685 Poplar Avenue  
Suite 202  
Germantown TN 38138

The Company agrees that it shall maintain the above insurance through both final acceptance and any Warranty Period defined by the contract documents.



1 HOUSTON MIDDLE SCHOOL ORIENTATION PLAN

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Scale:	
1" = 10'-0"	
1/4" = 1'-0"	
1/8" = 1'-0"	
1/16" = 1'-0"	

Mechanical Engineer:  
 Barham/Cain/Mynatt  
 1015 Cordova Station  
 Memphis, TN 38018  
 Telephone 901.685.2371  
 Fax 901.682.0233

Electrical Engineer:  
 DePouw Engineering LLC  
 9096 South Corporate Edge Dr.  
 Germantown, TN 38138  
 Telephone 901.754.2535  
 Fax 901.754.2536

HOUSTON MIDDLE SCHOOL BATHROOM RENOVATIONS AND UPGRADES  
 9400 Wolf River Blvd., Germantown TN 38139  
 for  
**Germantown Municipal School District**



343 North Main Street  
 Memphis, Tennessee 38103  
 Telephone: 901.525.1344  
 Facsimile: 901.525.5420

**ETFC**  
 Evans Taylor Foster Childress ■ Architects

ORIENTATION PLAN  
 Drawing No. **A2.1**  
 Date: 06 March 2020  
 Project No. 22007C

**Bathroom Renovations**  
**Houston Middle School**  
 GMSD # FY2020-07

**RA Sharp**  
**Construction**

**Jaycon**  
**Development Co.**

**Grinder Taber**  
**Grinder**

Note:

Note:

Subcontractors  
 not Listed  
 on outside of  
 envelope.  
 Disqualified per  
**T.C.A. §62-6-119**

Subcontractors  
 not Listed  
 on outside of  
 envelope.  
 Disqualified per  
**T.C.A. §62-6-119**

**Recommended**

Base Bid includes all work in  
 plans and specifications

\$ 483,250.00

\$ 516,000.00

\$ 522,800.00

Checklist of Requirements

**SUBCONTRACTORS LISTED**

NO

NO

Plumbing only

Per T.C.A. §62-6-119

for projects of \$25,000 or more  
 for each portion over \$25,000,  
 the prime contractor must list  
 the license number, expiration  
 and classification of the Prime  
 and each subcontractor on the  
 outside of bid envelope.

**Prime Contractor License #**

72729

19856

10555

Expiration

12/31/2020

12/31/2020

4/30/2021

Classification

BC

BC

BC-B,BC-C,MU-B

**Subcontractors must be listed:**

**Electrical**

NO

NO

NO

License #

NO

NO

NO

Expiration

NO

NO

NO

classification

NO

NO

NO

**Masonry- LMC**

NO

NO

NO

License #

NO

NO

NO

Expiration

NO

NO

NO

Classification

NO

NO

NO

**Plumbing**

NO

NO

Goodwins

License #	NO	NO	67853
Expiration	NO	NO	5/31/2020
Classification	NO	NO	LML-A
<b>HVAC</b>	NO	NO	NO
License #	NO	NO	NO
Expiration	NO	NO	NO
Classification	NO	NO	NO
<b>Certification of Understanding</b>	NO	YES	YES
<b>Bid certification signature</b>	YES	YES	YES
<b>Contractors References (3)</b>	YES	YES	YES
<b>Drug and Alcohol Testing</b>	YES	YES	YES
<b>Iran Divestment Act (signed and notarized)</b>	YES	YES	YES
<b>Performance Bond</b>	YES		
Price Per 1000	Not Included	\$ 11.00	\$ 9.00
<b>Bid Bond</b>	5%	5%	5%
<b>Addenda (signed, acknowledged with bid)</b>	YES	YES	YES
<b>Background Checks</b>	NO	NO	YES
<b>Certificate of Liability Insurance</b>	NO	NO	YES

**Fifer & Assoc.**

**A & B  
Construction**

**B & B  
Construction**

**Wagner  
General**

**Nickson  
General**

Note:

Subcontractors  
not Listed  
on outside of  
envelope.  
Disqualified per  
**T.C.A. §62-6-119**

Note:

Prime Contractor  
Information Not  
Listed  
on Outside of  
Envelope.  
Disqualified per  
**T.C.A. §62-6-119**

\$ 539,000.00    \$ 579,000.00    \$ 615,348.00    \$ 625,000.00    \$ 725,000.00

NO

YES

YES

YES

Plumbing Only

46462  
11/30/2020

37516  
2/28/2022

23943  
5/31/2021

47587  
7/31/2021  
BC-A,B,;HRA,-  
A,C,E,2;MU

68616  
4/30/2021

No classifications

BC,HRA, MU

Unlimited

BC-A;BC-B

NO  
NO  
NO  
NO

Rhodes  
53738  
11/30/2021  
CE

Allen Electric  
10387  
7/31/2021  
CE

Allen Electric  
10387  
7/31/2021  
CE

NO  
NO  
NO  
NO

NO  
NO  
NO  
NO

Descon  
41886  
5/31/2020  
BC, LMC

Whitney Anderson  
55910  
11/30/2021  
LMC

Descon  
41886  
5/31/2020  
LMC

NO  
NO  
NO  
NO

NO

Damon Marcus

Progressive

Goodwin

Jackson General

	NO	26683		64974		67853		70656
	NO	8/31/2021		11/30/2021		5/31/2020		11/30/2021
	NO	CMC,CM-A		LMC-D		CMC-A		CMC
	NO	Damon Marcus		Rushing Mech.		Rushing Mech.		NO
	NO	26683		40025		40025		NO
	NO	8/31/2021		5/31/2021		5/31/2021		NO
	NO	CMC,CMC-A		CMC-L		CMC-C		NO
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES
Not included	\$	25.00	\$	20.00	\$	10.00	\$	10.00
	5%	5%		5%		5%		5%
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES
	YES	YES		YES		YES		YES

**Design  
Specialties**

\$ 752,820.00

YES

22850  
7/31/2020

BC-A & B

Ellendale  
20736  
7/31/2020  
CE

Whitney Anderson  
55910  
11/30/2021  
LMC

Damon Marcus

26683  
8/31/2021  
CMC

Damon Marcus  
26683  
8/31/2021  
CMC

YES

YES

YES

YES

YES

\$ 25.00

5%

YES

YES

YES



**Germantown Municipal School District Invitation to Bid**

Houston Middle School  
Bathroom Renovations Phase 2  
BID GMSD FY2020-07

**ADDENDUM #1 – March 26, 2020**  
**Acknowledgement Form**

**BID TIME AND DATE DUE: 2:00 p.m. Central, Wednesday, April 1, 2020**

**LOCATION:** Germantown Municipal School District Administrative Offices, 3350 S. Forest Hill Irene Rd. Germantown, TN 38138. Please note this is the new location for the District Office.

**NUMBER OF ATTACHMENTS TO ADDENDUM #1: One attachment containing 3 pages.**

***All signed Addenda must be acknowledged and included with your response to GMSD BID # FY 2020-07 Houston Middle School Bathroom Renovations. Failure to sign, acknowledge and include any and all Addenda may result in your BID being disqualified and rejected.***

Names and signatures below certify that you acknowledge, understand and agree to all information in **Addendum #1-GMSD BID # FY2020-07.**

\_\_\_\_\_  
*Authorized Representative (Print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

**ADDENDUM NO. 1**  
**25 March 2020**

**PROJECT:**

**Houston Middle School  
Bathroom Renovations and Upgrades  
9400 Wolf River Boulevard  
Germantown, TN 38138  
For the  
Germantown Municipal School District**

**ARCHITECT:**

**ETFC Architects  
343 NORTH MAIN STREET  
MEMPHIS, TENNESSEE 38103  
PH: 901-525-5344  
FAX: 901-525-5420**

**ETFC PROJ #: 22007C**

To All Bidders:

**Item AD1-1**

Reference Drawings, New 8" CMU Walls: New walls to receive finishes to match existing corridor at areas not receiving new wall tile. Prep walls as required. Patch and repair disturbed existing finishes.

**Questions from Bidders**

1. Is the current paint finish to the restroom walls known? I spoke with the manufacturer regarding the Kerdi Board installation. They are suggesting to adhere the board to the wall rather than use mechanical fasteners per the spec book. They are have different adhesive requirements dependent on the existing paint material.

**Bid as indicated on the drawings and specifications.**

2. What is the floor to deck height?

**Houston Middle School roof deck height is 13'-0" +/- Ceiling height is 9'-4" +/-**

3. Are we required to use backer board for wall tile? It is in the specs but not mentioned on the plans.

**Yes**

4. There is a section in the specs on Termite Treatment. Is any needed?

**Yes, Termite Treatment is required where the foundation is cut or trenched out for relocation of plumbing.**



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

5. Is builders risk insurance required? Is it furnished by the Germantown School board?

See attached Insurance Requirement with Germantown Municipal School District (page 6 of 7).

END OF ADDENDUM NO. 1

## HOLD HARMLESS

As a condition precedent to Contractor being awarded contract with GMSD, Contractor hereby agrees to indemnify and hold harmless the Germantown Municipal School District, its board members, administrators, employees, and agents (individually an "Indemnitees") from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever, whether under federal or state law, which the Indemnitee(s) may pay, sustain, suffer, or incur by reason of or in connection with the services, equipment or products provided by Contractor pursuant to the contract, including, without limiting the generality of the foregoing, all costs and expenses (including legal expenses) incurred in connection with any such loss or damage.

## INSURANCE REQUIREMENTS WITH GERMANTOWN MUNICIPAL SCHOOL DISTRICT

The COMPANY shall purchase and maintain the insurance outlined below to provide protection from the COMPANY's negligent acts. The COMPANY shall provide this insurance as required by the Contract documents. All Certificates should be issued with an Insurance Company (or Companies) maintaining an AM Best Rating of A- or better and a Financial Size of IX or greater. All Insurance Companies shall be authorized to conduct business in the State of Tennessee. The negligence by any subcontractor, by anyone directly or indirectly employed by any of them, shall be considered a negligent act of the COMPANY.

- Commercial General Liability Insurance in the amount of \$1,000,000 per occurrence. This must include Products/Completed Operations, Explosion/Collapse/Underground Coverage and Contractual Liability. The Germantown Municipal School District must be named Additional Insured using a CG 2010 (11/85) endorsement (or equivalent) and this must be noted on the Certificate of Insurance. The Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Auto Liability Insurance in the amount of \$1,000,000 Combined Single Limit. The Germantown Municipal School District must be named Additional Insured and the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Statutory Workers Compensation with Employers Liability- the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Umbrella Liability in the amount of \$2,000,000 per occurrence- the terms and conditions of the Umbrella must conform to the primary insurance.

The Cancellation Clause on the Certificate of Insurance is amended to read: Should any of the described policies on the attached Certificate of Insurance be cancelled, non-renewed or reduced in coverage- the issuing Insurance Company will mail 30 days written notice by registered mail, return receipt requested, or email to:

Germantown Municipal School District  
ATTN: Jacqueline Saunders  
6685 Poplar Avenue  
Suite 202  
Germantown TN 38138

The Company agrees that it shall maintain the above insurance through both final acceptance and any Warranty Period defined by the contract documents.



## Germantown Municipal School District Invitation to Bid

Farmington Elementary School  
Bathroom Renovations Phase 2  
BID GMSD FY2020-08

### **ADDENDUM #1 – March 26, 2020** **Acknowledgement Form**

**BID TIME AND DATE DUE: 2:00 p.m. Central, Wednesday, April 1, 2020**

**LOCATION:** Germantown Municipal School District Administrative Offices, 3350 S. Forest Hill Irene Rd. Germantown, TN 38138. Please note this is the new location for the District Office.

**NUMBER OF ATTACHMENTS TO ADDENDUM #1: One attachment containing 3 pages.**

***All signed Addenda must be acknowledged and included with your response to GMSD BID # FY 2020-08 Farmington Elementary School Bathroom Renovations. Failure to sign, acknowledge and include any and all Addenda may result in your BID being disqualified and rejected.***

Names and signatures below certify that you acknowledge, understand and agree to all information in **Addendum #1-GMSD BID # FY2020-08.**

\_\_\_\_\_  
*Authorized Representative (Print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

**ADDENDUM NO. 1**  
**25 March 2020**

**PROJECT:**

**Farmington Elementary School  
Bathroom Renovations and Upgrades Phase II  
2085 Cordes Road  
Germantown, TN 38139  
For the  
Germantown Municipal School District**

**ARCHITECT:**

**ETFC Architects  
343 NORTH MAIN STREET  
MEMPHIS, TENNESSEE 38103  
PH: 901-525-5344  
FAX: 901-525-5420**

**ETFC PROJ #: 22007A**

To All Bidders:

**Item AD1-1**

Reference Drawings, Sheet A2.2 / Detail 3B: New CMU wing walls at drinking fountains to receive finishes to match existing corridor walls. Patch and Repair all disturbed existing finishes.

**Questions from Bidders**

1. Is the current paint finish to the restroom walls known? I spoke with the manufacturer regarding the Kerdi Board installation. They are suggesting to adhere the board to the wall rather than use mechanical fasteners per the spec book. They are have different adhesive requirements dependent on the existing paint material.

**Bid as indicated on the drawings and specifications.**

2. What is the floor to deck height?

**Farmington Elementary School roof deck height is 12'-4"+/- Ceiling height is 8'-10"+/-**

3. Are we required to use backer board for wall tile? It is in the specs but not mentioned on the plans.

**Yes**

4. There is a section in the specs on Termite Treatment. Is any needed?

**Yes, Termite Treatment is required where the foundation is cut or trenched out for relocation of plumbing.**



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

5. Is builders risk insurance required? Is it furnished by the Germantown School board?

See attached Insurance Requirement with Germantown Municipal School District (page 6 of 7).

END OF ADDENDUM NO. 1

## HOLD HARMLESS

As a condition precedent to Contractor being awarded contract with GMSD, Contractor hereby agrees to indemnify and hold harmless the Germantown Municipal School District, its board members, administrators, employees, and agents (individually an "Indemnitees") from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever, whether under federal or state law, which the Indemnitee(s) may pay, sustain, suffer, or incur by reason of or in connection with the services, equipment or products provided by Contractor pursuant to the contract, including, without limiting the generality of the foregoing, all costs and expenses (including legal expenses) incurred in connection with any such loss or damage.

## INSURANCE REQUIREMENTS WITH GERMANTOWN MUNICIPAL SCHOOL DISTRICT

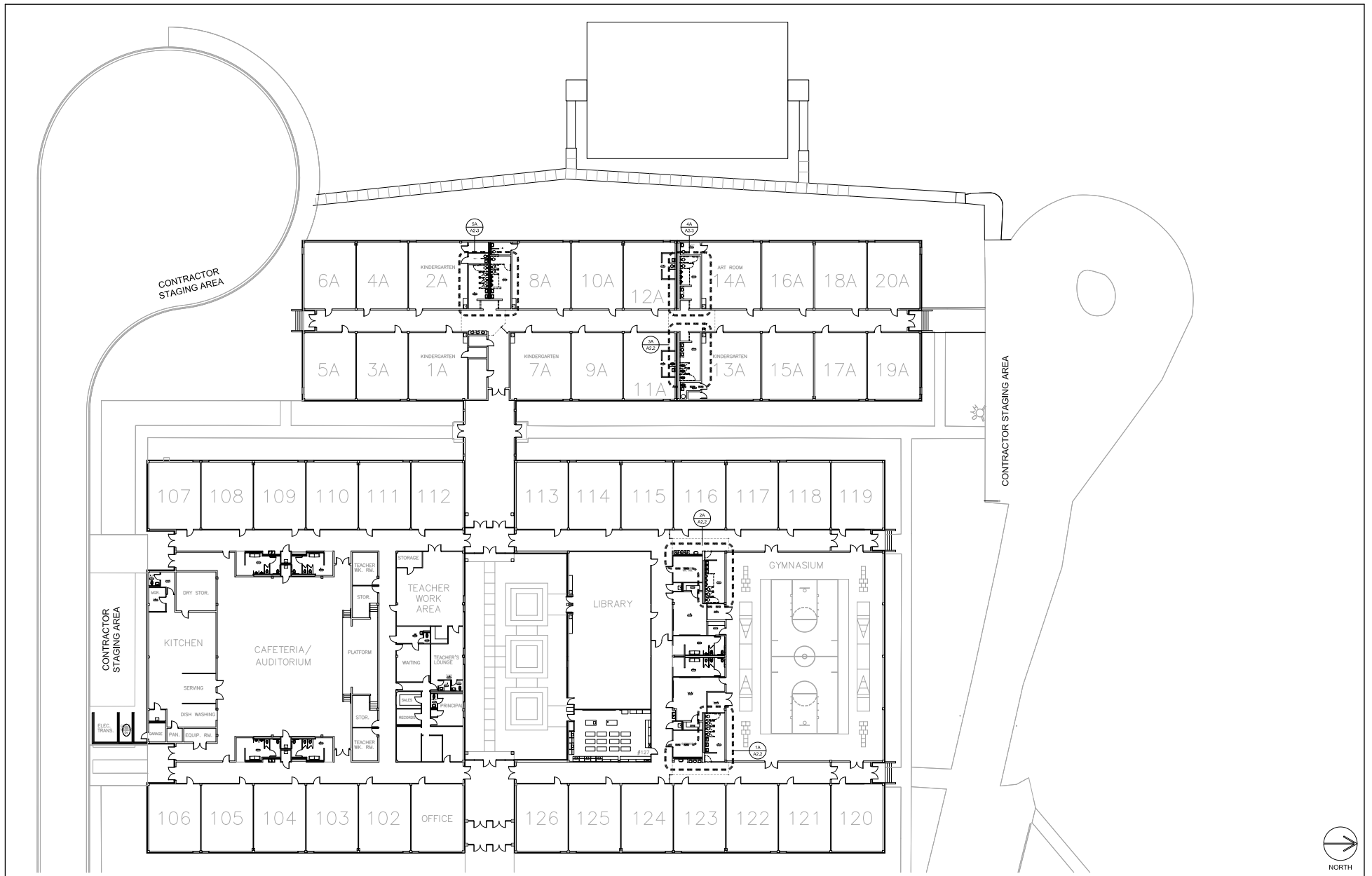
The COMPANY shall purchase and maintain the insurance outlined below to provide protection from the COMPANY's negligent acts. The COMPANY shall provide this insurance as required by the Contract documents. All Certificates should be issued with an Insurance Company (or Companies) maintaining an AM Best Rating of A- or better and a Financial Size of IX or greater. All Insurance Companies shall be authorized to conduct business in the State of Tennessee. The negligence by any subcontractor, by anyone directly or indirectly employed by any of them, shall be considered a negligent act of the COMPANY.

- Commercial General Liability Insurance in the amount of \$1,000,000 per occurrence. This must include Products/Completed Operations, Explosion/Collapse/Underground Coverage and Contractual Liability. The Germantown Municipal School District must be named Additional Insured using a CG 2010 (11/85) endorsement (or equivalent) and this must be noted on the Certificate of Insurance. The Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Auto Liability Insurance in the amount of \$1,000,000 Combined Single Limit. The Germantown Municipal School District must be named Additional Insured and the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Statutory Workers Compensation with Employers Liability- the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Umbrella Liability in the amount of \$2,000,000 per occurrence- the terms and conditions of the Umbrella must conform to the primary insurance.

The Cancellation Clause on the Certificate of Insurance is amended to read: Should any of the described policies on the attached Certificate of Insurance be cancelled, non-renewed or reduced in coverage- the issuing Insurance Company will mail 30 days written notice by registered mail, return receipt requested, or email to:

Germantown Municipal School District  
ATTN: Jacqueline Saunders  
6685 Poplar Avenue  
Suite 202  
Germantown TN 38138

The Company agrees that it shall maintain the above insurance through both final acceptance and any Warranty Period defined by the contract documents.



1 FARMINGTON ELEMENTARY SCHOOL ORIENTATION PLAN

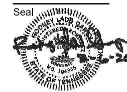
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DATE	DESCRIPTION

Mechanical Engineer:  
Barham/Cain/Mynatt  
1015 Cordova Station  
Memphis, TN 38018  
Telephone 901.685.2371  
Fax 901.682.0233

Electrical Engineer:  
DePow Engineering LLC  
9096 South Corporate Edge Dr.  
Germantown, TN 38139  
Telephone 901.754.2535  
Fax 901.754.2536

FARMINGTON ELEMENTARY SCHOOL BATHROOM RENOVATIONS AND UPGRADES PHASE 2  
2085 Cordes Rd, Germantown, TN 38139  
for  
**Germantown Municipal School District**



343 North Main Street  
Memphis, Tennessee 38103  
Telephone: 901.525.4344  
Facsimile: 901.525.5420  
**Evans Taylor Foster Childress Architects**

ORIENTATION PLAN  
A2.1  
06 March 2020 22007A

**Bathroom Renovations**  
**Farmington Elementary School**  
 GMSD # FY2020-08

**R.A. Sharp**  
**Construction**

**Jaycon**  
**Development**

**Grinder, Taber**  
**Grinder**

Note:

Subcontractors  
 not listed on  
 outside of  
 envelope.  
 Disqualified Per  
**T.C.A. §62-6-119**

Note:

Subcontractors  
 not listed on  
 outside of  
 envelope.  
 Disqualified Per  
**T.C.A. §62-6-119**

**Recommended**

Base Bid includes all work in  
 plans and specifications

\$ 338,740.00

\$ 348,000.00

\$ 397,600.00

**Checklist of Requirements**

**SUBCONTRACTORS LISTED**

Per T.C.A. § 62-6-119

for projects of \$25,000 or more  
 for each portion over \$25,000,  
 the prime contractor must list  
 the license number, expiration  
 and classification of the Prime  
 and each subcontractor on the  
 outside of bid envelope.

NO

NO

YES  
 Plumbing

**Prime Contractor License #**

72729

19856

10555

Expiration

9/30/2020

12/31/2020

4/30/2021

Classification

BC

BC

BC-B,BC-C,MU-B

**Subcontractors must be listed:**

**Electrical**

NO

NO

NO

License #

NO

NO

NO

Expiration

NO

NO

NO

classification

NO

NO

NO

**Masonry- LMC**

NO

NO

NO

License #

NO

NO

NO

Expiration

NO

NO

NO

Classification

NO

NO

NO

**Plumbing**

NO

NO

Progressive

License #

NO

NO

64974

Expiration	NO	NO	11/30/2021
Classification	NO	NO	BC,CMC-A
<b>HVAC</b>	NO	NO	NO
License #	NO	NO	NO
Expiration	NO	NO	NO
Classification	NO	NO	NO
<b>Certification of Understanding</b>	YES	YES	YES
<b>Bid certification signature</b>	YES	YES	YES
<b>Contractors References (3)</b>	YES	YES	YES
<b>Drug and Alcohol Testing</b>	YES	YES	YES
<b>Iran Divestment Act (signed and notarized)</b>	YES	YES	YES
<b>Performance Bond</b>			
Price Per 1000	Not Included	\$ 11.00	\$ 9.00
<b>Bid Bond</b>	5%	5%	5%
<b>Addenda (signed, acknowledged with bid)</b>	YES	YES	YES
<b>Background Checks</b>	YES	YES	YES
<b>Certificate of Liability Insurance</b>	YES	YES	YES

**B & B  
Specialty**

**Wagner  
General**

**Fifer &  
Associates**

**A & B  
Construction**

**Nickson  
General**

Note:

Prime  
Classification not  
listed on outside  
of envelope.  
Disqualified Per  
**T.C.A. §62-6-119**

Note:

Subcontractors  
not listed on  
outside of  
envelope.  
Disqualified Per  
**T.C.A. §62-6-119**

Note:

Subcontractors not  
listed on outside  
of envelope.  
Disqualified Per  
**T.C.A. §62-6-119**

\$ 415,348.00    \$ 427,000.00    \$ 428,900.00    \$ 451,188.00    \$ 485,000.00

YES                      YES                      NO                      YES                      NO

23943                      47587                      46462                      37516                      68616  
5/31/2021                      7/31/2021                      11/30/2020                      2/28/2022                      4/30/2021  
Not Listed                      BC-A,B,HRA-  
A,C,E,2;MU                      Not listed                      BC,HRA,MU                      BC-A,BC-B

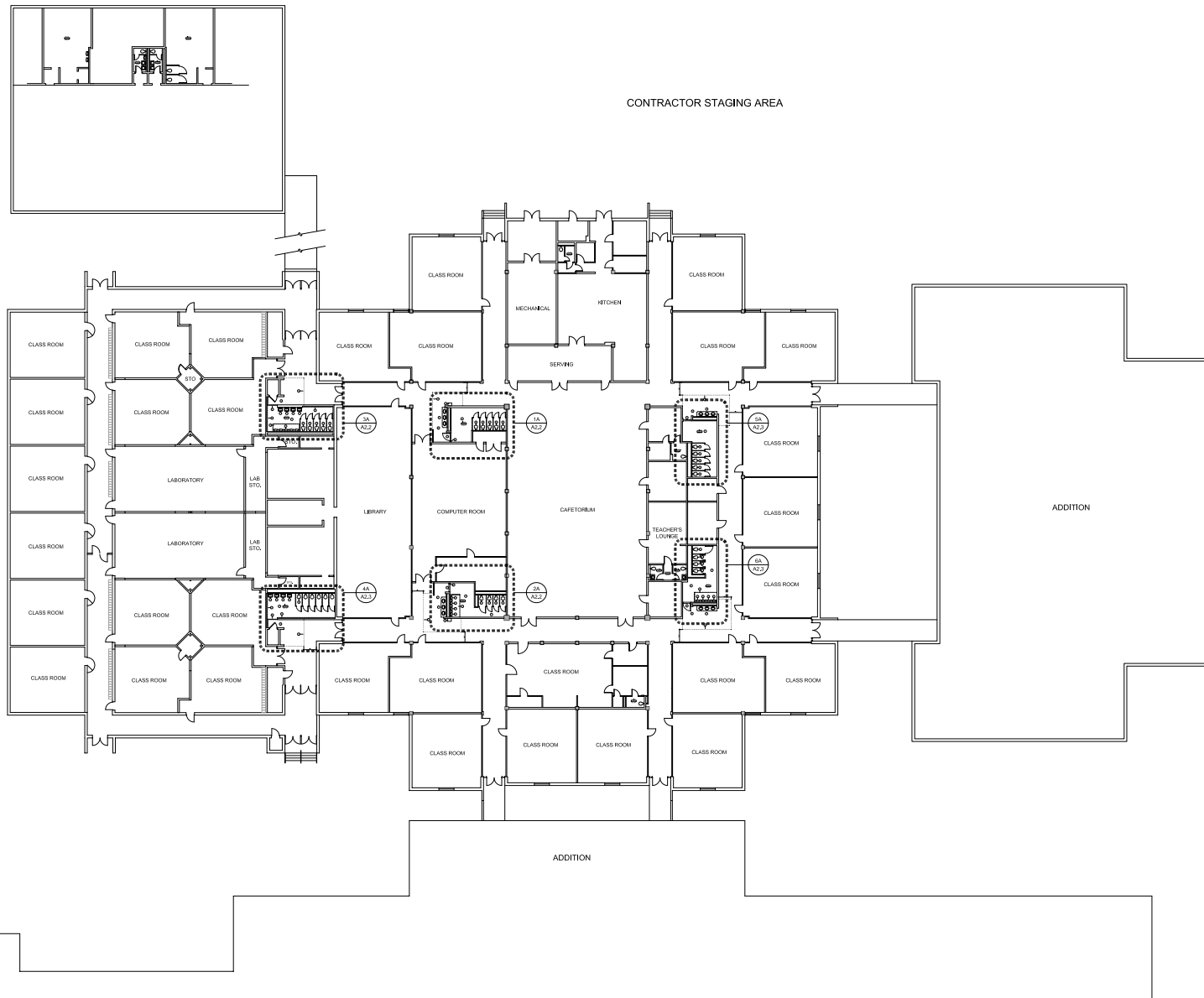
Allen Electric                      Allen Electric                      NO                      Advance Electric                      NO  
10387                      10387                      NO                      24805                      NO  
7/31/2020                      7/31/2020                      NO                      1/31/2021                      NO  
CE                      CE                      NO                      BC-22,CE                      NO

Whitney Anderson                      Descon                      NO                      Descon                      NO  
55910                      41886                      NO                      41886                      NO  
11/30/2021                      5/31/2020                      NO                      5/31/2020                      NO  
LMC                      LMC                      NO                      BC,LMC                      NO

Progressive                      Jackson                      NO                      Damon Marcus                      NO  
64974                      70656                      NO                      26683                      NO

11/30/2021	11/30/2021	NO	8/31/2021	NO
CMC	CMC	NO	CMC, CMC-A	NO
Rushing Mech.	Rushing Mech.	NO	Damon Marcus	NO
40025	40025	NO	26683	NO
5/31/2021	5/31/2021	NO	8/31/2021	NO
CMC-A	CMC-A	NO	CMC, CMC-A	NO
YES	YES	YES	YES	YES
YES	YES	YES	YES	YES
YES	YES	YES	YES	YES
YES	YES	YES	YES	No Notary
YES	YES	YES	YES	No Notary
\$ 20.00	\$ 10.00	Not Listed	\$ 25.00	\$ 10.00
5%	5%	5%	5%	5%
YES	YES	YES	YES	YES
YES	YES	YES	YES	NO
YES	YES	YES	YES	YES





1 RIVERDALE ELEMENTARY ORIENTATION PLAN

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NO.	DATE	DESCRIPTION

Mechanical Engineer:  
Barham/Cain/Mynatt  
1015 Cordova Station  
Memphis, TN 38018  
Telephone 901.685.2371  
Fax 901.682.0233

Electrical Engineer:  
DePouw Engineering LLC  
9096 South Corporate Edge Dr.  
Germantown, TN 38138  
Telephone 901.754.2535  
Fax 901.754.2536

RIVERDALE ELEMENTARY SCHOOL BATHROOM RENOVATIONS AND UPGRADES  
7391 Neshoba Road, Germantown, TN 38138  
for  
**Germantown Municipal School District**



343 North Main Street  
Memphis, Tennessee 38103  
Telephone: 901.525.4344  
Facsimile: 901.525.5420  
Evans Taylor Foster Childress ■ Architects



ORIENTATION PLAN  
DATE: 06 March 2020  
SCALE: A2.1  
PROJECT NO: 22007B

**Bathroom Renovations**  
**Riverdale Elementary School**  
 GMSD # FY2020-09

**RA Sharp  
 Construction**

**Fifer & Associates**

**Grinder Taber  
 Grinder**

Note:  
 subcontractors  
 not Listed on  
 outside of  
 envelope.  
 Disqualified per  
**T.C.A. §62-6-119**

Note:  
 subcontractors  
 not Listed on  
 outside of  
 envelope.  
 Disqualified per  
**T.C.A. §62-6-119**

**Recommended**

**Base Bid includes all work in  
 plans and specifications**

\$ 323,470.00

\$ 389,900.00

**\$ 415,500.00**

**Checklist of Requirements**

**SUBCONTRACTORS LISTED**

Per T.C.A. § 62-6-119

for projects of \$25,000 or more  
 for each portion over \$25,000,  
 the prime contractor must list  
 the license number, expiration  
 and classification of the Prime  
 and each subcontractor on the  
 outside of bid envelope.

NO

NO

Plumbing only

**Prime Contractor License #**

72729

46462

10555

**Expiration**

9/30/2020

11/30/2020

4/30/2021

**Classification**

BC

Not Listed

BC-B,BC-C,MU-B

**Subcontractors must be listed:**

**Electrical**

NO

NO

NO

**License #**

NO

NO

NO

**Expiration**

NO

NO

NO

**classification**

NO

NO

NO

**Masonry- LMC**

NO

NO

NO

**License #**

NO

NO

NO

**Expiration**

NO

NO

NO

**Classification**

NO

NO

NO

**Plumbing**

NO

NO

Progressive

**License #**

NO

NO

64974

**Expiration**

NO

NO

11/30/2021

Classification	NO	NO	LML-A
HVAC	NO	NO	NO
License #	NO	NO	NO
Expiration	NO	NO	NO
Classification	NO	NO	NO
Certification of Understanding	NO	YES	YES
Bid certification signature	YES	YES	YES
Contractors References (3)	YES	YES	YES
Drug and Alcohol Testing	YES	YES	YES
Iran Divestment Act (signed and notarized)	YES	YES	YES
Performance Bond Price Per 1000	YES Not Included	Not Listed	\$ 9.00
Bid Bond	5%	5%	5%
Addenda (signed, acknowledged with bid)	YES	YES	YES
Background Checks	NO	415	YES
Certificate of Liability Insurance	NO	YES	YES

**B & B  
Specialty**

**A & B  
Construction**

**Wagner  
General**

**Nickson  
General**

Note:  
PRIME Contractor  
Classification not  
listed on outside  
of envelope  
Disqualified per  
**T.C.A. §62-6-119**

Note:  
Subcontractors not  
Listed on outside of  
envelope.  
Disqualified per  
**T.C.A. §62-6-119**

\$ 489,283.00

\$ 499,608.00

\$ 511,000.00

\$ 525,000.00

YES

YES

YES

NO

23943  
5/31/2021

37516  
2/28/2022

47587  
7/31/2021  
BC-A,B,;HRA,-  
A,C,E,2;MU

68616  
4/30/2021  
BC-A,BC-B

No classifications

BC,HRA, MU

Allen Electric  
10387  
7/31/2021  
CE

Ellendale  
20736  
7/31/2020  
CE

Allen Electric  
10387  
7/31/2021  
CE

NO  
NO  
NO  
NO

Whitney Anderson  
55910  
11/30/2021  
LMC

Descon  
41886  
5/31/2020  
BC, LMC

Descon  
41886  
5/31/2020  
LMC

NO  
NO  
NO  
NO

Progressive  
64974  
11/30/2021

Damon Marcus  
26683  
8/31/2021

Jackson General  
70656  
11/30/2021

NO  
NO  
NO

	BC	CMC,CM-A	CMC	NO
Rushing Mech.	Damon Marcus		Rushing Mech.	NO
40025	26683		40025	NO
5/31/2021	8/31/2021		5/31/2021	NO
CMC-C	CMC,CMC-A		CMC-L	NO
YES	YES		YES	YES
YES	YES		YES	YES
YES	YES		YES	YES
YES	YES		YES	YES
YES	YES		YES	YES
\$ 20.00	\$ 25.00		\$ 10.00	\$ 10.00
5%	5%		5%	5%
YES	YES		YES	YES
YES	YES		YES	YES
YES	YES		YES	YES





**Germantown Municipal School District Invitation to Bid**

Riverdale Elementary School  
Bathroom Renovations Phase 2  
BID GMSD FY2020-09

**ADDENDUM #1 – March 26, 2020**  
**Acknowledgement Form**

**BID TIME AND DATE DUE: 2:00 p.m. Central, Wednesday, April 1, 2020**

**LOCATION:** Germantown Municipal School District Administrative Offices, 3350 S. Forest Hill Irene Rd. Germantown, TN 38138. Please note this is the new location for the District Office.

**NUMBER OF ATTACHMENTS TO ADDENDUM #1: One attachment containing 3 pages.**

***All signed Addenda must be acknowledged and included with your response to GMSD BID # FY 2020-09 Riverdale Elementary School Bathroom Renovations. Failure to sign, acknowledge and include any and all Addenda may result in your BID being disqualified and rejected.***

Names and signatures below certify that you acknowledge, understand and agree to all information in **Addendum #1-GMSD BID # FY2020-09.**

\_\_\_\_\_  
*Authorized Representative (Print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

**ADDENDUM NO. 1**  
**25 March 2020**

**PROJECT:**

**Riverdale Elementary School  
Bathroom Renovations and Upgrades  
7391 Neshoba Road  
Germantown, TN 38138  
For the  
Germantown Municipal School District**

**ARCHITECT:**

**ETFC Architects  
343 NORTH MAIN STREET  
MEMPHIS, TENNESSEE 38103  
PH: 901-525-5344  
FAX: 901-525-5420**

**ETFC PROJ #: 22007B**

To All Bidders:

**Item AD1-1**

Reference Drawings and Specifications: Contractor to remove All restroom ceilings receiving new finishes and seal all opening smoke tight in walls above ceiling with light gauge framing and 5/8" type "x" Gyp. Board and caulk as required. Provide new ceiling to match existing and replace all existing ceiling items in exact locations. Approximately 2,800 s.f. of wall surface above ceilings needed for all restrooms.

**Item AD1-2**

Reference Drawings, Electrical: Contractor to provide a GFCI (ground fault circuit interrupting) outlet for the drinking fountain near restroom 001.

**Questions from Bidders**

1. Is the current paint finish to the restroom walls known? I spoke with the manufacturer regarding the Kerdi Board installation. They are suggesting to adhere the board to the wall rather than use mechanical fasteners per the spec book. They are have different adhesive requirements dependent on the existing paint material.

**Bid as indicated on the drawings and specifications.**

2. What is the floor to deck height?

**Riverdale Elementary School roof deck height is 11'-6" +/- Ceiling height is 8'-0" +/-**

3. Are we required to use backer board for wall tile? It is in the specs but not mentioned on the plans.

**Yes**



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

4. There is a section in the specs on Termite Treatment. Is any needed?

Yes, Termite Treatment is required where the foundation is cut or trenched out for relocation of plumbing.

5. Is builders risk insurance required? Is it furnished by the Germantown School board?

See attached Insurance Requirement with Germantown Municipal School District (page 6 of 7).

END OF ADDENDUM NO. 1

## HOLD HARMLESS

As a condition precedent to Contractor being awarded contract with GMSD, Contractor hereby agrees to indemnify and hold harmless the Germantown Municipal School District, its board members, administrators, employees, and agents (individually an "Indemnitees") from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever, whether under federal or state law, which the Indemnitee(s) may pay, sustain, suffer, or incur by reason of or in connection with the services, equipment or products provided by Contractor pursuant to the contract, including, without limiting the generality of the foregoing, all costs and expenses (including legal expenses) incurred in connection with any such loss or damage.

## INSURANCE REQUIREMENTS WITH GERMANTOWN MUNICIPAL SCHOOL DISTRICT

The COMPANY shall purchase and maintain the insurance outlined below to provide protection from the COMPANY's negligent acts. The COMPANY shall provide this insurance as required by the Contract documents. All Certificates should be issued with an Insurance Company (or Companies) maintaining an AM Best Rating of A- or better and a Financial Size of IX or greater. All Insurance Companies shall be authorized to conduct business in the State of Tennessee. The negligence by any subcontractor, by anyone directly or indirectly employed by any of them, shall be considered a negligent act of the COMPANY.

- Commercial General Liability Insurance in the amount of \$1,000,000 per occurrence. This must include Products/Completed Operations, Explosion/Collapse/Underground Coverage and Contractual Liability. The Germantown Municipal School District must be named Additional Insured using a CG 2010 (11/85) endorsement (or equivalent) and this must be noted on the Certificate of Insurance. The Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Auto Liability Insurance in the amount of \$1,000,000 Combined Single Limit. The Germantown Municipal School District must be named Additional Insured and the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Statutory Workers Compensation with Employers Liability- the Insurance Company agrees to waive their Right of Subrogation against the Germantown Municipal School District and this must be noted on the Certificate of Insurance.
- Umbrella Liability in the amount of \$2,000,000 per occurrence- the terms and conditions of the Umbrella must conform to the primary insurance.

The Cancellation Clause on the Certificate of Insurance is amended to read: Should any of the described policies on the attached Certificate of Insurance be cancelled, non-renewed or reduced in coverage- the issuing Insurance Company will mail 30 days written notice by registered mail, return receipt requested, or email to:

Germantown Municipal School District  
ATTN: Jacqueline Saunders  
6685 Poplar Avenue  
Suite 202  
Germantown TN 38138

The Company agrees that it shall maintain the above insurance through both final acceptance and any Warranty Period defined by the contract documents.

**A JOINT STATEMENT OF BOARDS OF EDUCATION EXPRESSING CONCERN WITH  
THE 80% TCAP TESTING PARTICIPATION REQUIREMENT OF SENATE BILL 7001 AND  
THE THIRD GRADE RETENTION PROVISION OF HOUSE BILL 7004, AS AMENDED**

**I. BACKGROUND**

On December 29, 2020, Tennessee Governor Bill Lee called for the Tennessee General Assembly to convene for a special legislative session on January 19, 2021, to address urgent issues facing Tennessee students and schools in the 2021-22 school year, which the Governor identified as learning loss, funding, accountability, literacy, and teacher pay. Among other legislation, the General Assembly passed Senate Bill 7001 (the Accountability to Inform Bill) and House Bill 7004 (the Tennessee Learning Loss Remediation and Student Acceleration Act).

Senate Bill 7001 (the Accountability to Inform Bill)

Sections 11 and 12 of Senate Bill 7001 provide that *if* 80 percent or more of a Local Education Agency’s (“LEA”) students enrolled in grades 3-12 participate in the TCAP tests administered in 2020-2021 school year, *then* student performance and student growth data generated from those TCAP tests will not be used to assign a letter grade to a school, identify a school as a priority school, or assign a school to the achievement school district. Sections 11 and 12 of Senate Bill 7001 also authorize the Commissioner of Education, at the Commissioner’s discretion, to grant an LEA a waiver from the 80 percent participation requirement, but do not set forth the bases upon which that waiver may be granted.

Though not addressed in Senate Bill 7001, currently the TCAP tests administered in the 2020-2021 school year may be administered *in-person* only.

House Bill 7004 (the Tennessee Learning Loss Remediation and Student Acceleration Act)

Section 2 of House Bill 7004, as amended, provides that, subject to certain exceptions and an as-yet unestablished appeal process for certain students, beginning with the 2022-2023 school year, a student in the third grade will not be promoted to the next grade level unless the student is determined to be proficient in English language arts (“ELA”) based on the student’s achieving a performance level rating of “on track” or “mastered” on the ELA portion of the student’s most recent TCAP test.

**II. THE BOARDS’ CONCERNS**

The undersigned Boards appreciate the Governor’s and the General Assembly’s attention to education-related issues. Nevertheless, the Boards have concerns regarding certain provisions of Senate Bill 7001 and House Bill 7004, that, respectfully, require swift legislative action.

Senate Bill 7001

Because currently there is no option for students to take TCAP tests remotely, the undersigned Boards believe it will be extremely difficult for our districts to achieve 80% testing

participation during the 2020-2021 school year. The percentage of our students enrolled in full-time remote instruction varies from district to district. Nevertheless, to achieve 80% testing participation, our districts likely will be forced to encourage some percentage of our full-time remote learners to come into schools or other testing sites to take the TCAP tests in-person, despite those students having chosen a state-approved remote learning modality out of concern for their health and the health of others in their family and the larger community. The Boards do not expect all students enrolled in full-time remote instruction will agree to take these tests in-person, nor do the Boards believe those students should be required to do so. Of additional concern is the possibility that cohorts or classes of students may be excluded from school due to quarantines required by illness from or exposure to COVID-19. These absences would also impact a district's ability to meet the 80% participation threshold.

The Boards recognize Senate Bill 7001 includes a mechanism by which the Commissioner of Education may, at the Commissioner's discretion, waive the 80% participation requirement. However, Senate Bill 7001 does not set forth the bases upon which a waiver may be granted, the timeline for obtaining a waiver, what information must be provided to obtain a waiver, or what efforts the districts must show they have taken to obtain a waiver. Considering the circumstances in which our districts find themselves this year, our districts cannot wait on guidance regarding these waivers before preparing for our students to take these tests.

The consequences of schools receiving a poor or failing letter grade, being declared a priority school, or being assigned to the achievement school district can be dire. Certainly, such consequences are disproportionate to a school's inability to achieve 80% *in-person* TCAP testing participation during a year marked by a pandemic, particularly when remote learners are participating in state-approved remote learning plans.

#### House Bill 7004

The last time TCAP assessments were administered (the 2018-2019 school year), 63% of third graders in the state (approximately 46,000 Tennessee students) did not achieve an "on track" or "mastered" performance level rating on the ELA portion of the TCAP. See Tennessee Department of Education, "2019 TNReady Scores, State-Level Results," available at [https://www.tn.gov/content/dam/tn/education/accountability/2019/state\\_assessment\\_file\\_suppresed.csv](https://www.tn.gov/content/dam/tn/education/accountability/2019/state_assessment_file_suppresed.csv) (see Row 328, Columns O and P) (last visited January 28, 2021). In other words, based on 2018-2019 data, almost two-thirds of third graders in the state would be subject to retention unless they meet one of the exceptions in the law.

Additionally, the TNReady category of "on track" does not mean "on grade level." Indeed, a high level of performance is required to achieve the Tennessee Department of Education's "on track" rating. "Performance at [the on-track] level demonstrates that the student has a *comprehensive* understanding and has a *thorough* ability to apply the grade/course-level knowledge and skills defined by the Tennessee Academic Standards." See Tennessee Department of Education, "TCAP English Language Arts Grades 3-5 Assessment Fact Sheet," available at [https://www.tn.gov/content/dam/tn/education/testing/overviews/3-5%20ELA%20Assessment%20Overview\\_noyear.pdf](https://www.tn.gov/content/dam/tn/education/testing/overviews/3-5%20ELA%20Assessment%20Overview_noyear.pdf) (last visited January 31, 2021) (emphasis added).

Accordingly, under House Bill 7004, even third graders who are performing at grade level could be subject to retention. It is also concerning that the sole metric used for initially determining which students may be subject to retention is performance on one high stakes test rather than a comprehensive assessment of those students' performance in third grade as a whole, balanced with consideration of possible negative life-long effects retention can have on children.

Additionally, the third-grade retention provision of House Bill 7004 is unclear in certain respects. For example, the Bill does not give guidance as to what "adequate growth as determined by the department" means for purposes of promoting a third-grader who achieved a performance level rating of "approaching" on the ELA portion of the student's most recent TCAP test and who attends a learning loss bridge camp before the beginning of the upcoming school year. Even more concerning, House Bill 7004 does not provide details regarding retention or promotion of students with an IEP. Instead, the Bill only states the legislation does not supersede IDEA or Section 504.

### **III. SUGGESTED SOLUTIONS**

#### Senate Bill 7001

To remedy the concerns regarding Senate Bill 7001 set forth above, the undersigned Boards respectfully request the General Assembly pass, without delay, legislation (1) requiring the Commissioner of Education to make available a remote testing option for TCAP tests administered in the 2020-2021 school year (and providing that students who take the TCAP tests remotely are counted in any required testing participation percentage), (2) significantly lowering or eliminating any required in-person TCAP testing participation percentage for the 2020-2021 school year, or (3) placing a moratorium on TCAP testing for the 2020-2021 school year.

#### House Bill 7004

To remedy the concerns regarding House Bill 7004 set forth above, the undersigned Boards respectfully request the General Assembly pass, without delay, legislation (1) providing that the decision on whether to retain a student in third grade shall be made based upon a comprehensive assessment of a student's performance in third grade as a whole, which may include but is not solely determined by the student's performance level rating on the ELA portion of the student's most recent TCAP test and (2) providing additional clarity on third grade retention, particularly related to students with IEPs.

GERMANTOWN BOARD OF EDUCATION

By: \_\_\_\_\_

Its: \_\_\_\_\_

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

DRAFT

BOARD OF EDUCATION OF LAKELAND SCHOOL SYSTEM

By: \_\_\_\_\_

Its: \_\_\_\_\_

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

DRAFT

SHELBY COUNTY BOARD OF EDUCATION

By: \_\_\_\_\_

Its: \_\_\_\_\_

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

DRAFT