

GREENEVILLE CITY BOARD OF EDUCATION

AGENDA

Date of Meeting: May 12, 2025

Time: 5:00 PM

Location: Professional Development Center at the Kathryn W. Leonard
Administrative Office

{{Name: Agenda Item Name}} {{AnticipatedTime: Agenda Item Time}}

I. **Call to Order**

II. **Pledge to the Flag**

III. **Recognition of Visitors**

IV. **Special Recognition** (5 minutes)

- Character Ed Students
- Lego Block Heads
- Skills USA
 - 1st place (Gold) winners:
 - London Harricharan - Restaurant Services (GHS Senior) - Culinary Arts
 - Maddox Smith - CNC 2-Axis Turning (GHS Junior) - Machine Tool Technology (MTT)
 - Sylas Thadathil - Industrial Motor Control (TOPS Freshman) - Industrial Maintenance or Electrical
 - 2nd place (Silver) winners:
 - Cohen Bruce - CNC Programmer (GHS Junior) - MTT
 - Sam Prowse - CNC 5-Axis Milling Programmer (GHS Senior) - MTT
 - Levi Wirt - electrical Construction Wiring (Homeschool Senior) - Electrical
 - 3rd place (Bronze) winners:
 - Gabe Smith - Culinary Arts (GHS Senior) - Culinary Arts
 - Lucas Bennett - CNC 3-axis Milling Programmer (GHS Sophomore) - MTT
- Perfect ACT - Hudson Fillers & Katy Keller
- Tusculum Math Competition
-

Algebra 1

**Algebra
2**

1st	Isabelle Schmitt (180)	1st	Caden Jordan (139)
2nd	Presley Robinson (172)	2nd	Molly Herrell (131)
3rd	Jackson Peters (171)		

Geometry

1st	Kenneth (Trey) Bailey (149)
2nd	Evan Litchfield (123)
3rd	Levi Jackson (116)

Stats

3rd	Jacob Mullins (105)
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Pre-Calculus

1st	Anthony Mascola (174)
2nd	James Gudger (153)
3rd	Clarence Langa Manning (147)

Calculus

1st	Eady Wright (127)
2nd	Annika Vines (109)
3rd	Hayelee Barnes (107)

V. **Public Comment Period** (20 Minutes)

VI. **Conflict of Interest Statement** (5 Minutes)

Chair to Board Members:

- "If you have any relative who is employed by the Board of Education, meaning a spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household as you, please acknowledge the same at this time by raising your hand."

Chair to Board Members:

2. "To those board members who just raised their hands, do you hereby certify that any and all votes you will cast during this meeting are in the best interest of the school system? If so, please say, 'Aye.'"

Chair to Board Secretary:

3. "Please reflect within the minutes that possible conflicts were acknowledged, with board members present confirming their intent to act in the best interest of the school system."

VII. **Approval of Agenda** (5 Minutes)

VIII. **Consent Agenda** (5 minutes)

- A. Consideration of Approving Minutes of April 24, 2025, Board Meeting
- B. Consideration of Accepting Personnel Report
- C. Consideration of Approving Board Policy Revisions (2nd Reading)
- D. Consideration of Approving Board Policy Revisions - No Changes (1st Reading)
- E. Consideration of Approving School Trip Request
- F. Consideration of Approving 2025-2026 School Nutrition Budget

IX. **Action Items**

- A. Consideration of Approving the Collaborative Conferencing Memorandum of Understanding (MOU) for 2025 through 2028 (5 Minutes)
- B. Consideration of Approving Board Policy Revisions - 1st Reading (5 minutes)
- C. Consideration of Approval of the 2025-2026 General Purpose School Fund Budget (5 Minutes)
- D. Consideration of Approving a Healthy Kids Program (5 Minutes)
- E. Consideration of Approving Purchase of Network Switches Using Category 2 E-Rate Funding (5 Minutes)
- F. Consideration of Approving Donation of Scrap School Bus (5 Minutes)
- G. Consideration of Approving NPAC/GHS Concrete Replacement and Repairs (5 minutes)
- H. Consideration of Approving Purchasing Fencing for the New Bus Garage at the Greene Technology Center (5 Minutes)

- I. Consideration of Approving Insurance Coverage for 2025-2026 (5 Minutes)
- X. **Director's Report** (5 minutes)
- XI. **Legislative Update** (5 Minutes)
- XII. **Adjournment**

OFFICIAL MINUTES OF THE GREENVILLE CITY BOARD OF EDUCATION

Thursday, April 24, 2025

The Greeneville City Board of Education met in Regular session on Thursday, April 24, 2025, at the Greene Technology Center, 1121 Hal Henard Rd, Greeneville, Tennessee 37743. Board Members Present: Pam Botta (Board Member), Crystal Hirschy (Board Member), Cindy Luttrell (Chair), Dr. Craig Shepherd (Vice-Chair). Absent: Josh Quillen (Treasurer). Others in attendance included Steve Starnes, director of Schools, several administrative personnel, community members, and media representatives. The Chairman called the meeting to order and welcomed all in attendance.

BUSINESS TRANSACTED

I. Call to Order

II. Recognition of Visitors

III. Special Recognition

- Richard Tipton, Assistant Director for Instruction, presented the SCOPE awards. On March 10, 2025, the following Greeneville High School students participated in the Student Congress on Policies in Education (SCOPE) conference hosted by TSBA. This conference brings 9th through 12th-grade students from across the state to discuss current topics in education. Participants explored educational issues through mock school board meetings, group discussions, and peer debates.
 - Trey Bailey
 - Jacke Lampe
 - Xari Roots
 - Reagan Smith
- Richard Tipton recognized Bethanie Bryant for being named a Grand Champion at the Southern Appalachian Science & Engineering Fair at the University of Tennessee, Knoxville. Competing against students from 23 counties, she won first place in microbiology. She earned the Biology Teacher's Award and the U.S. Air Force STEM Excellence Award for her research on the ecological impact of sucralose on freshwater phytoplankton. Bethanie will represent Greeneville City Schools at the Regeneron International Science & Engineering Fair in Columbus, Ohio. In addition to her STEM success, she has led the Teaching Youth Science program, inspiring local elementary students. She is a passionate scientist, an outstanding student, and a true role model.
- Cindy Luttrell, Board Chair, recognized Gina Holt for her dedicated career in public service. She began with the Greeneville Police Department in January 2006, serving in the Patrol Division, the Criminal Investigation Division, and most recently as the School Resource Officer at Highland Elementary from

August 2022 to April 2025. Before her law enforcement career, she spent nearly ten years serving youth and families at Holston Home.

IV. Public Comment Period

There were no requests to speak on any agenda items.

V. Conflict of Interest Statement

Chair to Board Members:

1. "If you have any relative who is employed by the Board of Education, meaning a spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household as you, please acknowledge the same at this time by raising your hand."

Chair to Board Members:

2. "To those board members who just raised their hands, do you hereby certify that any and all votes you will cast during this meeting are in the best interest of the school system? If so, please say, 'Aye.'"

Chair to Board Secretary:

3. "Please reflect within the minutes that Luttrell and Botta acknowledged possible conflicts and confirmed their intent to act in the best interest of the school system."

VI. Approval of Agenda

It was recommended to approve the Agenda as presented. Board approval was unanimous on a motion from Dr. Shepherd (Vice-Chair) and a second from Hirschy (Board Member).

VII. Consent Agenda

It was recommended to approve the Consent Agenda as presented. Board approval was unanimous on a motion from Botta (Board Member) and a second from Hirschy (Board Member).

A. Consideration of Approving Minutes of March 25, 2025, Board Meeting

The minutes of the March 25, 2025, Board Meeting were unanimously approved as presented. A copy is on file in the Director of Schools' office.

B. Consideration of Accepting Personnel Report

Board approval was unanimous for acceptance of the changes in personnel since the March report. A copy of the report is attached to the minutes.

C. Consideration of Approving Board Policy Revisions (2nd Reading)

Copies of these policies are attached to the minutes. Board approval was unanimous on 2nd reading for the following policies:

- 1.901 Charter School Applications

- 1.902 Charter School Agreements
- 1.903 Charter School Oversight
- 1.904 Charter School Intervention
- 1.905 Charter School Renewal
- 1.906 Charter School Revocation
- 2.802 Payroll Procedures
- 2.809 Vendor Relations
- 5.500 Harassment of Employees (Sexual, Racial, Ethnic, Religious)
- 5.501 Complaints and Grievances
- 5.502 Complaints About School Personnel
- 5.600 Staff Rights & Responsibilities
- 5.601 Staff Conflict of Interest
- 5.602 Time Schedules and Extra Duty
- 5.604 Overtime Pay
- 5.605 Staff Gifts and Solicitations
- 5.606 Political Activities
- 6.500 Special Education Students
- 6.501 Married and/or Pregnant Students
- 6.502 Foreign Exchange Students
- 6.503 Homeless Students
- 6.504 Migrant Students
- 6.505 Students in Foster Care
- 6.506 Students from Military Families
- 6.600 Student Records
- 6.601 Student Records Annual Notification of Rights
- 6.602 Inspection and Correction of Student Records
- 6.604 Media Access to Students

D. Consideration of Approving Board Policy Revisions - No Changes (1st Reading)

Board approval was unanimous on 1st reading for the following policies:

- 2.404 School Support Organizations
- 2.808 Purchase Orders and Contracts
- 5.100 Personnel Goals
- 5.607 Non-School Employment
- 5.608 Tutoring for Pay
- 5.610 Staff-Student Relations
- 5.611 Ethics
- 5.700 Interim Employees
- 5.701 Substitute Teachers
- 5.702 Student Teachers
- 5.800 Director of Schools' Role, Recruitment, and Selection

- 5.802 Director of Schools' Duties
- 5.803 Evaluation of the Director of Schools
- 6.3071 Student Alcohol and Drug Testing
- 6.400 Promoting Student Welfare
- 6.4001 Student Surveys, Analyses, and Evaluations
- 6.4031 Pediculosis (Head Lice)
- 6.4051 Glucagon, Diazepam Gel (Diastat), Diazepam Nasal Spray (Valtoco) and Midazolam
- 6.412 Emergency Allergy Response Plan
- 6.704 Student Publications
- 6.709 Student Fees and Fines
- 6.710 Gifts

E. Consideration of Approving School Trip Request

Board Policy 4.302 specifies that the Board must approve field trips that are both overnight and out-of-state. Additionally, approval is required when students must leave school early for participation in athletic events.

- Greeneville Middle School Volleyball Team requested approval to travel to Murfreesboro, TN, to participate in a Volleyball Team Camp from 07/24/2025 - 07/25/2025.
- Greeneville High School Basketball Team requested approval to travel to Franklin, TN, to participate in a BCAT Camp from 06/18/2025 - 06/21/2025.
- Greeneville High School Basketball Team requested approval to travel to Wofford College to participate in a Basketball Camp from 06/10/2025 - 06/14/2025.

F. Consideration of Approving the Disposal of Surplus

GCS Board Policy 2.403 gives the Greeneville Board of Education the authority to declare district property that is no longer useful or necessary as surplus and to authorize the disposal of such equipment, books, or materials. The Board unanimously approved the disposal of the surplus.

G. Consideration of Approving 2024-2025 General Purpose Budget Amendment #3

Budget Amendments are made periodically throughout the year to reflect revenues and expenditures more accurately. Attached to the minutes is the third General Purpose Budget Amendment to be approved in the 2024-2025 Fiscal Year. Board approval was unanimous on approving Fiscal Year 2024-2025 General Purpose Budget Amendment #3.

VIII. Action Items

A. Consideration of Request for Addition of a School Lacrosse Team at Greeneville High School as an Interscholastic Sport

The Greeneville Lacrosse Club (GLC) formally requested that the Greeneville City School Board consider establishing lacrosse teams at Greeneville High School (GHS) for the 2025-2026 school year. This request stems from a recent decision by Greeneville City Schools (GCS) leadership to deny the addition of lacrosse to the GHS athletics program. The club expressed disappointment over the decision and offered a detailed rebuttal addressing the concerns raised by district leadership. GLC emphasized its preparedness to support the sport's launch, including financial and transportation resources. GLC concluded with a request to speak with the board directly, help shape a revised survey, and receive guidance on meeting requirements for team approval. The club also called for an opportunity to discuss the matter further and collaborate on the next steps toward eventual program implementation. GLC's proposal includes two primary requests: adding GHS lacrosse teams for 2025-2026, or clear steps toward launching the program within the next two years, and a revised student interest survey conducted with their input. In response to the district's rationale for denial, GLC challenged the survey's effectiveness. They countered concerns about transportation by stating that parents and the club can provide most travel support. Regarding insurance costs, GLC noted that it has already raised \$35,000 and secured additional equipment donations, with a willingness to raise more if specific insurance costs are shared. Ongoing equipment costs, uniform fees, coaching supplements, officiating costs, etc. It was recommended that the GHS administration and the athletic director work together to administer a new survey to gauge interest among GHS students. It was recommended that the item be tabled on a motion from Dr. Shepherd (Vice-Chair) and a second from Hirschy (Board Member).

B. Consideration of Accepting March 2025 Financial Statements

Chief Financial Officer Ellen Lipe presented the March 2025 financial statements to the Board for acceptance. Lipe stated that local revenue collected year-to-date through March is \$7,797,107, which is 85.8% of the total budgeted projection. The amount collected year-to-date is \$567,768 more than during the same time period last year. This reflects an actual percentage change of 7.73% compared to last year. The district has 583 tuition students as of April 15, 2025. The General-Purpose Financial Report showed that encumbrances comprise \$1,707,726 year-to-date. The Federal Projects Financial Reports reflected \$1,491,924.46 in revenue and \$1,622,170.42 in expenditures year-to-date. Federal Projects are reimbursed based, meaning funds have to be expended before requesting reimbursement. Copies of the financial statements are on file in the Chief Financial Officer's office. It was recommended to approve the March 2025 financial statements. Board approval was unanimous on a motion from Hirschy (Board Member) and a second from Dr. Shepherd (Vice-Chair).

C. Consideration of Approving Purchase of New Teacher and Staff Devices

One of the most critical tools provided to teachers is a reliable computing device. To maintain Greeneville City Schools' standard of excellence, it is essential to replace these devices on a regular cycle. The current teacher laptops have reached the end of their 36-month lifecycle. The GCS Technology Department conducted a thorough evaluation of multiple vendor models. Demo units were distributed to tech staff and classroom teachers for hands-on testing. Based on performance, user feedback, and cost analysis, the Dynabook Satellite Pro C50-K has been selected as the recommended device for this replacement cycle.

Device Specifications:

- Windows 11 Operating System
- Intel Core i7 Processor
- 15.6" Display
- 16 GB DDR4 RAM
- 512 GB M.2 SSD
- 4-Year On-Site Warranty

Procurement Details:

- Vendor: Sharp Business Systems of Tennessee
- Purchasing Contract: Equalis Cooperative Purchasing Contract
- Contract #: R10-1169E
- Lead Agency: Region 10 ESC
- Current Term: 11/01/2024 – 10/31/2027 (Renewable through 10/31/2029)
- Unit Price: \$1,011
- Quantity: 300
- Total Cost: \$303,300

Vendors evaluated included Acer, ASUS, and Lenovo. While price was the most heavily weighted factor, other criteria such as device weight, size, performance, keyboard ergonomics, and warranty support were also considered. The Dynabook emerged as the top-performing model across all evaluation metrics. It's a 4-year On-Site warranty, and Sharp Business Systems' local support provides added value and confidence in ongoing device reliability. The purchase of 300 units will provide new devices for all classroom teachers, principals, counselors, and administrative staff, with additional units kept on hand to support future needs. Current teacher devices will be redistributed to classroom assistants and support staff. It was recommended to approve the Purchase of New Teacher and Staff Devices. Board approval was unanimous on a motion from Botta (Board Member) and a second from Hirschy (Board Member).

D. Consideration of Approving Board Policy Revisions - 1st Reading

Revisions are recommended to the following policies on 1st reading:

2.806 Bids and Quotations

6.206 Transfers Within the System

It was recommended to approve the revisions to the policies as presented on 1st reading. Board approval was unanimous on a motion from Hirschy (Board Member) and a second from Botta (Board Member).

E. Consideration of Approving Resolution for Nomination of a High School Student to Serve as a Member of the State Board of Education

The Tennessee State Board of Education is composed of 11 members representing the diversity of the state - one from each congressional district, plus a student member, and the executive director of the Tennessee Higher Education Commission, who serves as a non-voting ex officio member. The state board of education is the rule-making body for K-12 education. Once the legislature passes new laws pertaining to education, details on how it will be implemented by all 147 school districts throughout the state is decided by the state board of education. Tennessee Code Annotated (TCA) 49-1-301 (a) (6) specifies the Tennessee State Board of Education shall include one (1) public high school student member, appointed by the Governor and the public high school student shall be of superlative standing and shall serve for a one-year term in an ex officio capacity. The student member shall be appointed each year from nominees chosen by the local board of education in each school system at each discretion, with no more than one (1) student from each school system being nominated, and with the students having reached their junior or senior year in high school. The Board shall exercise its discretion in selecting a nominee for this position, ensuring that the nominee reflects the highest standards of academic achievement, character, and community engagement. Through this nomination, the board demonstrates its commitment to collaborative governance and empowering student voices. The Greeneville City Board of Education proudly nominates Greeneville High School Junior student Addison Phillips for consideration by the Governor to serve as a student representative on the Tennessee State Board of Education. It was recommended to approve the Resolution for Nomination of a High School Student to Serve as a Member of the State Board of Education. Board approval was unanimous on a motion from Botta (Board Member) and a second from Hirschy (Board Member).

F. Consideration of Approving Resolution for Participation in Section Four of the Education Freedom Act of 2025

Section 4 authorizes one-time bonuses of \$2,000 for teachers. These bonuses are contingent upon the adoption of a resolution by the local school board or the governing body of a public charter school affirming their participation in the program by June 1, 2025. It was recommended to approve the Resolution for Participation in Section Four of the Education Freedom Act of 2025. Board approval was unanimous on a motion from Botta (Board Member) and a second from Dr. Shepherd (Vice-Chair).

G. Consideration of Approving Letter Grade Bonus Spending Plan

During the recent Special Session of the General Assembly, \$17 million was appropriated for school districts in which 50% or more of the schools received a letter grade of A. Funding allocations were determined based on the number of schools achieving this grade, with Greeneville City Schools qualifying for a \$1,000,000 award. These funds, which carry no spending restrictions, are to be used at the discretion of the district's administration and Board of Education. Greeneville City Schools has developed a strategic spending plan to align the use of this bonus funding with district goals and priorities. The plan includes \$109,739 in bonuses for teacher-certified employees who were excluded from the \$2,000 state bonus, and \$430,575 in \$2,000 bonuses for non-teacher certified employees. Technology investments total \$432,792, which includes \$67,691 for teacher devices, \$329,101 for Greeneville High School student devices (estimated for FY 2025–2026), and \$36,000 for additional virtual host hardware. Facilities and transition-related costs are also included, with \$25,000 allocated for moving and contingency expenses related to the GCOC to GTC transition and \$3,000 for window replacement at KLCO Depot Street. Additionally, the district anticipates receiving approximately \$1,106 in supplemental reimbursement from the State of Tennessee related to teacher-certified retirement calculations. It was recommended to approve the Letter Grade Spending Plan. Board approval was unanimous on a motion from Dr. Shepherd (Vice-Chair) and a second from Botta (Board Member).

H. Consideration of Forming a Committee to Rebrand GTC.

Dr. Shepherd (Vice-Chair) moved to amend the agenda to include an item regarding forming a committee to rebrand GTC. The motion was seconded by Botta (Board Member).

Dr. Shepherd (Vice-Chair) moved to amend the previous motion to designate Steve Starnes, Director of Schools, as the executive authority responsible for forming the rebranding committee. The amendment was seconded by Botta (Board Member).

IX. Director's Report

Starnes congratulated, recognized,

1. Congratulations to our student Board member, Bethanie Bryant, on being named the Grand Champion in the Southern Appalachian Science & Engineering Fair recently held at the University of Tennessee, Knoxville. Bryant placed first in Microbiology in the 9-12 Division of the competition, which covers 23 counties in East Tennessee. She also won the Biology Teacher's and U.S. Air Force STEM Excellence awards. She will attend and compete in the Regeneron International Science & Engineering Fair in Columbus, Ohio, in May.
2. Starnes recognized Trey Bailey, Jack Lampe, Xari Roots, and Reagan Smith for participating and representing GCS in the Student Congress on Policies in Education (SCOPE). The TN School Boards Association (TSBA) annually hosts the SCOPE Conference, which brings 9th-12th-grade students from

across the state to discuss current education topics. Participants will explore education issues through mock school board meetings, group discussions, and debates with their peers. These events are designed to teach students how school boards operate.

3. Starnes recognized and thanked Sgt. Gina Holt for her service as a School Resource Officer at Highland Elementary School. Gina has done an outstanding job serving as SRO at Highland, and while GCS congratulates her on her retirement, we are sad to see her go.
4. Congratulations to the Greeneville High School students who recently competed in the Tennessee Math Teachers Association (TMTA) math contest at Tusculum University. GHS students placed first, second, and third in Algebra 1, first and second in Algebra 2, first, second, and third in Geometry, third in Statistics, first, second, and third in Pre-Calculus, and first, second, and third in Calculus.
5. Congratulations to our Skills USA participants and those students who medaled in the State competition. We are very proud of the students' achievements and the teachers who worked tirelessly to support them.
6. Congratulations to Karen Wilhoit, Brianna Holt, and the school nutrition managers for successfully completing their TDOE School Nutrition Administrative Review.
7. Starnes recognized GCS students and teachers for a successful TN Ready testing administration to date, and he knows they will finish strong.

X. Legislative Update

Pam Botta informed the board that the General Assembly has adjourned until January 2026, with a few legislative items set to carry over when it reconvenes.

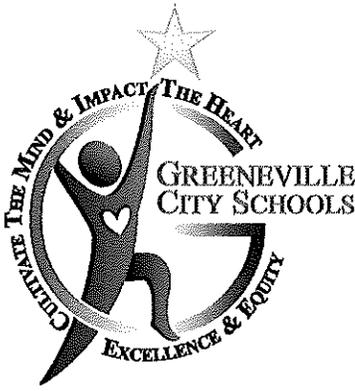
XI. Adjournment

The meeting was adjourned at approximately 8:29 p.m. Board approval was unanimous on a motion from Dr. Shepherd (Vice-Chair) and a second from Hirschy (Board Member).

Respectfully submitted,

Cindy Luttrell, Chair

Steve Starnes, Director of Schools



FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight

Name of the school: Greeneville High School

Person Requesting: Daniel Varrell

Purpose of the Field Trip: Perform at Disney Land / California Baptist University

Destination of Field Trip: Los Angeles California

Grade(s) of students attending: 9-12

Dates requested: Spring Break 2026 Departure Time: _____ Return Time: _____ - 5 day trip

Approximate # of students to attend: 50 students & chaperones

Number, names and affiliation of chaperones attending:

_____ female List names and affiliation: TBA

_____ male List names and affiliation: TBA

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

[Signature], Principal date approved 4-21-25

_____, Director of Schools date approved _____

_____, Chairman, BOE date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity

Greeneville High School Choral Department
210 Tusculum Blvd.
Greeneville, Tennessee 37745

April 14, 2025

Dear Mrs. Martin,

For the past several years, the band and chorus at GHS have alternated years for extended trips with our students during spring break. For the 2025-2026 School year I would like to pursue planning a Choral Department trip to Los Angeles, California. This is a new destination for the Choral music program, and the trip would take place over Spring Break in March of 2026.

This trip would be available to the following groups:

- Choral students taking chorus during the school year 2025-2026
- Students enrolled in piano class for 2025-2026.
- Students enrolled in AP Music Theory for 2025-2026.
- Adults within the families of Chorus/Piano/Music Theory students who have passed a background check through Greeneville City Schools
- Siblings of Chorus/Piano/Music Theory students who are enrolled in Greeneville City Schools.
- GHS teachers and their families, as long as all adults have passed background checks and children are enrolled in Greeneville City Schools.

Participation on this trip is optional for Chorus/Piano/Music Theory students. As usual, we will have plenty of parent, teacher, and adult chaperones to ensure that all students are well supervised.

Our activities will include traditional sightseeing and tours of the sights in Los Angeles, a visit to Disneyland that will include a performance, and we hope to do a chorus exchange concert with a local University or High School. I will be arranging the trip through a reputable tour company and the approximate cost will be less than \$2,000 per person. Families will be able to offset the cost of their trips with several fundraising events through the GHS Chorus Booster Organization, an active member of the Greeneville School Support Corporation.

Please consider my request and respond to me so that I may plan our itinerary.

Sincerely,



Daniel Varnell
Chorus/Piano/AP Music Theory Teacher
Greeneville High School
210 Tusculum Blvd.
Greeneville, TN 37745



FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight

Name of the school: Greeneville High School

Person Requesting: Jerry Graham

Purpose of the Field Trip: TSSAA Boys' Soccer State Tournament

Destination of Field Trip: Murfreesboro, Tennessee

Grade(s) of students attending: 9-12

Dates requested: 5/19/25-5/23/25 Departure Time: 2:45 pm Return Time: 3:30pm

Approximate # of students to attend: 32

Number, names and affiliation of chaperones attending:

4 female List names and affiliation: Michaylah Hinkle-Assistant Boys' Soccer Coach, Abby Gourley/Booster/Senior Mother-GCS Background, Melinda Holt-Senior Mother/Booster-GCS Background, Amanda Harmon-GCS School Employee

3 male List names and affiliation: Jerry Graham-Head Boys' Soccer Coach, Michael Connell Assistant Boys' Soccer Coach, Norlan Gallegos Assistant Boys Soccer Coach

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

[Signature], Principal

date approved 4-23-25

_____, Director of Schools

date approved _____

_____, Chairman, BOE

date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity



**FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight**

Name of the school: Greeneville Middle School Dance Team

Person Requesting: Missy Crouch

Purpose of the Field Trip: Dance Camp

Destination of Field Trip: Tennessee Tech, Caskville TN

Grade(s) of students attending: 6-8

Dates requested: June 10-13 Departure Time: 10:00 Return Time: 2:00

Approximate # of students to attend: 15

Number, names and affiliation of chaperones attending:

2 female List names and affiliation: Missy Crouch, coach / Heather Boegemann

_____ male List names and affiliation: _____

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

David Adams, Principal date approved 4/29/25

_____, Director of Schools date approved _____

_____, Chairman, BOE date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity



FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight

Name of the school: Greeneville High School

Person Requesting: Larry Blalock

Purpose of the Field Trip: TSSAA State Decathlon

Destination of Field Trip: Kirkwood High School - Clarksville, TN

Grade(s) of students attending: 12

Dates requested: May 13-15, 2025 Departure Time: 12:00 Noon Return Time: 9:00 PM

Approximate # of students to attend: 1 (Darien Humphreys)

Number, names and affiliation of chaperones attending:

female List names and affiliation: _____

1 male List names and affiliation: Larry Blalock - Head Track Coach

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

_____, Principal

date approved 5/8/25

_____, Director of Schools

date approved _____

_____, Chairman, BOE

date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity



FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight

Name of the school: Greeneville High School

Person Requesting: Larry Blalock

Purpose of the Field Trip: TSSAA State Track Meet

Destination of Field Trip: MTSU - Murfreesboro, TN

Grade(s) of students attending: 9-12

Dates requested: May 19-21, 2025 Departure Time: 9:00AM Return Time: 3:00PM

Approximate # of students to attend: 15-20

Number, names and affiliation of chaperones attending:

1 female List names and affiliation: Theresa Gibson - GMS Assistant Teacher/Parent

3 male List names and affiliation: Larry Blalock - Head Coach, Eric Simpkins - Coach, Rusty Dowthat - Coach

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

[Signature], Principal

date approved 5/8/25

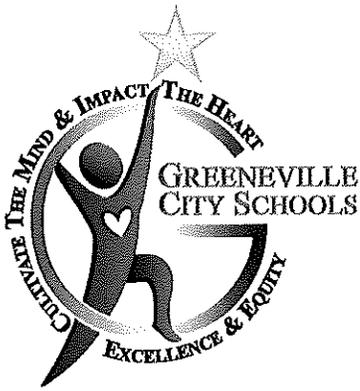
_____, Director of Schools

date approved _____

_____, Chairman, BOE

date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity



FIELD TRIP & EXCURSION REQUEST
FORM Out-of-State or Overnight

Name of the school: Greeneville High School

Person Requesting: Larry Blalock

Purpose of the Field Trip: Tri-Cities Running Camp

Destination of Field Trip: Abingdon High School, VA

Grade(s) of students attending: 8-12

Dates requested: July 14-15, 2025 Departure Time: 8:00 AM Return Time: 6:00 PM *we will drive up each day -*

Approximate # of students to attend: 15-18

Number, names and affiliation of chaperones attending:

2 female List names and affiliation: Theresa Gibson - GMS Assistant
Nicole Moore - GMS Coach

2 male List names and affiliation: Larry Blalock - Cross Country Coach - GHS
Rusty Douthat - Coach GHS -

("There must be at least one female and one male chaperone if the trip is for a mixed group. A chaperone of the same sex will accompany students on overnight trips")

All Greeneville City Schools guidelines for out-of-state and overnight field trips shall be followed in planning and conducting this field trip per BOE policy 4.302, and approval of my principal, the Director of Schools, and Board of Education is required. For an Overnight or Out-of-State Field Trip Request to be considered for approval, it must be received in the director of school's office 10 days prior to the scheduled date of the Board meeting at which it will be considered for approval.

[Signature], Principal

date approved 5/8/25

_____, Director of Schools

date approved _____

_____, Chairman, BOE

date approved _____

Cultivate the Mind and Impact the Heart through Excellence and Equity

Kathryn W. Leonard Administrative Office
129 W. Depot Street Greeneville, TN 37743-1420
(423) 787-8000 | <http://www.gcschools.net>

Revised 9.25.2023

Greenville City Schools
School Nutrition Budget
For the 2025-2026 Fiscal Year

Account #	Description	School Nutrition Budget 2025-2026
43521	Lunch Payments - Children	521,492
43522	Lunch Payments - Adults	26,469
43525	A La Carte Sales	4,500
43990	Other Charges For Services	41,898
43991	Headstart	56,155
44530	Sale of Equipment	500
46520	State Matching Funds	14,906
46980	Other State Grants	-
47111	USDA School Lunch Program	1,026,219
47112	USDA Commodity Value	141,607
47113	USDA Breakfast	405,048
47114	USDA Snack	24,571
	Total Revenue	\$ 2,263,366
51050	Supervisor/Director	88,130
51190	Bookkeeper	39,493
51620	Clerical	20,182
51650	School Nutrition Personnel	810,726
51890	Other Salaries & Wages (Longevity)	6,254
52010	FICA	59,429
52040	Retirement	87,486
52060	Life Insurance	766
52070	Health Insurance/Medigap	170,620
52100	Unemployment Compensation	900
52120	Medicare	13,899
53050	Audit Services	3,500
53070	Communication	500
53360	Maintenance & Repair Equipment	8,000
53550	Travel	5,000
53990	Other Contracted Services	10,000
54210	Food Preparation Supplies	65,136
54220	GP COM SVC FOOD	544,298
54350	Office Supplies	4,482
54510	Uniforms	300
54690	USDA Commodity Value	141,607
54710	Software	6,000
54990	Other Supplies & Materials	11,894
55090	Refunds	75
55240	Inservice/Staff Development	5,689
55990	Other Charges For Services	3,000
57100	School Nutrition Equipment	156,000
	Total Expenses	\$ 2,263,366

**The Greeneville City Schools
Board of Education**

And

**Professional Employees of
Greeneville City Schools**

**Memorandum of Understanding
2025-2028**

School Board Members

Cindy Luttrell

Pam Botta

Crystal Hirschy

Josh Quillen

Craig Shepherd

This Memorandum of Understanding (MOU) memorializes the understanding reached by the Board and the representatives of the professional employees of the Board as to the terms and conditions of the professional employees' service. The Board hereby recognizes the Greeneville Education Association, an affiliate of the Tennessee Educational Association, as the exclusive representative for the purpose of Collaborative Conferencing for all professional employees of the board for July 1, 2025 through June 30, 2028 per the 15% threshold guidelines established by the Professional Educators Collaborative Conferencing Act, TCA § 49-5-605(c) and the scope of conferencing set forth in TCA § 49-5-608 and TCA § 49-5-609.

Board Management Collaborative Conferencing
Committee

Steve Starnes
Rachel Adams
Melissa Batson
Kelly Ford
Ellen Lipe
Cindy Luttrell
Deanna Martin
Richard Tipton

GEA Collaborative Conferencing
Committee

Heather Boegemann
Sarah Benson
Meg Brooks
Crystal Dykes
Tamara Harris
Daniece McAmis
Katie Smelcer
Robert Zimmerman

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Collaborative conferencing/ PECCA

Collaborative conferencing is the process by which representatives designated by professional employees and the management team meet to confer, consult, discuss and exchange information, opinions and proposals on matters relating to terms and conditions of professional service using the principles and techniques of interest-based collaborative problem-solving. This process was created by the Professional Educators Collaborative Conferencing Act of 2011 (“PECCA”).

Collaborative conferencing eligible topics

The following items are eligible for discussion:

- Salaries or wages
- Grievance procedures
- Insurance
- Fringe benefits
- Working conditions, except those working conditions prescribed by federal law, state law, private act, municipal charter or rules and regulations of the state board of education, the department of education or any other department or agency of state or local government
- Leave
- Payroll deductions, except such deductions for political activities.

Memorandum of Understanding (MOU)

If an agreement is reached, the parties jointly prepare a memorandum of understanding that is valid for a period not to exceed three years. The memorandum of understanding is then presented to the board of education to be approved.

Updates to legislation, SBE rules, or SBE policies may necessitate a renegotiation to reach a fair compromise for compliance.

Guiding Questions

Prior to each meeting of the PECCA team reviewed the guiding questions as follows:

- Is it feasible?
- Is it legal?
- Is it what’s best for students?
- Does it meet the mutual interest of GEA and GCS?

Working Conditions

Teacher Workday

Teachers shall be on duty at least seven and one-half (7 1/2) clock hours each day, including a duty-free lunch period and additional time as the administrative organization requires. Additional time is interpreted to include faculty meetings, in-service programs, committee meetings, general meetings, conferences, school-sponsored activities, and other extra duties before and after school. Extra duties shall be fairly distributed among the staff.

Planning Time

Planning time is defined as time spent by a professional employee preparing and planning for classroom instruction. Every effort will be made to provide teachers with planning time to ensure student success.

Teacher planning time can be defined as the noninstructional time (i.e., time without students) teachers are given to plan their lessons and complete other tasks. Teachers may use this time to prepare for lessons, grade student assignments, contact parents, attend parent-teacher conferences, collaborate with other teachers, attend professional development, attend Individualized Education Program student conferences, or complete paperwork or other tasks as assigned by the school principal and the school district.

Middle and High School – minimum of one (1) academic class period per day

Elementary School – a period of time that is equal to the amount of related arts instruction a student receives during the school day

Absent a need to comply with law, rule, or regulation, school administration will protect a minimum of one day per week of uninterrupted, meeting free planning time.

Complaints/Reprimand (GCS Board Policy 5.502)

Whenever a complaint about an employee is made to the Board as a whole or a board member as an individual, it will be referred to the Director of Schools for study and possible solutions. The Director of Schools will notify the person who supervises the employee involved. The employee involved will be advised by their immediate supervisor of the nature of the complaint and given opportunity for explanation, comment, and presentation of the facts as they see them.

If, after such procedure is followed there is still a question or complaint, the matter shall then be referred in writing to the Board, which shall determine whether it will hear the individual or group.

Individuals or groups desiring to speak to the Board shall follow the same procedures as outlined in board policy dealing with public participation at board meetings.

All complaints shall be submitted in writing, explained specifically, and signed by the complainant. The privacy and anonymity of all parties and witnesses to complaints shall be kept confidential

unless otherwise required by law. Harassment complaints shall be handled according to the Board's policy on harassment.

The following procedures shall be followed:

1. Complaint is received.
 - Investigation formally begins.
 - Formal meeting with Complainant is scheduled.
 - Complainant is provided with a copy and given an explanation of the Notice Regarding Internal Workplace Investigation - Complainant
 - Complainant is questioned regarding the allegation(s) made to gather more information on the complaint.
 - Information from the complainant such as possible witnesses and/or evidence is gathered.
 - If the complainant is not the victim in the case, the victim would then be questioned and documented in the same manner as the complainant, but would receive the Notice Regarding Internal Workplace Investigation -Victim

2. Respondent (accused) is contacted and meeting is scheduled.
 - Respondent is provided with a copy and given an explanation of the Notice Regarding Internal Workplace Investigation -Respondent
 - Respondent is notified of the allegation(s) made.
 - Respondent is questioned regarding the allegation(s). Respondent has an opportunity to make additional comments regarding the allegation(s).
 - Information from the respondent such as possible witnesses and/or evidence is gathered.
 - Depending on the nature of the allegation(s), an employee may be suspended pending the outcome of the investigation.

3. Witnesses (if any) are contacted and individual witness meetings are scheduled.
 - Witness is provided with a copy and given an explanation of the Notice Regarding Internal Workplace Investigation -Witness
 - Witness is questioned regarding the allegation(s).
 - Information from the witness such as possible witnesses and/or evidence is gathered.

4. Review of Investigation

- All evidence, including interviews and any material evidence is pulled together and reviewed.
- Final results of investigation determination is made (i.e. Substantiated, Partially Substantiated, Unsubstantiated, or Unsubstantiated but areas of improvement needed). All determinations must include a rationale for the determination, including the basis upon which rationale is given (i.e. Board Policy, Employee Handbook, Legal Rules/Regulations, Teacher Code of Ethics, etc.)
- Employment Action Recommendation (if warranted based on the investigation results) is made (i.e. Coaching & Counseling, Additional Training, Formal Verbal Warning, Plan of Improvement, Formal Written Reprimand, Suspension, or Employee Dismissal.)
- Report of Investigation Results is submitted to the Director of Schools for review.
- Finalization of Investigation
- Additional meeting with Respondent is held; providing an additional opportunity for them to discuss the allegation(s).
- Final determination on employment action (if any) is made.
- Final meeting with Respondent is held to issue an employment action (if any).
- Complainant and/or victim is notified that the investigation is completed. Complainants are not provided with information on any specifics regarding employment action issued to the Respondent other than notification that the situation has been addressed. However, if it is a case of harassment of any sort, additional details may be necessary to bring resolution to the complaint.

Professional Development During the School Year

During every day of professional development led by a GCS employee, professional employees will participate in structured, collaborative activities to implement the day's learning (up to a half day). This time will be focused on developing and coordinating system-wide and school-wide curricula. These sessions will emphasize instructional alignment, curriculum consistency, and the implementation of new strategies to meet student learning goals. Exceptions may be made for state-mandated training or district priorities.

In years involving textbook adoption or new curriculum implementation, teachers impacted may request one additional professional development day within the first semester of school to collaborate with peers or Instructional Specialists, review implementation strategies, and align curriculum changes with district-wide objectives.

Safe Schools Swap Day

In order to accommodate the professional development needs of our teachers while ensuring that essential safety training is completed, Greeneville City Schools allows teachers to exchange one

scheduled PD day for the successful completion of safety training requirements by the day designated within the approved school calendar. Approved exchanges will result in the teacher being excused from attending the designated PD day, and the day will be credited towards annual PD requirements

- Designated safety training programs must be related to the mandatory training requirements set forth by Greeneville City Schools. Safety training includes, but is not limited to, emergency procedures, and other health and safety protocols as determined by Greeneville City Schools.
- Required safety courses and the associated deadlines will be loaded into the system's designated safety training program for all teachers on or before July 15th.
- Teachers must provide proof of completion of the safety training within the online system by the required due date. Accepted documentation includes certificates of completion, official training logs, or other forms of verification as specified by Greeneville City Schools.
- If the safety training is not completed by the specified deadline, the teacher will be required to attend the scheduled PD day as originally planned in order to complete the assigned training.

Leave

Bereavement Leave (Policy 5.302)

Greeneville City Schools shall provide the following bereavement leave to full-time employees in the event of a death in their family. Special circumstances specifically not covered in this policy may be considered by the Director of Schools.

Up to 5 Days: (Additional time beyond 5 days may be utilized using personal leave or sick leave if available.)

- Spouse/Partner
- Parent (including Father/Mother-in-law and Step-Parent)
- Children (including Son/Daughter in-law and Step-Children)
- Siblings (including Step-Siblings)
- Grandchildren (including Step-Grand Children)

Up to 3 Days: (Additional time beyond 3 days may be utilized using personal leave or sick leave if available.)

- Brother/Sister-in-law
- Grandparents (including Step-Grandparent and a spouse's grandparent)
- Others living in the home as a member of the family.

1 Day: (Should coincide with the arrangements for the deceased)

- Aunt/Uncle (including a spouse's Aunt/Uncle)
- Relatives outside of the employee's immediate family.
- Close Friends

COVID-19 Leave (Policy 5.302)

All employees (including part time and full time) are entitled to up to 5 days of paid sick leave if they are unable to work or telework because the employee:

- is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
- has been advised by a health care provider to self-quarantine related to COVID-19; or
- is experiencing COVID-19 symptoms and is seeking a medical diagnosis.
- is caring for a family member diagnosed with COVID-19; or must care for their school-age child(ren) subject to quarantine order.

To demonstrate eligibility for the leave, the employee may be required to provide proof of COVID-19 testing or other suitable documentation for the circumstances. Employees should seek clarification from Human Resources if they have questions regarding the total amount of leave available to them.

This paid leave may be taken if there is work available for the employee to complete and the employee is unable to work or telework for one of the above reasons. Such leave is in addition to any paid leave that an employee may already be entitled to (e.g., existing sick leave). Employees are not required to exhaust any other paid leave benefit to utilize this new category of paid sick leave.

Employees will only be permitted up to 5 days of their regular pay per school year for any leave taken under this policy.

Grievance

A grievance filed pertaining to this MOU will follow the same steps as outlined in Board Policy 5.501

Representation

The board acknowledges the right of any professional employee filing a grievance to be aided or assisted in the grievance process by association, organizations or representatives of his or her choosing, per TCA § 49-5-603, if the grievant so desires.

No Reprisals

No reprisals shall be taken by either party to a grievance against the other party because of participation in the resolution of the grievance.

Released Time

Should the investigation or processing of any grievance require that the grievant and/or the representative of the grievant be absent from his/her regular assignment, and has the approval of the Director of Schools, he/she shall suffer no loss of pay/benefits.

A grievance may be withdrawn at any level without establishing precedent. Failure to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next step.

The Board, the Administration, the grievant and any representative(s), shall cooperate and in no way obstruct the investigation of any grievance

Salary

The Greeneville City Board of Education has a board goal to increase teacher salaries. This goal recommends an annual increase to the certified teacher salary scale in addition to any proposed percentage or flat amount increase in the following increments: \$450 (26-27), and \$500 (27-28) respectively. Implementation is dependent upon available funding.

Fringe Benefits

During the term of this MOU the system will continue to provide Three Personal Days. Any personal and professional leave remaining unused at the end of the year shall be credited to sick leave.

Tuition Priority

Greeneville City Schools recognizes the benefit of allowing employees' children to attend the system in which the parent is employed. Teacher's children will be given priority acceptance into GCS. If an employee of this school district has a residence outside the school district, their children may attend a school within Greeneville City Schools. The child's parent/guardian must comply with all tuition requirements. Preference will be given to the children of system employees due mainly to the convenience of having them and their children on the same schedule.

Glossary

PECCA—Professional Educators Collaborative Conferencing Act; PECCA consists of two groups, management and professionals, who negotiate salary, benefits, and working conditions pursuant to TCA 49-5-601.

MOU—Memorandum of Understanding; a legal document that describes a binding agreement between educators and professional groups. This written document memorializes and records the understanding reached by the board of education and its professional employees, or their respective representatives, if so designated, as to the terms and conditions of professional services set forth under PECCA.

Agreement— a mutual understanding between two or more parties that is expressed through an offer and acceptance.

Association— a group of people organized for a joint purpose, in this case being the Greeneville Education Association.

Collaborative Conferencing— the current process in Tennessee for reaching a binding agreement between professional employees of a school district and its management personnel.

Day—Greeneville City Schools workday for professional employees consists of 7.5 continuous hours Monday through Friday, but different schools may begin and dismiss at different times.

Grievance—a formal complaint or accusation that a professional employee raises against management personnel

Management Personnel—central office administrators, school administrators, board of education members

Professional employee— a position that requires a license issued by the Tennessee Department of Education for employment in a public elementary or secondary school

Working Conditions— the physical and psychological conditions to which teachers are exposed

Representative – includes any person, or group of persons, organization or association that is designated and authorized by professional employees or local board of education to act for the professional employees or the local board of education.

Supervisor— any professional employee of a local board of education whose full-time job responsibilities consist of oversight of other professional employees or curriculum development or both.

Faculty Meetings— a time where staff comes together to discuss academic matters, such as curriculum, instruction and assessment. Faculty meetings can also be a time to collaborate on research projects, develop professional plans and share best practices.

Board of Education—The ‘board of education’ or ‘board’ means the Greeneville City Schools Board of Education

LEA - (Local Education Agency) - any county school system, city school system, special school district, unified school, metropolitan school system or any other local public-school system or school district created or authorized by the general assembly.

TEA – Tennessee Education Association – a private Tennessee non-profit corporation whose voluntary membership is open to all of Tennessee’s public-school educators.

Appendix

PECCA RIGHTS FOR PROFESSIONAL EMPLOYEE ORGANIZATIONS

A. Facilities Use/Organizational Rights TCA § 49-5-606(4)

As defined in the Professional Educators Collaborative Conferencing Act (PECCA) of 2011, professional employees have the right to self-organization, to form, join, or be assisted by organizations, to participate in collaborative conferencing with local boards of education through representatives of their own choosing, and to engage in other concerted activities for the purpose of other mutual aid and benefit.

1. Use of Facilities

The Professional Employee Organization (PEO) receiving at least fifteen percent of the professional educators' representative vote and their members shall have the right to make use of school buildings and facilities at all reasonable hours for meetings and any equipment, including but not limited to computers, copy machines, other duplicating equipment, and audiovisual equipment when such equipment is not otherwise in use.

2. Communication

The elected PEO(s) shall have the right to post notices of activities and matters of concern on employee bulletin boards, at least one of which shall be provided in each system-operated building in areas designed for employee use, such as employee lounges and workrooms, but not in areas open to the public or students. The PEOs shall have the right to use the school system's regular interschool mail delivery system and school mailboxes, including email, for nonpolitical communications to employees or members of the PEOs.

3. Access to Members

Representatives of the elected PEOs and their respective affiliates shall be permitted to transact official PEO business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.

4. School Board Meetings/ Committees

A request shall be made to the Director of Schools office at least 10 days prior to the scheduled meeting, if the PEO wishes to include an item on the board agenda. Any supporting documentation to be considered shall be provided at the time of the request.

An invitation shall be extended to the PEO for inclusion on any committee appointed by the board. Except the executive committee or any committee that may preclude their inclusion.

5. Faculty Meetings

A request shall be made to the building principal at least 1 day prior to the scheduled meeting. Representatives of the PEOs may use this opportunity to present any updates and any affiliated employees' concerns to the building-level administration.

Final Provisions

This Memorandum of Understanding (MOU) was developed and approved by the following Professional Educators Collaborative Conferencing Team members on April 2, 2025.

Professional Educators Committee

Heather Boegemann
Sarah Benson
Meg Brooks
Crystal Dykes
Tamara Harris
Daniece McAmis
Katie Smelcer
Robert Zimmerman

Management Committee

Steve Starnes
Rachel Adams
Melissa Batson
Kelly Ford
Ellen Lipe
Cindy Luttrell
DeAnna Martin
Richard Tipton

This MOU was approved by the Greeneville City Schools' Board of Education at their regularly scheduled meeting on _____. The term of this MOU will run from July 1, 2025, through June 30, 2028 (3 years).

Cindy Luttrell, Board Chair

Date

Attest, Steve Starnes, Director of Schools

Date

Greeneville City Schools General Purpose Budget 2025-2026

Account #	Description	General Purpose Budget 2025-2026
34760	Assigned for Instruction	\$ 246,918
39000	Unassigned Fund Balance- GTC Retiree Obligations	58,668
40000	Local Taxes	9,806,960
41000	Licenses & Permits	1,209
43000	Charges for Current Services (Education)	938,493
44000	Other Local Revenue	285,626
46000	State Education Funds & Other State Revenues	22,699,444
47600	Direct Federal (ROTC)	81,374
49000	City Appropriation, Indirect Cost, & Insurance Recovery	5,985,765
	Total Revenues and Equity	\$ 40,104,457
71100	Regular Instruction	18,387,885
71150	Alternative Instruction Program	186,329
71200	Special Education Program	2,936,396
71300	Vocational Education Program	1,326,099
71400	Student Body Education Program	500
72110	Attendance	131,369
72120	Health Services	480,242
72130	Other Student Support	1,873,271
72210	Regular Instruction - Support	1,309,351
72220	Special Education Program - Support	343,413
72230	Vocational Education Program - Support	2,400
72250	Technology	1,174,312
72310	Board of Education	1,027,562
72320	Office of the Superintendent	613,699
72410	Office of Principal	2,488,969
72510	Fiscal Services	402,339
72520	Human Resources	383,151
72610	Operation of Plant	2,809,225
72620	Maintenance of Plant	1,168,805
72710	Transportation	1,128,792
73300	Community Services	20,000
73400	Early Childhood Education	640,450
76100	Capital Outlay	868,500
81300	Education Debt Service	370,487
99100	Operating Transfers	75,000
	Total Expenses	\$ 40,148,546
	Deficit- Unassigned Fund Balance	\$ (44,089)



**Universal Service
Administrative Co.**

**Description of Services Ordered
and Certification DRAFT Form 471**

FCC Form 471

Application Information

Nickname 2025 Cat2 Internal Connections PCS Swit
ches **Application Number** 251023721

Funding Year 2025 **Category of Service** Category 2

Billed Entity

GREENEVILLE CITY SCHOOLS
129 W. Depot Street GREENEVILLE TN 37743
423-787-8019
millerb@gcschools.net

Contact Information

Chuck Broyles
423-823-0997
broylesc@gcschools.net

Billed Entity Number 128346
FCC Registration Number 0011770724
Applicant Type School District

Entity Information

School District Entity - Details

BEN	Name	Urban/ Rural	State LEA ID	State School ID	NCES Code	School District Attributes	How does the district report its student count for Category Two budget?	Total Student Count for Category Two Budget	Endowment
128346	GREENEVILLE CITY SCHOOLS	Rural				Public School District	A number for each school in the district	3253	None

Related Entity Information

Related Child School Entity - Details

BEN	Name	Urban/ Rural	State LEA ID	State School ID	NCES Code	Alternative Discount	School Attributes	Total Students for C2 Budget	Endowment
41701	GREENEVILLE MIDDLE SCHOOL	Rural				None	Public School	705	None
41702	HAL HENARD ELEMENTARY SCHOOL	Rural					Pre-K; Public School	439	None

BEN	Name	Urban/ Rural	State LEA ID	State School ID	NCES Code	Alternative Discount	School Attributes	Total Students for C2 Budget	Endowment
41703	GREENEVILLE CTR F OR TECHNOLOGY	Rural				None	Pre-K; Public School	171	None
41708	HIGHLAND ELEMENTA RY SCHOOL	Rural				None	Pre-K; Public School	180	None
41709	GREENEVILLE HIGH S CHOOL	Rural				None	Public School	907	None
41710	TUSCULUM VIEW ELE MENTARY SCH	Rural				None	Pre-K; Public School	432	None
41712	EASTVIEW ELEMENTA RY SCHOOL	Rural				None	Pre-K; Public School	336	None
17029761	TOPS at Greeneville	Rural				None	Public School	83	None

Related Child School Entity - Discount Rate Calculation Details

BEN	Name	Urban/ Rural	Number of Students	Students Count Based on Estimate	CEP Percentage	CEP Base Year
41701	GREENEVILLE MIDDLE SCHOOL	Rural	573	N/A		
41702	HAL HENARD ELEMENTARY SCHOOL	Rural	439	N/A	80.85%	2019
41703	GREENEVILLE CTR FOR TECHNOLOGY	Rural	171	N/A		
41708	HIGHLAND ELEMENTARY SCHOOL	Rural	180	N/A		
41709	GREENEVILLE HIGH SCHOOL	Rural	956	N/A		
41710	TUSCULUM VIEW ELEMENTARY SCH	Rural	432	N/A		
41712	EASTVIEW ELEMENTARY SCHOOL	Rural	371	N/A		
17029761	TOPS at Greeneville	Rural	83	N/A		

Related School District NIFs

School District BEN	School District Name	NIF BEN	NIF Name
128346	GREENEVILLE CITY SCHOOLS	16036472	GREENEVILLE CITY SCHOOLS ADMINISTRATIVE OFFICES (KLCO)
128346	GREENEVILLE CITY SCHOOLS	16028149	GREENEVILLE CITY SCHOOLS OPERATIONS (GCO)

Discount Rate

School District Enrollment	School District NSLP Count	School District NSLP Percentage	School District Urban/Rural Status	Category One Discount Rate	Category Two Discount Rate
3205	1743	54.0%	Rural	80%	80%

Funding Request for FRN #2599030950

Funding Request Nickname: 2025 Cat2 Internal Connections PCS Switches

Service Type: Internal Connections

Agreement Information - Contract

Contract Number	68613	Account Number	
Establishing FCC Form 470	210000292	Service Provider	Personal Computer Systems, Inc (SPN: 143025290)
Was an FCC Form 470 posted for the product and/or services you are requesting?	Yes	Based on State Master Contract?	Yes
Award Date	March 15, 2022	Based on a multiple award schedule?	Yes
How many bids were received for this contract?	32	Includes Voluntary Extensions?	No
What is the service start date?	July 01, 2025	Remaining Voluntary Extensions	
		Total Remaining Contract Length	
		What is the date your contract expires for the current term of the contract?	September 30, 2026

Pricing Confidentiality

Is there a statute, rule, or other restriction which prohibits publication of the specific pricing information for this contract? No

Narrative Network switches to replace EOL hardware district wide.

Line Item # 2599030950.001

Product and Service Details

Type of Internal Connection Data Distribution

Type of Product Switch

Make Extreme Networks

Model 5420F-48P-4XE

Is installation included in Price?No

Is the hardware for this FRN line item leased?No

Cost Calculation for FRN Line Item # 2599030950.001

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$4,131.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$4,131.00
One-time Quantity	x 48
Total Eligible One-time Costs	= \$198,288.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$198,288.00
Pre-Discout Extended Eligible Line Item Cost	= \$198,288.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.002

Product and Service Details

Type of Internal Connection Data Distribution

Type of Product Switch

Make Extreme Networks

Model 5420F-24P-4XE

Is installation included in Price?No

Is the hardware for this FRN line item leased?No

Cost Calculation for FRN Line Item # 2599030950.002

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$2,687.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$2,687.00
One-time Quantity	x 2
Total Eligible One-time Costs	= \$5,374.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$5,374.00
Pre-Discout Extended Eligible Line Item Cost	= \$5,374.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.003

Product and Service Details

Type of Internal Connection Data Distribution

Type of Product Switch

Make Extreme Networks

Model 5520-24X

Is installation included in Price?No

Is the hardware for this FRN line item leased?No

Cost Calculation for FRN Line Item # 2599030950.003

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$6,472.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$6,472.00
One-time Quantity	x 1
Total Eligible One-time Costs	= \$6,472.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$6,472.00
Pre-Discout Extended Eligible Line Item Cost	= \$6,472.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.004

Product and Service Details

Type of Internal Connection Cabling/Connectors

Type of Product Cabling

Make Extreme Networks

Model 10061.0

Is installation included in Price?No

Is the hardware for this FRN line item leased?No

Cost Calculation for FRN Line Item # 2599030950.004

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$6.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$6.00
One-time Quantity	x 52
Total Eligible One-time Costs	= \$312.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$312.00
Pre-Discout Extended Eligible Line Item Cost	= \$312.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.005

Product and Service Details

Type of Internal Connection Data Distribution

Type of Product Switch

Make Extreme Networks

Model XN-ACPWR-920W

Is installation included in Price?No

Is the hardware for this FRN line item leased?No

Cost Calculation for FRN Line Item # 2599030950.005

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$622.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$622.00
One-time Quantity	x 2
Total Eligible One-time Costs	= \$1,244.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$1,244.00
Pre-Discout Extended Eligible Line Item Cost	= \$1,244.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.006

Product and Service Details

Type of Internal Connection Miscellaneous

Type of Product Installation, Activation, & Initial Configuration

Make Other

Model Service - Fixed Fee PS

Is installation included in Price? Yes

Is the hardware for this FRN line item leased? No

Cost Calculation for FRN Line Item # 2599030950.006

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$150.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$150.00
One-time Quantity	x 51
Total Eligible One-time Costs	= \$7,650.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$7,650.00
Pre-Discout Extended Eligible Line Item Cost	= \$7,650.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.007

Product and Service Details

Type of Internal Connection	License	Type of Product	License
Make	Extreme Networks	Model	XCIQ-PT054-C-EW-1YK12
Is installation included in Price?	No	Is the hardware for this FRN line item leased?	No

Cost Calculation for FRN Line Item # 2599030950.007

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$279.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$279.00
One-time Quantity	x 50
Total Eligible One-time Costs	= \$13,950.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$13,950.00
Pre-Discout Extended Eligible Line Item Cost	= \$13,950.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

Line Item # 2599030950.008

Product and Service Details

Type of Internal Connection	License	Type of Product	License
Make	Extreme Networks	Model	XCIQ-PT055-C-EW-1YK12
Is installation included in Price?	No	Is the hardware for this FRN line item leased?	No

Cost Calculation for FRN Line Item # 2599030950.008

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$0.00
Monthly Quantity	x 0
Units	Each
Total Monthly Eligible Recurring Costs	= \$0.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$0.00

One-Time Cost	
One-time Unit Cost	\$389.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$389.00
One-time Quantity	x 1
Total Eligible One-time Costs	= \$389.00
Summary	
Total Eligible Recurring Costs	\$0.00
Total Eligible One-time Costs	+ \$389.00
Pre-Discout Extended Eligible Line Item Cost	= \$389.00

Recipients of Services

Entity #	Entity Name
41701	GREENEVILLE MIDDLE SCHOOL
41702	HAL HENARD ELEMENTARY SCHOOL
41703	GREENEVILLE CTR FOR TECHNOLOGY
41708	HIGHLAND ELEMENTARY SCHOOL
41709	GREENEVILLE HIGH SCHOOL
41710	TUSCULUM VIEW ELEMENTARY SCH
41712	EASTVIEW ELEMENTARY SCHOOL
17029761	TOPS at Greeneville

FRN Calculation for FRN #2599030950

Monthly Charges	
Total Monthly Recurring Charges	\$0.00
Total Monthly Ineligible Charges	- \$0.00
Total Monthly Eligible Charges	= \$0.00
Total Number of Months of Service	x 12
Total Eligible Pre-Discount Recurring Charges	= \$0.00

One-Time Charges	
Total One-Time Charges	\$233,679.00
Total Ineligible One-Time Charges	- \$0.00
Total Eligible Pre-Discount One-Time Charges	= \$233,679.00

Total Requested Amount	
Total Eligible Pre-Discount Recurring Charges	\$0.00
Total Eligible Pre-Discount One-Time Charges	+ \$233,679.00
Total Pre-Discount Charges	= \$233,679.00
Discount Rate	80%
Funding Commitment Request	= \$186,943.20

Notice

Section 54.504 of the Federal Communications Commission's rules requires all schools and libraries ordering services that are eligible for and seeking universal service discounts to submit an application for such discounts by filing this Services Ordered and Certification Form (FCC Form 471) with the Universal Service Administrator. 47 C.F.R. § 54.504. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the application requirements for universal service discounts contained in 47 C.F.R. § 54.504. Schools and libraries must file this form themselves or as part of a consortium. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The FCC is authorized under the Communications Act of 1934, as amended, to collect the information we request in this form. We will use the information you provide to determine whether approving your application for universal service discounts is in the public interest. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application for universal service discounts may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, consistent with the Communications Act of 1934, FCC regulations and orders, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law, information provided in or submitted with this form or in response to subsequent inquiries may be disclosed to the public. If you owe a past due debt to the Federal government, the information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized. If you do not provide the information we request on the form, the FCC or the Universal Service Administrator may delay processing of your application for universal service discounts or may return your application without action. The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq. Public reporting burden for this collection of information is estimated to average 4.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.



Steve Starnes, Ed.S.
 Director of Schools
Richard Tipton, Ed.S.
 Assistant Director for Instruction
Jason Horne, Ed.D.
 Assistant Director for Administration

April 3, 2025

Kim Friends
 Tennessee State E-Rate Coordinator's Office
 10th Floor, Andrew Johnson Tower
 710 James Robertson Parkway
 Nashville, TN 37243

RE: **GREENEVILLE CITY SCHOOLS - Requested Discount**

Ms. Friends:

The School and Libraries Division of USAC is asking that we provide documentation validating the E-Rate eligibility and/or requested discount(s) for the following entity(s) served by **Greenville City Schools (BEN 128346)**:

Entity Number	Site Name	NET Enrollment	NET NSLP	Identified Student Percentage (ISP)	CEP Base Year
41712	EASTVIEW ELEMENTARY SCHOOL	372	-	53.48	2024
41710	TUSCULUM VIEW ELEMENTARY SCH	398	-	53.48	2024
41702	HAL HENARD ELEMENTARY SCHOOL	394	-	53.48	2024
41708	HIGHLAND ELEMENTARY SCHOOL	125	-	53.48	2024
41701	GREENEVILLE MIDDLE SCHOOL	604	299	-	-
41709	GREENEVILLE HIGH SCHOOL	874	392	-	-
17029761	TOPS at Greenville	119	-	-	-
41703	GREENEVILLE CTR FOR TECHNOLOGY	0	-		

Cultivate the Mind and Impact the Heart through Excellence and Equity

Kathryn W. Leonard Administrative Office
 129 W. Depot Street | Greenville, TN 37743-1420
 (423) 787-8000 | <http://www.gcschools.net>



Steve Starnes, Ed.S.
Director of Schools
Richard Tipton, Ed.S.
Assistant Director for Instruction
Jason Horne, Ed.D.
Assistant Director for Administration

Certifications:

- I certify that the Schools listed above, are operated by **GREENEVILLE CITY SCHOOLS** and meet the statutory definition of an Elementary or Secondary school found in the No Child Left Behind Act of 2001 (20 U.S.C. section 7801 (18) and (38), and/or the Eligibility Table for Non-traditional K-12 Students and Facilities as found on the Schools and Libraries Division (SLD), Universal Service Administrative Company (USAC) web site.
- I certify that **GREENEVILLE CITY SCHOOLS** does not have an endowment exceeding \$50 million dollars per year
- I certify that the student counts listed in the certification meet the income Eligibility Guidelines of the National School Lunch Program
- I certify that all information contained in the certification letter is true and accurate and supported by written documentation maintained in the **GREENEVILLE CITY SCHOOLS** official records.

Sincerely,

Signature Jason B. Horne

Date 4-3-25

Print Name Jason B. Horne

Title Assistant Director of Schools

Cultivate the Mind and Impact the Heart through Excellence and Equity

Kathryn W. Leonard Administrative Office
129 W. Depot Street Greenville, TN 37743-1420
(423) 787-8000 | <http://www.gcschools.net>



FCC Form 486 Notification Letter

Chuck Broyles
GREENEVILLE CITY SCHOOLS
129 W. Depot Street
GREENEVILLE, TN 37743

4/30/2025

FUNDING YEAR 2025: 7/1/2025 - 6/30/2026
FCC Form 486 Application Number: 379900
Applicant's FCC Form 486 Nickname: 2025 Cat2 Switches

This letter is to notify you that the Universal Service Administrative Company (USAC) has received and accepted a certified FCC Form 486, Receipt of Service Confirmation Form, from you. Information about your commitment may have changed. Please review the [FCC Form 486 Notification Letter Report](#) to confirm the information you provided. This information is also being shared with the service provider(s) identified on each Funding Request Number (FRN).

If you need assistance, contact our Client Service Bureau toll-free at (888) 203-8100, or submit a customer service case in the E-rate Productivity Center (EPC) by selecting "[Contact Us](#)" from the menu in the top right corner of your landing page.

Next steps

Discuss with your service provider whether you would like discounts on your bills or to pay your bills in full and be reimbursed for discounts.

- Applicants invoice USAC before the invoice deadline using the applicant invoice method [FCC Form 472, Billed Entity Applicant Reimbursement (BEAR) Form] for reimbursements of discounts after paying the service provider bills in full.
- Service providers invoice USAC using the service provider invoice method [FCC Form 474, Service Provider Invoice (SPI) Form] after billing applicants for their non-discount portion.

Whichever method you choose, you must pay your non-discount portion, as stated in program rules. Program rules also require that participants maintain all documentation for at least 10 years after last day of the applicable funding year or the service delivery deadline for the funding request, whichever is later.

To appeal this service start date/funding commitment change decision

You may appeal the Service Start Date change(s) and/or funding commitment adjustment(s) indicated in this letter to USAC in EPC within 60 calendar days of the date of this letter. Failure to meet this deadline will result in automatic dismissal of your appeal. You must file your appeal first with USAC because the FCC Form 486 deadline is a procedural deadline and not



a program rule that requires a waiver by the FCC. If USAC denies the appeal, you may then appeal to the FCC.

To file an appeal with USAC, select “Appeal” from the menu in the top right corner of your landing page and then provide the requested information. USAC will reply to your appeal submissions to confirm receipt. Visit the [USAC website](#) for more information on submitting an appeal to USAC, including step-by-step instructions.

Schools and Libraries Division
Universal Service Administrative Co.



FCC Form 486 Notification Letter Report:

SPIN (Service Provider Identification Number):	143025290
Funding Request Number (FRN):	2599030950
FCC Form 471 Application Number (based on Funding Request Number):	251023721
Billed Entity Number (BEN):	128346
Entity Name:	GREENEVILLE CITY SCHOOLS
Approved Service Start Date (ASSD):	7/1/2025
Billing Account Number:	
Service Start Date Change Indicator:	N
Service Start Date Change Explanation:	
Current Funding Commitment:	\$186,943.20



ERATE 2025 IC

Quote #222042 v1



Prepared For:
Greeneville City Schools
 Chuck Broyles
 129 W DEPOT ST
 GREENEVILLE, TN 37743-1102
 P: 4237878050
 E: broylesc@gcschools.net

Prepared by:
Headquarters
 Cathy Young
 1720 Topside Road
 Louisville, TN 37777
 P: 865.273.1960
 E: cyoung@pcsknox.com

Date Issued:
04.28.2025
 Expires:
07.01.2025

ERATE 2025 IC

Description	Price	Qty	Ext. Price
5420F-48P-4XE ExtremeSwitching 5420F 48 10/100/1000BASET FDX/HDX ExtremeSwitching 5420F 48 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP-DD 4 10G unpopulated SFP+ MACsec capable internal fixed PSU fans 1 unpopulated modular PSU slots. Includes 1 year XIQ Pilot clou	\$4,131.00	48	\$198,288.00
5420F-24P-4XE ExtremeSwitching 5420F 24 10/100/1000BASET FDX/HDX ExtremeSwitching 5420F 24 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP-DD 4 10G unpopulated SFP+ MACsec capable internal fixed PSU fans 1 unpopulated modular PSU slot. Includes 1 year XIQ Pilot cloud	\$2,687.00	2	\$5,374.00
5520-24X Extreme Networks 5520 24-port SFP+ Switch Extreme Networks 5520 24-port SFP+ Switch - Manageable - 3 Layer Supported - Modular - Optical Fiber - Rack-mountable	\$6,472.00	1	\$6,472.00
10061 Extreme Networks Power Cable - IEC320 EN60320 C13 NEMA 5-15 Extreme Networks Power Cable - IEC 320 EN 60320 C13 - NEMA 5-15(M)	\$6.00	52	\$312.00
XN-ACPWR-920W Extreme Networks 920W Power Supply Extreme Networks 920W Power Supply	\$622.00	2	\$1,244.00
XN-ACPWR-350W-FB Extreme Networks 350W AC PSU FB Extreme Networks 350W AC PSU FB - Plug-in Module - 350 W	\$0.00	1	\$0.00
Service - Fixed Fee PS Service - Fixed Fee PS Fixed fee labor for professional services or project work.	\$150.00	51	\$7,650.00
Subtotal:			\$219,340.00

Licensing

Description	Price	Qty	Ext. Price
XCIQ-PT054-C-EW-1YK12 EXTREMECLOUD IQ PILOT 5400 TIER 0 FOR 1YR CLOUD SU EXTREMECLOUD IQ PILOT 5400 TIER 0 FOR 1YR CLOUD SUBSCRIPTION WITH EXTREMEWORKS TAC OS (US K-12)	\$279.00	50	\$13,950.00
XCIQ-PT055-C-EW-1YK12 ExtremeCloud IQ Pilot 5500 Tier 0 for 1YR Cloud Su ExtremeCloud IQ Pilot 5500 Tier 0 for 1YR Cloud Subscription with ExtremeWorks TAC OS (US K-12)	\$389.00	1	\$389.00
Subtotal:			\$14,339.00

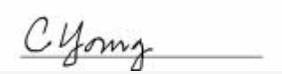


Applicant Discount

Description	Price	Qty	Ext. Price
Applicant Discount 80% to be paid by USAC SLD	(\$186,943.20)	1	(\$186,943.20)
CONTRACTTEBC Pricing Per Tennessee Education Broadband Consortium Contract Pricing Per Tennessee Education Broadband Consortium Contract 68613	\$0.00	1	\$0.00
Subtotal:			(\$186,943.20)

Quote Summary	Amount
ERATE 2025 IC	\$219,340.00
Licensing	\$14,339.00
Applicant Discount	(\$186,943.20)
Total:	\$46,735.80

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Acceptance	
<p>Headquarters</p> <div style="text-align: center;">  </div> <p>Cathy Young _____ Signature / Name</p> <p>04/28/2025 _____ Date</p>	<p>Greenville City Schools</p> <div style="text-align: center;"> <p>Chuck Broyles</p> <p>_____</p> <p>Signature / Name</p> <p>_____</p> <p>Date</p> </div> <div style="text-align: right; margin-top: 20px;"> <p>_____</p> <p>Initials</p> </div>

**Tennessee Educational Broadband Consortium
Multiple Schedule/State Master Contract
Order Form**

This agreement ("Agreement") is entered into between **Greenville City Schools** ("Customer") and **Personal Computer Systems, Inc** ("Service Provider"), for **E-Rate Category 2** purchases. For good and valuable consideration, including the mutual promises contained herein, Customer orders from the Service Provider the services identified below and/or in Attachment A to this Agreement ("Service"). Customer and Service Provider agree that the Service shall be provided pursuant to the rates, charges, terms, and conditions set forth in **TEBC 68613** ("Master Contract").

Service Ordered by Customer:

IDENTIFY REQUESTED SERVICE(S) HEREIN AND/OR IN ATTACHMENT A

The selected Service period is **July 1, 2025 – September 30, 2026**. Unless otherwise agreed upon in writing, the Service period shall commence upon Service installation.

Requested Service Commencement Date(s): TBD

If this Agreement is cancelled or terminated prior to Service Installation, cancellation charges will apply as set forth in the Master Contract (if applicable).

Customer may seek Universal Service Fund funding pursuant to the rules and regulations associated with the E-Rate program. Agreement is Contingent upon receiving E-Rate Funding. Customer may opt to proceed with purchase in the absence of E-Rate funding, but Agreement may be voided if E-Rate funding is not received. This Agreement falls within Funding Year 2025 per the TEBC 68613 Master Contract.

Customer further warrants and represents that Customer is authorized to enter into this Agreement and to order Service pursuant to the Master Contract. There are no other terms and conditions allowed pursuant to this agreement other than those present in the underlying State Master Contract. Customer further warrants and represents that this Agreement complies with all applicable procurement laws and/or requirements.

This Agreement is effective when executed by Customer. Submission of a quote at the request of the customer constitutes the Service Provider's intent to proceed upon acceptance of the Customer. This agreement is subject to and is controlled by the provisions of the State Master Contract, including any amendments as may be made from time to time.

Customer Name: Greenville City Schools

Print Name: CHUCK BROYLES

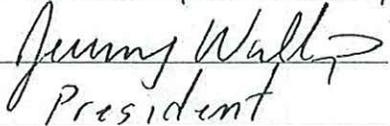
By: 

Title: CHIEF TECHNOLOGY OFFICER

Date: 3/5/2025

Accepted by: Personal Computer Systems, Inc

Print Name: Jeremy Waldrop

By: 

Title: President

Date: 03/05/2025

ATTACHMENT A

Quantity	Name of Product or Service
PCS Quote # 222042	



ERATE 2025 IC

Quote #222042 v1



Prepared For:
Greeneville City Schools
 Chuck Broyles
 129 W DEPOT ST
 GREENEVILLE, TN 37743-1102
 P: 4237878050
 E: broylesc@gcschools.net

Prepared by:
Headquarters
 Cathy Young
 1720 Topside Road
 Louisville, TN 37777
 P: 865.273.1960
 E: cyoung@pcsknox.com

Date Issued:
03.04.2025
 Expires:
07.01.2025

ERATE 2025 IC

Description	Price	Qty	Ext. Price
5420F-48P-4XE ExtremeSwitching 5420F 48 10/100/1000BASET FDX/HDX ExtremeSwitching 5420F 48 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP-DD 4 10G unpopulated SFP+ MACsec capable internal fixed PSU fans 1 unpopulated modular PSU slots. Includes 1 year XIQ Pilot clou	\$4,131.00	48	\$198,288.00
5420F-24P-4XE ExtremeSwitching 5420F 24 10/100/1000BASET FDX/HDX ExtremeSwitching 5420F 24 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP-DD 4 10G unpopulated SFP+ MACsec capable internal fixed PSU fans 1 unpopulated modular PSU slot. Includes 1 year XIQ Pilot cloud	\$2,687.00	2	\$5,374.00
5520-24X Extreme Networks 5520 24-port SFP+ Switch Extreme Networks 5520 24-port SFP+ Switch - Manageable - 3 Layer Supported - Modular - Optical Fiber - Rack-mountable	\$6,472.00	1	\$6,472.00
10061 Extreme Networks Power Cable - IEC320 EN60320 C13 NEMA 5-15 Extreme Networks Power Cable - IEC 320 EN 60320 C13 - NEMA 5-15(M)	\$6.00	52	\$312.00
XN-ACPWR-920W Extreme Networks 920W Power Supply Extreme Networks 920W Power Supply	\$622.00	2	\$1,244.00
XN-ACPWR-350W- FB Extreme Networks 350W AC PSU FB Extreme Networks 350W AC PSU FB - Plug-in Module - 350 W	\$0.00	1	\$0.00
Service - Fixed Fee PS Service - Fixed Fee PS Fixed fee labor for professional services or project work.	\$150.00	51	\$7,650.00
Subtotal:			\$219,340.00

Licensing

Description	Price	Qty	Ext. Price
XCIQ-PT054-C-EW -1YK12 EXTREMECLOUD IQ PILOT 5400 TIER 0 FOR 1YR CLOUD SU EXTREMECLOUD IQ PILOT 5400 TIER 0 FOR 1YR CLOUD SUBSCRIPTION WITH EXTREMEWORKS TAC OS (US K-12)	\$279.00	50	\$13,950.00
XCIQ-PT055-C-EW -1YK12 ExtremeCloud IQ Pilot 5500 Tier 0 for 1YR Cloud Su ExtremeCloud IQ Pilot 5500 Tier 0 for 1YR Cloud Subscription with ExtremeWorks TAC OS (US K-12)	\$389.00	1	\$389.00
Subtotal:			\$14,339.00



Quote Summary		Amount
ERATE 2025 IC		\$219,340.00
Licensing		\$14,339.00
	Total:	\$233,679.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Acceptance

Headquarters

Greenville City Schools

C. Young
 Cathy Young
 Signature / Name
 03/04/2025
 Date

Chuck Broyles *CB*
 Chuck Broyles
 Signature / Name
 3-5-2025
 Date
 Initials

LEA Name: Greenville City Schools

Billed Entity Number: 123346

Chuck Broyles

Personal Computer Systems, Inc.

149025290

Jeremy Waldrop

lwaldrop@pecknox.com

855-273-1950

68613

Internal Connections

Include BIMC SKUs as appropriate

Must Be Completed by School or School District (Applicant)

Must Be Completed by Vendor

Only required for vendors submitting equivalent product line quotes (different manufacturer than Column C)

School/Building Name (optional)	Category	Manufacturer Name	Description (optional)	Model Number	Estimated Quantity	Price/Unit	Extended Price (quantity * unit price)	Equivalent Make	Equivalent Model
Greenville High School	Switches	Extreme Networks	Switches	S420F-48P-4X6	19	\$4,131.00	\$78,489.00		
Greenville High School	Switches	Extreme Networks	Switches	S420F-24P-4X6	2	\$2,687.00	\$5,374.00		
Greenville High School	Switches	Extreme Networks	fiber switch for MDF distribution	S520-24x	1	\$6,472.00	\$6,472.00		
Greenville Middle School	Switches	Extreme Networks	Switches	S420F-48P-4X6	5	\$4,131.00	\$20,655.00		
Highland Elementary	Switches	Extreme Networks	Switches	S420F-48P-4X6	2	\$4,131.00	\$8,262.00		
Hal Fenard Elementary	Switches	Extreme Networks	Switches	S420F-48P-4X6	4	\$4,131.00	\$16,524.00		
Greene Technology Center	Switches	Extreme Networks	Switches	S420F-48P-4X6	8	\$4,131.00	\$33,048.00		
East View Elementary	Switches	Extreme Networks	Switches	S420F-48P-4X6	4	\$4,131.00	\$16,524.00		
Tusculum View Elementary	Switches	Extreme Networks	Switches	S420F-48P-4X6	5	\$4,131.00	\$20,655.00		
George Clem Operations Building	Switches	Extreme Networks	Switches	S420F-48P-4X6	1	\$4,131.00	\$4,131.00		
District Wide	Switches	Extreme Networks	Installation and Configuration	for S420F switch	51	\$150.00	\$7,650.00		
District Wide	Switches	Extreme Networks	power cables	for S420F switch	51	\$6.00	\$306.00		
District Wide	Switches	Extreme Networks	power supplies	for S420F switch	2	\$622.00	\$1,244.00		
				TOTAL			\$219,394.00		
Optional Items	Cable	Extreme Networks	Short Splicing Cable	20G-DACP-SFPDDZSM	0	\$173.00			
	Cable	Extreme Networks	Long Splicing Cable	20G-DACP-SFPDDLM	0	\$191.00			
	Licensing	Extreme Networks	Right to Use IQ Pilot Tier 0.1 Year	XCDQ-PT054-C-8W-1YK12	51	\$279.00	\$14,229.00		
	Licensing	Extreme Networks	Right to Use IQ Pilot Tier 0.1 Year	XCDQ-PT055-C-8W-1YK12	1	\$389.00	\$389.00		
Signature Below Accepts the Following:									
Term of Service: April 1, 2021 - June 30, 2026									
Purchase is contingent upon E-Rate funding approval									
Order may be canceled if E-Rate and/or local budget approval is not secured									
Accepted By (Signature)									
Print Name									
Title									
DATE									

* By submitting a quote in response to the Customer's request, and if selected, the Service Provider agrees to abide the Terms and Conditions of the referenced SMC and proceed with the project accordingly subject to coordination with the Customer.



Greenville Emergency and Rescue Squad, Inc.

P.O. Box 243
Greenville, Tenn 37744

March 25, 2025

To: Whom it may concern

Greenville Emergency & Rescue Squad is looking to acquire a school bus that is no longer going to be used. We are requesting said bus to have a training day for ourselves and other first responders in Greene county. Having a school bus to train with gives responding personnel training for if or when the time comes that we would need to extricate students in the event of a wreck. These types of training opportunities are very few and far between, and will give responding agencies invaluable lessons on the characteristics of a school bus as opposed to a personal vehicle. Thank you for your consideration.

Respectively Yours,

Captain, Cody Trammell
Greenville Emergency & Rescue Squad



RECIPIENT:

Phillip Graham

212 Tusculum Boulevard
Greeneville, Tennessee 37745
Phone: 423-787-8003

Quote #646

Sent on Feb 13, 2024

Total \$248,800.00

Product/Service	Description	Qty.	Unit Price	Total
Quote includes	Quote for Niswonger Performing Arts Center/Greenville High school includes- 8273 sq ft bordered exterior flat work 4" thick Remove/ haul off existing concrete Black beauty with dayton superior 05 borders Broomed concrete inside borders Concrete 4000 psi blend + air ent. Base stone #4 rebar 3' o.c. Expansion material Spray lock sealer Labor + Materials	1	\$248,800.00	\$248,800.00

Total \$248,800.00

Thank you for choosing World Concrete. To continue with your project, we will need a signature on the quote. We will then contact you and give you a start date and put you on the calendar. Payment goes as follows 50% at form work, 50% at completion.

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____

Greeneville City Schools

312 Floral St

Greeneville, Tennessee 37743

Phone: 423-787-8003

Fax: 423-787-8026

Bidding Information for:

GHS NPAC CONCRETE REPLACEMENT 2025

ADVERTISEMENT

Greeneville City Schools is currently requesting bids from a licensed contractor for the demolition and removal of existing concrete and brick pavers in two separate plaza spaces and the installation of specialty concrete and some stone paver work. Bid Packages can be obtained by contacting Mr. Phillip Graham at grahamp@gcschools.net or by calling 423-787-8003. Bids will be received up to bid opening on May 5, 2025, 2:00 PM EST.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

GENERAL INFORMATION

Greeneville City Schools is currently soliciting bids from a licensed contractor for the demolition and removal of existing concrete and brick pavers in two separate plaza spaces and the installation of specialty concrete and some stone paver work.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

QUESTIONS

Questions may be submitted in writing only via email or fax to:

Mr. Phillip Graham

Operations Supervisor

grahamp@gcschools.net

Phone 423-787-8003

Fax 423-787-8026

Questions will not be accepted after 5:00 pm on April 28th, 2025.

BIDS

Bids shall be submitted on the original bid form and shall be signed by an authorized agent of the company submitting the bid.

The Bidder's name must be placed on the sealed envelope containing the executed Bid Form and the entire bid packet with each page initialed including the drawings; otherwise, the Bid will not be considered. The envelope cover shall be plainly marked "GHS NPAC Concrete Replacement 2025". The envelope shall also include the license number of the contractor and delivered to:

Mr. Phillip Graham

Operations Supervisor

Greeneville City Schools

312 Floral Street

Greeneville, TN 37743

INFORMATION PROVIDED

Included in this document you will find:

1. Scope of Work and General Information.
2. Specifications for the concrete and materials required to complete the project.
3. Bid Form.
4. Information Sheet.

IMPORTANT DATES

April 28th 2025 5:00 pm EST deadline for questions to be submitted in writing.

May 5th, 2025 2:00 pm EST Bids will be opened at 312 Floral St. Greeneville Tn 37743.

INSTRUCTION TO BIDDERS

All bidders shall quote in conformance with the exact conditions and specifications outlined in this document. Voluntary alternates shall not be accepted unless the base bid information is provided. **Bids shall be submitted on the bid form in this packet along with the entire bid packet including drawings with each page initialed by the bidder.** Anyone wishing to submit a bid is required to arrange a site visit through the Greeneville City Schools Operations office. **Please call 423-787-8003 for an appointment. Only those who conduct a site visit with a GCS proof of visit form will be allowed to bid.**

BONDING

A bid bond in the amount of 5% of the total bid will be required to be submitted with the bid. Performance and payment bonds will be required by Greeneville City Schools at contract signing.

EMPLOYEE SCREENING

Employee Screening: Comply with Owner's requirements regarding drug and background screening of Contractor personnel working on the Project site.

1. Maintain list of approved screened personnel with Owner's Representative.

Handwritten signature or initials in blue ink, appearing to be 'TB'.

2. Provide background checks on all personnel as administered through the Tennessee Bureau of Investigation's Tennessee Applicant Processing Services (TAPS).

INSURANCE

All bidding parties must include proof of workers' compensation, one-million-dollar liability insurance policy listing Greeneville City Schools as additional insured, properly licensed and bonded in order to be considered.

VISITATION TO THE SITE

Contractors interested in taking detailed field measurements shall schedule a site visit with Mr. Phillip Graham. The contractor shall be responsible for take-off of all areas designated to ensure proper fit in all areas designated. No request for installation extras will be considered due to measurement or take-off errors by the contractor.

BID FORM

Completely fill in all the attached bid forms when submitting bid. Bid may not be split between bidders.

UNDERGROUND UTILITY LOCATION SERVICES

The contractor will be responsible for contacting the underground utility locating service before beginning any work. Any damage done to underground utilities will be repaired at the contractor's expense.

SUBSTITUTIONS

No substitutions will be accepted.



Greenville City Schools Bid Form

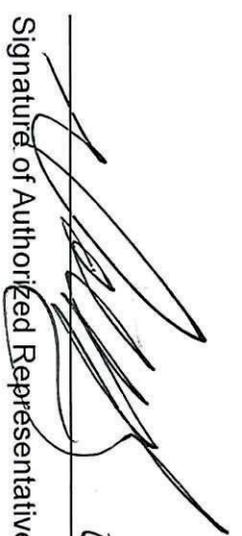
Contractor World Concrete

GHS NPAC Concrete Replacement 2025 Date: 5/5/25

Base Project Cost \$ 248,800

Alternate price for nosing (this price is not to be included in the base bid above and will be added to the base bid if the owner chooses this option).

Alternate \$ _____


Signature of Authorized Representative Title Date
owner S/S/25

INFORMATION SHEET

Installing Contractor:

Company Name World Concrete

Street Address 127 Cedar Creek Dr

City, State, Zip Gray TN 37615

Contact Name Matthew Bray

Phone Number 423-340-1631

Email worldconcrete@yahoo.com

Years in Business 26

Manufacturers Certified Installer Yes No

Provide references for projects of similar size and scope with color photos:

Project 1

The Niswonger Foundation

Street Address

223 N Main St

City, State, Zip

Greenville TN 37745

Contact Name

John Fisher

Phone Number

423-823-0100

Email

john@johnfisherarchitect.com

Project 2

Street Address

City, State, Zip

Contact Name

Phone Number

Email

12

Project 3

Street Address

City, State, Zip

Contact Name

Phone Number

Email



Bid Submission Check List

Please make sure you have completed the following:

- ✓ Included insurance certificate.
- ✓ Included GCS proof of site visit form.
- ✓ Included Bid bond (Not applicable if bid is under \$25,000).
- ✓ Initialed each page of the bid packet including any addenda if applicable.
- ✓ Clearly marked the envelope "Sealed Bid for GHS NPAC Concrete Replacement"
- ✓ Clearly listed the contractor's license number on the front of the envelope. (Not applicable if bid is under \$25,000)
- ✓ Sealed the envelope.

A handwritten signature in black ink, appearing to be the initials 'MS' or similar, located at the bottom left of the page.

Project Manual

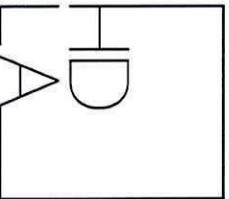
Greenville High School and NPAC Concrete Replacement

Greenville, Tennessee

March 18th, 2025

100% Construction Documents

LANDSCAPE ARCHITECT:



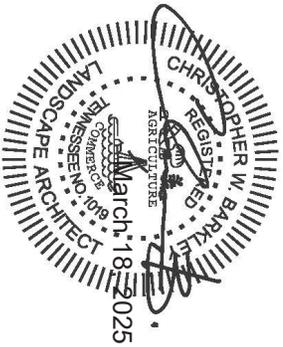
A handwritten signature or set of initials, possibly 'JB', located in the bottom right corner of the page.

GHS & NPAC CONCRETE REPLACEMENT
Greenville, Tennessee

HDLA

DOCUMENT 000107
PROFESSIONAL SEALS

DESIGN PROFESSIONALS OF RECORD FOR
GREENVILLE HIGH SCHOOL AND NPAC CONCRETE REPLACEMENT
Nashville, Tennessee



HDLA, LLC
Landscape Architect

END OF SEALS

000107 -1

PROFESSIONAL SEALS

18 March, 2025
100% Construction Documents

DOCUMENT 000110

TABLE OF CONTENTS

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

Section 000107	Professional Seals Page
Section 000110	Table of Contents
Section 003120	Weather Information

DIVISION 01 - GENERAL REQUIREMENTS

Section 011000	Summary of Work
Section 012600	Contract Modification Procedures
Section 012900	Payment Procedures
Section 013100	Project Management and Coordination
Section 013213	Project Scheduling
Section 013300	Submittal Procedures
Section 013323	Shop Drawings, Product Data and Samples
Section 014200	References
Section 014300	Quality Assurance
Section 014500	Qualifications and Selection Criteria
Section 015000	Temporary Facilities and Controls
Section 015639	Temporary Tree and Plant Protection
Section 016000	Product Requirements
Section 017123	Field Engineering
Section 017300	Execution Requirements
Section 017419	Construction Waste Management
Section 017423	Final Cleaning
Section 017700	Closeout Procedures
Section 017839	Project Record Documents

DIVISION 02 - EXISTING CONDITIONS

Section 024113	Selective Site Demolition and Removals
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DIVISION 03 - CONCRETE

NOT USED

DIVISION 04 - MASONRY

NOT USED

DIVISION 05 - METALS

NOT USED

DIVISIONS 06 - WOOD AND PLASTICS

NOT USED

DIVISION 07 - THERMAL AND MOISTURE PROTECTION

NOT USED

DIVISION 08 - WINDOWS AND DOORS

NOT USED

DIVISION 09 - FINISHES- WALL, CEILINGS, AND FLOORS
NOT USED

DIVISION 10 - SPECIALTIES
NOT USED

DIVISION 11
NOT USED

DIVISION 12
NOT USED

DIVISION 13 thru 25
NOT USED

DIVISION 26 – ELECTRICAL
NOT USED

DIVISIONS 27 thru 30
NOT USED

DIVISION 31 - EARTHWORK
NOT USED

DIVISION 32 - EXTERIOR IMPROVEMENTS
Section 033001 Cast-In-Place Concrete- Sitework
Section 035002 Black Beauty Concrete
Section 079201 Exterior Sealants

DIVISIONS 33- UTILITIES
NOT USED

DIVISIONS 34 thru 50
NOT USED

APPENDICES
Not Used

END OF TABLE OF CONTENTS

SECTION 003120
WEATHER INFORMATION

PART 1 - GENERAL

1.01 EXTENSIONS OF CONTRACT TIME

- A.** If the basis exists for an extension of time in accordance with paragraph 8.3 of the Conditions, an extension of time on the basis of weather may be granted only for the number of Weather Delay Days in excess of the number of days listed as the Standard Baseline for that month.

1.02 STANDARD BASELINE FOR AVERAGE CLIMATIC RANGE

- A.** The Owner has reviewed weather data available from the National Oceanic and Atmospheric Administration and determined a Standard Baseline of average climatic range for the State of Tennessee.
- 8. Standard Baseline is defined as the normal number of calendar days for each month during which construction activity exposed to weather conditions is expected to be prevented and suspended by cause of adverse weather. Suspension of construction activity for the number of days each month as listed in the Standard Baseline is included in the Work and is not eligible for extension of Contract Time.

- C.** Standard Baseline is as follows:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
12	11	8	7	7	6	7	5	4	5	6	11

1.03 ADVERSE WEATHER and WEATHER DELAY DAYS

- A.** Adverse Weather is defined as the occurrence of one or more of the following conditions within a twenty-four (24) hour day that prevents construction activity exposed to weather conditions or access to the site:
 - 1.** Precipitation (rain, snow, or ice) in excess of one-tenth inch (0.10") liquid measure.
 - 2.** Temperatures that do not rise above that required for the day's construction activity, if such temperature requirement is specified or accepted as standard industry practice.
 - 3.** Sustained wind in excess of twenty-five (25) m.p.h.
- B.** Adverse Weather may include, if appropriate, "dry-out" or "mud" days:
 - 18 March, 2025
 - 100% Construction Documents

003120 -2

WEATHER INFORMATION

1. resulting from precipitation days that occur beyond the standard baseline;
 2. only if there is a hindrance to site access or sitework and Contractor has taken all reasonable accommodations to avoid such hindrance; and,
 3. at a rate no greater than 1 make-up day for each day or consecutive days of precipitation beyond the standard baseline that total 1.0 inch or more, liquid measure, unless specifically recommended otherwise by the Designer.
- C.** A Weather Delay Day may be counted if adverse weather prevents work on the project for fifty percent (50%) or more of the contractor's scheduled work day and critical path construction activities were included in the day's schedule, including a weekend day or holiday if Contractor has scheduled construction activity that day.
- D.** Contractor shall take into account that certain construction activities are more affected by adverse weather and seasonal conditions than other activities, and that "dry-out" or "mud" days are not eligible to be counted as a Weather Delay Day until the standard baseline is exceeded. Hence, Contractor should allow for an appropriate number of additional days associated with the Standard Baseline days in which such applicable construction activities are expected to be prevented and suspended.

1.04 DOCUMENTATION AND SUBMITTALS

- A.** Submit daily jobsite work logs showing which and to what extent critical path construction activities have been affected by weather on a monthly basis.
8. Submit actual weather data to support claim for time extension obtained from nearest NOAA weather station or other independently verified source approved by Designer at beginning of project.
- C.** Use Standard Baseline data provided in this Section when documenting actual delays due to weather in excess of the average climatic range.
- D.** Organize claim and documentation to facilitate evaluation on a basis of calendar month periods, and submit in accordance with the procedures for Claims established in paragraph 4.3 of the Conditions.
- E.** If an extension of the Contract Time is appropriate, such extension shall be made in accordance with the provisions of Article 7 of the Conditions, and the applicable General Requirements.

END OF SECTION 003120

SECTION 011000 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 SCOPE OF WORK

- A. The scope of work for Greenville High School includes the demolition and removal of existing concrete and brick paving in two separate plaza spaces. This process will involve the careful extraction of the current materials to prepare a stable and properly graded sub-base. Once the removal is complete, new concrete will be installed in accordance with industry standards to ensure durability, functionality, and aesthetic appeal. The project will also include necessary site preparation, surface finishing, and clean-up to restore the plazas to a safe and visually appealing condition.

1.2 WORK SEQUENCE

- A. Contractor shall provide a work schedule that clearly defines the sequence in which the scope of work shall be completed. The sequence shall consider the impact to facilities and the most cost-effective approach to construction activities.
- B. Contractor shall complete work throughout the proposed sequence under the appropriate operating conditions.
- C. Coordinate the construction schedule and operations with the Owner's Representative, Landscape Architect, other subcontractors, and the Project Manager.
- D. Fulfill the Contractor's responsibilities of Section 01 43 00, paragraph 1.3 pertaining to project monitoring services, particularly with respect to proper advance notification.

1.3 STOP WORK

- A. If the Owner, the Owner's Representative, or the project administrator presents a written stop work order, immediately and automatically stop all work. Do not recommence work until authorized in writing by the Owner's Representative.

1.4 CONTRACTOR USE OF PREMISES

- A. Confine operations at the site to the areas permitted by: (1) Owner's Representative, (2) Ordinances, (3) Permits, (4) Law. Conform to site rules and regulations.
- B. Do not unreasonably encumber the site with materials or equipment. If additional storage is necessary, obtain and pay for such offsite storage.
- C. Lock vehicles, such as passenger cars and trucks and other mechanized or motorized construction equipment, when parked and unattended, to prevent unauthorized use.

Do not leave such vehicles or equipment unattended with the motor running or the ignition key in place or accessible to unauthorized persons.

D. Maintain existing buildings in a safe condition throughout the construction period. Take all precautions necessary to protect each building and its occupants from unauthorized persons.

E. Smoking or open fires will not be permitted on the premises.

PART 2 – PRODUCTS

(Not Used)

PART 3 – EXECUTION

(Note Used)

END OF SECTION 01 1000

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Architect's Supplemental Instructions", or other standard office format as practical for the supplemental instruction.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Proposal Requests issued by Architect are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
 - 2. Within seven days after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include an updated Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time

- B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change.
 - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 - 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - 4. Include an updated Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 - 5. Comply with requirements in Division 1 Section "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.
 - C. Proposal Request Form: Use AIA Document G709 for Proposal Requests.
- 1.5 PROCEDURES
- A. See the procedures included in "Change Modifications" of the Invitation to Bid

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

SECTION 01290 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.

1.3 DEFINITIONS

- A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.
 - 1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including the following:
 - a. Application for Payment forms with Continuation Sheets.
 - b. Submittals Schedule.
 - 2. Submit the Schedule of Values to Architect at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
 - B. Format and Content: Use the Project Manual table of contents as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section.
 - 1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's project number.
 - d. Contractor's and Subcontractor's name and address.
 - e. Date of submittal.

2. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:
 - a. Related Specification Section or Division.
 - b. Description of the Work.
 - c. Name of subcontractor.
 - d. Name of manufacturer or fabricator.
 - e. Name of supplier.
 - f. Change Orders (numbers) that affect value.
 - g. Dollar value.
 - 1) Percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.

3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate. Include separate line items under required principal subcontracts for operation and maintenance manuals, punch list activities, Project Record Documents, and demonstration and training in the amount of 5 percent of the Contract Sum.
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site. Include evidence of insurance or bonded warehousing if required.
6. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
7. Each item in the Schedule of Values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
 - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place shall be shown as separate line items in the Schedule of Values.
8. Schedule Updating: Update and resubmit the Schedule of Values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.
9. Include each Change Order as a new item or on a separate sheet.

1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous

applications and payments as certified by Architect and paid for by Owner.

1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: Unless stipulated otherwise, in the Owner/ Contractor Agreement, the date for each progress payment is the 25th day of each month. The period covered by each Application for Payment starts on the day following the end of the preceding period and ends 1 day before the date for each progress payment.
- C. Payment Application Forms: Use "Contractor's Payment Request" form included in the Invitation to Bid and AIA Document G703 Continuation Sheets as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Construction Manager. Architect will return incomplete applications without action.
 1. Entries shall match data on the Schedule of Values and Construction Schedule. Use updated schedules if revisions were made.
 2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- E. Transmittal: Submit (3) signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
 3. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- F. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from every entity who is lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
 1. Submit partial waivers on each item for amount requested, before deduction for retainage, on each item.
 2. When an application shows completion of an item, submit final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Delays: Submit each Application for Payment with Construction Manager's waiver of mechanic's lien for construction period covered by the application.
 - a. Submit final Application for Payment with or preceded by final

waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.

5. Waiver Forms: Submit waivers of lien on forms, executed in a manner acceptable to Owner.

G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:

1. List of subcontractors.
2. Schedule of Values.
3. Construction Schedule (preliminary if not final).
4. Products list.
5. Submittals Schedule (preliminary if not final).
6. List of staff assignments.
7. List of principal consultants.
8. Copies of building permits.
9. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
10. Initial progress report.
11. Report of preconstruction conference.
12. Certificates of insurance and insurance policies.
13. Performance and payment bonds.
14. Data needed to acquire Owner's insurance.
15. Initial settlement survey and damage report if required.

H. Application for Payment at Substantial Completion: After issuing the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

I. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:

1. Evidence of completion of Project closeout requirements.
2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
3. Updated final statement, accounting for final changes to the Contract Sum.
4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
6. AIA Document G707, "Consent of Surety to Final Payment."
7. Evidence that claims have been settled.

8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
9. Final, liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 - 1. Coordination Drawings.
 - 2. Administrative and supervisory personnel.
 - 3. Project meetings.
 - 4. Requests for Interpretation (RFIs).
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility will be assigned to a specific contractor.
- C. Related Sections include the following:
 - 1. Division 1 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
 - 2. Division 1 Section "Closeout Procedures" for coordinating closeout of the Contract.

1.3 DEFINITIONS

- A. RFI: Request from Contractor seeking interpretation or clarification of the Contract Documents.

1.4 COORDINATION

- A. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
 - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 - 2. Coordinate installation of different components with other contractors

- to ensure maximum accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.
 4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.
- C. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of Contractor's Construction Schedule.
 2. Preparation of the Schedule of Values.
 3. Installation and removal of temporary facilities and controls.
 4. Delivery and processing of submittals.
 5. Progress meetings.
 6. Pre-installation conferences.
 7. Project closeout activities.
 8. Startup and adjustment of systems.
 9. Project closeout activities.
- 1.5 SUBMITTALS
- A. Coordination Drawings: Prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.
1. Content: Project-specific information, drawn accurately to scale. Do not base Coordination Drawings on reproductions of the Contract Documents or standard printed data. Include the following information, as applicable:
 - a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
 - b. Indicate required installation sequences.
 - c. Indicate dimensions shown on the Contract Drawings and make specific note of dimensions that appear to be in conflict with submitted

equipment and minimum clearance requirements. Provide alternate sketches to Architect for resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

2. Sheet Size: At least 8-1/2 by 11 inches (215 by 280 mm) but no larger than 30 by 40 inches (750 by 1000 mm).
3. Number of Copies: Submit 6 (six) opaque copies of each submittal. Architect, through Construction Manager, will return one copy.
 - a. Submit 10 (ten) copies where Coordination Drawings are required for operation and maintenance manuals. Architect and Construction Manager will retain two copies; remainder will be returned. Mark up and retain one returned copy as a Project Record Drawing.
4. Refer to individual Sections for Coordination Drawing requirements for Work in those Sections.

- B. Requests for Interpretation: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents. Submit requests on CSI Form 13.2A, "Request for Interpretation."

- C. Key Personnel Names: Within 15 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.

1. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.6 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

- A. General: In addition to Project superintendent, provide other administrative and supervisory personnel as required for proper performance of the Work.

1. Include special personnel required for coordination of operations with other contractors.

1.7 PROJECT MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site, unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting.
Notify Owner and Architect of scheduled meeting dates and times.
Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
 2. Minutes: Record significant discussions and agreements achieved.
Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.
 3. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner, Construction Manager, and Architect, but no later than 15 days after execution of the Agreement. Hold the conference at Project site or another convenient location. Conduct the meeting to review responsibilities and personnel assignments.
- B. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner, Construction Manager, and Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Discuss items of significance that could affect progress, including the following:
 - a. Tentative construction schedule.
 - b. Phasing.
 - c. Critical work sequencing and long-lead items.
 - d. Designation of key personnel and their duties.
 - e. Procedures for processing field decisions and Change Orders.
 - f. Procedures for RFIs.
 - g. Procedures for testing and inspecting.
 - h. Procedures for processing Applications for Payment.
 - i. Distribution of the Contract Documents.
 - j. Submittal procedures.
 - k. SITES requirements.
 - l. Preparation of Record Documents.
 - m. Use of the premises.
 - n. Work restrictions.
 - o. Owner's occupancy requirements.
 - p. Responsibility for temporary facilities and controls.
 - q. Construction waste management and recycling.
 - r. Parking availability.
 - s. Office, work, and storage areas.
 - t. Equipment deliveries and priorities.
 - u. First aid.
 - v. Security.
 - w. Progress cleaning.
 - x. Working hours.

3. Minutes: Record and distribute meeting minutes.
- C. Pre-installation Conferences: Conduct a pre-installation conference at Project site before each construction activity that requires coordination with other construction.
 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect and Construction Manager of scheduled meeting dates.
 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
 - a. The Contract Documents.
 - b. Options.
 - c. Related RFIs.
 - d. Related Change Orders.
 - e. Purchases.
 - f. Deliveries.
 - g. Submittals (includes SITES submittals).
 - h. Review of mockups.
 - i. Possible conflicts.
 - j. Compatibility problems.
 - k. Time schedules.
 - l. Weather limitations.
 - m. Manufacturer's written recommendations.
 - n. Warranty requirements.
 - o. Compatibility of materials.
 - p. Acceptability of substrates.
 - q. Temporary facilities and controls.
 - r. Space and access limitations.
 - s. Regulations of authorities having jurisdiction.
 - t. Testing and inspecting requirements.
 - u. Installation procedures.
 - v. Coordination with other work.
 - w. Required performance results.
 - x. Protection of adjacent work.
 - y. Protection of construction and personnel.
 3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
 4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
 5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

- D. Progress Meetings: Conduct progress meetings at regular intervals, no further than 1 calendar month apart. Coordinate dates of meetings with preparation of payment requests.
 1. Attendees: In addition to representatives of Owner, Construction Manager, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Status of submittals (includes SITES submittals).
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.
 - 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Work hours.
 - 10) Hazards and risks.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Status of correction of deficient items.
 - 14) Field observations.
 - 15) RFIs.
 - 16) Status of proposal requests.
 - 17) Status of SITES documentation.
 - 18) Pending changes.
 - 19) Status of Change Orders.

- 20) Pending claims and disputes.
- 21) Documentation of information for payment requests.
3. Minutes: Record the meeting minutes.
4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
 - a. Schedule Updating: Revise Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
- E. Coordination Meetings: Conduct Project coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and pre-installation conferences.
 1. Attendees: Construction Manager, and each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to Combined Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - b. Schedule Updating: Revise Combined Contractor's Construction Schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
 - c. Review present and future needs of each contractor present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Status of submittals.
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Access.

- 7) Site utilization.
 - 8) Temporary facilities and controls.
 - 9) Work hours.
 - 10) Hazards and risks.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Change orders.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.8 REQUESTS FOR INTERPRETATION (RFIs)

- A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, and if not possible to request interpretation at Project meeting, prepare and submit an RFI in the form specified.
1. RFIs shall originate with Contractor. RFIs submitted by entities other than Contractor will be returned with no response.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:
1. Project name.
 2. Date.
 3. Name of Contractor.
 4. Name of Architect and Construction Manager.
 5. RFI number, numbered sequentially.
 6. Specification Section number and title and related paragraphs, as appropriate.
 7. Drawing number and detail references, as appropriate.
 8. Field dimensions and conditions, as appropriate.
 9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 10. Contractor's signature.
 11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.
 - a. Supplementary drawings prepared by Contractor shall include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments.
- C. Hard-Copy RFIs: CSI Form 13.2A form or equivalent.

1. Identify each page of attachments with the RFI number and sequential page number.
- D. Software-Generated RFIs: Software-generated form with substantially the same content as indicated above.
 1. Attachments shall be electronic files in Adobe Acrobat PDF format.

Architect's and Contractor's Action: Architect and Construction Manager will review each RFI, determine action required, and return it. Allow seven working days for Architect's response for each RFI. RFIs received after 1:00 p.m. will be considered as received the following working day.
 2. The following RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for coordination information already indicated in the Contract Documents.
 - d. Requests for adjustments in the Contract Time or the Contract Sum.
 - e. Requests for interpretation of Architect's actions on submittals.
 - f. Incomplete RFIs or RFIs with numerous errors.
 3. Architect's action may include a request for additional information, in which case Architect's time for response will start again.
 4. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 1 Section "Contract Modification Procedures."
 - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect and Construction Manager in writing within 10 days of receipt of the RFI response.
- E. On receipt of Architect's and Construction Manager's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect and Construction Manager within seven days if Contractor disagrees with response.
- F. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. Use CSI Log Form 13.2B. Include the following: Software log with not less than the following:
 1. Project name.
 2. Name and address of Contractor.
 3. Name and address of Architect and Construction Manager.
 4. RFI number including RFIs that were dropped and not submitted.
 5. RFI description.
 6. Date the RFI was submitted.

7. Date Architect's and Construction Manager's response was received.
8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SECTION 013213 – PROJECT SCHEDULING

PART THREE - EXECUTION

3.1 Schedule Development

- A. The Contractor and his Subcontractor personnel will meet to define activities and responsibilities that constitute all major aspects of the project (including submittals and materials delivery). The defined activities representing the work shall have durations no greater than 20 days. The schedule will include a standard period for submittal review and material procurement.
- B. A detailed rational database of activities will be developed and submitted within one (1) month of NTP using the Critical Path Method (CPM). All activities will have a predecessor and successor activity (except project award and completion). The schedule will be graphically presented in a bar chart format with the total float and the project baseline target displayed.
- C. At the completion of the project schedule development, all defined activities, submittals, and material deliveries will be set on a calendar that represents the project timeline beginning with the award through the contractual completion date.
- D. Approval by the Owner and or their agents of the initial project schedule is a condition precedent to receipt of the Contractor's 1st progress payment. When the project schedule is approved, it then becomes a baseline target by which the regular monthly updates are compared. Approval of the schedule by the Owner or the Owner's agents does not warrant, either expressly or implicitly, the feasibility, logic, and/or durations of activities; these matters are and remain the responsibility of the Contractor. Approval of the schedule by the Owner or the Owner's agents is only for the purpose of establishing that the schedule complies with the Contract Documents.

3.2 Schedule Maintenance

- A. Project schedule updates will be performed and submitted to the Owner on a monthly basis. The monthly project schedule update will include a project status report and an update log detailing changes made to the schedule.
- B. In the event the project schedule indicates Substantial Completion is fifteen (15) days or more later than required by the Contract, then the

Contractor shall develop a recovery schedule within seven (7) days. The recovery schedule shall include detailed descriptions of planned labor requirements, overtime, and logic changes necessary to bring the project into compliance with the Contract requirements.

- C. Available float in the project schedule shall not be considered for the exclusive use of either the Owner or the Contractor but rather for the benefit of the project.

END OF SECTION 013213

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Requirements:
 - 1. Section 017821 "Closeout Submittals" for submitting operation and maintenance manuals.

1.2 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Designer's responsive action.
- B. Informational Submittals: Written and graphic information and physical samples that do not require Designer's responsive action. Submittals may be rejected for not complying with requirements.

1.3 ACTION SUBMITTALS

- A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Designer and additional time for handling and reviewing submittals required by those corrections.

1.4 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. Designer's Digital Data Files: Electronic copies of digital data files of the Contract Drawings may be provided by Designer for Contractor's use in preparing submittals.
 - 1. Designer may at their discretion provide the Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings.
 - a. Designer makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
 - b. Contractor shall execute a data licensing agreement in the form of AIA Document C106, Digital Data Licensing Agreement or Agreement form acceptable to Owner and Designer.

- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 2. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. Designer reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Designer's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 calendar days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Designer will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 15 calendar days for review of each resubmittal.
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
 2. Name file with submittal number or other unique identifier, including revision identifier.
 - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).
 3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Designer.

4. Transmittal Form for Electronic Submittals: Use software-generated form from electronic project management software acceptable to Owner, containing the following information:
 - a. Project name.
 - b. Date.
 - c. Name and address of Designer.
 - d. Name of Contractor.
 - e. Name of firm or entity that prepared submittal.
 - f. Names of subcontractor, manufacturer, and supplier.
 - g. Category and type of submittal.
 - h. Submittal purpose and description.
 - i. Specification Section number and title.
 - j. Specification paragraph number or drawing designation and generic name for each of multiple items.
 - k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Related physical samples submitted directly.
 - n. Indication of full or partial submittal.
 - o. Transmittal number, numbered consecutively.
 - p. Submittal and transmittal distribution record.
 - q. Other necessary identification.
 - r. Remarks.
5. Metadata: Include the following information as keywords in the electronic submittal file metadata:
 - a. Project name.
 - b. Number and title of appropriate Specification Section.
 - c. Manufacturer name.
 - d. Product name.

- E. Options: Identify options requiring selection by Designer.
- F. Deviations: Identify deviations from the Contract Documents on submittals.
- G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
 - 1. Note date and content of previous submittal.
 - 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 - 3. Resubmit submittals until they are marked with approval notation from Designer's action stamp.
- H. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- I. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with reviewed notation from Designer's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements:
 - 1. Provide submittals as PDF electronic files directly to Designer.
 - a. Designer will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 - 1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
 - 2. Mark each copy of each submittal to show which products and options are applicable.
 - 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.

- d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
4. For equipment, include the following in addition to the above, as applicable:
- a. Wiring diagrams showing factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
5. Submit Product Data before or concurrent with Samples.
6. Submit Product Data in the following format:
- a. PDF electronic file.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.

2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 30 by 42 inches.
3. Submit Shop Drawings in the following format:
 - a. PDF electronic file.
- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
 1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of applicable Specification Section.
 3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
 4. Disposition: Maintain sets of approved Samples at Project site, available for quality control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
 - a. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
 5. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit two full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Designer will return submittal with options selected.
 6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product

proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

a. Number of Samples: Submit four sets of Samples. Designer will retain one Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record sample.

1) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:

1. Submit product schedule in the following format:
a. PDF electronic file.

F. Coordination Drawings Submittals: Comply with requirements specified in Section 013300 "Submittal Procedures."

G. Contractor's Construction Schedule: Comply with requirements specified in Section 013215 "Progress Schedules and Reports."

H. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014300 "Quality Assurance."

I. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017770 "Contract Close-Out."

J. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of designers and owners, and other information specified.

K. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

L. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.

M. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the

- Contract Documents. Include evidence of manufacturing experience where required.
- N. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- O. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- P. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
- Q. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- R. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project.
- S. Schedule of Tests and Inspections: Comply with requirements specified in Section 014300 "Quality Requirements."
- T. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- U. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- V. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.

2.2 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Designer.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF electronic file,

signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.

1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Designer.
- B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017770 "Contract Close-out."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 DESIGNER'S ACTION

- A. General: Designer will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Designer will review each submittal, make marks to indicate corrections or revisions required, and return it. Designer will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
- C. Informational Submittals: Designer will review each submittal and will not return it, or will return it if it does not comply with requirements. Designer will forward each submittal to appropriate party.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

SECTION 013323 - SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES

PART 1 - GENERAL

1.1 SUMMARY

- A. Products include, but are not limited to, the following:
 - 1. Shop Drawings.
 - 2. Product Data.
 - 3. Samples.
 - 4. Quality Assurance Submittals.
 - 6. Informational Submittals.
 - 7. Other Submittals.
- B. Execution:
 - 1. Coordinating Submission Scheduling: Submit Submittals with sufficient time for review, including of resubmittals, submittals for activities that require sequential steps, and simultaneous review for activities that are part of the same element of work. No extensions given for deadlines due to lack of sufficient time allowed by Contractor for review.
 - 2. Submission and Distribution: Label submittals with information outlined, allow sufficient space for AE's stamp, and submit using a Transmittal form.
 - 3. Designer's Actions: Designer will review, mark with an Action Stamp and indicate action taken, and return submittal. Work may not proceed until submittal is approved.

1.2 RELATED SECTIONS

- A. Section 013300 – Submittal Procedures

PART 2 - PRODUCTS

2.1 SHOP DRAWINGS

- A. Shop Drawings are documents prepared by contractors, manufacturers, suppliers, or subcontractors or to illustrate details and techniques for a portion of the work, usually to show compliance with the Contract Documents or to show how specialized work will be incorporated into the project. They are not Contract Documents, or standard documentation from the manufacturer.
- B. Shop Drawings include, but are not limited to:

1. Fabrication drawings.
 2. Installation drawings.
 3. Setting diagrams.
 4. Shopwork manufacturing instructions.
 5. Templates and patterns.
 6. Schedules.
 7. All Shop Drawings as required on Construction Set Drawings.
- C. Include the following information on Shop Drawings:
1. Equipment tags.
 2. Dimensions, including dimensions established by field measurement.
 3. Scale.
 4. Identification of products and materials included.
 5. Compliance with specified standards.
 6. Notation of coordination requirements.
 7. Construction sequences and relationships of separate components where necessary to avoid conflicts in utilization of the space available.
 8. Indication of deviation from Contract Documents, reproducible in black and white.
 9. Space for Contractor's review and action taken by A.E. See Part 3 "Execution."
- D. Shop Drawings Submittal Instructions (use in conjunction with Part 3 "Execution"):
1. Sheet Size: Except for templates, patterns, and similar full-size Drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches but no larger than 30 by 40 inches.
 2. Submit two (2) sets of Shop Drawings (minimum one for owner).

2.2 PRODUCT DATA

- A. Product Data are documents that illustrate physical appearance, size, performance capabilities and limitations, and other characteristics of materials and equipment for some portion of the work.
- B. Product Data include, but are not limited to:
 - 1. Manufacturer's product specifications.
 - 2. Manufacturer's installation instructions.
 - 3. Standard color charts.
 - 4. Catalog cuts.
 - 5. Roughing-in diagrams and templates.
 - 6. Standard wiring diagrams.
 - 7. Manufacturer's performance curves.
 - 8. Operational range diagrams.
 - 9. Mill reports.
 - 10. Standard product operating and maintenance manuals.
- C. Include the following information when preparing Product Data:
 - 1. Equipment tags.
 - 2. When Product Data includes information on several similar products, some of which are not required for use on the Project, mark copies clearly to enable black and white copying to indicate which products are applicable.
 - 3. When Product Data must be specially prepared for required products, materials, or systems because standard printed data are not suitable for use, submit as Shop Drawings not Product Data.
 - 4. Manufacturer's printed recommendations.
 - 5. Compliance with recognized trade association standards.
 - 6. Compliance with recognized testing agency standards.
 - 7. Application of testing agency labels and seals.
 - 8. Notation of dimensions verified by field measurement.
 - 9. Notation of coordination requirements.

D. Product Data Submittal Instructions (use in conjunction with Part 3 "Execution"):

1. Submit two (2) copies of each Product Data submittal (minimum one for owner)

2.3 SAMPLES

A. Samples are physical examples of materials, finishes, equipment, or workmanship that illustrate aesthetic and functional characteristics of a material or product and establish standards for work to be done. Samples shall be retained as part of the project record documents. Reference L0.00 for required samples.

B. Samples include, but are not limited to:

1. Project Materials:
 - a. Crab Orchard stone slab and caps
 - b. Corten steel
 - c. Amenity paint colors
 - d. Detectable domes
 - e. Soils
 - f. All mortar, grouts and sealants

C. Include the following when preparing Samples (use in conjunction with Part 3 "Execution"):

1. Submit full-size, fully fabricated Samples, cured and finished in the manner specified.
2. Mount, display, or package Samples in the manner specified to facilitate review of qualities indicated. Prepare Samples to match the Designer's sample where so indicated. Include the following information:
 - a. Material or product proposed for use.
 - b. Generic description of the Sample.
 - c. Size limitations.
 - d. Sample source.
 - e. Product name or name of manufacturer.
 - f. Compliance with recognized standards.
 - g. Compliance with governing regulations.
 - h. Availability.

- D. Samples Submittal Instructions (use in conjunction with Part 3 "Execution"):
 - 1. Submit two (2) Sample(s) (minimum one for owner), except as noted:
 - a. When variation in color, pattern, texture, or other characteristic is inherent in the material or product represented, submit Sample size large enough, or submit multiple Samples necessary, to show approximate limits of the variations.
 - b. Refer to other Specification Sections for requirements for Samples that illustrate workmanship, fabrication techniques, assembly details, connections, operation, and similar construction characteristics.
 - 2. Maintain Samples, as returned by the Designer, at the Project Site, available for quality control comparisons throughout the course of construction activity, except as noted:
 - a. Refer to other Specification Sections for Samples to be returned to the Contractor for incorporation in the Work. Such Samples must be in an undamaged condition at time of use. On the transmittal form, indicate such special requests about disposition of Sample submittals.
 - b. Samples not incorporated into the Work or otherwise designated as the Owner's property, are the property of the Contractor and shall be removed from the site prior to Substantial Completion.
 - 3. Unless the Designer observes noncompliance with provisions of the Contract Documents, the submittal may be used to obtain final acceptance and serve as the final submittal.
- 2.4 QUALITY ASSURANCE SUBMITTALS
- A. Quality Assurance Submittals are records that document that a facility, system or assembly meets defined objectives and criteria.
 - B. Quality Assurance Submittals include, but are not limited to:
 - 1. Design data.
 - 2. Certifications. Where other Sections of the Specifications require certification that a product, material, or installation complies with specified requirements, submit a notarized certification from the manufacturer certifying compliance with specified requirements.

- a. Signature: Certification shall be signed by an officer of the manufacturer or other individual authorized to sign documents on behalf of the company.
3. Manufacturer's instructions.
4. Manufacturer's Field Reports.
5. Inspections and Test Reports.
6. Original Field Checklists. Original checklists or forms used by the factory or field technician are required.
7. Test Reports.

C. Include the following when preparing Quality Assurance Submittals:

1. Project Number and Name.
2. Equipment tags.
- D. Quality Assurance Submittals Submittal Instructions (use in conjunction with Part 3 "Execution"):
 1. Submit two (2) copies of Quality Assurance Submittals (minimum one for owner).

2.5 INFORMATIONAL SUBMITTALS

- A. Informational Submittals are records that document the information the AE requires to verify performance and quality control of project requirements, but do not require approval. They are also used as verification and certification that the installed work or portion of the work meets the specified requirements.
- B. Informational Submittals include (but are not limited to):
 1. Meeting Minutes.
 2. Construction Photographs.
- C. Include the following when preparing Informational Submittals (use in conjunction with Part 3 "Execution"):
 1. Project Number and Name.
 2. Equipment tags. D. Informational Submittals Submittal Instructions (use in conjunction with Part 3 "Execution"):
 1. Submit two (2) copies of Informational Submittals (minimum one for owner).

2.6 OTHER SUBMITTALS

- A. Other Submittals are records that document some part or associated part of the construction Work not previously covered.
- B. Other Submittals may include (but are not limited to):
 - 1. Warranties.
- C. Include the following when preparing Other Submittals (use in conjunction with Part 3 "Execution"):
 - 1. Project Number and Name.
 - 2. Equipment tags.
- D. Other Submittals Submittal Instructions (use in conjunction with Part 3 "Execution"):
 - 1. Submit two (2) copies of Other Submittals (minimum one for owner).

PART 3 - EXECUTION

3.1 COORDINATING SUBMISSION SCHEDULING:

- A. To avoid the need to delay installation as a result of the time required to process submittals, allow sufficient time for submittal review, including time for resubmittals.
 - 1. Allow 3 weeks for the Coordinating Contractor's and Designer's review of each submittal.
 - 2. Allow additional time if the Coordinating Contractor and Designer must delay processing to permit coordination with other submittals, due to:
 - a. Activities that require sequential steps.
 - b. Activities that are part of the same element of work.
 - 3. When necessary to provide an intermediate submittal, process the intermediate submittal in the same manner as the initial submittal.
 - 4. The Owner will not authorize an extension of time because of the Contractor's failure to transmit submittals to the Coordinating Contractor and Designer sufficiently in advance of the Work to permit processing.

3.2 SUBMISSION AND DISTRIBUTION:

- A. Prepare Submittals as follows:

1. Place a permanent label or title block on each submittal for identification.
2. Indicate name of the firm or entity that prepared each submittal on the label or title block.
3. Provide a space approximately 4 by 5 inches on the label or beside the title block to record the Contractor's review and approval markings and the action taken by the Designer.
4. Include the following information on the label for processing and recording action taken.
 - a. Project Number and Name.
 - b. Date.
 - c. Name and address of the Designer.
 - d. Name and address of the Contractor.
 - e. Name and address of the subcontractor.
 - f. Name and address of the supplier.
 - g. Name of the manufacturer.
 - h. Number and title of appropriate Specification Section.
 - i. Drawing number and detail references, as appropriate.
5. Give a unique number to the submittal as follows: ssssss-nn-rr
 - a. s = specification number n = next sequential number r = revision number
 - b. Indicate unique number on both submittal and transmittal form.
- B. Transmit each submittal by use of a transmittal form.
- C. Resubmittals: Each resubmittal should indicate whether it fully replaces the previous submittal, replaces a portion of a previous submittal, or is in addition to a previous submittal.
 1. If a resubmittal replaces a portion of a previous submittal, indicate previous unique submittal number, and indicate clearly by page numbers, section numbers, or section title the portion of the previous submittal replaced.

2. If a resubmittal is in addition to a previous submittal, indicate previous submittal by unique submittal number.
- D. Submit number of copies as indicated in each section of Part 2.

3.3 DESIGNER'S ACTIONS

- A. Except for Informational Submittals where no action and return of submittals is required, the Designer will review each submittal, mark to indicate the action taken, and return.
- B. Action Stamp: The Designer will stamp each submittal with a uniform action stamp. The Designer will mark the stamp appropriately to indicate the action taken, as follows:
 1. Reviewed: Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents. Final acceptance will depend on that compliance.
 2. Furnish As Corrected: Work covered by the submittal may proceed provided it complies with both the Designer's notations or corrections on the submittal and requirements of the Contract Documents. Final acceptance will depend on that compliance.
 3. Revise/Resubmit or Rejected/Resubmit: Do not proceed with the Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal according to the Designer's notations. Resubmit without delay. Repeat if necessary to obtain an "Reviewed" or "Furnish As Corrected" action mark.

END OF SECTION 013323

and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.
- C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.
- D. Abbreviations and Acronyms for Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the organizations responsible for the standards and regulations in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

ADAAG	Americans with Disabilities Act (ADA) Architectural Barriers Act (ABA) Accessibility Guidelines for Buildings and Facilities Available from Access Board www.access-board.gov	(800) 872-2253 (202) 272-0080
CFR	Code of Federal Regulations Available from Government Printing Office www.gpoaccess.gov/cfr/index.html	(866) 512-1800 (202) 512-1800
DOD	Department of Defense Military Specifications and Standards Available from Department of Defense Single Stock Point http://dodssp.daps.dla.mil	(215) 697-6257
DSCC	Defense Supply Center Columbus (See FS)	
FED-STD	Federal Standard (See FS)	
FS	Federal Specification Available from Department of Defense Single Stock Point http://dodssp.daps.dla.mil Available from Defense Standardization Program www.dps.dla.mil Available from General Services Administration www.gsa.gov	(215) 697-6257 (202) 619-8925

Available from National Institute of Building Sciences
www.nibs.org

FTMS Federal Test Method
Standard (See FS)

MIL (See MILSPEC)

MIL-STD (See MILSPEC)

MILSPEC Military Specification and Standards
Available from Department of Defense Single Stock
Point (215) 697-6257

<http://dodssp.daps.dla.mil>

UFAS Uniform Federal Accessibility Standards (800) 872-2253
Available from Access Board www.access-board.gov (202) 272-0080

1.4 ABBREVIATIONS AND ACRONYMS

A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

AA	Aluminum Association, Inc. (The) www.aluminum.org	(703) 358 2960
AAADM	American Association of Automatic Door Manufacturers www.aaadm.com	(216) 241-7333
AABC	Associated Air Balance Council www.aabchq.com	(202) 737-0202
AAMA	American Architectural Manufacturers Association www.aamanet.org	(847) 303-5664
AASHTO	American Association of State Highway and Transportation Officials www.transportation.org	(202) 624-5800
AATCC	American Association of Textile Chemists and Colorists (The) www.aatcc.org	(919) 549-8141
ABAA	Air Barrier Association of America www.airbarrier.org	(866) 956-5888

ABMA	American Bearing Manufacturers Association www.abma-dc.org	(202) 367-1155
ACI	ACI International (American Concrete Institute) www.aci-int.org	(248) 848-3700
ACPA	American Concrete Pipe Association www.concrete-pipe.org	(972) 506-7216
AEIC	Association of Edison Illuminating Companies, Inc. (The) www.aeic.org	(205) 257-2530
AF&PA	American Forest & Paper Association www.afandpa.org	(800) 878-8878 (202) 463-2700
AGA	American Gas Association www.aga.org	(202) 824-7000
AGC	Associated General Contractors of America (The) www.agc.org	(703) 548-3118
AHA	American Hardboard Association (Now part of CPA)	
AHAM	Association of Home Appliance Manufacturers www.aham.org	(202) 872-5955
AI	Asphalt Institute www.asphaltinstitute.org	(859) 288-4960
AIA	American Institute of Architects (The) www.aia.org	(800) 242-3837 (202) 626-7300
AISC	American Institute of Steel Construction www.aisc.org	(800) 644-2400 (312) 670-2400
AISI	American Iron and Steel Institute www.steel.org	(202) 452-7100
AITC	American Institute of Timber Construction www.aitc-glulam.org	(303) 792-9559
ALCA	Associated Landscape Contractors of America (Now PLANET - Professional Landcare Network)	
ALSC	American Lumber Standard Committee, Incorporated www.alsc.org	(301) 972-1700
AMCA	Air Movement and Control Association International, Inc. www.amca.org	(847) 394-0150

ANSI	American National Standards Institute www.ansi.org	(202) 293-8020
AOSA	Association of Official Seed Analysts, Inc. www.aosaseed.com	(505) 522-1437
APA	APA - The Engineered Wood Association www.apawood.org	(253) 565-6600
APA	Architectural Precast Association www.archprecast.org	(239) 454-6989
API	American Petroleum Institute www.api.org	(202) 682-8000
ARI	Air-Conditioning & Refrigeration Institute www.ari.org	(703) 524-8800
ARMA	Asphalt Roofing Manufacturers Association www.asphaltr roofing.org	(202) 207-0917
ASCE	American Society of Civil Engineers www.asce.org	(800) 548-2723 (703) 295-6300
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers www.ashrae.org	(800) 527-4723 (404) 636-8400
ASME	ASME International (The American Society of Mechanical Engineers International) www.asme.org	(800) 843-2763 (973) 882-1170
ASSE	American Society of Sanitary Engineering www.asse-plumbing.org	(440) 835-3040
ASTM	ASTM International (American Society for Testing and Materials International) www.astm.org	(610) 832-9585
AWCI	AWCI International (Association of the Wall and Ceiling Industry International) www.awci.org	(703) 534-8300
AWCMA	American Window Covering Manufacturers Association (Now WCSC)	
AWI	Architectural Woodwork Institute www.awinet.org	(800) 449-8811 (703) 733-0600
AWPA	American Wood-Preservers' Association www.awpa.com	(334) 874-9800
AWS	American Welding Society www.aws.org	(800) 443-9353 (305) 443-9353

GHS & NPAC CONCRETE REPLACEMENT
Greenville, Tennessee

HDLA

AWWA	American Water Works Association www.awwa.org	(800) 926-7337 (303) 794-7711
BHMA	Builders Hardware Manufacturers Association www.buildershardware.com	(212) 297-2122
BIA	Brick Industry Association (The) www.bia.org	(703) 620-0010
BICSI	BICSI www.bicsi.org	(800) 242-7405 (813) 979-1991
BIFMA	BIFMA International (Business and Institutional Furniture Manufacturer's Association International) www.bifma.com	(616) 285-3963
BISSC	Baking Industry Sanitation Standards Committee www.bissc.org	(866) 342-4772
CCC	Carpet Cushion Council www.carpetcushion.org	(203) 637-1312

GHS & NPAC CONCRETE REPLACEMENT

HDLA

Greenville, Tennessee

CDA	Copper Development Association www.copper.org	(800) 232-3282 (212) 251-7200
CEA	Canadian Electricity Association www.canelect.ca	(613) 230-9263
CFFA	Chemical Fabrics & Film Association, Inc. www.chemicalfabricsandfilm.com	(216) 241-7333
CGA	Compressed Gas Association www.cganet.com	(703) 788-2700
CIMA	Cellulose Insulation Manufacturers Association www.cellulose.org	(888) 881-2462 (937) 222-2462
CISCA	Ceilings & Interior Systems Construction Association www.cisca.org	(630) 584-1919
CISPI	Cast Iron Soil Pipe Institute www.cispi.org	(423) 892-0137
CLFMI	Chain Link Fence Manufacturers Institute www.chainlinkinfo.org	(301) 596-2583
CPA	Composite Panel Association www.pbmdf.com	(301) 670-0604
CPPA	Corrugated Polyethylene Pipe Association www.cppa-info.org	(800) 510-2772 (202) 462-9607
CRI	Carpet & Rug Institute (The) www.carpet-rug.com	(800) 882-8846 (706) 278-3176
CRSI	Concrete Reinforcing Steel Institute www.crsi.org	(847) 517-1200
CSA	CSA International (Formerly: IAS - International Approval Services) www.csa-international.org	(866) 797-4272 (416) 747-4000
CSI	Cast Stone Institute www.caststone.org	(770) 972-3011
CSI	Construction Specifications Institute (The) www.csinet.org	(800) 689-2900 (703) 684-0300
CSSB	Cedar Shake & Shingle Bureau www.cedarbureau.org	(604) 820-7700
CTI	Cooling Technology Institute (Formerly: Cooling Tower Institute) www.cti.org	(281) 583-4087
DHI	Door and Hardware Institute www.dhi.org	(703) 222-2010

EIA	Electronic Industries Alliance www.eia.org	(703) 907-7500
EIMA	EIFS Industry Members Association www.eima.com	(800) 294-3462 (770) 968-7945
EJCDC	Engineers Joint Contract Documents Committee www.ejdc.org	(703) 295-5000
EJMA	Expansion Joint Manufacturers Association, Inc. www.ejma.org	(914) 332-0040
ESD	ESD Association www.esda.org	(315) 339-6937
FIBA	Federation Internationale de Basketball Amateur (The International Basketball Federation) www.fiba.com	41 22 545 00 00
FIVB	Federation Internationale de Volleyball (The International Volleyball Federation) www.fivb.ch	41 21 345 35 35
FMG	FM Global (Formerly: FM - Factory Mutual System) www.fmglobal.com	(401) 275-3000
FMRC	Factory Mutual Research (Now FMG)	
FRSA	Florida Roofing, Sheet Metal & Air Conditioning Contractors Association, Inc. www.floridarroof.com	(407) 671-3772
FSA	Fluid Sealing Association www.fluidsealing.com	(610) 971-4850
FSC	Forest Stewardship Council www.fsc.org	49 228 367 66 0
GA	Gypsum Association www.gypsum.org	(202) 289-5440
GANA	Glass Association of North America www.glasswebsite.com	(785) 271-0208
GRI	(Now GSI)	
GS	Green Seal www.greenseal.org	(202) 872-6400
GSI	Geosynthetic Institute www.geosynthetic-institute.org	(610) 522-8440

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HI	Hydraulic Institute www.pumps.org	(888) 786-7744 (973) 267-9700
HI	Hydronics Institute www.gamanet.org	(908) 464-8200
HMMA	Hollow Metal Manufacturers Association (Part of NAAMM)	
HPVA	Hardwood Plywood & Veneer Association www.hpva.org	(703) 435-2900
HPW	H. P. White Laboratory, Inc. www.hpwhite.com	(410) 838-6550
IAS	International Approval Services (Now CSA International)	
IBF	International Badminton Federation www.infbadfed.org	(6-03) 9283- 7155
ICEA	Insulated Cable Engineers Association, Inc. www.icea.net	(770) 830-0369
ICRI	International Concrete Repair Institute, Inc. www.icri.org	(847) 827-0830
IEC	International Electrotechnical Commission www.iec.ch	41 22 919 02 11
IEEE	Institute of Electrical and Electronics Engineers, Inc. (The) www.ieee.org	(212) 419-7900
IESNA	Illuminating Engineering Society of North America www.iesna.org	(212) 248-5000
IEST	Institute of Environmental Sciences and Technology www.iest.org	(847) 255-1561
IGCC	Insulating Glass Certification Council www.igcc.org	(315) 646-2234
IGMA	Insulating Glass Manufacturers Alliance www.igmaonline.org	(613) 233-1510
ILI	Indiana Limestone Institute of America, Inc. www.iliai.com	(812) 275-4426
ISO	International Organization for Standardization www.iso.ch	41 22 749 01 11
	Available from ANSI www.ansi.org	(202) 293-8020
ISSFA	International Solid Surface Fabricators Association	(877) 464-7732

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REFERENCES

	www.issfa.net	(702) 567-8150
ITS	Intertek www.intertek.com	(800) 345-3851 (713) 407-3500
ITU	International Telecommunication Union www.itu.int/home	41 22 730 51 11
KCMA	Kitchen Cabinet Manufacturers Association www.kcma.org	(703) 264-1690
LMA	Laminating Materials Association (Now part of CPA)	
LPI	Lightning Protection Institute www.lighthouse.org	(800) 488-6864 (804) 314-8955
MBMA	Metal Building Manufacturers Association www.mbma.com	(216) 241-7333
MFMA	Maple Flooring Manufacturers Association, Inc. www.maplefloor.org	(847) 480-9138
MFMA	Metal Framing Manufacturers Association www.metalframingmfg.org	(312) 644-6610
MH	Material Handling (Now MHIA)	
MHIA	Material Handling Industry of America www.mhia.org	(800) 345-1815 (704) 676-1190
MIA	Marble Institute of America www.marble-institute.com	(440) 250-9222
MPI	Master Painters Institute www.paintinfo.com	(888) 674-8937
MSS	Manufacturers Standardization Society of The Valve and Fittings Industry Inc. www.mss-hq.com	(703) 281-6613
NAAMM	National Association of Architectural Metal Manufacturers www.naamm.org	(312) 332-0405
NACE	NACE International (National Association of Corrosion Engineers International) www.nace.org	(800) 797-6623 (281) 228-6200
NADCA	National Air Duct Cleaners Association www.nadca.com	(202) 737-2926
NAGWS	National Association for Girls and Women in Sport	(800) 213-7193,

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www.adhperd.org/nagws/

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ext. 453

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REFERENCES

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NAIMA	North American Insulation Manufacturers Association www.naima.org	(703) 684-0084
NBGQA	National Building Granite Quarries Association, Inc. www.nbgqa.com	(800) 557-2848
NCAA	National Collegiate Athletic Association (The) www.ncaa.org	(317) 917-6222
NCMA	National Concrete Masonry Association www.ncma.org	(703) 713-1900
NCPI	National Clay Pipe Institute www.ncpi.org	(262) 248-9094
NCTA	National Cable & Telecommunications Association www.ncta.com	(202) 775-3550
NEBB	National Environmental Balancing Bureau www.nebb.org	(301) 977-3698
NECA	National Electrical Contractors Association www.necanet.org	(301) 657-3110
NeLMA	Northeastern Lumber Manufacturers' Association www.nelma.org	(207) 829-6901
NEMA	National Electrical Manufacturers Association www.nema.org	(703) 841-3200
NETA	International Electrical Testing Association www.netaworld.org	(888) 300-6382 (303) 697-8441
NFHS	National Federation of State High School Associations www.nfhs.org	(317) 972-6900
NFPA	NFPA (National Fire Protection Association) www.nfpa.org	(800) 344-3555 (617) 770-3000
NFRC	National Fenestration Rating Council www.nfrc.org	(301) 589-1776
NGA	National Glass Association www.glass.org	(866) 342-5642 (703) 442-4890
NHLA	National Hardwood Lumber Association www.nathardwood.org	(800) 933-0318 (901) 377-1818
NLGA	National Lumber Grades Authority www.nlga.org	(604) 524-2393
NOFMA	NOFMA: The Wood Flooring Manufacturers Association (Formerly: National Oak Flooring Manufacturers Association)	(901) 526-5016

	www.nofma.org	
NRCA	National Roofing Contractors Association www.nrca.net	(800) 323-9545 (847) 299-9070
NRMCA	National Ready Mixed Concrete Association www.nrmca.org	(888) 846-7622 (301) 587-1400
NSF	NSF International (National Sanitation Foundation International) www.nsf.org	(800) 673-6275 (734) 769-8010
NSSGA	National Stone, Sand & Gravel Association www.nssga.org	(800) 342-1415 (703) 525-8788
NTMA	National Terrazzo & Mosaic Association, Inc. (The) www.ntma.com	(800) 323-9736 (540) 751-0930
NTRMA	National Tile Roofing Manufacturers Association (Now TRI)	
NWWDA	National Wood Window and Door Association (Now WDMA)	
OPL	Omega Point Laboratories, Inc. (Acquired by ITS - Intertek) www.opl.com	(800) 966-5253 (210) 635-8100
PCI	Precast/Prestressed Concrete Institute www.pci.org	(312) 786-0300
PDCA	Painting & Decorating Contractors of America www.pdca.com	(800) 332-7322 (314) 514-7322
PDI	Plumbing & Drainage Institute www.pdionline.org	(800) 589-8956 (978) 557-0720
PGI	PVC Geomembrane Institute http://pgi-tp.ce.uiuc.edu	(217) 333-3929
PLANET	Professional Landcare Network (Formerly: ACLA - Associated Landscape Contractors of America)	(800) 395-2522 (703) 736-9666

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www.landcarenetwork.org

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PTI Post-Tensioning
Institute www.post-tensioning.org

(602) 870-
7540

RCSC Research Council on Structural Connections
www.boltcouncil.org

(800) 644-
2400
(312) 670-
2400

RFCI Resilient Floor Covering Institute
www.rfci.com

(301) 340-
8580

RIS Redwood Inspection Service
www.calredwood.org

(888) 225-
7339
(415) 382-
0662

RTI	(Formerly: NTRMA - National Tile Roofing Manufacturers Association) (Now TRI)	
SAE	SAE International www.sae.org	(877) 606-7323 (724) 776-4841
SDI	Steel Deck Institute www.sdi.org	(847) 458-4647
SDI	Steel Door Institute www.steeldoor.org	(440) 899-0010
SEFA	Scientific Equipment and Furniture Association www.sefidbs.com	(516) 294-5424
SGCC	Safety Glazing Certification Council www.sgcc.org	(315) 646-2234
SIA	Security Industry Association www.siaonline.org	(703) 683-2075
SIGMA	Sealed Insulating Glass Manufacturers Association (Now IGMA)	
SJI	Steel Joist Institute www.steeljoist.org	(843) 626-1995
SMA	Screen Manufacturers Association www.smacentral.org	(561) 533-0991
SMACNA	Sheet Metal and Air Conditioning Contractors' National Association www.smacna.org	(703) 803-2980
SMPTTE	Society of Motion Picture and Television Engineers www.smpte.org	(914) 761-1100
SPFA	Spray Polyurethane Foam Alliance (Formerly: SPI/SPFD - The Society of the Plastics Industry, Inc.; Spray Polyurethane Foam Division) www.sprayfoam.org	(800) 523-6154
SPIB	Southern Pine Inspection Bureau (The) www.spib.org	(850) 434-2611
SPRI	Single Ply Roofing Industry www.spri.org	(781) 647-7026
SSINA	Specialty Steel Industry of North America	(800) 982-0355

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www.ssiind.com

SSPC SSPC: The Society for Protective Coatings
www.sspc.org

(202) 342-8630

(877) 281-7772

(412) 281-2331

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STI	Steel Tank Institute www.steeltank.com	(847) 438-8265
SWI	Steel Window Institute www.steelwindows.com	(216) 241-7333
SWRI	Sealant, Waterproofing, & Restoration Institute www.swrionline.org	(816) 472-7974
TCA	Tile Council of America, Inc. www.tileusa.com	(864) 646-8453
TIA/EIA	Telecommunications Industry Association/Electronic Industries Alliance www.tiaonline.org	(703) 907-7700
TMS	The Masonry Society www.masonrysociety.org	(303) 939-9700
TP1	Truss Plate Institute, Inc. www.tpinst.org	(703) 683-1010
TP1	Turfgrass Producers International www.turfgrassod.org	(847) 649-5555
TRI	Tile Roofing Institute (Formerly: RTI - Roof Tile Institute) www.tilerroofing.org	(312) 670-4177
UL	Underwriters Laboratories Inc. www.ul.com	(877) 854-3577 (847) 272-8800
UNI	Uni-Bell PVC Pipe Association www.uni-bell.org	(972) 243-3902
USAV	USA Volleyball www.usavolleyball.org	(888) 786-5539 (719) 228-6800
USGBC	U.S. Green Building Council www.usgbc.org	(202) 828-7422
USITT	United States Institute for Theatre Technology, Inc. www.usitt.org	(800) 938-7488 (315) 463-6463
WASTEC	Waste Equipment Technology Association www.wastec.org	(800) 424-2869 (202) 244-4700
WCLIB	West Coast Lumber Inspection Bureau www.wclib.org	(800) 283-1486 (503) 639-0651
WCMA	Window Covering Manufacturers Association (Now WCSC)	
WCSC	Window Covering Safety Council (Formerly: WCMA - Window Covering Manufacturers)	(800) 506-4636 (212) 297-2109

Association)
www.windowcoverings.org

WDMA Window & Door Manufacturers Association (800) 223-2301
(Formerly: NWWDA - National Wood Window and (847) 299-5200
Door Association)
www.wdma.com

WI Woodwork Institute (Formerly: WIC - Woodwork (916) 372-9943
Institute of California)
www.wicnet.org

WIC Woodwork Institute of California
(Now WI)

WMMMPA Wood Moulding & Millwork Producers Association (800) 550-7889
www.wmmpa.com (530) 661-9591

WSRCA Western States Roofing Contractors Association (800) 725-0333
www.wsrca.com (650) 570-5441

WWPA Western Wood Products (503) 224-3930
Association www.wwpa.org

B. Code Agencies: Where abbreviations and in Specifications or
acronyms are used other
Contract Documents, they shall mean the recognized name of the entities in the
following list. Names, telephone numbers, and Web sites are subject to change
and are believed to be accurate and up-to-date as of the date of the Contract
Documents.

BOCA BOCA International, Inc.
(See ICC)

IAPMO International Association of Plumbing and Mechanical Officials (909) 472-
4100
www.iapmo.org

ICBO International Conference of Building
Officials (See ICC)

ICBO ES ICBO Evaluation Service, Inc.
(See ICC-ES)

ICC International Code Council (888) 422-
7233
www.iccsafe.org (703) 931-
4533

ICC-ES ICC Evaluation Service, Inc. (800)

423-
6587

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www.icc-es.org
0543

SBCCI Southern Building Code Congress
International, Inc. (See ICC)

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(562) 699-

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REFERENCES

C. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

CE	Army Corps of Engineers www.usace.army.mil	
CPSC	Consumer Product Safety Commission www.cpsc.gov	(800) 638-2772 (301) 504-7923
DOC	Department of Commerce www.commerce.gov	(202) 482-2000
DOD	Department of Defense http://.dodssp.ddps.dla.mil	(215) 697-6257
DOE	Department of Energy www.energy.gov	(202) 586-9220
EPA	Environmental Protection Agency www.epa.gov	(202) 272-0167
FAA	Federal Aviation Administration www.faa.gov	(866) 835-5322
FCC	Federal Communications Commission www.fcc.gov	(888) 225-5322
FDA	Food and Drug Administration www.fda.gov	(888) 463-6332
GSA	General Services Administration www.gsa.gov	(800) 488-3111
HUD	Department of Housing and Urban Development www.hud.gov	(202) 708-1112
LBL	Lawrence Berkeley National Laboratory www.lbl.gov	(510) 486-4000
NCHRP	National Cooperative Highway Research Program (See TRB)	
NIST	National Institute of Standards and Technology www.nist.gov	(301) 975-6478
OSHA	Occupational Safety & Health Administration www.osha.gov	(800) 321-6742 (202) 693-1999

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PBS Public Building
Service (See GSA)

PHS Office of Public Health and Science
www.osophs.dhhs.gov/ophs

(202) 690-7694

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REFERENCES

RUS	Rural Utilities Service (See USDA)	(202) 720-9540
SD	State Department www.state.gov	(202) 647-4000
TRB	Transportation Research Board www.nas.edu/trb	(202) 334-2934
USDA	Department of Agriculture www.usda.gov	(202) 720-2791
USPS	Postal Service www.usps.com	(202) 268-2000

D. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web site addresses are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

TOSHA Tennessee Occupational Safety and Health Administration

E. Local Government Agencies: The following list of names and telephone numbers are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.

Metro Codes of Nashville Tennessee (Wade Hill)	(615) 862-6520
Metro Fire Department (Melaine Hutchison)	(615) 862-6612

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 014200

SECTION 014300 - QUALITY ASSURANCE

PART 1 GENERAL

1.1 RELATED DOCUMENTS

A. Division 0 and Division 1 apply to the work specified in this Section.

1.2 DESCRIPTION

A. Requirements Include:

- 1 Contractor worker standards .
 - 2 Workmanship Standards .
 - 3 Requirements for Contractor Review of Conditions .
 - 4 Application of Industry Standards for generic assemblies .
 - 5 Inspection, Testing & Commissioning Requirements .
 - 6 Responsibilities for Defective Work
- B. Related Requirements Specified Elsewhere.(Not Applicable)

C. Owner's Responsibility for Inspections and Tests: The Owner will employ and pay for the services of an independent testing laboratory to perform the required services which are indicated in this Section as the Owner's responsibility (if any).

D. Contractor's Responsibility for Inspections and Tests: .

- 1 Inspections and tests required by code and work defined by Division 02 through 32 (excluding specific Owner provided inspections) shall be the Contractor's responsibility and shall be included in the Contract Sum. .
- 2 Additional inspections and tests by the Owner's Testing Lab caused by defective work or ill-timed notice shall be at the Contractor's expense. .
- 3 Remove and replace defective work at no cost to Owner.

E. Code Inspections: Inspections and tests specified herein are in addition to those performed by Code Officials, as required by the applicable Codes. Any costs associated with Code Inspections shall be included in the Contract Sum.

1.3 QUALITY ASSURANCE

A. Construction Mechanic & Supervision Standards: .

- 1 The General Contractor and every subcontractor and installation trade contracted to perform construction shall provide experienced

commercial construction mechanics and a lead foreman available on-site during their respective construction activity. .

2 The lead foreman for each contractor entity or trade shall have a minimum of 10 years journeyman construction experience in compatible commercial work, be recognized as a skilled mechanic in his/her trade, and be responsible for on-site work crew supervision. .

3 Construction workers identified as mechanics (providing construction-related trade skills) shall have a minimum of 5 years' experience in compatible commercial work.

B. Workmanship Quality Standards .

1 Except for Standards specified elsewhere, comply with the recognized workmanship quality standards within the industry as applicable to each unit of work, including ANSI Standards where applicable.

C. Qualifications for Owner's Testing Lab: Laboratory selected by Owner, approved by Building Official. Laboratory to meet ASTM E329-67T Standards.

PART 2 PRODUCTS

(Not Applicable)

PART 3 EXECUTION

3.1 CONTRACTOR'S COORDINATION WITH SITE CONDITIONS

A. Installer's Inspection of Conditions: Require the Installer of each major unit of work to inspect site conditions, building assemblies to receive or be coordinated with the work, and the conditions under which the work will be performed, and to report (in writing to the Contractor) unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the Installer.

B. Notice for Owner's Testing Lab: Contractor to notify the Owner's Testing Lab, the Structural Engineer and the Owner's Representative not less than 24 hours before work requiring inspection or testing is started.

C. Verify Dimensions: Recheck measurements and dimensions of work, as an integral step of each installation.

D. Closing-in the Work: Coordinate the availability of construction work and assemblies for required inspections and tests. Work concealed prior to required inspection shall be uncovered at contractor's expense.

E. Mounting Heights: Except as otherwise indicated, mount indicated units of work at the industry-recognized standard mounting heights, for the applications

indicated. Refer questionable mounting height choices to the Owner's Representative for final decision.

- F. Finished Height for Site Items:
 - 1 Adjust finished elevations and locations of site items, including fire hydrants, catch basins and other drains, and light standards as required for perfect operation on grades established by either Civil or Architectural Site Plans.
 - 2 Adjust grades and site items as required or directed to maintain drains at low points, and maintain functional slopes toward all drains.
 - G. Adjustment and Cleaning: Adjust, clean, lubricate, restore marred finishes, and protect newly installed work to ensure that it will remain without damage or deterioration during the construction period.
- 3.2 TESTING AND INSPECTIONS BY CONTRACTOR
 - A. General: Comply with requirements of this Section and Divisions 02 through 32. Provide inspections and tests required by applicable codes and as mandated by manufacturer standards for warranty coverage.
 - B. Earthwork Fills for paving: Provide proof-rolling and compaction testing as required or directed to verify the acceptability of soils for work by concrete forming and paving trades.
- 3.3 OWNER TESTING LAB'S RESPONSIBILITY
 - A. Provide inspection of work listed below.
 - B. Make tests required by Building Code and these Specifications.
 - C. Submit written reports of inspections and test to Building Official, the Architect and his Structural Engineer, and the Owner.
- 3.4 SCHEDULE OF TESTS & INSPECTIONS BY OWNER'S TESTING LAB
 - A. Cast-in-Place Structural Concrete:
 - 1 Complete form inspection. .
 - 2 Check reinforcing steel and anchor bolts in place before concrete is placed. .
 - 3 Inspection during placing of concrete.
 - B. Anchorage Bolts & Epoxy Grouted Rebar: Inspect expansion bolts into concrete and masonry and drilled rebar set with epoxy grout as specified by structural drawings.

- C. Structural Steel: Inspection at plant and job site as required by code during high-tensile bolting, riveting and welding.
- D. Welding:
 - 1 Welders City and AWS certified. .
 - 2 Visually inspect completed welds, per Code.

END OF SECTION 01 4300

SECTION 01 45 00 – QUALIFICATIONS AND SELECTION CRITERIA

1.1 GENERAL

- A. The Owner seeks to retain a qualified Specialty Concrete Flatwork Contractor with proven experience in high-quality concrete flatwork projects of similar scope, complexity, and budget.
- B. All bidders shall provide a comprehensive Qualifications Package demonstrating their capability, expertise, and capacity to successfully execute the specialty concrete flatwork and drainage work specified in the contract documents by **June 30th 2025**.
- C. Bidders must schedule a pre-bid site walk with Phillip Graham , Operations Supervisor, at Greenville City Schools prior to submitting a bid. Each bidder must email Phillip at grahamp@gcscschools.net to schedule a site visit. Bidders who do not schedule a site visit will be disqualified from submitting a bid.
- D. All questions related to the bid must be submitted in writing by **5:00pm eastern standard time on April 14th, 2025** to Phillip Graham , Operations Supervisor , at grahamp@gcscschools.net.
- E. Bids shall be delivered to Mr Phillip Graham located at 312 Floral street Greenville Tn 37743 **by 1:00pm EST on April 21st, 2025 . Bids will be opened at 2:00 pm EST**. All bids shall be clearly marked GHS/NPAC concrete Bid. The envelope shall contain the Tennessee contractors license number on the front. Each page of the bid documents including the specifications shall be initialed by the bidder and submitted with the bid. Greenville City Schools reserves the right to accept or reject any or all bids.

1.2 QUALIFICATIONS SUBMISSION REQUIREMENTS

A. Relevant Project Experience

1. Submit documentation of comparable specialty concrete flatwork projects completed within the past five (5) years. Projects should demonstrate experience with complex, high-tolerance flatwork installations, architectural finishes, or specialty techniques comparable to the work described in the project specifications.
2. For each project, provide:
 - a. Project name and location.
 - b. Scope and description of specialty concrete flatwork performed, including finishes and any unique or technical aspects.
 - c. Contract value.
 - d. Completion date.
 - e. Project photos showing work in progress and completed results.
 - f. Owner and/or Architect/Engineer references with current contact information.

B. Team Qualifications

1. Identify key personnel proposed for this project, including project managers, field supervisors, and finishers.

2. Provide experience summaries for each individual, highlighting expertise in specialty concrete flatwork and similar project types.

C. Additional Supporting Information

1. Include the following additional information that demonstrates the Contractor's qualifications and ability to perform the specialty concrete flatwork scope, such as:
 - A. Safety record for the past three (3) years.
 - B. Specialized equipment, techniques, or finishes relevant to the project (e.g., polishing, decorative finishes, exposed aggregate, colored concrete).
 - C. Quality control processes for concrete placement and finishing.
 - D. Current workload and capacity to meet project schedule.
 - E. Project construction schedule and milestones.

1.3 SELECTION AND SCORING CRITERIA

- A. Proposals will be evaluated using the following weighted criteria:

Evaluation Category	Weight
Cost Proposal / Budget	40%
Qualifications, Relevant Experience, References, and Schedule	60%

B. Evaluation will prioritize:

1. Demonstrated expertise and successful completion of similar specialty concrete flatwork and drainage projects.
2. Quality of references and imagery supporting previous work.
3. Qualifications of key personnel.
4. Approach to quality control and specialty techniques.
5. Project schedule and ability to meet schedule and budget requirements.

- C. The Owner reserves the right to interview firms, request additional information, and contact references as part of the evaluation process.
- D. Award of contract will be based on the combined evaluation of cost and qualifications to determine the best overall value to the Owner.

1.4 SUBMISSION FORMAT AND DEADLINE

- F. Submit the Qualifications Package as part of the bid, formatted as a single PDF, organized by the sections above.

- G. Bids shall be delivered to Mr Phillip Graham located at 312 Floral street
Greenville Tn 37743 **by 1:00pm EST on April 21st, 2025. Bids will be opened at 2:00
pm EST.** All bids shall be clearly marked GHS/NPAC concrete Bid. The envelope
shall contain the Tennessee contractor's license number on the front. Each page
of the bid documents including the specifications shall be initialed by the bidder
and submitted with the bid. Greenville City Schools reserves the right to accept
or reject any or all bids.

End of Section 014500

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. See Division 01 Section "Modification Procedures" for division of responsibilities for temporary facilities and controls.
- C. See Division 01 Section "Execution" for progress cleaning requirements.
- D. See Divisions 00 through 33 Sections for temporary heat, ventilation, and humidity requirements for products in those Sections.

1.2 DEFINITIONS
(Not Applicable)

1.3 USE CHARGES

- A. General: Cost or use charges for temporary facilities shall be included in the Contract Sum. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Owner's construction forces, Architect, Engineers, occupants of Project, testing agencies, and authorities having jurisdiction.

- B. Water Service: Water from Owner's existing water system is not available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

- C. Electric Power Service: Electric power from Owner's existing system is not available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.4 SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.

1.5 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.6 PROJECT CONDITIONS

- A. Temporary Use of Permanent Facilities: Installer of each permanent service shall assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Pavement: Comply with Division 32, Section "Asphalt Paving", Section "Concrete Paving", or any other Pavement Sections.
- B. Chain-Link Fencing: Minimum 2-inch (50-mm), 0.148-inch- (3.76-mm-) thick, galvanized steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top rails.
- C. Portable Chain-Link Fencing: Minimum 2-inch (50-mm), 9-gage, galvanized steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized steel pipe posts; minimum 2-3/8-inch- (60-mm-) OD line posts and 2-7/8-inch- (73-mm-) OD corner and pull posts, with 1-5/8-inch- (42-mm-) OD top and bottom rails. Provide concrete bases for supporting posts.
- D. Wood Enclosure Fence: Treated Plywood, 8 feet (2.4 m) high, framed with four 2-by-4-inch (50-by-100-mm) rails, with preservative-treated wood posts spaced not more than 8 feet (2.4 m) apart.

2.2 TEMPORARY FACILITIES

- A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.
- B. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.

2.3 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated, with class and extinguishing agent as required by locations and classes of fire exposures.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
 - 1. Locate facilities to limit site disturbance as specified in Division 01 Section "Summary."
 - 2. Locate facilities in space designated by Owner.
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
 - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.
 - 1. Connect temporary sewers to Municipal or State system as directed by authorities having jurisdiction.
- C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.
- D. Water Service: Use of Owner's existing water service facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.
- E. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
- F. Electric Power Service: Use of Owner's existing electric power service will be permitted, as long as equipment is maintained in a condition acceptable to Owner.

- G. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
- H. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
 - 1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
- I. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Install two telephone line(s) for each field office, minimum.
 - 1. Provide additional telephone lines for the following:
 - a. Provide a dedicated telephone line for each facsimile machine and computer in each field office.
 - 2. At each telephone, post a list of important telephone numbers including police and fire departments, Contractor's home office, Designer's office, Owner's office, Principal subcontractors' field and home offices, minimum.
 - 3. Provide superintendent (foremen) with cellular telephone or portable two-way radio for use when away from field office.
- J. Electronic Communication Service: Provide temporary electronic communication service, including electronic mail in field office.

3.3 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
 - 1. Provide incombustible construction for offices, shops, and sheds located within construction area or within 30 feet (9 m) of building lines. Comply with NFPA 241.
 - 2. Maintain support facilities until after Substantial Completion.
- B. Temporary Roads: Construct and maintain temporary roads adequate for construction operations. Extend temporary roads, within construction limits indicated, as necessary for construction operations.
 - 1. Coordinate elevations of temporary roads with permanent roads and paved areas.

2. Prepare sub-grade and install sub-base and base for temporary roads and paved areas according to Division 31 "Earthwork."
 3. Recondition base after temporary use, including removing contaminated material, regrading, proof-rolling, compacting, and testing.
- C. Traffic Controls: Comply with requirements of authorities having jurisdiction.
1. Protect existing site improvements to remain including curbs, pavement, and utilities.
 2. Maintain access for fire-fighting equipment and access to fire hydrants.
 3. Re-route gate and bollard controls to allow entrance and exit from Western gate.
- D. Parking: Provide temporary parking areas for construction personnel, and for meetings' attendees.
- E. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties nor endanger permanent Work or temporary facilities.
- F. Project Identification and Temporary Signs: Provide Project identification and other signs as indicated, as required by ARPE and local permit agencies. Install signs where indicated to inform public and individuals seeking entrance to Project. Unauthorized signs are not permitted.
1. Provide temporary, directional signs for construction personnel and visitors.
 2. Maintain and touchup signs so they are legible at all times.
 3. Project identification sign includes: Developer, Municipality, Architects/Engineers, HUD, and Contractor's logos; Architectural Renderings; and Project Data as required by ARPE.
- G. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with Division 01 Section "Final Cleaning" for progress cleaning requirements.

- H. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
 - 1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.
 - I. Temporary Stairs: Until permanent stairs are available, provide temporary stairs where ladders are not adequate.
 - J. Temporary Use of Permanent Stairs: Cover finished, permanent stairs with protective covering of plywood or similar material so finishes will be undamaged at time of acceptance.
 - 1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If, despite such protection, stairs become damaged, restore damaged areas so no evidence remains of correction work.
- 3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION
- A. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
 - B. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to adjacent properties and walkways, according to requirements of authorities having jurisdiction and as specified in Drawing C-110.
 - C. Storm Water Control: Comply with authorities having jurisdiction. Provide barriers in and around excavations and sub-grade construction to prevent flooding by runoff of storm water from heavy rains.
 - D. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals so Project will be free of pests and their residues at Substantial Completion. Obtain extended warranty for Owner. Perform control operations lawfully, using environmentally safe materials.
 - E. Site Enclosure Fence: Before construction operations begin and before excavation begins, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.

1. Extent of Fence: As required to enclose entire Project site or portion determined sufficient to accommodate construction operations and as indicated on Drawings.
2. Maintain security by limiting number of keys and restricting distribution to authorized personnel. Provide Owner with one set of keys.
- F. Security Enclosure and Lockup: Install substantial temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security.
- G. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- H. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weather tight enclosure for building exterior.
 1. Where heating or cooling is needed and permanent enclosure is not complete, insulate temporary enclosures.
- I. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241.
 1. Prohibit smoking in hazardous fire-exposure and construction areas, as per new Law.
 2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
 3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
 4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

3.5 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
 - 2. At Substantial Completion, clean and renovate permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 01 Section "Final Cleaning."

END OF SECTION 015000

1.5 DAMAGES

- A. Damages to trees, shrubs, and other vegetation will be assessed by the Architect and Owner in accordance with the ISA Guide.
- B. Trees or roots visibly damaged will cause the Owner to withhold from the Contractor an assessed amount conforming to the requirements stipulated above for a period of two years. After that period the impact of the damage to any tree will be assessed accordingly.
- C. Repair or replace trees and vegetation indicated to remain that are damaged by construction operations, in a manner approved by the Architect.

- 1. Employ an arborist, licensed in jurisdiction where Project is located, to submit details of proposed repairs and to repair damage to trees and shrubs.
- 2. Replace trees that cannot be repaired and restored to full-growth status, as determined by the Architect.

1.6 QUALITY ASSURANCE

- A. Chain link fencing shall be manufactured in accordance with the requirements of the CLFMI Manual.

PART 2 - PRODUCTS

2.1 TREE PROTECTION FENCING

- A. Tree protection fencing shall be the following:
 - 1. Galvanized chain link fencing, 6 ft. high.
 - 2. Fabric shall be a good commercial quality of steel wire of 2 in. mesh and 11 gauge.
 - 3. Fittings shall be malleable iron casting, wrought iron forgings, or pressed steel and provided with pin connections. Equipment shall be designed to carry 100% overload.
 - 4. Piping shall be steel conforming to ASTM A 120 except that pipe shall be unthreaded and untested for water pressure.
 - B. Posts for fencing shall be 9 ft. galvanized steel posts, driven a minimum of 3 ft. into the ground. Posts shall be spaced 10 ft. O.C. maximum.
- 2.2 ROOT PROTECTION INSULATION
- A. Root Protection Insulation: Provide 1 in. polyethylene pipe insulation for use as root protection, as indicated on the Drawings.

PART 3 - EXECUTION

3.1 INSTALLATION OF FENCING

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100% Construction Documents

015639 TEMPORARY TREE AND PLANT PROTECTION

- A. Prior to start of demolition work and clearing and grubbing operations, tree protection fencing shall be installed in accordance with the following:

1. Fencing shall be installed at the tree protection areas indicated on the Drawings.
2. Fencing shall be installed a minimum of 15 ft. beyond the drip line of trees to be protected, unless otherwise approved by the Architect.

3.2 ROOT PRUNING

- A. Where construction will be in close proximity to existing trees designated to remain, roots shall be pruned. Proximity will be determined by Architect in the field.
- B. All root pruning shall be done by hand. Trenching, vibrating plow, and stump grinding are NOT suitable means for root pruning.
- C. Tree to be root pruned shall be root pruned to a depth of 24 in. by means of a sharpened hand saw, or other approved means. Do not rip, tear or break roots.
- D. Protect tree roots extending under proposed pavements with foam insulation as indicated on the Drawings.
- E. In areas of expected construction within tree protection zone, apply mulch to a depth of 6 in. at minimum 10 ft. to 15 ft. radius around tree to reduce compaction and increase moisture retention.
- F. Air spade all removals within the root zones at proposed pathways or roads.

3.3 CONSTRUCTION PRUNING

- A. Construction pruning shall conform to NAA Ref. 1 for Class IV - Crown Reduction Pruning. Work shall conform to the requirements of ANSI Z133.1.

3.4 ROOT PROTECTION INSULATION

- A. For all roots over 1 in. diameter within proposed pathway or road subbase, provide 1 in. polyethylene pipe insulation for use as root protection, as indicated on the Drawings.

3.5 REMOVAL OF PROTECTION

- A. All protection shall remain in place throughout the construction period. Remove protection devices only after written permission has been granted by the Architect.
- B. Temporary removal of fencing for access into proposed construction zones shall be coordinated with Architect. Remove minimal amount of fencing to complete work. Return fencing at the end of every workday.

3.6 CONSTRUCTION WASTE MANAGEMENT

- A. Comply with the requirements of Section 017419, CONSTRUCTION WASTE MANAGEMENT for removal and disposal of construction debris and waste.

END OF SECTION 015639

SECTION 01600 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following administrative and procedural requirements: selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.
- B. Related Sections include the following:
 - 1. Division 1 Section "References" for applicable industry standards for products specified.
 - 2. Division 1 Section "Closeout Procedures" for submitting warranties for Contract closeout.
 - 3. Divisions 2 through 16 Sections for specific requirements for warranties on products and installations specified to be warranted.

1.3 DEFINITIONS

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
 - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation, shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
 - 2. New Products: Items that have not previously been incorporated into another project or facility, except that products consisting of recycled-content materials are allowed, unless explicitly stated otherwise. Products salvaged or recycled from other projects are not considered new products.
 - 3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.
- D. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
- E. Special Warranty: Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.

1.4 SUBMITTALS

- A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
 - 1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
 - 2. Form: Tabulate information for each product under the following column headings:
 - a. Specification Section number and title.
 - b. Generic name used in the Contract Documents.
 - c. Proprietary name, model number, and similar designations.
 - d. Manufacturer's name and address.
 - e. Supplier's name and address.
 - f. Installer's name and address.
 - g. Projected delivery date or time span of delivery period.
 - h. Identification of items that require early submittal approval for scheduled delivery date.
 - 3. Initial Submittal: Within 30 days after date of commencement of the Work, submit 3 copies of initial product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 - a. At Contractor's option, initial submittal may be limited to product selections and designations that must be established early in Contract period.
 - 4. Completed List: Within 60 days after date of commencement of the Work, submit 3 copies of completed product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 - 5. Architect's Action: Architect will respond in writing to Contractor within 15 days

of receipt of completed product list. Architect's response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Architect's response, or lack of response, does not constitute a waiver of requirement that products comply with the Contract Documents.

- B. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
1. Substitution Request Form: Use CSI Form 13.1A [form provided at end of Section].
 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified material or product can not be provided.
 - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - h. Research/evaluation reports evidencing compliance with building code in effect for Project, from a model code organization acceptable to authorities having jurisdiction.
 - i. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
 - j. Cost information, including a proposal of change, if any, in the Contract Sum.
 - k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
 - l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
 3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information

or documentation, whichever is later.

- a. Form of Acceptance: Change Order.
- b. Use product specified if Architect can not make a decision on use of a proposed substitution within time allocated.

C. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 1 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.
1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.
1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
 4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
 5. Store products to allow for inspection and measurement of quantity or counting of units.
 6. Store materials in a manner that will not endanger Project structure.
 7. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
 8. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
 9. Protect stored products from damage.
- B. Storage: Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with

Owner.

1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.
 - 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 - 2. Refer to Divisions 2 through 16 Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Division 1 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT OPTIONS

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged, and unless otherwise indicated, that are new at time of installation.
 - 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 - 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 - 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 - 4. Where products are accompanied by the term "as selected," Architect will make selection.
 - 5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
 - 6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
 - 7. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures: Procedures for product selection include the following:

1. Product: Where Specification paragraphs or subparagraphs titled "Product" name a single product and manufacturer, provide the product named.
 - a. Substitutions may be considered, unless otherwise indicated.
 2. Manufacturer/Source: Where Specification paragraphs or subparagraphs titled "Manufacturer" or "Source" name single manufacturers or sources, provide a product by the manufacturer or from the source named that complies with requirements.
 - a. Substitutions may be considered, unless otherwise indicated.
 3. Products: Where Specification paragraphs or subparagraphs titled "Products" introduce a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
 4. Manufacturers: Where Specification paragraphs or subparagraphs titled "Manufacturers" introduce a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
 5. Available Products: Where Specification paragraphs or subparagraphs titled "Available Products" introduce a list of names of both products and manufacturers, provide one of the products listed or another product that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
 6. Available Manufacturers: Where Specification paragraphs or subparagraphs titled "Available Manufacturers" introduce a list of manufacturers' names, provide a product by one of the manufacturers listed or another manufacturer that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
 7. Product Options: Where Specification paragraphs titled "Product Options" indicate that size, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide either the specific product or system indicated or a comparable product or system by another manufacturer. Comply with provisions in "Product Substitutions" Article.
 8. Basis-of-Design Products: Where Specification paragraphs or subparagraphs titled "Basis-of-Design Product[s]" are included and also introduce or refer to a list of manufacturers' names, provide either the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.
- Visual Matching Specification: Where Specifications require matching an established Sample, select a product (and manufacturer) that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches satisfactorily.

- a. If no product available within specified category matches satisfactorily and complies with other specified requirements, comply with provisions of the Contract Documents on "substitutions" for selection of a matching

product.

9. Visual Selection Specification: Where Specifications include the phrase "as selected from manufacturer's colors, patterns, textures" or a similar phrase, select a product (and manufacturer) that complies with other specified requirements.
 - a. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, or texture from manufacturer's product line that does not include premium items.
 - b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, or texture from manufacturer's product line that includes both standard and premium items.

2.2 PRODUCT SUBSTITUTIONS

- A. Timing: Architect will consider requests for substitution if received within 60 days after the Notice of Award. Requests received after that time may be considered or rejected at discretion of Architect.
- B. Conditions: The Contractor has the burden of proof to demonstrate that the proposed substitution is equal to the product specified and shall provide all documentation and product information support the claim. Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 1. Requested substitution offers Owner a substantial advantage in cost, time, or energy conservation. Substitution request must state clearly the substantial advantage that is offered.
 2. Requested substitution does not require revisions to the Contract Documents.
 3. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 4. Substitution request is fully documented and properly submitted.
 5. Requested substitution will not adversely affect Contractor's Construction Schedule.
 6. Requested substitution has received necessary approvals of authorities having jurisdiction.
 7. Requested substitution is compatible with other portions of the Work.
 8. Requested substitution has been coordinated with other portions of the Work.
 9. Requested substitution provides specified warranty.

2.3 COMPARABLE PRODUCTS

- A. Where products or manufacturers are specified by name, submit the following, in addition to other required submittals, to obtain approval of an unnamed product:
 1. Evidence that the proposed product does not require extensive revisions to the

Contract Documents that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.

2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 6000

SECTION 017123 - FIELD ENGINEERING

PART I - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions General Conduct of the Work and Special Requirements, Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section. In the event of any conflicts between the requirements of these Sections, the more stringent requirement shall apply.
- B. General: This Section specifies administrative and procedural requirements for field engineering service including, but not limited to, the following:
 - 1. Land survey work.
 - 2. Geotechnical monitoring.
- C. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division I Section "Submittal Procedures" for submitting Project record surveys.
 - 2. Division 1 Section "Contract Close-out" for submitting final property survey with Project Record Documents and recording of Owner-accepted deviations from indicated lines and levels.

1.2 SUBMITTALS

- A. Certificates: Submit a certificate signed by the land surveyor or professional engineer certifying the location and elevation of improvements.
- B. Project Record Documents: Submit a record of Work performed and record survey data as required under provisions of "Submittal Procedures" and "Contract Close-out" Sections.

1.3 QUALITY ASSURANCE

- A. Surveyor Qualifications: Engage a land surveyor registered in the state where the Project is located, to perform required land-surveying services and project layout work.
- B. Engineer Qualifications: Engage an engineer of the discipline required, licensed in the state where the Project is located, to perform required engineering services.

PART 2 -PRODUCTS

(Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Identification: The Construction Manager will identify existing control points.
 - B. Verify layout information shown on the Drawings, in relation to the property survey and existing benchmarks, before proceeding to lay out the Work. Locate and protect existing benchmarks and control points. Preserve permanent reference points during construction.
 - 1. Do not change or relocate benchmarks or control points without prior written approval. Promptly report lost or destroyed reference points or requirements to relocate reference points because of necessary changes in grades or locations.
 - 2. Promptly replace lost or destroyed Project control points. Base replacements on the original survey control points.
 - C. Establish and maintain a minimum of 2 permanent benchmarks on the site, referenced to data established by survey control points.
 - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 - D. Existing Utilities and Equipment: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction.
 - 1. Prior to construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping, connection of sanitary sewer, storm sewer, and water-service piping.
- 3.2 PERFORMANCE
- A. Work from lines and levels established by the property survey. Establish benchmarks and markers to set lines and levels at each story of construction and elsewhere as needed to locate each element of the Project. Calculate and measure required dimensions within indicated or recognized tolerances. Do not scale Drawings to determine dimensions.

1. Advise entities engaged in construction activities of marked lines and levels provided for their use.
 2. As construction proceeds, check every major element for line, level, and plumb.
- B. Surveyor's Log: Maintain a surveyor's log of control and other survey work. Make this log available for reference.
1. Record deviations from required lines and levels, and advise the Architect when deviations that exceed indicated or recognized tolerances are detected. On Project Record Drawings, record deviations that are accepted and not corrected.
 2. On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified "AS-BUILT" survey showing dimensions, locations, angles, and elevations of construction and site work.
- C. Site Improvements: Locate and lay out site improvements, including pavements, stakes for grading, fill and topsoil placement, utility slopes, and invert elevations.
- D. Building Lines and Levels: Locate and lay out hatter boards for structures, building foundations, column grids and locations, floor levels, and control lines and levels required for mechanical and electrical work.
- E. Existing Utilities: Furnish information necessary to adjust, move, or relocate existing structures, utility poles, lines, services, or other appurtenances located in or affected by construction. Coordinate with local authorities having jurisdiction.
- F. Final Property Survey: Prepare a final property survey showing significant features (real property) for the Project. Include on the survey a certification; signed by the surveyor, that principal metes, bounds, lines, and levels of the Project are accurately positioned as shown on the survey.
1. Recording: At Substantial Completion, have the final property survey recorded by or with local governing authorities as the official "property survey."
 2. Furnish a copy of the recorded final property survey to the Owner.

END OF SECTION 017123

SECTION 017300 - EXECUTION REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, the General Conditions and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:
 - 1. Construction layout.
 - 2. Field engineering and surveying.
 - 3. General installation of products.
 - 4. Coordination of Owner-installed products.
 - 5. Progress cleaning.
 - 6. Starting and adjusting.
 - 7. Protection of installed construction.
 - 8. Correction of the Work.
 - B. Related Sections include the following:
 - 1. Division 1 Section "Project Management and Coordination" for procedures for coordinating field engineering with other construction activities.
 - 2. Division 1 Section "Submittal Procedures" for submitting surveys.
 - 3. Division 1 Section "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.
- 1.3 SUBMITTALS
- A. Qualification Data: For land surveyor to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
 - B. Certificates: Submit certificate signed by land surveyor certifying that location and elevation of improvements comply with requirements.
 - C. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.
 - D. Certified Surveys: Submit two copies signed by land surveyor.

- E. Final Property Survey: Submit 10 copies showing the Work performed and record survey data.

1.4 QUALITY ASSURANCE

- A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.
 - 1. Before construction, verify the location and points of connection of utility services.
- B. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
 - 1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; and underground electrical services.
 - 2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.
- C. Acceptance of Conditions: Examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
 - 1. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
 - a. Description of the Work.
 - b. List of detrimental conditions, including substrates.
 - c. List of unacceptable installation tolerances.
 - d. Recommended corrections.
 - 2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
5. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to local utility, Construction Manager, and Architect that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
 1. Notify Architect and Construction Manager not less than five days in advance of proposed utility interruptions.
 2. Do not proceed with utility interruptions without Architect's written permission.
- C. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- D. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- E. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents. Submit requests on CSI Form 13.2A, "Request for Interpretation."

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.
- B. General: Engage a land surveyor to lay out the Work using accepted surveying practices.
 1. Establish benchmarks and control points to set lines and levels at each story

- of construction and elsewhere as needed to locate each element of Project.
2. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
 3. Inform installers of lines and levels to which they must comply.
 4. Check the location, level and plumb, of every major element as the Work progresses.
 5. Notify Architect and Contractor when deviations from required lines and levels exceed allowable tolerances.
 6. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.
- D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.
- E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect and Contractor.
- 3.4 FIELD ENGINEERING
- A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- B. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
 3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

- C. Certified Survey: On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.
- D. Final Property Survey: Prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by land surveyor, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.
 - 1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.
 - 2. Recording: At Substantial Completion, have the final property survey recorded by or with authorities having jurisdiction as the official "property survey."

3.5 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 - 1. Make vertical work plumb and make horizontal work level.
 - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
 - 3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- F. Anchors and Fasteners: Provide anchors and fasteners to anchor each component securely in place, accurately located and aligned with other portions of the Work.
 - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
 - 2. Allow for building movement, including thermal expansion and contraction.
- G. Joints: Make joints of uniform width. Where joint locations in exposed work are not

indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

- H. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.
 - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 - 2. Do not hold materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80 deg F (27 deg C).
 - 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills promptly.
 - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.7 STARTING AND ADJUSTING

- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust operating components for proper operation without binding. Adjust equipment for proper operation.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: If a factory-authorized service representative is required to inspect field-assembled components and equipment installation, comply with qualification requirements in Division 1 Section "Quality Requirements."

3.8 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.9 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 1 Section "Cutting and Patching."
 - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 017300

SECTION 017423 - FINAL CLEANING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification Sections, apply to this Work.

1.2 SUMMARY

- A. Section Includes:
 - 1. Final cleaning.
- B. Related Sections:
 - 1. General Conditions.
 - 2. Divisions 1 through 33 Sections.

PART 2 - PRODUCTS

2.1 GENERAL

- A. Use cleaning supplies and materials recommended by the manufacturer and approved by Owner for the products, materials and equipment being cleaned.

PART 3 - EXECUTION

3.1 GENERAL

- A. Final cleaning shall be performed prior to Substantial Completion.

3.2 PREPARATION

- A. Remove all surplus construction materials, temporary construction aids and facilities, equipment, machinery, tools, debris, rubbish, waste, dirt, deleterious materials and related items prior to commencement of final cleaning.

3.3 EXECUTION

- A. General:
 - 1. Remove all temporary fencing, signage, and materials that are not permanent and other similar items.
 - 2. Leave all surfaces free of soils, debris, waste and other deleterious materials.

3. Remove stains, spills and other foreign matter.
4. Deliver extra materials off-site to a location directed by Owner.

B. Site Cleaning

1. Remove temporary controls and facilities.
 2. Remove litter, debris, waste and soil resulting from construction activities.
 3. Leave sidewalks and parking lots affected by Work clean.
 4. Rake planting beds affected by Work to a smooth even surface.
- E. Disposal
1. Legally dispose of all waste and debris off-site.

3.4 DAMAGE AS A RESULT OF CLEANING

- A. Replace all products, materials, equipment and related items damaged as a result of final cleaning.

END OF SECTION 017423

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Inspection procedures.
 - 2. Project Record Documents.
 - 3. Warranties.
 - 4. Final cleaning.
- B. Related Sections include the following:
 - 1. Division 1 Section "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
 - 2. Division 1 Section "Execution Requirements" for progress cleaning of Project site.
 - 3. Division 1 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 4. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 5. Division 1 Section "Demonstration and Training" for requirements for instruction of Owner's personnel.
 - 6. Divisions 2 through 16 Sections for specific closeout and special cleaning requirements for products of those Sections.

1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Advise Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating

5. Prepare and submit Project Record Documents, operation and maintenance manuals, Final Completion construction photographs, damage or settlement surveys, property surveys, and similar final record information.
6. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
7. Complete startup testing of systems.
8. Submit test/adjust/balance records.
9. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
10. Advise Owner of changeover in heat and other utilities.
11. Submit change over information related to Owner's occupancy, use, operation, and maintenance.
12. Complete final cleaning requirements, including touchup painting.
13. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Architect and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

1.4 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:

1. Submit a final Application for Payment according to Division 1 documents.
2. Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report and warranty.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training videotapes.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect and Owner will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after

inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. If during a reinspection items previously identified as incomplete or in need of correction are not complete or corrected, Designers will invoice Contractor for their reinspection time at the hourly rate established in the Owner Architect Agreement for additional services. No Certificate for Final Payment will be issued until all items have been satisfactorily corrected and reinspection fees have been paid.

1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction. Use CSI Form 14.1A.

1. Organize list of spaces in sequential order, based upon room numbering system.
2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:
 - a. Project name.
 - b. Date.
 - c. Name of Architect and Owner.
 - d. Name of Contractor.
 - e. Page number.

1.6 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
 1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (115-by-280-mm) paper.
 2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.

3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
 - D. Provide additional copies of each warranty to include in operation and maintenance manuals.
- 1.7 POST INSPECTION
- A. One post construction inspection shall be held by the Designer with the Contractor and Owner to assure that the building is continuing to operate in accordance with the plans and specifications and that no unusual problems are occurring in the building systems. The post construction inspection shall be held prior to expiration of the 1-year warranty period. It shall address General Construction as well as Plumbing, HVAC and Electrical work. All problems discovered during these inspections that relate to defective materials or defective workmanship shall be corrected by the Contractor at no additional cost to the Owner.

PART 2 – PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

2.2 FINAL CLEANING

- A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
 - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.

- f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
 - j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - k. Remove labels that are not permanent.
 - l. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - 1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
 - m. Wipe surfaces of mechanical and electrical equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - n. Replace parts subject to unusual operating conditions.
 - o. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 - p. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - q. Clean ducts, blowers, and coils if units were operated without filters during construction.
 - r. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.
 - s. Leave Project clean and ready for occupancy.
- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and rid Project of rodents, insects, and other pests. Prepare a report.
- D. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 017700

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
- B. Related Sections include the following:
 - 1. Division 1 Section "Closeout Procedures" for general closeout procedures
 - 2. Division 1 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 3. Divisions 2 through 16 Sections for specific requirements for Project Record Documents of products in those Sections.

1.3 SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Number of Copies: Submit one set of marked-up Record Prints.
 - 2. Number of Copies: Submit copies of Record Drawings as follows:
 - a. Initial Submittal: Submit one set of marked-up Record Prints. Architect will judge whether general scope of changes, additional information recorded, and quality of drafting are acceptable. Architect will return unacceptable prints to the Contractor for correction.
 - b. Final Submittal: Submit one set of marked-up Record Prints. Provide each Drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one copy of each Product Data submittal.
 - 1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in the manual in addition to the submittal as Record Product Data.

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of black-line prints of the Contract Drawings and Shop Drawings.
1. Preparation: Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
 - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
 - b. Accurately record information in an understandable drawing technique.
 - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Depths of foundations.
 - d. Locations and invert elevations of underground utilities w/ reference to above ground objects.
 - e. Revisions to routing of piping and conduits.
 - f. Revisions to electrical circuitry.
 - g. Actual equipment locations.
 - h. Duct size and routing.
 - i. Locations of concealed internal utilities.
 - j. Changes made by Change Order or Construction Change Directive.
 - k. Changes made following Architect's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.
 - n. Record information on the Work that is shown only schematically.
 3. Mark the Contract Drawings, completely and accurately.
 4. At the completion of the work, Contractor shall mark an unused record set with red-colored ink. Use other colors to distinguish between changes for different categories of the Work at the same location.
 5. Mark important additional information that was either shown schematically or omitted from original Drawings.
 6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Immediately before inspection for Certificate of Substantial Completion, review marked-up Record Prints with Architect and General Contractor. When authorized, prepare a full set of corrected transparencies of the Contract Drawings and Shop Drawings.
1. Incorporate changes and additional information previously marked on Record Prints. Erase, redraw, and add details and notations where applicable.
 2. Refer instances of uncertainty to Architect and General Contractor for resolution.

- C. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing Record Drawings where the original Contract Drawings nor Shop Drawings are suitable to show actual installation.
 - 1. New Drawings will be required when a Change Order is issued as a result of accepting an alternate, substitution, or other modification.
 - 2. Consult with Architect and General Contractor for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared Record Drawings into Record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.
- D. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
 - 1. Record Prints: Organize Record Prints and newly prepared Record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
 - 2. Identification: As follows:
 - a. Project name.
 - b. Date.
 - c. Designation "PROJECT RECORD DRAWINGS."
 - d. Name of Architect and General Contractor.
 - e. Name of Contractor.

2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
 - 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 - 2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
 - 3. Record the name of the manufacturer, supplier, installer, and other information necessary to provide a record of selections made.
 - 4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
 - 5. Note related Change Orders, Record Drawings, and Product Data where applicable.

2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 - 1. Give particular attention to information on concealed products and installations that

- cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders, Record Drawings, and Product Data where applicable.

2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architects and General Contractor's reference during normal working hours.

END OF SECTION 017839

SECTION 024113

SELECTIVE SITE DEMOLITION AND REMOVALS

PART 1 GENERAL

1.1 SUMMARY

- A. Provide all equipment and do all work necessary to demolish and remove the items listed to demolish and remove indicated on the Drawings.
- B. Contractor shall be responsible for preventing any debris from entering the storm drain system. Contractor shall pay any fines incurred as a result of debris entering the system at no additional cost to the Owner.

1.2 RELATED WORK

- A. Examine Contract Documents for requirements that affect work of this Section. Other Specification Sections that directly relate to work of this Section include, but are not limited to:
 - 1. Section 011100, SUMMARY OF WORK.
 - 2. Section 015639, TEMPORARY TREE AND PLANT PROTECTION.

1.3 SUBMITTALS

- A. The following shall be submitted:
 - 1. Permits and notices authorizing demolition.
 - 2. Certificates of severance of utility services if needed.
 - 3. Permit for transport and legal disposal off-site of demolition material and debris.
 - 4. Demolition procedures and operational sequence for review and acceptance by Architect.
 - 5. Location plan of staging areas and schedule for moving staging equipment into those areas shall be submitted for Architect's approval prior to mobilization and related site preparation operations.
 - B. Predemolition photographs: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by demolition operations. Submit before the Work begins.
 - C. Phasing Schedule for all tree removals.
- 1.5 QUALITY ASSURANCE
- A. Predemolition Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to selective demolition including, but not limited to, the following:
 - 1. Inspect and discuss condition of construction to be selectively demolished.

2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
3. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
4. Review areas where existing construction is to remain and requires protection.

1.6 PROTECTION

- A. Tree Protection: Refer to Section 015639, TEMPORARY TREE AND PLANT PROTECTION.
- B. Do not interfere with use of adjacent buildings and paths. Maintain free and safe passage to and from.
- C. Prevent movement or settlement of adjacent structures. Provide and place bracing or shoring and be responsible for safety and support of structures. Assume liability for such movement, settlement, damage, or injury.
- D. Cease operations and notify Architect immediately if safety of adjacent structures appears to be endangered. Take precautions to properly support structures. Do not resume operations until safety is restored.
- E. Prevent movement, settlement or collapse of adjacent services, sidewalks, driveways and trees. Assume liability for such movement, settlement, or collapse. Promptly repair damage at no cost to the Owner.
- F. Provide, erect, and maintain street boardings, sidewalk shed, barricades, lighting, and guardrails as required to protect general public, workers, and adjoining property.

1.7 EXISTING CONDITIONS

- A. Arrange and pay for disconnecting, removing, capping, and plugging utility services. Disconnect and stub off. Notify the affected utility company in advance and obtain approval before starting this work.
- B. Place markers to indicate location of disconnected services. Identify service lines and capping locations on Project Record Documents.
- C. The Owner agrees to remove all asbestos from structures to be demolished. Before Construction Documents are issued to the Contractor for construction, the Owner will certify to the Architect and Contractor that the site is free of asbestos. If asbestos is found on the site and recognized as such, all work will cease without penalty to the Contractor or Architect so that the Owner can take appropriate steps for its removal.

1.8 MAINTAINING TRAFFIC

- A. Do not close or obstruct roadways without permits.
- B. Conduct operations with minimum interference to public or private roadways.

1.9 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

- B. Historic items, relics, antiques, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, and other items of interest or value to Owner that may be uncovered during demolition remain the property of Owner.

- 1. Carefully salvage in a manner to prevent damage and promptly return to Owner.

1.10 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

3.1 EXISTING UTILITIES

- A. Contractor shall notify public and private utility companies as required by law in advance of construction so that existing utilities may be accurately located and identified by the appropriate agency or utility. Comply with the requirements of the "Dig Safe" Tennessee811; www.tenn811.com.

- B. Give advance notice to public and private utility companies as required by law, and provide proper disposition, subject to Architect approval of existing pipe lines, conduits, sewers, drains, poles, wiring, and other utilities that interfere with work, whether or not they are specifically indicated on Drawings. The Contractor shall immediately notify Architect and appropriate authorities when coming across an unknown utility line, and await decision as to how to dispose of same. When an existing utility line must be cut and plugged or capped, moved, or relocated, or has become damaged, Contractor shall notify Architect and utility company involved, and assure protection, support, or moving of utilities to adjust them to new work. Contractor shall be responsible for damage caused to existing, active utilities under work of this Contract, whether or not such utilities are indicated on Drawings, including resultant damages or injuries to persons or properties.

3.2 DEMOLITION

- A. Structures indicated to be removed shall be completely removed including foundations, except when approved by the Architect, to a minimum of 4 ft. below finished grade for graded areas.
- B. Remove from site, contaminated, vermin infested, or dangerous materials encountered and disposed of by safe means so as not endanger health of workers and public.
- C. Backfill areas excavated as a result of demolition.
- D. Rough grade areas affected by demolition and leave areas level, maintaining grades and contours of site.
- E. Site Access and Temporary Controls: Conduct demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent

occupied and used facilities.

1. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by authorities having jurisdiction.
2. Use water mist and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations. Do not use water when it may damage adjacent construction or create hazardous or objectionable conditions, such as ice, flooding, and pollution.

3.3 REMOVALS

- A. Materials indicated on the Drawings or designated by the Architect in the field to be removed shall be dismantled, removed, and legally disposed of off-site or stockpiled as indicated on the Drawings.
- B. Areas formerly occupied by structures shall be regraded to conform with surrounding topography following demolition.

3.4 ABANDONED PIPES - DRAINS AND SEWERS

- A. Drain and sewer pipes indicated to be abandoned shall be completely filled with an 8 in. thick mortar-jointed masonry bulkhead. If a pipe indicated to be abandoned and plugged appears to be in active service, it shall not be plugged, and the Architect shall be notified.
- B. Other utility pipes shall be cut and capped outside the excavation and abandoned piping removed from the site.
- C. Frames, grates, covers, traps, and other castings shall be salvaged.

3.5 PAVEMENT AND CURB REMOVAL

- A. Where pavement and/or curb to be removed abuts pavement and curb to remain, a neat, straight saw cut shall be made with a concrete power saw.
 1. Pavement and/or curb removal shall include removal of subbase as required to accommodate proposed construction materials.

3.6 SALVAGEABLE MATERIALS

- A. Materials indicated on the Drawings or designated by the Architect in the field to be salvaged or removed and relocated, shall be carefully removed, protected from damage, and put in temporary storage as follows:
 1. Salvaged material shall be stockpiled on-site in an area designated by the Owner, or put in temporary storage for later reuse on this Project, in an area designated by the Owner.
 2. Materials designated for reuse on the project include, but are not limited to monuments, charging stations, bollards, and bike stations.

3.7 SITE RESTORATION

- A. Below-Grade Areas: Rough grade below-grade areas ready for further excavation or new

construction.

- B. Site Grading: Uniformly rough grade area of demolished construction to a smooth surface, free from irregular surface changes. Provide a smooth transition between adjacent existing grades and new grades.

END OF SECTION

SECTION 033001

CAST-IN-PLACE CONCRETE - SITEWORK

PART 1 - GENERAL

1.1 SUMMARY

A. Provide all equipment and materials, and do all work necessary to construct the cast-in-place concrete, including but not limited to: formwork, reinforcing, and concrete for concrete stairs, ribbon curb, stem walls, footings, slabs, pads, bases, foundations and thrust blocks, complete, as indicated on the Drawings and as specified.

B. Sustainable Site Initiative: This project is being designed to achieve 'Certification' under the Sustainable Site Initiative rating system as defined in the Sustainable Sites Initiative Guidelines 2015. Products specified will be evaluated and selected that are resource efficient, support sustainability, and safer chemistry. Refer to Section 018113, REQUIREMENTS for certification goals and certification requirements.

1.2 RELATED WORK

A. Examine Contract Documents for requirements that affect work of this Section. Other Specification Sections that relate directly to work of this Section include, but are not limited to the following:

1. Section 035002, BLACK BEAUTY CONCRETE
2. Section 079201, EXTERIOR SEALANTS

1.3 RELATED WORK

A. Comply with applicable requirements of the following standards. Where these standards conflict with other specified requirements, the most restrictive requirement shall govern.

1. American Concrete Institute (ACI):

306.1	Cold Weather Concreting
308.1	Curing Concrete
309	Consolidation of Concrete
318	Building Code Requirements for Reinforced Concrete
325.9R	Guide for Construction of Concrete Pavements and Concrete Bases
347	Concrete Formwork

2. American Plywood Association (APA):

Ref. 1

APA Design/Construction Guide, Residential and

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3. American Society for Testing and Materials (ASTM):

A 36	Structural Steel
A 108	Steel bars, Carbon, Cold-Finished, Standard Quality
A 123	Zinc (Hot-Galvanized) Coatings on Products Fabricated from Rolled, Pressed, and Forged Steel Shapes, Plates, Bars, and Strip
A 143	Safeguarding Against Embrittlement of Hot-Dip Galvanized Structural Steel Products and Procedure for Detecting Embrittlement
A 185	Welded Steel Wire Fabric for Concrete Reinforcement
A 307	Carbon Steel Externally Threaded Standard Fasteners
A 309	Weight and Composition of Coating on Terne Sheet by the Triple-Spot Test
A 386	Zinc Coating (Hot-Dip) on Assembled Steel Products
A510	General Requirements for Wire Rods and Course Round Wire, Carbon Steel
A 569	Steel, Carbon (0.15 Maximum, Percent), Hot-Rolled Sheet and Strip, Commercial Quality
A 615	Deformed and Plain Billet-Steel Bars for Concrete Reinforcement
C 33	Concrete Aggregates
C 94	Ready-Mixed Concrete
C 143	Slump of Portland Cement Concrete
C 150	Portland Cement
C 171	Sheet Materials for Curing Concrete
C 494	Chemical Admixtures for Concrete
D 1557	Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf/ft ³ (2,700 KN-m/m ³))

D 1752

Performed Sponge Rubber and Cork Expansion Joint Fillers for Concrete Paving and Structural Construction.

E 1745

Plastic Water Vapor Retarders Used in Contact with Soil or Granular Fill under Concrete Slabs

D 1752

Performed Sponge Rubber and Cork Expansion Joint Fillers for Concrete Paving and Structural Construction.

4. Tennessee Department of Transportation (TDOT):

Specifications

Standard Specifications For Road And Bridge Construction

1.4

SUBMITTALS

A. Design Mixtures: For each concrete mixture. Submit alternate design mixtures when characteristics of materials, Project conditions, weather, test results, or other circumstances warrant adjustments.

1. Indicate amounts of mixing water to be withheld for later addition at Project site.

B. Steel Reinforcement Shop Drawings: Placing drawings that detail fabrication, bending, and placement. Include bar sizes, lengths, material, grade, bar schedules, stirrup spacing, bent bar diagrams, bar arrangement, splices and laps, mechanical connections, tie spacing, hoop spacing, supports for concrete reinforcement and connection to bedrock (as needed).

C. Formwork Shop Drawings: Show formwork construction including form-facing joints, rustications, construction and contraction joints, form joint-sealant details, form tie locations and patterns, inserts and embedments, cutouts, cleanout panels, and other items that visually affect exposed to view cast-in-place concrete.

D. Samples of the following shall be submitted: _

<u>Item</u>	<u>Sample Size</u>
Performed joint filler	Two pieces, full depth and width, 12 in. length
Form	12 in. x 12 in.
Form ties	1 each, complete

E. Submit manufacturer's product data for forms and accessories.

F. Field quality-control test and inspection reports.

G. Prior to start of concrete work, Contractor shall submit to the Architect for review a schedule for execution of the work of this section and a location plan indicating sequence of concrete placement and location of proposed control joints and construction joints, if required.

1.5 PRECONSTRUCTION MOCK-UPS

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A. General

1. Schedule mock-up casting for acceptance 30 days prior to casting of concrete surfaces represented by the mockups.
2. Locate mock-up panels in non-public areas accepted by the Architect.
3. Continue to cast mock-ups until acceptable mock-ups area produced. Accepted mock-ups shall be the standard for color, texture, and workmanship for the work.
4. Mock-up sequence of forming, placing, form removal, curing, and finishing shall be reviewed and accepted by the Architect.
5. Demonstrate in the construction of the mock-up formwork the sealer material, form release agent, and curing materials and methods to be used.
6. Mock-up formwork shall be inspected and accepted by the Architect before placing of concrete.
7. Use the same concrete mixes and placement procedures, accepted in mock-ups, in the final work, unless otherwise directed by the Architect.
8. Protect accepted mock-ups from damage until completion and acceptance of the work represented by the mock-up.
9. Remove mockups from site at completion of project, as directed by the Architect.

B.

Mockups: Cast mockups of full-size sections simulating actual design and execution conditions for concrete mix materials, reinforcement, formwork, placing sequence, form removal, curing, finishing, methods and materials of stain removal and correction of defective work, and overall standard of workmanship.

1. Build mockups in the location and of the size indicated or, if not indicated, as directed by Architect.
 - a. Stairs: 3 consecutive steps, 4 ft. wide x full tread and riser dimensions; finish as specified.
2. Notify Architect seven days in advance of dates and times when mockups will be constructed.
3. Obtain Architect's approval of mockups before starting construction.
4. Maintain approved mockups during construction in an undisturbed condition as a standard for judging the completed pavement.
5. Demolish and remove approved mockups from the site when directed by Architect.

C.

Source of Materials. Utilize the same source, stock, or brand of concrete materials for each class or mix of concrete which is to be exposed. Do not interchange materials or mixes until an additional mock-up shows that uniformity in finish texture and color, as compared to original mock-up will be maintained. If necessary, obtain and stockpile materials in sufficient quantity to ensure continuity and uniformity.

1.6 DESIGN OF CONCRETE MIX

A. Mix design shall be certified and statement of materials constituting design of mixes (as required by referenced standards) shall be submitted for Architect's approval within one week following award of Contract.

B. Concrete mix design shall include the following information:

1. Proportions of cement, fine and coarse aggregates, and water.
2. Water-cement ratio, design strength, slump, and air content.

3. Type of cement and aggregates.
4. Type and dosage of all admixtures.
5. Special requirements for pumping.
6. Range of ambient temperature and humidity for which the design is valid.
7. Any special characteristics of the mix which require precautions in the mixing, placing, finishing, or curing methods to achieve the finished product specified.

C. Allowable Tolerances:

1. Fabricating:
 - a. Sheared length: Plus or minus 1 in.
 - b. Stirrups and ties: Plus or minus 1/2 in.
 - c. Members more than 8 in., but not over 2 ft. - 0 in. deep: Plus or minus 1/2 in.
 - d. Members more than 2 ft. - 0 in. deep: Plus or minus 1 in.
 - e. Crosswise of members: Space evenly within 2 in. of stated separation
 - f. Lengthwise of members: Plus or minus 2 in.
2. Maximum bar relocation to avoid interference with other reinforcing steel, conduits, or other embedded item: 1 bar diameter.

1.7 TESTING

- A. Inspection and testing of the concrete mix will be performed by an independent testing laboratory approved by the Architect. Testing equipment shall be supplied by the laboratory, and the preparation of samples and all testing shall be performed by the laboratory personnel.
- B. Concrete materials and operations will be tested and inspected as work progresses. Failure to detect any defective work or material shall not in any way prevent later rejection when such defect is discovered, nor shall it obligate the Architect to final acceptance.
- C. The following testing services shall be provided:
 1. Review and test of the Contractor's proposed materials for compliance with the specifications.
 2. Review of the Contractor's proposed mix design.
 3. Sampling and testing of materials at plants or stockpiles during the course of the work for compliance with the specifications.
 4. Strength tests of concrete specimens.
 5. Inspection of concrete batching, mixing, and delivery.
- D. The following testing services shall be provided, at the Contractor's expenses:
 1. Additional testing and inspection required because of changes in materials or proportions, requested by the Contractor.
 2. Additional testing of materials or concrete occasioned by their failure by testing or inspection to meet specification requirements.

- E. At least four standard compression test cylinders shall be made and tested from each day's placement of concrete. Four concrete test cylinders will be taken for every 75 cubic yards or less of each type and design strength of concrete placed each day. Two cylinders shall be tested at seven days, and two at 28 days. One additional test cylinder will be taken during cold weather concreting, and will be cured at the job site under the same conditions

as the concrete it represents. If job experience indicates additional cylinder tests or other tests are required for proper control or determination of concrete quality, such tests shall be made.

- F. One slump test will be taken for each set of test cylinders taken.
- G. Submit to the Owner, for forwarding to the testing laboratory, proposed concrete mix design for review, before beginning work.
- H. Provide free access to work and full assistance and cooperation, concrete for samples, and such auxiliary personnel and equipment as needed for testing agency to take samples for required tests. Notify testing agency and Architect of intent to place concrete at least 24 hours before placement.

PART 2 - PRODUCTS

2.1 FORM MATERIALS AND ACCESSORIES

- A. Concrete surfaces which will be visible after completion of the structure, painted or unpainted, shall be formed to have a "smooth-form" finish, as defined by ACI 301. The form facing materials shall produce a smooth, hard, uniform texture on the concrete.
 - 1. Form material shall be plywood, tempered concrete-formgrade hardboard, or metal, capable of producing the required finish.
 - 2. Pan-Type Forms: Glass-fiber-reinforced plastic or formed steel, stiffened to resist plastic concrete loads without detrimental deformation.
 - 3. Void Forms: Biodegradable paper surface, treated for moisture resistance, structurally sufficient to support weight of plastic concrete and other superimposed loads.
 - 4. Other form materials shall not be used without prior written permission of the Architect.
- B. Forms for Cylindrical Columns, Pedestals, and Supports: Metal, glass-fiber-reinforced plastic, paper, or fiber tubes that will produce surfaces with smooth form finish. Provide units with sufficient wall thickness to resist plastic concrete loads without detrimental deformation.
 - 1. Forms shall not impart visible straight or spiral mark on concrete columns.
- C. Concrete surfaces which will be concealed in completed structure shall be formed to have a "rough form" finish as defined by ACI 301.
- D. Forms shall be true to line and free from warp, and shall be of sufficient strength, when braced, to resist the pressure of the concrete during placement within the allowable tolerances.
- E. Surfaces of forms to be in contact with concrete shall be coated with nonstaining form release compound similar to Tamms Luster Seal; wetting or coating with grease or oil will not be accepted as a substitute. Approval of the Architect shall be obtained before coated (plastic-faced) form material or liners are used in lieu of form release compound.
- F. Unless otherwise indicated on the Drawings, exposed corners of beams, columns and walls and other concrete arrises shall be chamfered. Where other dimension is not indicated on the Drawings, chamfer shall be 3/4 x 3/4 in.

1. Chamfer shall not be employed where masonry or other material will subsequently be installed flush with one of the adjacent surfaces of the concrete.
2. Where a wash or slope is indicated on the Drawings, no additional chamfer is required.
3. Chamfer shall be mitered at changes in direction.

2.2 FORM ACCESSORIES

- A. Form ties shall be factory-fabricated metal ties, shall be of the removable or internal disconnecting or snap-off type, and shall be of a design that will not permit form deflection and will not spall concrete upon removal. Solid backing shall be provided for each tie. Except where removable tie rods are used, ties shall not leave holes in the concrete surface less than 1/4 inch nor more than 1 inch deep and not more than 1 inch in diameter. Removable tie rods shall be not more than 1-1/2 inches in diameter.
 - B. Where steel adjacent to vertical faces of forms cannot be otherwise secured, mortared doughnuts shall be used to prevent steel lying too close to finish vertical faces of the concrete.
 - C. Forms at doweled joints shall have accurately sized and located holes for dowels. Split forms may be used to facilitate stripping.
 - D. Reglets shall be made of polyvinyl chloride, grey color. Where reglets are indicated on the Drawings they shall be assumed to be continuous. Reglets shall be filled with a disposable packing material to prevent entrance of concrete.
 - E. Form Release Agent: Form releasing agents shall be commercial formulations that will not bond with, stain or adversely affect concrete surfaces. Agents shall not impair subsequent treatment of concrete surfaces depending upon bond or adhesion nor impede the wetting of surfaces to be cured with water or curing compounds.
 - F. Construction Joint Form: Burke Concrete Products, "Keyed Kold Joint", or approved equal.
- 2.3 STEEL BARS AND SUPPORTS
- A. Recycled Content of Steel Products: Provide products with an average recycled content of steel products so postconsumer recycled content plus one-half of preconsumer recycled content is not less than 60 percent.
 - B. Steel reinforcing bars shall conform to ASTM A 615/A 615M, Grade 60, deformed, including Supplementary Requirements S1.
 - 1. Bars employed as reinforcement and dowels shall be deformed type:
 - a. Cutting of bars by torch will not be permitted.
 - 2. Bars employed as dowels, spirals, and structural ties or supports shall be hot-rolled plain rounds, ASTM A 615, Grade 40.
 - a. Plastic-coated dowels, such as Doubl-Coat plastic-coated steel dowel bars, manufactured by Republic Steel Corporation, or approved equal, are acceptable.
 - 3. Bars employed in joints subject to movement shall be hot-rolled plain rounds.
 - a. Bars for use in joints subject to movement shall be saw-cut. Bars crimped or bent in cutting will not be acceptable.
 - C. Reinforcing bars shall be manufactured in the United States.
 - D. Epoxy-Coated Wire: ASTM A 884/A 884M, Class A, Type 1 coated-steel wire, with less than 2 percent damaged coating in each 12-inch (300-mm) wire length.

- E. Plain-Steel Welded Wire Reinforcement: ASTM A 185, plain, fabricated from as-drawn steel wire into flat sheets. Fabric reinforcement shall be furnished in flat sheets; reinforcement furnished in rolls will not be acceptable.
- F. Steel failing to meet the requirements of this specification or the Drawings will be rejected and shall be removed from the site immediately. Rejected steel shall be replaced with new steel conforming to this specification, at no additional cost to the Owner.
- G. Bolsters, chairs, supports, and other devices for spacing, supporting, and fastening of reinforcing in place shall conform to requirements of CRSI Manual.
- H. Tie wire shall be black annealed wire, 16 gauge or heavier.

2.4 AGGREGATE BASE COURSE

- A. Material for aggregate base course shall be a graded, granular, non-frost susceptible, free-draining material, consisting of crushed gravel, practically free from loam and clay, and which can be readily compacted to form a stable foundation.
 - 1. Material shall conform to TDOT Standard Specifications for road base.

2.5 CONCRETE

- A. Concrete shall be air-entrained type, conforming to ASTM C 94. Air-Entraining Admixture: ASTM C 260.
- B. Unless otherwise indicated on the Drawings, minimum 28 day compressive strength shall be 4,000 psi.
 - 1. Concrete slump shall be no less than 2 in. nor greater than 4 in., determined in accordance with ASTM C 143.
 - 2. Maximum Water-Cementitious Materials Ratio: 0.45.
 - 3. Air Content: 6 percent, plus or minus 1.5 percent at point of delivery for 3/4-inch (19-mm) nominal maximum aggregate size.
- C. Cement shall be Portland cement, conforming to ASTM C 150, Type I, gray color.
- D. Aggregates shall conform to ASTM C 33.
- E. Concrete shall contain a water reducing agent to minimize cement and water content of the concrete mix at the specified slump. Water reducing agent shall conform to ASTM C 494.
- F. No calcium chloride or admixtures containing calcium chloride shall be added to the concrete. No admixtures other than those specified shall be used in the concrete without the specific written permission of the Architect in each case.
- G. Water: Clean and not detrimental to concrete.
- H. Admixtures:
 - 1. Air entrainment: ASTM C260
 - 2. Water reducing: ASTM C494 Type F high range.
 - 3. Accelerating: ASTM C494 Type C.

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4. Set-retarding: ASTM C494 Type B.

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2.6 CURING MATERIALS

- A. Curing shall be by moist curing or by use of curing compound.
- B. Curing paper shall be a nonstaining, fiber reinforced laminated kraft bituminous product conforming to ASTM C 171. Four mil polyethylene sheeting may be substituted for curing paper.
- C. Liquid membrane forming curing compounds will not be permitted.
- D. Curing compound shall be a resin-base, white pigmented compound conforming to ASTM C 309, Type 2.

2.7 EXPANSION JOINTS

- A. Unless otherwise indicated on the Drawings, wall and foundation expansion joints shall be located 30 ft. o.c., maximum.
- B. Below grade base slab joints shall be located as indicated on the Drawings.
- C. Where indicated, wall expansion joints shall be 3/8 in. wide, and recessed ½ in. from face of wall. Expansion joint filler shall be preformed, nonbituminous type joint filler conforming to ASTM D 1752, Type II, similar to Sealight Cork Expansion Joint Filler, manufactured by W.R. Meadows, Inc., or approved equal.
 - 1. Premolded filler shall be one piece for the full depth and width of the joint.
 - 2. Use of multiple pieces of lesser dimensions to make up required depth and width of joint will not be permitted.
 - 3. Except as otherwise noted on the Drawings, joint filler shall be 3/8 in. thick.
- D. Where indicated, concrete slab-on-grade shall be doweled at each expansion joint. One end of the dowel shall be greased.
- E. Round Expansion Joint Dowels: ASTM A615, Grade 60, epoxy-coated, smooth, billet-steel bars, clean and free of rust and scale.
- F. Square Expansion Joint Dowels: ASTM A108, epoxy-coated, alloy-steel square bar.
- G. Sleeves for Square Dowels: Sika Greenstreak square dowel sleeves and bases sized to fit epoxy-coated square dowels.
- H. Dowel Caps for Round Dowels: Plastic caps approximately 4" long, designed and manufactured to fit over ends of expansion joint dowels to allow longitudinal movement of dowels after concrete has hardened.
- I. Dowel Aligners for Round Dowels: PNA Dowel Aligners, or approved equal.

2.8 CONTROL JOINTS

- A. Control joints indicated to be sawn shall be made by saw cutting concrete slab after concrete is finished and when the surface is stiff enough to support the weight of workmen without damage to the slab. Saw blade shall cut into slab at least 1 in., but in no case less

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than 25% of slab depth.

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- B. Unless otherwise indicated on the Drawings, control joints shall be located 10 ft. o.c. maximum.
- 2.9 BOLTS
 - A. Anchor bolts shall conform to ASTM A 307.
 - B. Expansion bolts for anchoring into existing concrete shall conform to ASTM A 307, and shall have a self-drilling shell similar to Phillips Red Head Self-Drilling Shells, manufactured by Phillips Red Head Anchor Division of ITT, Michigan City, IN., or approved equal.

PART 3 - EXECUTION

3.1 GRADING

- A. Areas to be paved will be compacted and brought approximately to subgrade elevation under Section 312316, SITE EXCAVATION, Section 312318, PROOF ROLLING, and Section 312323, BACKFILLING AND FINISHED GRADING before work of this section is performed. Final fine grading, filling, and compaction of subgrade to receive paving, as required to form a firm, uniform, accurate, and unyielding subgrade at required elevations and to required lines, shall be done under this Section.
- B. Existing subgrade material which will not readily compact as required shall be removed and replaced with satisfactory materials. Additional materials needed to bring subgrade to required line and grade and to replace unsuitable material removed shall be material conforming to this Section.
- C. Subgrade of areas to be paved shall be recompacted as required to bring top 8 in. of material immediately below gravel base course to a compaction of at least 90% of maximum density, as determined by ASTM D 1557, Method D. Subgrade compaction shall extend for a distance of at least 1 ft. beyond pavement edge.
- D. Excavation required in pavement subgrade shall be completed before fine grading and final compaction of subgrade are performed. Where excavation must be performed in completed subgrade or subbase subsequent backfill and compaction shall be performed as directed by the Architect as specified in Section 312316, SITE EXCAVATION, Section 312318, PROOF ROLLING, and Section 312323, BACKFILLING AND FINISHED GRADING. Completed subgrade after filling such areas shall be uniformly and properly graded.
- E. Areas being graded or compacted shall be kept shaped and drained during construction. Ruts greater than or equal to 2 in. deep in subgrade, shall be graded out, reshaped as required, and recompacted before placing pavement.
- F. Materials shall not be stored or stockpiled on subgrade.
- G. Disposal of debris and other material excavated and/or stripped under this section, and material unsuitable for or in excess of requirements for completing work of this Section shall conform to the following:
 - 1. Material shall be legally disposed of off-site.

- H. Prepared subgrade will be inspected by the Architect. Subgrade shall be approved by the Architect before installation of paving base course. Disturbance to subgrade caused by inspection procedures shall be repaired under this Section of the specification.

3.2 DENSE GRADE CRUSHED STONE COURSE

- A. Dense graded crushed stone course for paving and the spreading, grading, and compaction methods employed shall conform to standard requirements for usual base course of this type for first class road work, and the following:

- 1. TDOT Standard Specifications.

- B. Compaction of dense graded crushed stone course shall be to 95% of maximum density as determined by ASTM D 1557, Method D. Stone greater than 2-1/2 in. shall be excluded from course.

- C. Width of base course shall be greater than or equal to the width of pavement surface, if continuous lateral support is provided during rolling, and shall extend at least 2 x base thickness beyond edge of the course above, if not so supported.

- D. Aggregate material shall be applied in lifts less than or equal to 3 in. thick, compacted measure. Each lift shall be separately compacted to specified density, using a 6 ton steel wheel roller or vibratory roller equivalent to a 6 ton static roller, or an approved equivalent.

- 1. Material shall be placed adjacent to wall, manhole, catch basin, and other structures only after they have been set to required grade and level.
- 2. Rolling shall begin at sides and progress to center of crowned areas, and shall begin on low side and progress toward high side of sloped areas. Rolling shall continue until material does not creep or wave ahead of roller wheels.
- 3. Surface irregularities which exceed 1/2 in. measured by means of a 10 ft. long straightedge shall be replaced and properly compacted.

- E. Subgrade and base course shall be kept clean and uncontaminated. Less select materials shall not be permitted to become mixed with gravel. Materials spilled outside pavement lines shall be removed and area repaired.

- F. Portions of subgrade or of construction above which become contaminated, softened, or dislodged by passing of traffic, or otherwise damaged, shall be cleaned, replaced, and otherwise repaired to conform to the requirements of this specification before proceeding with next operation.

3.3 ACCEPTABILITY OF CONCRETE SURFACES

- A. Concrete structures to receive concrete topping slab shall be inspected to ensure that surface is suitable to receive concrete. Waterproofed surfaces shall be thoroughly cured and suitably protected with protection board prior to start of concrete work of this section.

3.4 FORMWORK

- A. Design, erect, shore, brace, and maintain formwork, according to ACI 301, to support vertical, lateral, static, and dynamic loads, and construction loads that might be applied, until structure can support such loads.

- B. Construct formwork so concrete members and structures are of size, shape, alignment,

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elevation, and position indicated, within tolerance limits of ACI 117.

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- C. Limit concrete surface irregularities, designated by ACI 347R as abrupt or gradual, as follows:
 - 1. Class A, 1/8 inch (3.2 mm) for smooth-formed finished surfaces.
 - 2. Class C, 1/2 inch (13 mm) for rough-formed finished surfaces.
 - D. Forms shall be sufficiently tight to prevent leakage of mortar, and, where necessary, shall have temporary openings as required for thorough cleaning and as required for the introduction of concrete to avoid excessive free fall.
 - E. Fabricate forms for easy removal without hammering or prying against concrete surfaces. Provide crush or wrecking plates where stripping may damage cast concrete surfaces. Provide top forms for inclined surfaces steeper than 1.5 horizontal to 1 vertical.
 - 1. Install keyways, reglets, recesses, and the like, for easy removal.
 - 2. Do not use rust-stained steel form-facing material.
 - F. Set edge forms, bulkheads, and intermediate screed strips for slabs to achieve required elevations and slopes in finished concrete surfaces. Provide and secure units to support screed strips; use strike-off templates or compacting-type screeds.
 - G. Provide temporary openings for cleanouts and inspection ports where interior area of formwork is inaccessible. Close openings with panels tightly fitted to forms and securely braced to prevent loss of concrete mortar. Locate temporary openings in forms at inconspicuous locations.
 - H. Unless otherwise indicated, chamfer exterior corners and edges of permanently exposed concrete.
 - I. Form openings, chases, offsets, sinkages, keyways, reglets, blocking, screeds, and bulkheads required in the Work. Determine sizes and locations from trades providing such items.
 - J. Clean forms and adjacent surfaces to receive concrete. Remove chips, wood, sawdust, dirt, and other debris just before placing concrete.
 - K. Retighten forms and bracing before placing concrete, as required, to prevent mortar leaks and maintain proper alignment.
 - L. Coat contact surfaces of forms with form-release agent, according to manufacturer's written instructions, before placing reinforcement.
- 3.5 PLACING OF REINFORCING
- A. Reinforcing bars shall be placed in accordance with ACI 301, 318, and CRSI "Manual of Standard Practice". Reinforcing bars showing cracks after bending shall be discarded and replaced with new material conforming to this Section at no additional cost to the Owner.
 - 1. Do not cut or puncture vapor retarder. Repair damage and reseal vapor retarder before placing concrete.

- B. Reinforcing shall be thoroughly cleaned of loose mill and rust scale, dirt, ice, and other foreign material which may reduce the bond between concrete and reinforcing. Where there is a delay in placing concrete after reinforcement is in place, bars shall be reinspected and cleaned when necessary.
- C. Unless permitted by the Architect, reinforcing bars shall not be cut in the field.
- D. Clear concrete cover for reinforcing steel shall comply with the following:
 - Walls: 2 in. exterior faces
 - Slab on Grade: ¾ in. top steel
1-1/2 in. bottom steel
 - Footings: 2 in. formed edges
3 in. cast against ground
- E. After forms have been coated with form release compound, but before concrete is placed, reinforcing steel shall be securely wired in exact position called for, and shall be maintained in that position until concrete is placed and compacted. Locate and support reinforcement with bar supports to maintain minimum concrete cover. Do not tack weld crossing reinforcing bars.
- F. Chair bars and supports shall be provided in a number and arrangement satisfactory to the Architect.
 - 2. Metal supports shall be the types which will not penetrate and show through or stain surfaces which are to be exposed to view, painted or unpainted. Supports at surfaces which will be exposed to the weather shall be stainless steel, plastic tipped, or other non-corrosive material.
 - 3. Where steel is adjacent to vertical form face and cannot be otherwise secured, mortar doughnuts shall be used to prevent steel from lying too close to finished vertical concrete face.
 - 4. Where waterproofed surfaces are indicated, reinforcing bar chairs, bolsters, and other supports shall not rest on waterproofing membrane. To protect membrane from puncture, chairs, bolsters, etc., shall rest on 1/4 in. thick hardboard, which shall be centered under the support leg. Area of hardboard shall not be less than 3 sq. in. per leg.
- F. Except as otherwise noted, laps at joints in welded wire fabric reinforcement shall be at least 6 in. and shall be securely tied with the wire.
- G. Except as otherwise specified, reinforcing steel shall be spliced by lapping bar ends, placing bars in contact, and tightly wiring. Minimum lap of spliced bars shall conform to ACI 318, Class B.
 - 1. Bars No. 14 and larger shall not be lap spliced.
- H. Doweled Joints
 - 1. Dowels at expansion joints and at other locations where movement of the joint is expected shall be thoroughly clean on the embedded portion to permit good bond, and shall be greased or otherwise treated to prevent bond for the full length of the portion which is intended to move in the concrete.
 - 2. Factory plastic-coated dowels where approved for use need not be lubricated, and the plastic coating need not be removed from any part of the dowel.

3. Dowels in concrete which are placed in locations or under temperature conditions which may be expected to cause movement of the concrete toward the joint, at any time during the life of the structure, shall have a cap on the lubricated end (either end of a factory plastic-coated dowel). Cap shall provide a 2 in. long air space into which dowel may move when concrete expands toward joint. Cap shall be properly secured to the end of the dowel, to prevent cap being dislodged during concrete placing operations, but to permit dowel to slide into the air space when concrete expands.
- I. Bending: Bend bars cold; do not use heat reinforcing or bend by make-shift methods. Discard bent, kinked or otherwise damaged bars.
- J. Welding of reinforcing bars will be permitted only where permission of the Architect has been obtained in advance. Such welding shall be performed only under conditions established by the Architect.
 1. Weld reinforcing bars according to AWS D.1.4, where indicated.
- K. Unless otherwise indicated on the Drawings, reinforcing shall extend within 2 in. of formwork and expansion joints. Reinforcement shall continue through construction joints.
- L. Install welded wire reinforcement in longest practicable lengths on bar supports spaced to minimize sagging. Lap edges and ends of adjoining sheets at least one mesh spacing. Offset laps of adjoining sheet widths to prevent continuous laps in either direction. Lace overlaps with wire.
- M. Longitudinal reinforcing steel in bond beams, walls and footings shall be continuous around corners.

3.6 PLACING CONCRETE

- A. Before placing concrete, forms and space to be occupied by concrete shall be thoroughly cleaned, and reinforcing steel and embedded metal shall be free from dirt, oil, mill scale, loose rust, paint, and other material which might tend to reduce bond.
- B. Existing concrete, earth, and other water-permeable material against which new concrete is to be placed shall be thoroughly damp when concrete is placed. There shall be no free water on surface.
- C. Concrete which has set or partially set before placing shall not be employed. Retempering of concrete will not be permitted.
- D. Deposit concrete continuously in one layer or in horizontal layers of such thickness that no new concrete will be placed on concrete that has hardened enough to cause seams or planes of weakness. If a section cannot be placed continuously, provide construction joints as indicated. Deposit concrete to avoid segregation.
 1. Consolidate placed concrete with mechanical vibrating equipment according to ACI 309.
 2. If concrete can not be mechanically consolidated, concrete shall be thoroughly spaded and tamped to secure a solid and homogeneous mass, thoroughly worked around reinforcement and into corners of forms.
- E. Cold-Weather Placement: Comply with ACI 306.1.

- F. Hot-Weather Placement: Comply with ACI 301.
 - G. When joining fresh concrete to concrete which has attained full set, latter shall be cleaned of foreign matter, and mortar scum and laitance shall be removed by chipping and washing. Clean, roughened base surface shall be saturated with water, but shall have no free water on surface. A coat of 1:1 cement-sand grout, approximately 1/8 in. thick, shall be well scrubbed into thoroughly dampened concrete base. New concrete shall be placed immediately, before grout has dried or set.
- 3.7 FINISHING
- A. General: Refer to Materials Legend on the Drawings
 - 1. Smooth-Formed Finish (stem walls and ribbon curb): As-cast concrete texture imparted by form-facing material, arranged in an orderly and symmetrical manner with a minimum of seams. Remove fins and other projections exceeding specified limits on formed-surface irregularities. Repair and patch the holes and defects.
 - B. Steps: Apply the following to smooth-formed finished as-cast concrete for treads and sides of exterior site steps, as follows:
 - 1. Light Sand Blast Finish: Provide light sand blast finish lightly exposing fine aggregate with no reveal, as on Architect's sample panel, approved sample, and mockup installation. Finish shall be free of surface defects such as migrated entrained air or entrapped air bubbles over 1/8 in. diameter, sand streaks, staining, lack of uniformity of color or finish, blotches, wash, form leakage or honeycomb, and physical damage, any of which shall be deemed cause for rejection.
 - a. Time between final curing and performing sandblast finish shall be same as for approved mockups.
 - C. Below grade concrete slabs and pads shall be screeded off and finished true to line and grade, and free of hollows and bumps. Surface shall be dense, smooth, and at exact level and slope required.
 - 1. Finished concrete surface for subbases shall be wood-floated to a slightly rough surface. Surface shall not deviate more than 1/4 in. in 10 ft.
 - D. Where finishing is performed before end of curing period, concrete shall not be permitted to dry out, and shall be kept continuously moist from time of placing until end of curing period, or until curing membrane is applied.
- 3.8 FINISHING BELOW GRADE SLABS
- A. General: Comply with ACI 302.1R recommendations for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.
 - 1. Concrete slabs and pads shall be screeded off and finished true to line and grade, and free of hollows and bumps. Surface shall be dense, smooth, and at exact level and slope required.
 - 2. Finished concrete surface for subbases shall be wood-floated to a slightly rough surface. Surface shall not deviate more than 1/4 in. in 10 ft.

- B. Control joints shall be scored into slab surface with scoring tool.
- C. Where finishing is performed before end of curing period, concrete shall not be permitted to dry out, and shall be kept continuously moist from time of placing until end of curing period, or until curing membrane is applied.

3.9 PROTECTION AND CURING

- A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 306.1 for cold-weather protection and ACI 301 for hot-weather protection during curing.

- B. It is essential that concrete be kept continuously damp from time of placement until end of specified curing period. It is equally essential that water not be added to surface during floating and troweling operations, and not earlier than 24 hours after concrete placement. Between finishing operations surface shall be protected from rapid drying by a covering of waterproofing paper. Surface shall be damp when the covering is placed over it, and shall be kept damp by means of a fog spray of water, applied as often as necessary to prevent drying, but not sooner than 24 hours after placing concrete. None of the water so applied shall be troweled or floated into surface.

- C. Evaporation Retarder: Apply evaporation retarder to unformed concrete surfaces if hot, dry, or windy conditions cause moisture loss approaching 0.2 lb/sq. ft. x h (1 kg/sq. m x h) before and during finishing operations. Apply according to manufacturer's written instructions after placing, screeding, and bull floating or darbying concrete, but before float finishing.

- D. Cure concrete according to ACI 308.1, by one or a combination of the following methods:

- 1. Moisture Curing: Keep surfaces continuously moist for not less than seven days.
- 2. Moisture-Retaining-Cover Curing: Cover concrete surfaces with moisture-retaining cover for curing concrete, placed in widest practicable width, with sides and ends lapped at least 12 inches (300 mm), and sealed by waterproof tape or adhesive. Cure for not less than seven days. Immediately repair any holes or tears during curing period using cover material and waterproof tape.

3.10 EXPANSION JOINTS

- A. Expansion joint shall be 3/8 in. wide, clean, dry, and free of loose material, dirt, oil and grease, and shall be formed in the concrete to required width with preformed joint filler in place. Joint filler shall extend the full length of the expansion joint.

- 1. Depth of filler shall extend to the full thickness of the concrete in vertical surfaces and in concealed horizontal surfaces.
- 2. Depth of filler in exposed horizontal surfaces shall be as required to form a 1/2 in. deep sealant recess below finished surface to depth recommended by sealant manufacturer.

3.11 EXPANSION JOINT DOWELS:

- A. Center vertically in slab, unless indicated otherwise.

- B. Center longitudinal position of each dowel horizontally on joint, except where indicated otherwise.

- C. Install at same spacing as slab bar unless indicated on Drawings.
- D. Install a cap or sleeve on one end of each dowel as indicated on Drawings.
- E. Prior to installing the cap or sleeve on the dowels, completely coat surfaces of each dowel on the cap-side or sleeve-side of the expansion joint with debonding compound.
- F. Cut holes in expansion joint fill material accurately to fit tightly around dowels so that concrete will not leak into gaps between the dowels and the expansion joint material.
- G. Install dowels 90 degrees horizontally and vertically to expansion joint using dowel aligners to help maintain alignment.
- H. Install the dowel aligners in accordance with the manufacturer's current printed instructions.

3.12 CONTROL JOINTS

- A. Joints shall be sawn as soon as the concrete will withstand the energy of sawing without raveling or dislodging aggregate particles. For most concrete mixtures, this means sawing should be completed within the first 6 to 18 hours and never delay more than 24 hours. Early-entry saws may be used to allow cutting to begin within a few hours after placement.
- B. Control joints indicated shall be sawn 1/8 in. wide by using a diamond blade concrete power saw. Saw shall cut into slab at least 25% of slab depth. Saw cut joints shall be straight and accurate to line.
 - 1. Saw cut joints shall be sawn flush to vertical surfaces.
 - 2. Unless otherwise indicated on the Drawings, control joints in pedestrian pavements shall be located 10 ft. o.c. maximum.
 - 3. Doweled Control Joints: Install dowel bars and support assemblies at joints where indicated. Lubricate or asphalt coat one-half of dowel length to prevent concrete bonding to one side of joint.

3.13 REMOVING FORMS AND SUPPORTS

- A. Forms shall be removed preventing injury to the concrete and ensuring the complete safety of the structure. Formwork for parts not supporting the weight of concrete may be removed when the concrete has attained sufficient strength to resist damage from the removal operation but not before at least 24 hours has elapsed since concrete placement. Supporting forms and shores shall not be removed from beams, floors and walls until the structural units are strong enough to carry their own weight and any other construction or natural loads. Supporting forms or shores shall not be removed before the concrete strength has reached 70 percent of design strength, as determined by field cured cylinders or other approved methods. This strength shall be demonstrated by job-cured test specimens, and by a structural analysis considering the proposed loads in relation to these test strengths and the strength of forming and shoring system. The job-cured test specimens for form removal purposes shall be provided in numbers as directed and shall be in addition to those required for concrete quality control. The specimens shall be removed from molds at the age of 24 hours and shall receive, insofar as possible, the same curing and protection as the structures they represent.
- B. Panels damaged in stripping or otherwise shall not be reused.
- C. Forms to be reused on the work shall be thoroughly cleaned immediately after stripping.

Damaged forms shall not be used. Only clean, sound, dimensionally correct forms shall be used.

3.14 CONCRETE SURFACE REPAIRS

- A. Defective Concrete: Repair and patch defective areas when approved by Architect. Remove and replace concrete that cannot be repaired and patched to Architect's approval.

3.15 CONSTRUCTION WASTE MANAGEMENT

- A. Comply with the requirements of Section 017419, CONSTRUCTION WASTE MANAGEMENT for removal and disposal of construction debris and waste.

END OF SECTION

SECTION 079201
EXTERIOR SEALANTS

PART 1 GENERAL

1.1 SUMMARY

- A. Caulk and seal joints as indicated on the Drawings and as specified. Include, but do not limit to:

1. Sealing of joints in exterior construction.
2. All other exterior sealing called for, or reasonably inferred from the Drawings, and as required to provide weathertight conditions in exterior assemblies.
3. Expansion joints in pavements and slabs.
4. Expansion joints in site walls, channels, curbs and steps.
5. Other joints as indicated.

1.2 RELATED WORK

- A. Examine Contract Documents for requirements that affect work of this Section. Other Specification Sections that directly relate to work of this Section include, but are not limited to:

1. Section 033001, CAST-IN-PLACE CONCRETE - SITEWORK.

1.3 REFERENCES

- A. Comply with applicable requirements of the following standards. Where these standards conflict with other specified requirements, the most restrictive requirements shall govern.
 1. American Association of State Highway and Transportation Officials (AASHTO):
 - M 220 Performed Elastomeric Compression Joint Seals for Concrete
 2. American Society for Testing and Materials (ASTM):
 - C 719 Adhesion and Cohesion of Elastomeric Joint Sealants under Cyclic Movement
 - C 790 Use of Latex Sealing Compounds
 - C 834 Latex Sealing Compounds
 - C 920 Elastomeric Joint Sealants
 - C 962 Use of Elastomeric Joint Sealants

C 1248	Staining of Porous Substrate by Joint Sealants
C 1521	Adhesion of Installed Weatherproofing Sealant Joints
D 412	Test Methods for Rubber Properties in Tension
D 624	Test Method for Rubber Property - Tear Resistance
D 2628	Performed Polychloroprene Elastomeric Joint Seals for Concrete Pavements

3. Federal Specifications (Fed. Spec.):

TT-S-00227	Sealing Compound: Elastomeric Type, Multi-Component (For Calking, Sealing, and Glazing in Buildings and Other Structures)
TT-S-001543A	Sealing Compound: Silicone Rubber Base (For Calking, Sealing, and Glazing in Buildings and Other Structures)

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's printed product data, specifications, MSDS Sheets, standard details, installation instructions, use limitations and recommendations for each sealant material used. Provide certifications that sealant materials comply with specified requirements.
- B. Initial Selection Samples: Submit samples manufacturer's color charts showing complete range of colors, textures, and finishes available for each material used.
- C. Verification Samples: Submit actual representative samples of each sealant material that is to be exposed in the completed work. Show full color ranges and finish variations expected. Provide sealant samples having minimum size of 4 in. long.
- D. Compatibility and Adhesion Test Reports: From sealant manufacturer, indicating the following:
 - 1. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
 - 2. Interpretation of test results and written recommendations for primers and substrate preparation needed for adhesion.
- E. SWRI Validation Certificate: For each elastomeric sealant specified to be validated by SWRI's Sealant Validation Program.
- F. Product Test Reports: Based on comprehensive testing of product formulations performed by a qualified testing agency, indicating that sealants comply with requirements.
- G. Test Reports: Provide certified reports for all specified tests.
- H. Materials for this Section:

1. Targeted products containing Volatile Organic Compounds (VOC Products)

1.5 COMPATIBILITY

- A. All trades using sealants at the exterior of the building to coordinate and use the same sealant to avoid problems with compatibility.
- B. Provide sealant and sealant joint backing materials suitable for the use intended and compatible with the materials with which they will be in contact. Compatibility of sealant and accessories shall be verified by the sealant manufacturer.

1.6 PERFORMANCE REQUIREMENTS

- A. Provide elastomeric joint sealants that establish and maintain watertight and airtight continuous joint seals without staining or deteriorating joint substrates.

1.7 QUALITY ASSURANCE:

- A. Preconstruction Compatibility and Adhesion Testing: Submit to joint-sealant manufacturers, for testing indicated below, samples of materials that will contact or affect joint sealants.
 1. Use ASTM C 1087 to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.
 2. Submit not fewer than eight pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
 3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
 4. For materials failing tests, obtain joint-sealant manufacturer's written instructions for corrective measures including use of specially formulated primers.

- B. Product Testing: Obtain test results for "Product Test Reports" Paragraph in "Submittals" Article from a qualified testing agency based on testing current sealant formulations within a 36-month period preceding the [Notice to Proceed with] [commencement of] the Work.

1. Testing Agency Qualifications: An independent testing agency qualified according to ASTM C 1021 to conduct the testing indicated, as documented according to ASTM E 548.
2. Test elastomeric joint sealants for compliance with requirements specified by reference to ASTM C 920, and where applicable, to other standard test methods.
3. Test elastomeric joint sealants according to SWRI's Sealant Validation Program for compliance with requirements specified by reference to ASTM C 920 for adhesion and cohesion under cyclic movement, adhesion-in-peel, and indentation hardness.
4. Test other joint sealants for compliance with requirements indicated by referencing standard specifications and test methods.

- C. Preconstruction Field-Adhesion Testing: Before installing elastomeric sealants, field test their adhesion to Project joint substrates as follows:

1. Locate test joints where indicated on Project or, if not indicated, as directed by Architect.
2. Conduct field tests for each application indicated below:
 - a. Each type of elastomeric sealant and joint substrate indicated.

- C. Keep all materials dry while they are transported, stored, and delivered. Deliver materials in manufacturer' unbroken containers. Store all materials on pallets and cover with waterproof canvas tarpaulins completely, top to bottom. Polyethylene covers are not acceptable. Store materials in a secure area designated by the Owner with adequate tie-downs against wind gusts.
 - D. Materials shall be marked with the date of manufacture and shelf life. Do not use products beyond the expiration of their shelf life. Store flammable materials in a cool, dry, protected area, away from sparks and open flames.
 - E. Repair all damage as a result of the work of this Section to its condition at the start of work or, if such cannot be determined, to its original condition. Clean all stains by approved means.
 - F. Protect the work from damage such as impact, marring of the surfaces, and other damage.
 - G. Replace materials damaged during handling or storage. Remove damaged materials from the premises immediately.
- 1.10 WARRANTY
- A. Furnish joint sealant manufacturer's written single-source performance warranty that joint sealant work will be free of defects related to workmanship or material deficiency for five years from date of Substantial Completion of the Project.

PART 2 PRODUCTS

2.1 GENERAL REQUIREMENTS

- A. Before installation check each sealant for compatibility with adjacent materials and surfaces and with indicated exposures. Select sealers which are recommended by manufacturer for each application indicated. Where exposed to pedestrian or vehicular traffic, provide sealants which are non-tracking and are strong enough to withstand the traffic without damage.
- B. Provide colors as selected by Architect from manufacturer's standard and special (Tremco Fastpak) colors. Where specifically requested, provide custom color matches.

2.2 MATERIALS, GENERAL

- A. **Compatibility:** Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by sealant manufacturer, based on testing and field experience.

- B. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

2.3 ELASTOMERIC JOINT SEALANTS

- A. **Elastomeric Sealants:** Comply with ASTM C 920 and other requirements indicated for each liquid-applied chemically curing sealant specified, including those referencing ASTM C 920

classifications for type, grade, class, and uses related to exposure and joint substrates.

- B. Stain-Test-Response Characteristics: Where elastomeric sealants are specified to be nonstaining to porous substrates, provide products that have undergone testing according to ASTM C 1248 and have not stained porous joint substrates indicated for Project.

2.4 HIGH PERFORMANCE SILICONE SEALANT

- A. Provide high performance, one component, neutral cure, 100% silicone sealant, similar to LATASIL, manufactured by Laticrete International, Inc., One LATICRETE Park North, Bethany, CT 06524-3423 USA; Tel +1.203.393.0010; Toll Free 1.800.243.4788; Fax +1.203.393.1684; www.laticrete.com, or approved equal.

1. Primer for all joints to receive silicone sealant shall be LATASIL 9118, one component primer designed to increase adhesion of LATASIL to various substrates, manufactured by Laticrete International, Inc., One LATICRETE Park North, Bethany, CT 06524-3423 USA; Tel +1.203.393.0010; Toll Free 1.800.243.4788; Fax +1.203.393.1684; www.laticrete.com, or approved equal.

- B. Extent: Provide high performance silicone sealant for joints at all crab orchard stone and limestone masonry and masonry veneer work.

2.5 SELF-LEVELLING POLYURETHANE SEALANT

- A. Single Component, Pourable, Urethane, Elastomeric Joint Sealant: ASTM C 920, Type S, Grade P, Class 25, for Use T.

- B. Where joint surfaces contain bituminous materials, provide modified sealants which are compatible with bituminous materials encountered.

- C. Extent: Provide self-leveling polyurethane sealant for paving joints not indicated to be sealed with another type of sealant.

2.6 NON-SAG POLYURETHANE SEALANT

- A. Sealant shall be a polyurethane-based, one component, elastomeric sealant complying with Federal Spec. TT-S-00230C, Class A Type 2 or ASTM C 920, Type S, Grade NS, Class 35, Use NT for vertical use. Color shall match the color of the adjacent materials as approved by the Architect. Sealants shall be non-sag grade type for vertical use. Application of sealant for site improvements shall be in accordance with approved manufacturer's recommendations.

- B. Provide products of one of the following manufacturers, that meet or exceed specified requirements:
 1. Pecora Corporation
 2. Harry S. Peterson Co.
 3. Sika
 4. Sonneborn.
 5. Tremco

- C. Extent: Provide non-sag polyurethane sealant for all other joints not indicated to be sealed with another type of sealant.

2.7 PREFORMED JOINT SEALER

- A. Performed Resilient Joint Sealer: Performed Resilient Joint Sealer for use at building expansion joints in exterior concrete and masonry walls where specifically called for on Drawings shall be performed, resilient, extruded polychlorophrene elastomeric joint sealer, conforming to ASTM D 2628 and AASHTO M 220 of indicated configuration(s), in continuous lengths, set in manufacturer's recommended primer-lubricating-adhesive consisting of moisture curing polyurethane and aromatic hydrocarbon solvent mixture (73% solid by weight) concrete gray color, similar to one of the following, or approved equal:
1. D.S. Brown Co.
 2. Watson-Bowman & Acme Corp.

2.8 PREFORMED, PRECOMPRESSED, IMPREGNATED FOAM SEALANT

- A. Provide manufacturer's standard preformed, precompressed, impregnated open-cell foam sealant manufactured from high-density urethane foam impregnated with a nondrying, water-repellant agent; factory-produced in precompressed sizes in roll or stick form to fit joint widths indicated. Provide foam sealant permanently elastic, mildew-resistant, nonmigratory, nonstaining, compatible with substrates, and complying with the following requirements:
1. Impregnating Agent: Manufacturer's standard.
 2. Density: 8 - 10 lb./cu. ft.
 3. Backing: Manufacturer's standard pressure sensitive adhesive, factory applied to one side, with protective wrapping.
- B. Provide one of the following products, or Architect approved equal:

1. Emsseal Greyflex; Emsseal Corp.
2. Will-Seal 150; Will-Seal Construction Foams Div., Illbruck.
3. York-Seal 100; York Manufacturing, Inc.

2.9 MISCELLANEOUS MATERIALS

- A. Primer: Provide primer recommended by sealant manufacturer for surfaces to be adhered to.
- B. Bond Breaker Tape: Provide polyethylene or other plastic tape recommended by sealant manufacturer to prevent three-sided adhesion.
- C. Backer Rod: Provide closed-cell nongassing compressible rod of durable nonabsorptive material recommended by sealant manufacturer for compatibility with sealant. The diameter of the rod is to be approximately 25% in excess of the joint width. Surface skin of the rod shall be continuous and unbroken and of sufficient thickness to preclude outgassing and formation of voids in the overlying sealant. Open-cell backup rod is not permitted. Provide products of one of the following manufacturers:
1. Backer Rod Manufacturing and Supply Co.
 2. Dow Chemical Co.
 3. W. R. Meadows, Inc.
 4. Williams Products, Inc.
 5. Woodmont Products, Inc.
- D. Joint backing for general use at joints in horizontal surfaces shall consist of two rows of butyl rubber or neoprene foam rod in contact with one another, and each compressed to approximately 2/3 original width when in place.
- E. Provide miscellaneous materials of type that will not bleed through sealant, discolor surface, or produce other deleterious effects. Select size to provide compression to approximately 2/3 original width when in place. Provide backing material profile concave to the rear of the sealant, and equipped with a bond-breaking film.

PART 3 EXECUTION

3.1 INSPECTION

- A. The Installer shall examine substrates and conditions under which this work is to be performed and notify Contractor, in writing, of conditions detrimental to proper completion of work. Do not proceed with work until unsatisfactory conditions are corrected. Beginning of sealant work means Installer's acceptance of joint surfaces and conditions.

3.2 PREPARATION

- A. Strictly comply with manufacturers' instructions and recommendations, except where more restrictive requirements are specified in this Section.
- B. Clean joint surfaces immediately before installation of sealants, primers, tapes and fillers. Remove substances which could interfere with bond. Etch or roughen joint surfaces to improve bond. Surfaces which have been given protective coatings and those that contain oil or grease shall be thoroughly cleaned with xylol or MEK solvent, with due precautions taken to minimize hazards.
- C. Unless otherwise indicated, use of sealants shall conform to the following: ASTM C 790 for latex sealants and ASTM C 962 for other sealants.
- D. Tape or mask adjoining surfaces to prevent spillage and migration problems.
- E. Prime surfaces as recommended by sealant manufacturer.

3.3 INSTALLATION

- A. Schedule work as long as possible after completion of concrete work and finished stone work.
- B. Provide backer rods for liquid sealants except where specifically recommended against by sealant manufacturers.
- C. Prevent three sided adhesion by use of bond breaker tapes or backer rods.
- D. Force sealant into joints to provide uniform, dense, continuous ribbons free from gaps and air pockets. Completely wet both joint surfaces equally on opposite sides.
- E. Except in hot weather, make sealant surface slightly concave. Install sealants so that compressed sealants do not protrude from joints. Dry tool sealants to form a smooth dense surface. At horizontal joints form a slight cove to prevent trapping water.
- F. Provide sealants to depths indicated, or if not indicated, follow manufacturer's recommendations. For joints up to 3/8 in. width, depth of joint shall not exceed 1/2 in.; for joints larger than 1/2 in. width, depth of joint shall not exceed 5/8 in.
- G. Apply sealant only to clean, dry, primed surfaces at ambient temperatures above 40°F. Seal joints within 10 hrs of primer application.

- H. Fill all joints solidly and continuously with sealant neatly applied with a standard caulking gun in a continuous motion, using a slight pressure. "Push" the sealant bead ahead of the nozzle; do not "drag" the nozzle.
- I. Within 5 min. of sealant application and before skin develops on sealant, dry-tool the joint surface with a concave tool to ensure intimate contact with substrate and to eliminate air bubbles. Do not use any liquid for tooling. Provide a smooth, uniform finished surface.
- J. Remove masking within 10 min. of tooling. Avoid contaminating adjacent surfaces with excess sealant. Remove all traces of smears and droppings on metal or glass surfaces promptly, using a solvent that is recommended by the sealant manufacturer and that will not damage or discolor the building surfaces. Remove smears and droppings on porous surfaces by mechanical means after the initial cure of the sealant.

3.4 EXTENT OF SEALANT WORK

- A. General Extent: Seal joints indicated, and all interior and exterior joints, seams, and intersections between dissimilar materials. Provide elastomeric sealant installation with backer rod in all interior and exterior control joints.
- B. Exterior Sealing: Without limitation, the work of this Section includes sealing the following:
 - 1. Masonry to masonry joints.
 - 2. Masonry to other exterior materials, including concrete, precast concrete, metal, and wood.
 - 3. Precast to precast joints.
 - 4. Metal to metal joints.
 - 5. Concrete to concrete joints.
 - 6. Joints and cracks in paving and walks.
 - 7. Joints and cracks in vertical walls.
 - 8. Joint fillers for all joints.

3.5 CURING

- A. Cure sealants in strict compliance with manufacturers' instructions and recommendations to obtain highest quality surface and maximum adhesion. Make every effort to minimize accelerated aging effects and increase in modulus of elasticity.

3.6 CLEANING AND PROTECTION

- A. Remove smears from adjacent surfaces immediately, as the work progresses. Exercise particular care to prevent smearing or staining of surrounding surfaces which will be exposed in the finished work, and repair any damage done to same as result of this work without additional cost to Owner.
- B. Remove and replace work that is damaged or deteriorated.
- C. Clean adjacent surfaces using materials and methods recommended by sealant manufacturer. Remove and replace work that cannot be successfully cleaned.
- D. Provide temporary protection to ensure work being without damage or deterioration at time of final acceptance. Remove protection immediately before final acceptance.

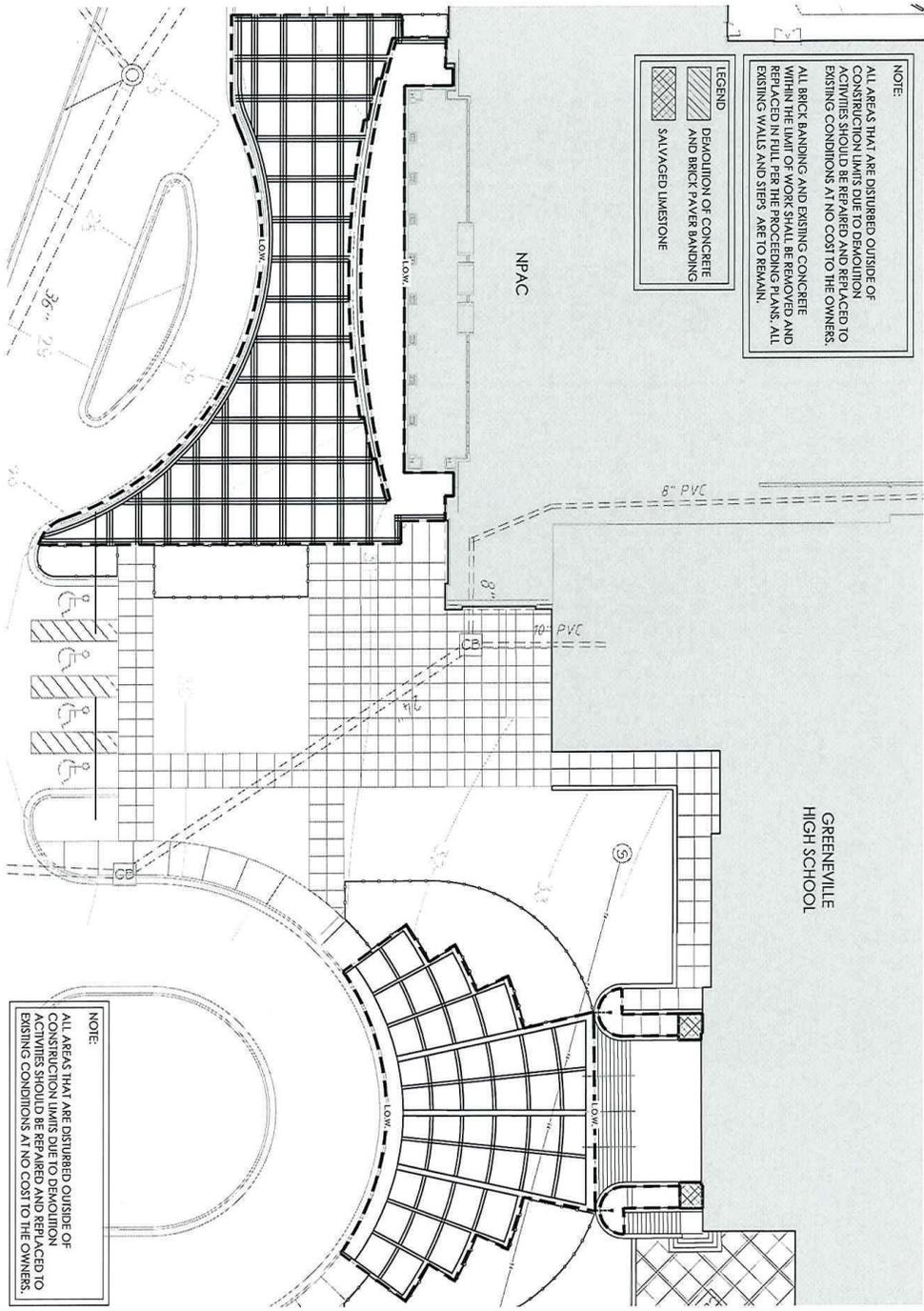
3.7 CONSTRUCTION WASTE MANAGEMENT

- A. Comply with the requirements of Section 017419, CONSTRUCTION WASTE MANAGEMENT for removal and disposal of construction debris and waste.

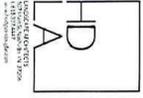
END OF SECTION

NOTE:
 ALL AREAS THAT ARE DISTURBED OUTSIDE OF CONSTRUCTION LIMITS DUE TO DEMOLITION SHALL BE REPAIRED AND RESTORED TO EXISTING CONDITIONS AT NO COST TO THE OWNERS.
 ALL BRICK BANDING AND EXISTING CONCRETE WITHIN THE LIMIT OF WORK SHALL BE REMOVED AND REPLACED IN FULL PER THE PROCEEDING PLANS. ALL EXISTING WALLS AND STEPS ARE TO REMAIN.

LEGEND
 DEMOLITION OF CONCRETE AND BRICK PAYER BANDING
 SALVAGED LIMESTONE



NOTE:
 ALL AREAS THAT ARE DISTURBED OUTSIDE OF CONSTRUCTION LIMITS DUE TO DEMOLITION ACTIVITIES SHOULD BE REPAIRED AND REPLACED TO EXISTING CONDITIONS AT NO COST TO THE OWNERS.



NO. DATE REVISION/ISSUE
 1 04/2025 Revision 1



GREENEVILLE HIGH SCHOOL
 GREENEVILLE, TENNESSEE

CONSTRUCTION DOCUMENTS

PROJECT NO. 24214
 DRAWN BY: GH
 CHECKED BY: R. CA

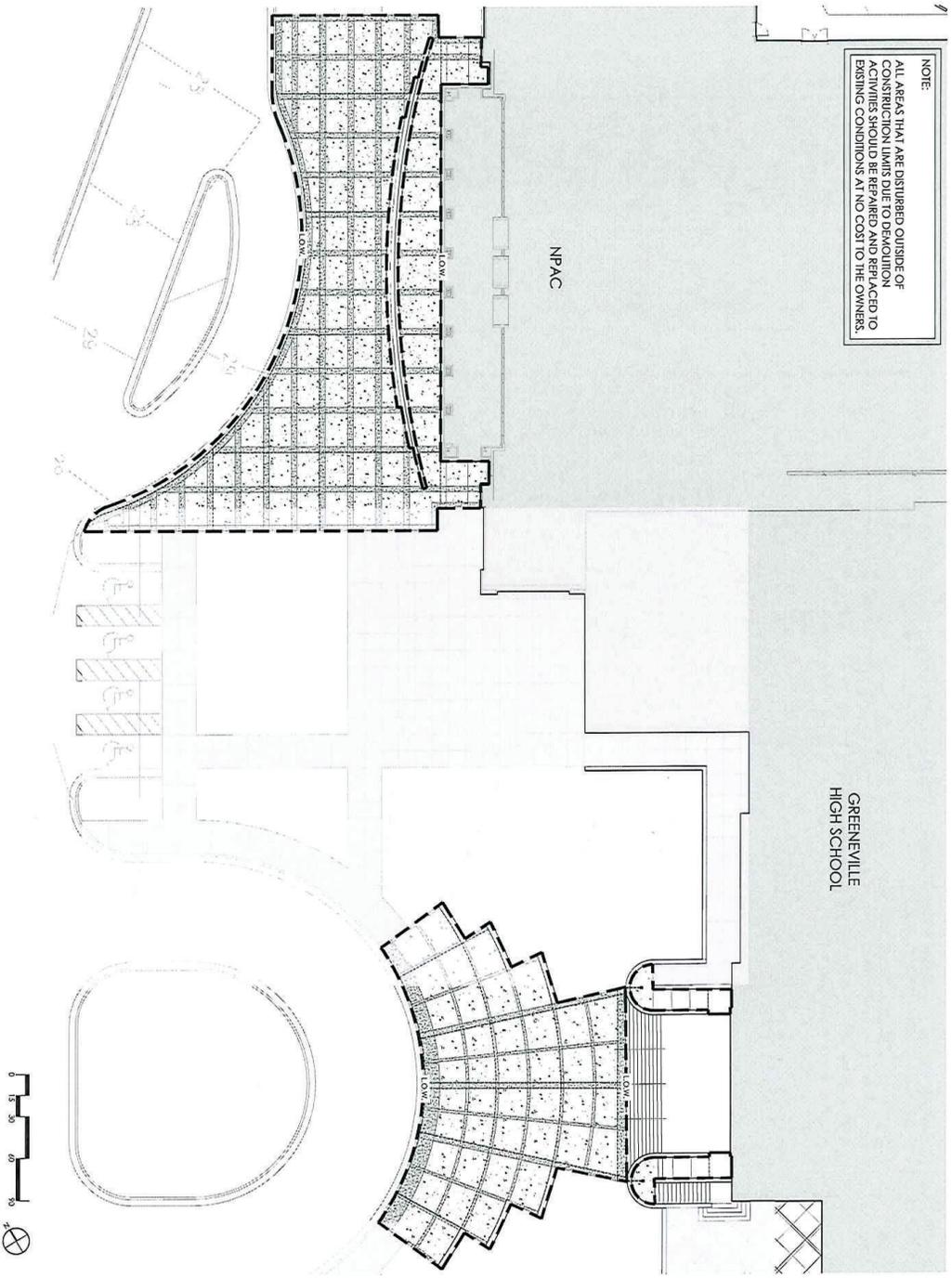
DEVELOPMENT PLAN

DATE: MARCH 18, 2025
 SCALE: REFER TO PLANS

LO.01

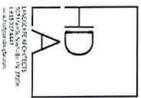
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NOTE:
 ALL AREAS THAT ARE DISTURBED OUTSIDE OF
 CONSTRUCTION LIMITS DUE TO DEMOLITION
 ACTIVITIES SHOULD BE REPAIRED AND REPLACED TO
 EXISTING CONDITIONS AT NO COST TO THE OWNERS.



GREENEVILLE
 HIGH SCHOOL

NPAC



NO. DATE: 10/2025
 1 03/2025 Revision 1



GREENEVILLE
 HIGH SCHOOL
 GREENEVILLE,
 TENNESSEE

CONSTRUCTION DOCUMENTS

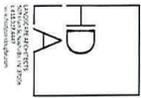
PROJECT NO. 24214
 DRAWN BY: CH
 CHECKED BY: R. G.

OVERALL SITE
 PLAN

DATE: MARCH 18, 2025
 SCALE: REFER TO PLANS

LO.10

Handwritten initials/signature



NO. Date Description
 1 04/22/25 Revision 1



GREENEVOLVE
 HIGH SCHOOL
 GREENEVILLE
 TENNESSEE

CONSTRUCTION DOCUMENTS
 PROJECT NO. 24214
 CHECKED BY: ACS
 DESIGNED BY: ACS

PLAZA SITE PLAN

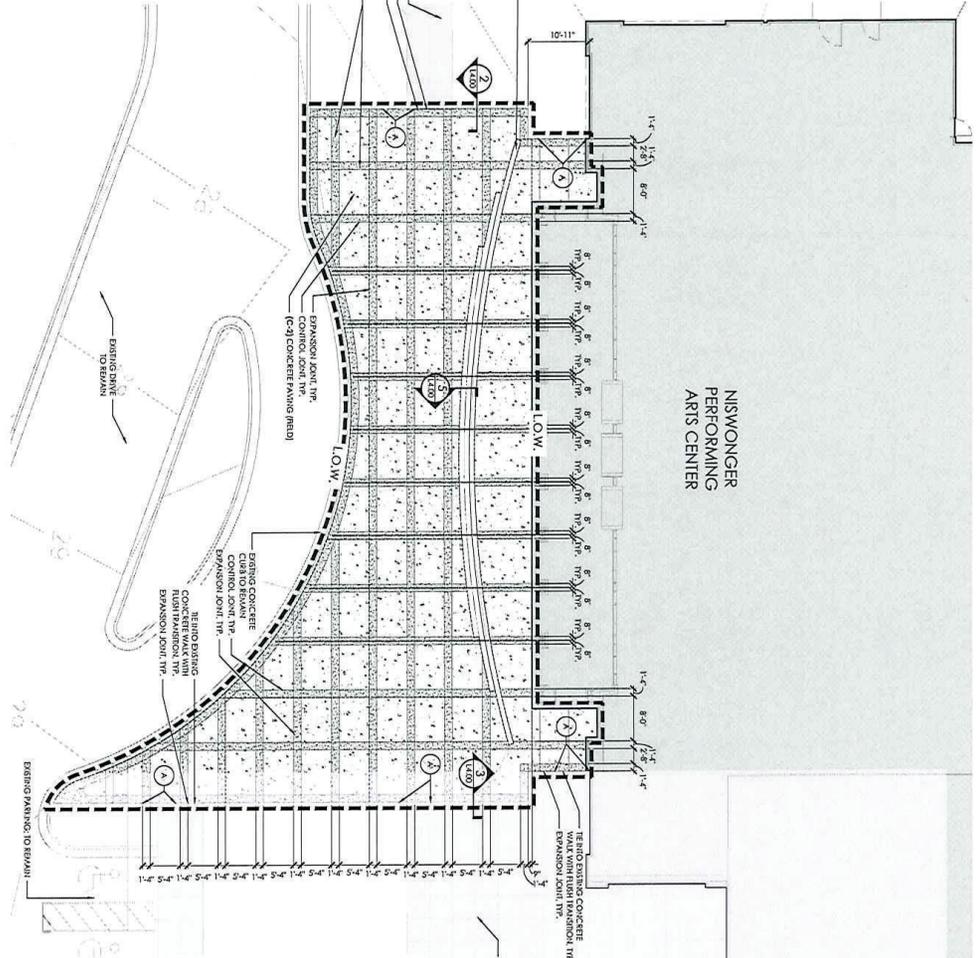
DATE: MARCH 18, 2025
 DRAWING: REFERENCE PLANS
 SCALE: AS SHOWN

L1.00

Handwritten initials: JB



- NOTE:**
1. ALL EXISTING LANDSCAPE Delineated BY CONTOUR LINES ARE TO BE REMOVED BY THE CONTRACTOR AT HIS OWNERS RISK AND COST TO OWNER.
 2. EXISTING LANDSCAPE ARE REFERRED TO AS REFLECTED AS HERETOFORE AND MATCH ALL EXISTING DOWNSHED EXACTLY.
 3. ALL NEW CONCRETE TO BE INSTALLED TO MATCH EXISTING LAYOUT OF THE PLAZA AND MATCH ALL EXISTING DOWNSHED EXACTLY.
 4. ALL NEW CONCRETE TO BE INSTALLED TO MATCH EXISTING LAYOUT OF THE PLAZA AND MATCH ALL EXISTING DOWNSHED EXACTLY. PROVIDE COMPASSION TO OWNER AND LANDSCAPE ARCHITECT.
 5. CORRELATION TO FIELD VERIFY ALL WIDTHS AND AND UTILS. CONTRACTORS TO CONTACT LANDSCAPE ARCHITECT IMMEDIATELY BY AIRTEL OR MEET.
 6. ALL EXISTING JOINTS TO BE REMOVED WITH DALK TO APPROVAL BY LANDSCAPE ARCHITECT AND OWNER PRIOR TO CONSTRUCTION.
 7. ALL NEW EXISTING AND PAVING TO MEET EXISTING CLEAN WITH NO DAMAGE AFTER BEING BANDING AND EXISTING PAVING IS BROWNED.
 8. ALL CONCRETE EXISTING AND CONCRETE HILD DRAWINGS AND NOTIFY OWNER AND LANDSCAPE ARCHITECT IF ANY DISCREPANCY IS FOUND.



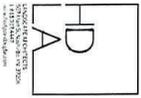
EXPANSION JOINTS TO REMAIN
 AT CENTER OF JOINTS TO MATCH
 WITH PAINT. CONTRACTOR TO
 REMOVE EXISTING CONCRETE
 DRAWINGS PRIOR TO CONSTRUCTION.
 OWNER TO PROVIDE APPROVAL.

EXISTING PAINT TO REMAIN
 EXPANSION JOINT TYPE
 THE NEW EXISTING CONCRETE
 SHALL MATCH EXISTING
 CONCRETE PAVING BAND

EXISTING CONCRETE
 CONTROL JOINT TYPE
 EXPANSION JOINT TYPE
 THE NEW EXISTING
 CONCRETE SHALL MATCH
 EXISTING CONCRETE
 CONTROL JOINT TYPE
 EXPANSION JOINT TYPE

EXISTING PAINT TO REMAIN
 EXPANSION JOINT TYPE
 THE NEW EXISTING CONCRETE
 SHALL MATCH EXISTING
 CONCRETE PAVING BAND

EXISTING PAINT TO REMAIN
 EXPANSION JOINT TYPE
 THE NEW EXISTING CONCRETE
 SHALL MATCH EXISTING
 CONCRETE PAVING BAND



NO. DATE REVISION/ISSUE
 1 03/27/25 Revision 1



**GREENEVILLE
 HIGH SCHOOL**
 GREENEVILLE,
 TENNESSEE

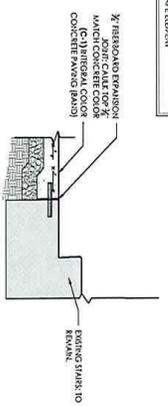
CONSTRUCTION DOCUMENTS
 PROJECT NO. 24214
 DRAWING: GR
 SHEET: PAVING A-3

**TYPICAL PAVING
 DETAILS**
 DATE: MARCH 8, 2025
 SCALE: REFERENCE PLANS

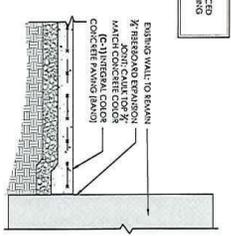
L4.00

18

NOTE:
 1. CHASED EXPANSION JOISTS TO BE FLACED
 ANYWHERE NEW LANEWORK AROUND EXISTING
 VERTICAL HATCH/CURB EDITION



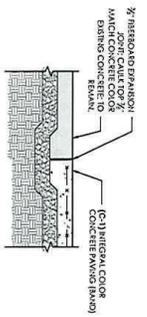
NOTE:
 1. CHASED EXPANSION JOISTS TO BE FLACED
 ANYWHERE NEW LANEWORK AROUND EXISTING
 VERTICAL HATCH/CURB EDITION



5 CONCRETE AT EXISTING STAIRS

4 CONCRETE AT EXISTING WALL

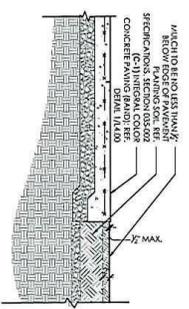
NOTE:
 1. CHASED EXPANSION JOISTS TO BE FLACED
 ANYWHERE NEW LANEWORK AROUND EXISTING LANEWORK



3 PROPOSED CONCRETE AT EXISTING CONCRETE

CONCRETE FINISHES ARE:
 1. ALTERNATE TO INVERT ELEV. - 25' MAX
 2. CROSS SLOPE
 3. LAYOUT AND ADJUST CONDITIONS
 4. FINISH TO MATCH EXISTING
 5. USE OF FINISH TO MATCH EXISTING
 6. FINISH TO MATCH EXISTING
 7. FINISH TO MATCH EXISTING
 8. FINISH TO MATCH EXISTING
 9. FINISH TO MATCH EXISTING
 10. FINISH TO MATCH EXISTING

TYPICAL EXPANSION JOINT
 1/2" REBAR/ODD EXPANSION
 1/2" JOINT CUT FOR 1/2" MAX. JOINTS TO BE FLACED ANYWHERE NEW LANEWORK AROUND EXISTING LANEWORK
 1/2" DEPTH OF CONCRETE MATCH CONCRETE COLOR CONCRETE PAVING BAND



2 CONCRETE PAVING AT PLANNING TYPE

TYPICAL PAVING AND EXP. JOINT - SECTIONS
 1. CHASED EXPANSION JOISTS TO BE FLACED ANYWHERE NEW LANEWORK AROUND EXISTING VERTICAL HATCH/CURB EDITION
 2. CROSS SLOPE
 3. LAYOUT AND ADJUST CONDITIONS
 4. FINISH TO MATCH EXISTING
 5. USE OF FINISH TO MATCH EXISTING
 6. FINISH TO MATCH EXISTING
 7. FINISH TO MATCH EXISTING
 8. FINISH TO MATCH EXISTING
 9. FINISH TO MATCH EXISTING
 10. FINISH TO MATCH EXISTING



Date 2-19-25
Time 1:31 PM

Sealed Bid for Removal
and Replacement of
Commercial Chain Link
Fence 2025

McCall Commercial Fencing
Jake Houdeshell
License #: 50982

Attn: Mr. Phillip Graham
Operations Supervisor
Greeneville City Schools
312 Floral Street
Greeneville, TN 37743

Greeneville City Schools

312 Floral Street
Greeneville, Tennessee 37743
Phone: 423-787-8003
Fax: 423-638-2540

Bidding Information for:
Removal and Replacement of Commercial Chain Link Fence
2025

ADVERTISEMENT

Greeneville City Schools is requesting bids for the installation of approximately 850 feet of commercial chain link fence. Companies interested in bidding on this project may obtain bid documents from the Operations Office located at 312 Floral St. or by emailing Mr. Phillip Graham at grahamp@gcschools.net.

Bids will be due Wednesday, February 19th at 2:00 p.m. EST at the George Clem Operations Building located at 312 Floral St Greeneville TN 37743.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

GENERAL INFORMATION

Greeneville City Schools is currently soliciting bids for the installation of approximately 850 feet of commercial chain link fence. Bidders must have an active Tennessee Contractors License with a minimum of 5 years' experience installing commercial chain link fence systems. This fence will have two sliding drive gates and a single walk-through gate with an exterior rated panic device. It is the intent of GCS to move forward with this project before the end of July of 2025.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

QUESTIONS

Questions may be submitted in writing only via email to:

Mr. Phillip Graham
Operations Supervisor
grahamp@gcschools.net

Questions will not be accepted after February 18th, 2:00 p.m. EST.

BIDS

Bids shall be submitted on the original bid form and shall be signed by an authorized agent of the company submitting the bid.

The Bidder's name must be placed on the sealed envelope containing the executed Bid Form; otherwise, the Bid will not be considered. The envelope cover shall be plainly marked "Sealed Bid for Removal and Replacement of Commercial Chain Link Fence 2025." The envelope shall also include the license number of the installation contractor and delivered to:

Mr. Phillip Graham
Operations Supervisor
Greeneville City Schools
312 Floral Street
Greeneville, TN 37743

INFORMATION PROVIDED

Included in this document you will find:

1. Scope of Work and General Information.
2. Specifications for chain link and gate materials.
3. Bid Form.
4. Information Sheet.

IMPORTANT DATES

Bids released on Friday, Jan 31 2025.

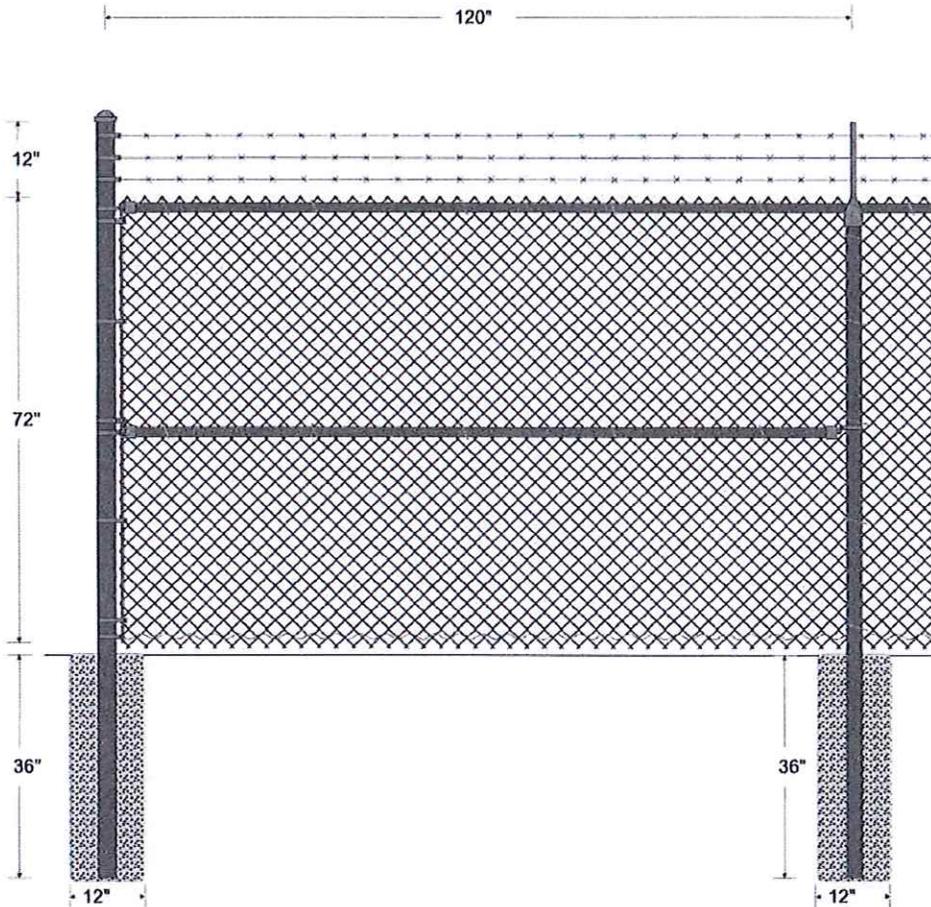
Mandatory site visit to be held on Thursday, February 13th at 2:00 p.m. EST

Bids will be opened on Wednesday, February 19th 2025 at 2:00 p.m. EST

SCOPE OF WORK

The company awarded the bid will be required to provide management, oversight, and furnish all the necessary labor, tools, and materials, required to completely remove and dispose of some existing sections of fence including concrete footings and gates and

install the new fence, gates, and gate openers. The location of the new fence is to closely follow the path of the existing fence. The new fence shall be constructed of 72" galvanized chain link fencing with 3 strands of galvanized barbed wire at the top and a tension wire at the bottom. The new fence shall include 2- 20 ft. sliding drive gates; 1- 3 ft walk through gate with an exterior rated panic device. Gates shall be constructed and installed so that they will not sag. The gates with panic hardware shall be installed with a top rail no closer than 9 ft from the ground between the supporting posts so that the gates cannot be moved. Drive gates must have keepers installed to be operated with electric openers.



SPECIFICATIONS FOR CHAIN LINK AND GATE MATERIALS

Barbed Wire: 3 strands of 12 GA. galvanized barbed wire on galvanized 45 degree 6-wire economy barb arm.

Bracing: Terminal posts braced to the nearest line post with 1 5/8" O.D. swedge end galvanized pipe.

Fabric: 72" 11.5 GA galvanized, 2-inch mesh, chain-link fabric.

JH

- Fittings:** All fittings, bands, post caps, nuts and bolts to be galvanized.
- Gates:** Single swing gate: framework of 1 5/8" galvanized LG-20 pipe, 1.43 lbs. per foot.
Slide gates framework of 2 1/4" galvanized pipe.

Gates braced and trussed as necessary. Same fabric as fence. Barbed wire included on all gates. Hinges welded on gate and post for security
- Gate Post:** Single swing gate: 3" O.D. black PC LG-20 pipe cut post, 3.25 lbs. per foot. Concrete footing: 18" diameter, 42" depth.

Slide gate: 4" O.D. galvanized pipe, 4.98 lbs. per foot. Concrete footing: 18" diameter, 42" depth.
- Line Post:** 2 1/2" O.D galvanized pipe cut post, 2.32 lbs. per foot. Line posts set 10' on center maximum spacing. Concrete footing: 12" diameter, 36" depth.
- Post Footing:** Hand mixed 80-pound bags concrete or equal.
- Tension Wire:** 6 GA. galvanized extension wire attached to bottom of fence fabric with 9 GA. Galvanized 1 9/16" hog ring spaced 24" on center.
- Terminal Post:** 3" O.D. galvanized pipe cut post, 3.25 lbs. per foot. Concrete footing: 12" diameter, 36" depth.
- Tie Wire:** 8 1/4" aluminum cut/hook 6 GA. tie wire and 6 1/2" aluminum cut/hook 6 GA. tie wire spaced 15" on center for line posts and 24" on center for rails.
- Top Rail:** 1 5/8" O.D. swedge end galvanized pipe, 1.43 lbs. per foot. Top rail 21' in length.

INSTRUCTION TO BIDDERS

All bidders shall quote in conformance with the exact conditions and specifications outlined in this document. Voluntary alternates shall not be accepted unless the base bid information is provided.

EMPLOYEE SCREENING

Employee Screening: Comply with Owner's requirements regarding drug and background screening of Contractor personnel working on the Project site.

1. Maintain list of approved screened personnel with Owner's Representative.
2. Provide background checks on all personnel as administered through the Tennessee Bureau of Investigation's Tennessee Applicant Processing Services (TAPS).

INSURANCE

All bidding parties must include proof of workers' compensation, three-million-dollar liability insurance policy listing Greeneville City Schools as additional insured, properly licensed and bonded and proof of current vehicle insurance in order to be considered.

VISITATION TO THE SITE

A mandatory site visit will be held on Thursday, February 13th at 2:00 p.m. EST. Contractors interested in taking detailed field measurements shall schedule a site visit with Mr. Phillip Graham. The contractor shall be responsible for measuring all areas designated to ensure proper fit in all areas designated. No request for installation extras will be considered due to measurement or take-off errors by the contractor.

SITE PREPARATION

The contractor shall prepare the site to receive the new fence by removing the old fence in the section where the new fence will be replaced. The new fence shall be installed so that no person can crawl under at any point of the fence or gate.

HARDWARE

The 36-inch gate shall be constructed of 1 5/8 galvanized pipe frames and shall be constructed so that they do not sag. Gates shall contain the same fence wire as the fence and shall also have the barbed wire at the top.

Panic Hardware shall be:

Stainless steel and rated for exterior use.

Panic device shall be Sargent or equal.

Primus Everest cylinder 0 bitted C1 keyway

Any openings within 36 inches of the panic device horizontal or vertical shall be completely closed so that access to the panic device is restricted from the exterior of the fence, including gaps between gate and fence posts and gaps in the fabric. This shall be closed using sheet metal or other barrier and shall be installed in such a way to prevent contact or injury from sharp edges or fasteners.

INSTALLATION TIMES

This work may take place during normal business hours. Other installation times can be arranged ahead of time by permission from the Greeneville City Schools Operations Supervisor.

SUBSTITUTIONS

No substitutions will be allowed once the bid has been approved.

REMOVAL OF EXSISTING CHAINLINK FENCE

The existing chain link fence, as well as gates, posts, bracing and any other associated elements should be completely removed and disposed of offsite.

CLEAN UP

After completion, the installation contractor shall remove all scraps, packaging, and rubbish caused by their work and leave the areas clean.

WARRANTY

The installation contractor shall guarantee all workmanship and materials furnished against defects for a period of no less than one year from date of installation and shall make any adjustments and replace defective work without additional cost. Chain link and gate materials shall have a warranty period of no less than 1 year from the date of installation for workmanship and materials.

DAMAGE TO THE BUILDING

The successful bidder shall be responsible for any damage to the building where the fence will be attached, as well as filling in any ruts, soil, seed and straw needed to repair damage.

PAYMENT

The contractor shall invoice Greeneville City Schools for the full amount of the project after the project has been completed and successfully passed inspection by the Greeneville City Schools representative.

GATE OPENERS

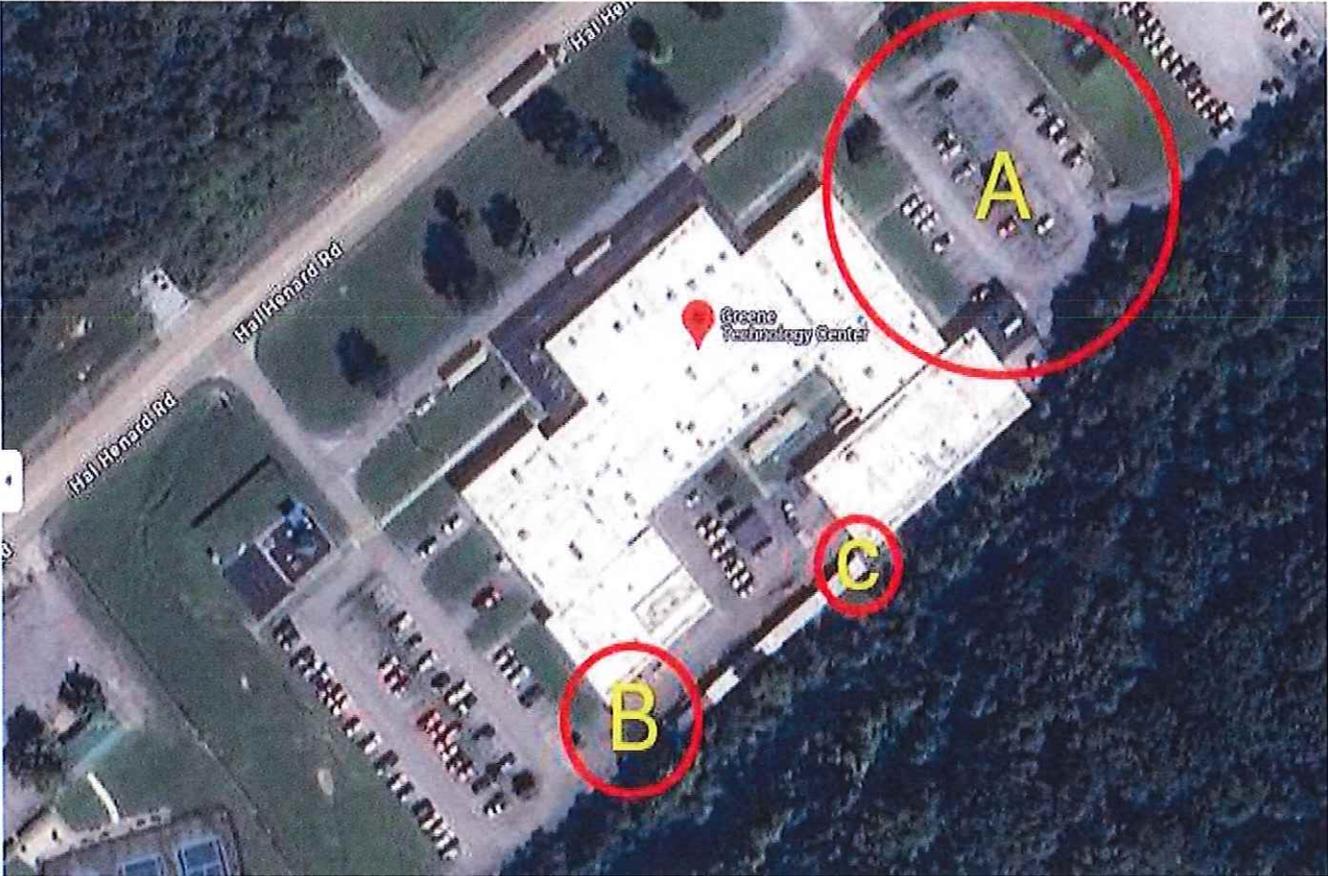
Two gate openers are to be provided and installed to operate both sliding gates. The openers are to be Lift Master Elite for 115 volt operation (no need for battery operation). Openers are to be installed on concrete footings according to Lift Master specifications for the length of gate each opener will be operating. Each gate is to be equipped and operated by a remote control and also triggered by an access control system to be supplied and installed by Greeneville City Schools. Exit loops shall be installed in the asphalt to allow touch free vehicle egress on both gates. Safety sensors shall be installed at each gate to prevent the gate from closing on vehicles, people, animals, or other objects that may be obstructing the gate. Safety sensors shall be Omron model E3K-R10K4-NR-1 sensors with reflectors. Sensors and reflectors shall be mounted with a hood over each to prevent dew and frost from hampering proper operation in certain weather conditions. The hood shall extend a minimum of four inches past the front of the sensor and reflector. The hood shall fully cover the top and both sides of the sensors and reflectors at both gates. All wiring from the access control system and power will be completed by Greeneville City Schools Staff. The fence company will be responsible for installing and wiring the safety sensors and exit loops to the opener. All wiring associated with the sensors and exit loops shall be in electrical conduit. Greeneville City Schools Staff will cut the concrete for the exit loops. Installing and filling over the loop wires will be the responsibility of the fence installation company. Card access pedestals shall be provided and installed by Greeneville City Schools Staff. Two, two-button wireless remote controllers to operate both gate openers shall be provided.

BID FORM

Completely fill in all the attached bid forms when submitting the bid. The bid may not be split between bidders.

AREAS WORK IS TO BE PERFORMED

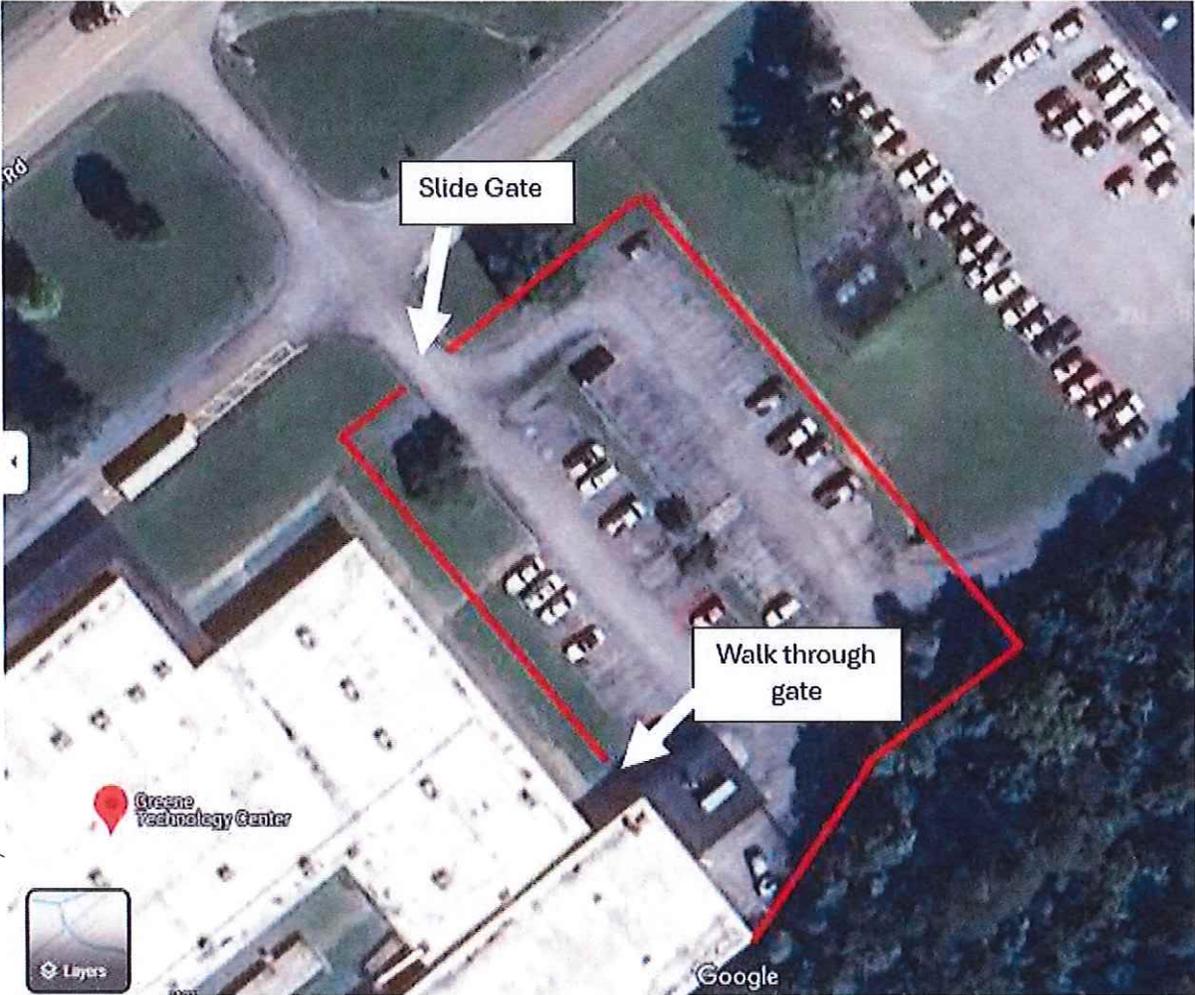
A total of three areas will have fence removed and installed. Each of the three areas is indicated by a red circle with a corresponding letter. Detailed pictures of each circled area are below.



JH

LOCATION A

The red lines below indicate where the approximate location of the fence will be located. The property owner will indicate the exact location on the site visit.



JH

LOCATION B



SH

LOCATION C



Greeneville City Schools Bid Form

Contractor McCall Commercial Fencing

TOTAL BID \$ 38,642

Joseph Handshill Project Manager 2/19/25
Signature of Authorized Representative Title Date

Projected lead time for this project: Approximately 5 to 7 weeks
after contract execution

INFORMATION SHEET

Installing Contractor:

Company Name McCall Commercial Fencing
Street Address 6248 Kingsport Hwy.
City, State, Zip Gray, TN 37615
Contact Name Jake Houdeshell
Phone Number Office: 423-477-4882 Cell: 423-895-5505
Email jake@mccallfencing.com
Years in Business 20
Manufacturers Certified Installer Yes No

Provide three references for projects of similar size and scope:

1. Organization Burwil
Street Address 620 Locust St.
City, State, Zip Bristol, TN 37620
Contact Name William Burriss
Phone Number 423-341-1954
Email william.burriss@burwil.com

2. Organization GRC
Street Address 130 Regional Park Dr.
City, State, Zip Kingsport, TN 37660

Contact Name Pat Breeding
Phone Number 423-502-7222
Email pat@grcinc.com

3. Organization Burleson Construction
Street Address 3216 S Roan St.
City, State, Zip Johnson City, TN 37601

Contact Name Wayne Woods
Phone Number 423-791-0477
Email wayne@burlesonconstruction.com

Bid Submission Check List

Please make sure you have completed the following:

- ✓ Included insurance certificates.
- ✓ Included current business license.
- ✓ Clearly marked the envelope " Removal and Replacement of Commercial Chain Link Fence 2025.
- ✓ List of references.
- ✓ Sealed the envelope

State of Tennessee

420937

14162206

BOARD FOR LICENSING CONTRACTORS
CONTRACTOR
MCCALL COMMERCIAL FENCING, INC.

This is to certify that all requirements of the State of Tennessee have been met.

ID NUMBER: 50982
LIC STATUS: ACTIVE
EXPIRATION DATE: October 31, 2026
\$1,500,000.00; BC-30



IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE

Recd
By
Date
Time
JWC 2/19/25 1:35 pm

Removal and Replacement of
Commercial Chain Link Fence 2025

Greeneville City Schools
312 Floral Street
Greeneville, TN 37743

KINGS DEVELOPMENT GROUP
6606 Babelay Road
Knoxville TN 37924

BC 823 44

100
by
DNC 2-19-25 1:35 pm

Removal and Replacement of
Commercial Chain Link Fence:

Greeneville City Schools
312 Floral Street
Greeneville, TN 37743

Greeneville City Schools

312 Floral Street
Greeneville, Tennessee 37743
Phone: 423-787-8003
Fax: 423-638-2540

Bidding Information for:
Removal and Replacement of Commercial Chain Link Fence
2025

ADVERTISEMENT

Greeneville City Schools is requesting bids for the installation of approximately 850 feet of commercial chain link fence. Companies interested in bidding on this project may obtain bid documents from the Operations Office located at 312 Floral St. or by emailing Mr. Phillip Graham at grahamp@gcschools.net.

Bids will be due Wednesday, February 19th at 2:00 p.m. EST at the George Clem Operations Building located at 312 Floral St Greeneville TN 37743.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

GENERAL INFORMATION

Greeneville City Schools is currently soliciting bids for the installation of approximately 850 feet of commercial chain link fence. Bidders must have an active Tennessee Contractors License with a minimum of 5 years' experience installing commercial chain link fence systems. This fence will have two sliding drive gates and a single walk-through gate with an exterior rated panic device. It is the intent of GCS to move forward with this project before the end of July of 2025.

Greeneville City Schools reserves the right to reject any or all bids, in whole or part, to waive any irregularities, and in general, to make the award in any manner deemed in the best interest of the school system. Bids received after the deadline will be returned unopened.

QUESTIONS

Questions may be submitted in writing only via email to:

Mr. Phillip Graham
Operations Supervisor
grahamp@gcschools.net

Questions will not be accepted after February 18th, 2:00 p.m. EST.

BIDS

Bids shall be submitted on the original bid form and shall be signed by an authorized agent of the company submitting the bid.

The Bidder's name must be placed on the sealed envelope containing the executed Bid Form; otherwise, the Bid will not be considered. The envelope cover shall be plainly marked "Sealed Bid for Removal and Replacement of Commercial Chain Link Fence 2025." The envelope shall also include the license number of the installation contractor and delivered to:

Mr. Phillip Graham
Operations Supervisor
Greeneville City Schools
312 Floral Street
Greeneville, TN 37743

INFORMATION PROVIDED

Included in this document you will find:

1. Scope of Work and General Information.
2. Specifications for chain link and gate materials.
3. Bid Form.
4. Information Sheet.

IMPORTANT DATES

Bids released on Friday, Jan 31 2025.

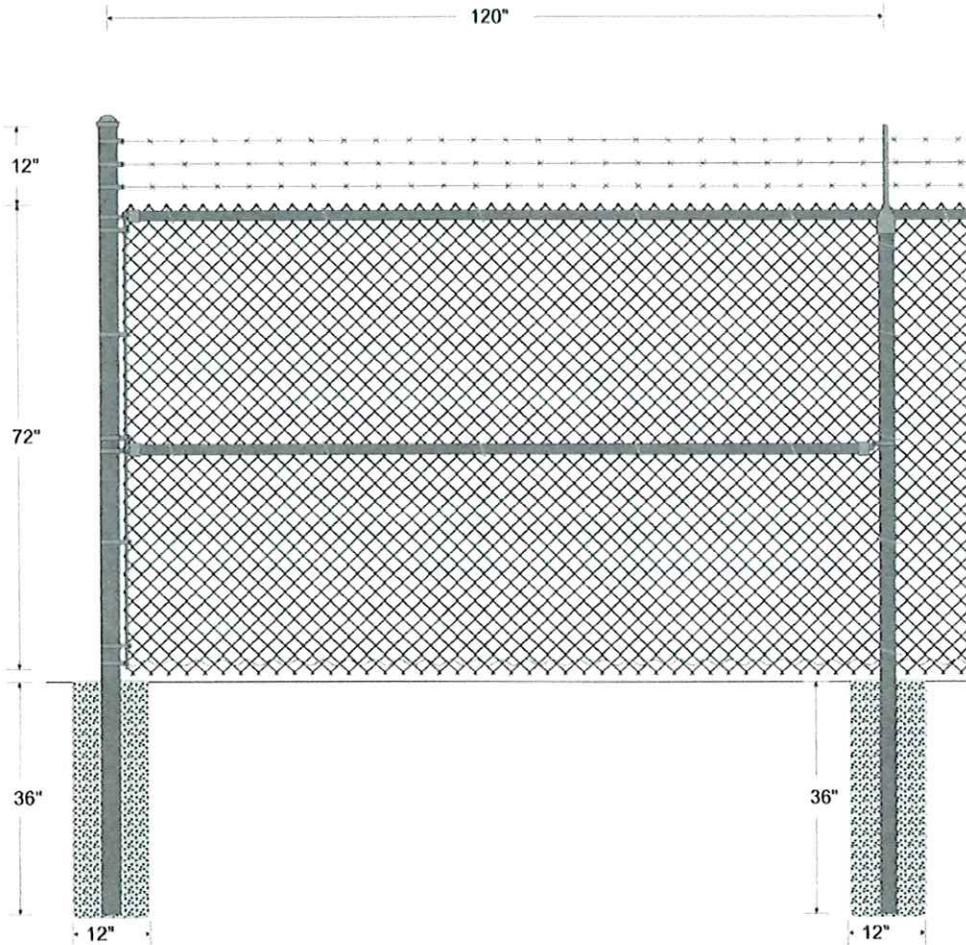
Mandatory site visit to be held on Thursday, February 13th at 2:00 p.m. EST

Bids will be opened on Wednesday, February 19th 2025 at 2:00 p.m. EST

SCOPE OF WORK

The company awarded the bid will be required to provide management, oversight, and furnish all the necessary labor, tools, and materials, required to completely remove and dispose of some existing sections of fence including concrete footings and gates and

install the new fence, gates, and gate openers. The location of the new fence is to closely follow the path of the existing fence. The new fence shall be constructed of 72" galvanized chain link fencing with 3 strands of galvanized barbed wire at the top and a tension wire at the bottom. The new fence shall include 2- 20 ft. sliding drive gates; 1- 3 ft walk through gate with an exterior rated panic device. Gates shall be constructed and installed so that they will not sag. The gates with panic hardware shall be installed with a top rail no closer than 9 ft from the ground between the supporting posts so that the gates cannot be moved. Drive gates must have keepers installed to be operated with electric openers.



SPECIFICATIONS FOR CHAIN LINK AND GATE MATERIALS

Barbed Wire: 3 strands of 12 GA. galvanized barbed wire on galvanized 45 degree 6-wire economy barb arm.

Bracing: Terminal posts braced to the nearest line post with 1 5/8" O.D. swedge end galvanized pipe.

Fabric: 72" 11.5 GA galvanized, 2-inch mesh, chain-link fabric.

OSR

- Fittings:** All fittings, bands, post caps, nuts and bolts to be galvanized.
- Gates:** Single swing gate: framework of 1 5/8" galvanized LG-20 pipe, 1.43 lbs. per foot.
Slide gates framework of 2 1/4" galvanized pipe.

Gates braced and trussed as necessary. Same fabric as fence. Barbed wire included on all gates. Hinges welded on gate and post for security
- Gate Post:** Single swing gate: 3" O.D. black PC LG-20 pipe cut post, 3.25 lbs. per foot. Concrete footing: 18" diameter, 42" depth.

Slide gate: 4" O.D. galvanized pipe, 4.98 lbs. per foot. Concrete footing: 18" diameter, 42" depth.
- Line Post:** 2 1/2" O.D galvanized pipe cut post, 2.32 lbs. per foot. Line posts set 10' on center maximum spacing. Concrete footing: 12" diameter, 36" depth.
- Post Footing:** Hand mixed 80-pound bags concrete or equal.
- Tension Wire:** 6 GA. galvanized extension wire attached to bottom of fence fabric with 9 GA. Galvanized 1 9/16" hog ring spaced 24" on center.
- Terminal Post:** 3" O.D. galvanized pipe cut post, 3.25 lbs. per foot. Concrete footing: 12" diameter, 36" depth.
- Tie Wire:** 8 1/4" aluminum cut/hook 6 GA. tie wire and 6 1/2" aluminum cut/hook 6 GA. tie wire spaced 15" on center for line posts and 24" on center for rails.
- Top Rail:** 1 5/8" O.D. swedge end galvanized pipe, 1.43 lbs. per foot. Top rail 21' in length.

INSTRUCTION TO BIDDERS

All bidders shall quote in conformance with the exact conditions and specifications outlined in this document. Voluntary alternates shall not be accepted unless the base bid information is provided.

EMPLOYEE SCREENING

Employee Screening: Comply with Owner's requirements regarding drug and background screening of Contractor personnel working on the Project site.

1. Maintain list of approved screened personnel with Owner's Representative.
2. Provide background checks on all personnel as administered through the Tennessee Bureau of Investigation's Tennessee Applicant Processing Services (TAPS).

INSURANCE

All bidding parties must include proof of workers' compensation, three-million-dollar liability insurance policy listing Greeneville City Schools as additional insured, properly licensed and bonded and proof of current vehicle insurance in order to be considered.

VISITATION TO THE SITE

A mandatory site visit will be held on Thursday, February 13th at 2:00 p.m. EST. Contractors interested in taking detailed field measurements shall schedule a site visit with Mr. Phillip Graham. The contractor shall be responsible for measuring all areas designated to ensure proper fit in all areas designated. No request for installation extras will be considered due to measurement or take-off errors by the contractor.

SITE PREPARATION

The contractor shall prepare the site to receive the new fence by removing the old fence in the section where the new fence will be replaced. The new fence shall be installed so that no person can crawl under at any point of the fence or gate.

HARDWARE

The 36-inch gate shall be constructed of 1 5/8 galvanized pipe frames and shall be constructed so that they do not sag. Gates shall contain the same fence wire as the fence and shall also have the barbed wire at the top.

Panic Hardware shall be:

Stainless steel and rated for exterior use.

Panic device shall be Sargent or equal.

Primus Everest cylinder 0 bitted C1 keyway

Any openings within 36 inches of the panic device horizontal or vertical shall be completely closed so that access to the panic device is restricted from the exterior of the fence, including gaps between gate and fence posts and gaps in the fabric. This shall be closed using sheet metal or other barrier and shall be installed in such a way to prevent contact or injury from sharp edges or fasteners.

INSTALLATION TIMES

This work may take place during normal business hours. Other installation times can be arranged ahead of time by permission from the Greeneville City Schools Operations Supervisor.

SUBSTITUTIONS

No substitutions will be allowed once the bid has been approved.

REMOVAL OF EXSISTING CHAINLINK FENCE

The existing chain link fence, as well as gates, posts, bracing and any other associated elements should be completely removed and disposed of offsite.

CLEAN UP

After completion, the installation contractor shall remove all scraps, packaging, and rubbish caused by their work and leave the areas clean.

WARRANTY

The installation contractor shall guarantee all workmanship and materials furnished against defects for a period of no less than one year from date of installation and shall make any adjustments and replace defective work without additional cost. Chain link and gate materials shall have a warranty period of no less than 1 year from the date of installation for workmanship and materials.

DAMAGE TO THE BUILDING

The successful bidder shall be responsible for any damage to the building where the fence will be attached, as well as filling in any ruts, soil, seed and straw needed to repair damage.

PAYMENT

The contractor shall invoice Greeneville City Schools for the full amount of the project after the project has been completed and successfully passed inspection by the Greeneville City Schools representative.

GATE OPENERS

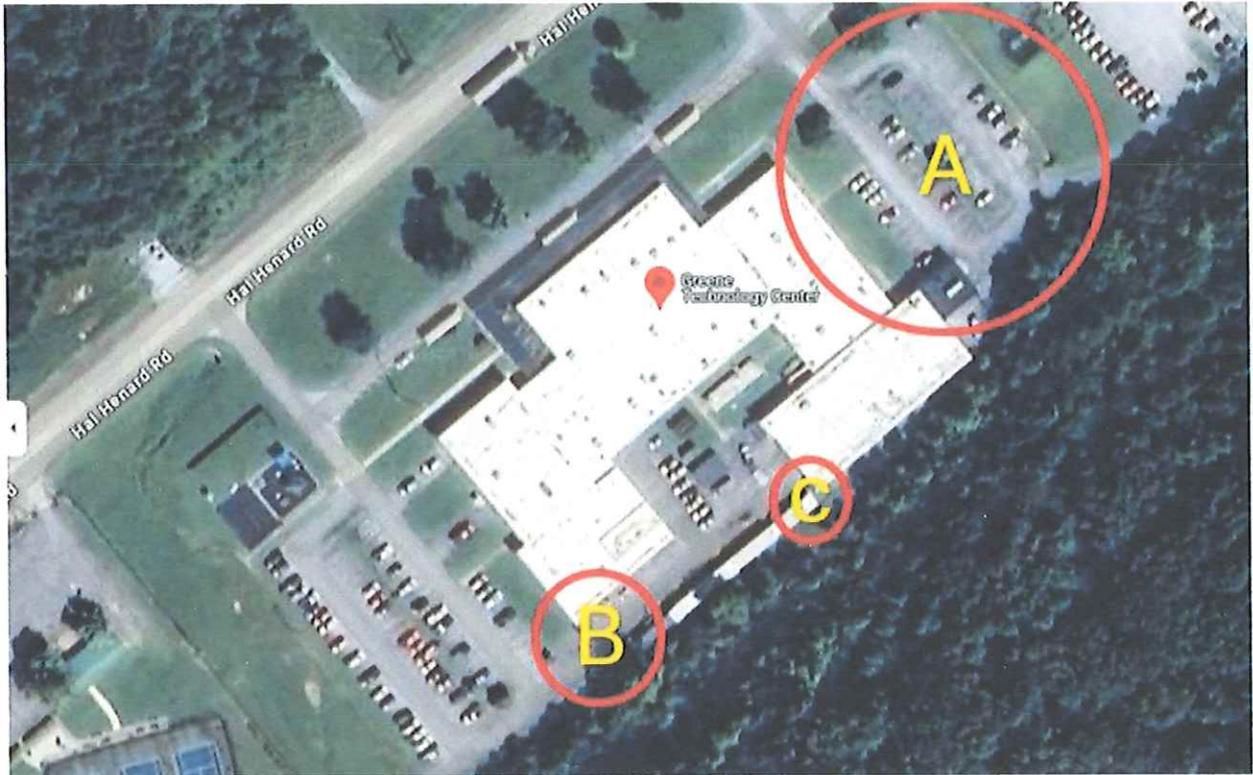
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BID FORM

Completely fill in all the attached bid forms when submitting the bid. The bid may not be split between bidders.

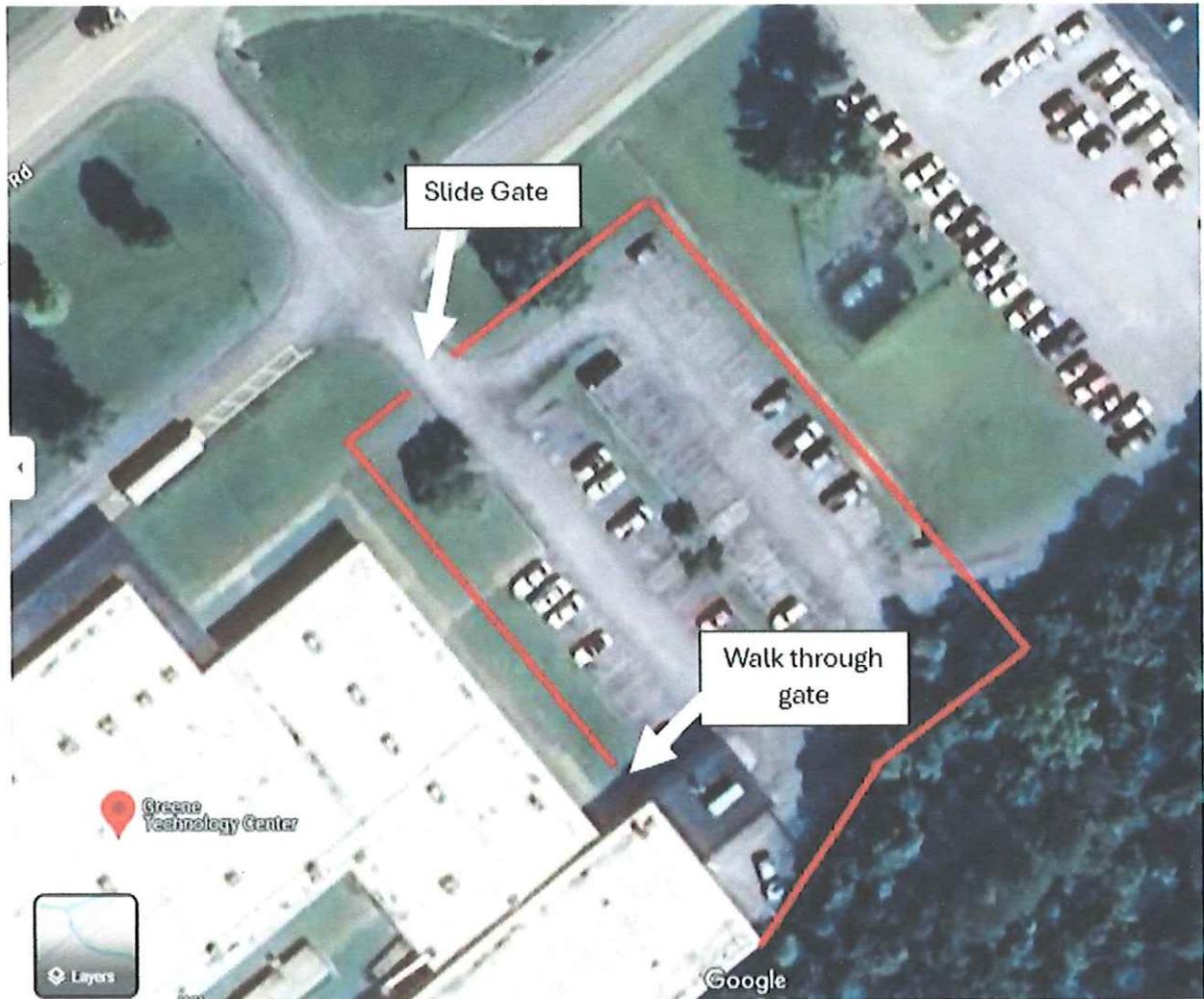
AREAS WORK IS TO BE PERFORMED

A total of three areas will have fence removed and installed. Each of the three areas is indicated by a red circle with a corresponding letter. Detailed pictures of each circled area are below.



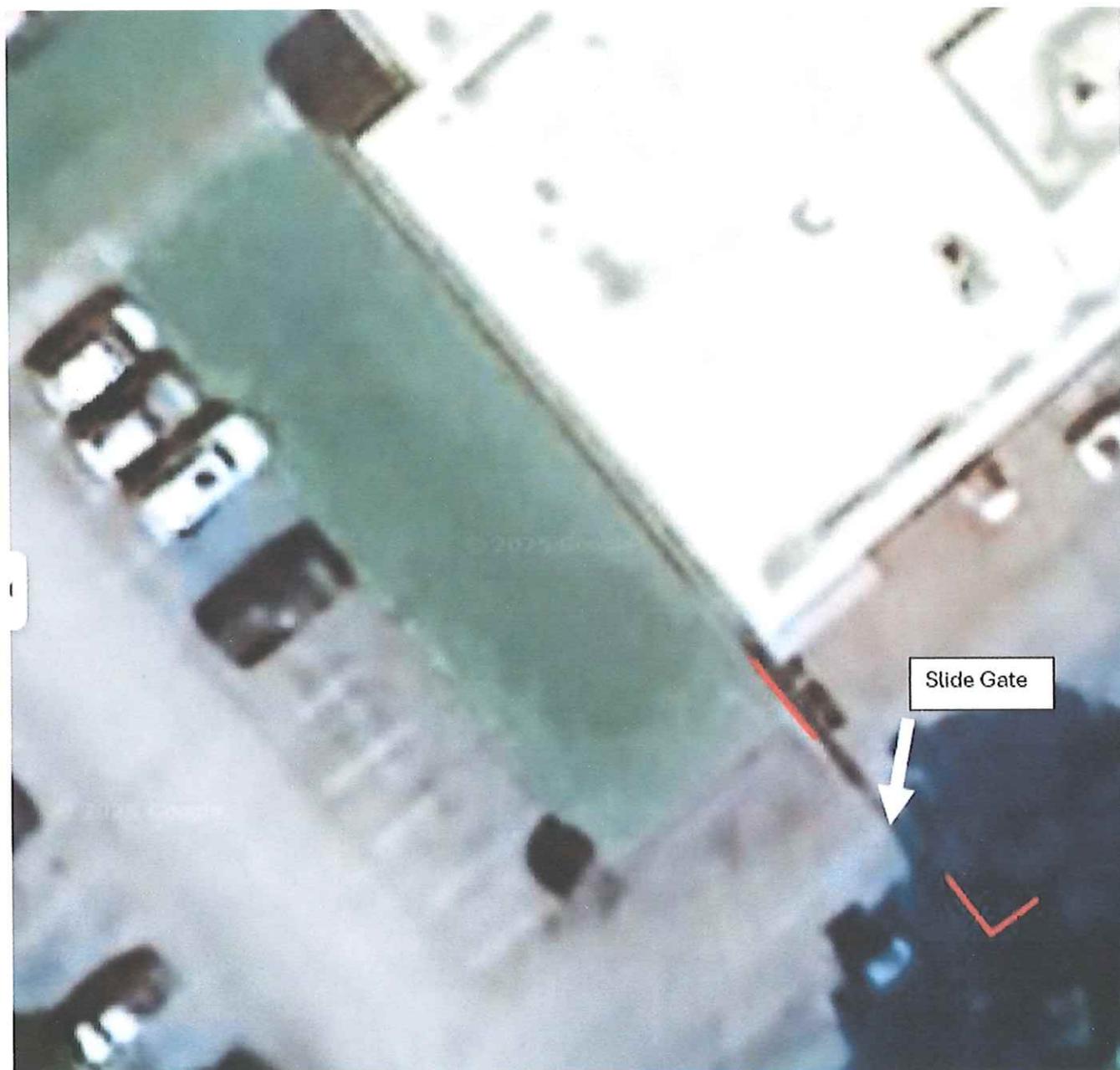
LOCATION A

The red lines below indicate where the approximate location of the fence will be located. The property owner will indicate the exact location on the site visit.



LOCATION B

OSR



LOCATION C

OSR



Greeneville City Schools Bid Form

OSR

Contractor Kings Development Group LLC

TOTAL BID \$ 62,500⁰⁰

Oscar Santana Head of Sales 02/17/2025
Signature of Authorized Representative Title Date

Projected lead time for this project: 2-3 weeks

INFORMATION SHEET

OSR

Installing Contractor:

Company Name Kings Development Group LLC
Street Address 6606 Babelay Rd
City, State, Zip Knoxville TN 37924
Contact Name Oscar Santana
Phone Number 865-250-9187
Email kdgroupTN@gmail.com
Years in Business 6
Manufacturers Certified Installer Yes No

Provide three references for projects of similar size and scope:

1. Organization TOWN of Carthage
Street Address 314 Spring Street
City, State, Zip Carthage TN 37030
Contact Name Roger -> Maintenance Manager
Phone Number 615-588-7861
Email CFO @ town of carthageTN.gov

2. Organization Lenoir city Schools
Street Address 200 e Broadway Street
City, State, Zip Lenoir city, TN 3771

OSR

Contact Name Lynn Grunden
Phone Number 865-986-8058
Email lgrunden@Lenoircityschools.net

3. Organization City of Cleveland.
Street Address 190 Church St NE
City, State, Zip Cleveland, TN 37311.

Contact Name Ryan Stephens
Phone Number 423-458-0788
Email RStephens@ClevelandTN.gov

Bid Submission Check List

Please make sure you have completed the following:

- ✓ Included insurance certificates.
- ✓ Included current business license.
- ✓ Clearly marked the envelope " Removal and Replacement of Commercial Chain Link Fence 2025.
- ✓ List of references.
- ✓ Sealed the envelope.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Automatic Data Processing Insurance Agency, Inc. 1 Adp Boulevard Roseland NJ 07068	CONTACT NAME: Automatic Data Processing Insurance Agency, Inc. PHONE (A/C, No, Ext): 1-800-524-7024 E-MAIL ADDRESS:	FAX (A/C, No):	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Kings Development Group LLC 6606 Babelay Rd Knoxville TN 379241205	INSURER A: NorGUARD Insurance Company		31470
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 4137418 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	N	KIWC555210	08/26/2024	08/26/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Greenville City Schools 312 Floral Street Greenville TN 37743	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>[Signature]</i>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Athens Insurance 110 W. Washington Avenue Athens, TN 37303	CONTACT NAME: PHONE (A/C, No, Ext): (423) 745-3062	FAX (A/C, No): (423) 745-8888	
	E-MAIL ADDRESS:		
INSURED Kings Development Group LLC 6606 Babelay Road Knoxville, TN 37924	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Grange Insurance Companies		14060
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CT28929531	10/7/2024	10/7/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA28929541	10/7/2024	10/7/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP28929551	10/7/2024	10/7/2025	EACH OCCURRENCE	\$ 3,000,000
							AGGREGATE	\$ 3,000,000
							PER STATUTE	OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Greenville City Schools 312 Floral Street Greenville, TN 37743	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Gray DeBoer</i>
---	--



STATE OF TENNESSEE
DEPARTMENT OF
COMMERCE AND INSURANCE



KINGS DEVELOPMENT GROUP LLC

420774

ID NUMBER: 82344
LIC STATUS: ACTIVE
EXPIRATION DATE: November 30, 2026

**BOARD FOR LICENSING CONTRACTORS
CONTRACTOR**

THIS IS TO CERTIFY THAT ALL REQUIREMENTS
OF THE STATE OF TENNESSEE HAVE BEEN MET

KINGS DEVELOPMENT GROUP LLC
6606 BABELAY RD
KNOXVILLE, TN 37924

State of Tennessee

420774

**BOARD FOR LICENSING CONTRACTORS
CONTRACTOR
KINGS DEVELOPMENT GROUP LLC**

This is to certify that all requirements of the State of Tennessee have been met.

**ID NUMBER: 82344
LIC STATUS: ACTIVE
EXPIRATION DATE: November 30, 2026
\$1,021,000; BC**



**IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE**

**SHERRY WITT
KNOX COUNTY CLERK**

P O BOX 1566

KNOXVILLE, TN 37901

LICENSE
0421625

MINIMAL ACTIVITY BUSINESS TAX LICENSE

Mailing

Location

144381 KINGS FENCING AND DYNAMIC CONSTRUCTION

6606 BABELAY RD
KNOXVILLE, TN 37924

KINGS FENCING AND DYNAMIC CONSTRUCTION

6606 BABELAY RD
KNOXVILLE, TN 37924

DIANA BERNAL RIOS

LOCAL ACCOUNT NUMBER 144381
STATE ACCOUNT NUMBER 1001769668
TRANSACTION NUMBER _____
CLASS 04
SALES TAX NUMBER 0

ISSUE DATE 08/05/24
TAX PERIOD STARTED - 08/07/2024
EXPIRATION DATE 5/15/2025

DEPUTY CLERK SIGNATURE JAYW WK182 Drawer:182 Site:1

-- POST AT LOCATION OF BUSINESS --
IF BUSINESS CLOSES, MOVES, OR CHANGES OWNERS, NOTIFY THIS OFFICE

DETACH THIS PORTION FOR CONFIDENTIAL FILE

SHERRY WITT, KNOX COUNTY CLERK

LICENSE
0421625

MINIMAL ACTIVITY BUSINESS TAX LICENSE

Total Due: 17.43
Cash: Check: Check No.: Credit Card: 17.43 Auth# 109430 Change:
JAYW WK182 Drawer: 182 Site: 1
Work Date: 08/05/2024

AMERICAN FENCE ASSOCIATION

has conferred upon

Oscar Santana Reyes

the designation of



CERTIFIED GATE AUTOMATION TECHNICIAN (CGAT)

for having met high standards of proficiency in the installation and servicing of automated gate systems as demonstrated by substantial professional experience and superior examination performance.



2024

Initial Certification Year

17340

Certification Number

02/08/2024

Effective Date

02/08/2027

Expiration Date

A handwritten signature in black ink, appearing to read "Sara Surprenant".

Sara Surprenant, Senior Credentialing Manager, AFA

AMERICAN FENCE ASSOCIATION

has conferred upon

Oscar Santana Reyes

the designation of

CERTIFIED GATE AUTOMATION DESIGNER (CGAD)

for having met high standards of proficiency in the designing and layout of automated gate systems as demonstrated by substantial professional experience and superior examination performance.



2024

Initial Certification Year

17330

Certification Number

02/08/2024

Effective Date

02/08/2027

Expiration Date

A handwritten signature in black ink, appearing to read "Sara Surprenant".

Sara Surprenant, Senior Credentialing Manager, AFA

ALL-O-MATIC



818-787-1988

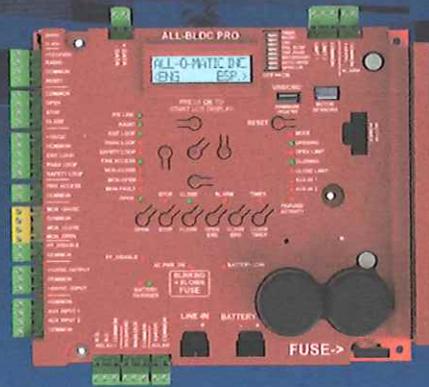
allomatic.net

SL-150DC PRO

SLIDE GATE OPERATOR



ALL-BLDC PRO CONTROL BOARD



ALL-BLDC PRO FEATURES

- ✓ LCD DISPLAY WITH ON BOARD DIAGNOSTICS
- ✓ AUTO CLOSE TIMER & OBSTRUCTION SENSING DIGITAL ADJUSTMENTS
- ✓ INTEGRATED WIRELESS PRIMARY/SECONDARY
- ✓ PARTIAL OPEN OPTION
- ✓ PROGRAMMABLE AUXILIARY INPUTS
- ✓ USB PORT TO EXTRACT DIAGNOSTIC DATA AND FIRMWARE UPDATES
- ✓ BUILT-IN VOLT METER THROUGH LCD DISPLAY
- ✓ CYCLE COUNTER AND MUCH MORE



MECHANICAL
FOOT PEDAL
RELEASE



AOM-RED EYE
INCLUDED



RESIDENTIAL



COMMERCIAL



INDUSTRIAL

SLIDERS | SWINGERS | OVERHEADS

The standard by which all other automatic gate operators are measured.

SCAN FOR
PRODUCT
INFORMATION



UL 325 2018
COMPLIANT

UL 991
COMPLIANT

CSA C22.2 #247

ALL-O-MATIC



818-787-1988

allomatic.net

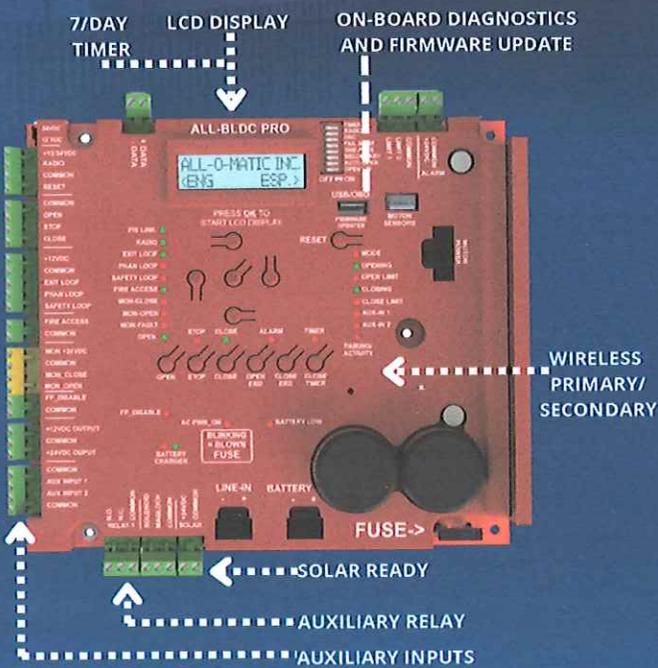


SCAN FOR
PRODUCT
INFORMATION

SL-150DC PRO

SLIDE GATE OPERATOR

SPECS



- Max Gate Weight** 1/2 HP: 3,000 lbs.
1 HP: 4,000 lbs.
- Max Gate Length** 60 feet
- Warranty** 7 year residential - 5 year commercial
- Motor** 24 VDC brushless – 1/2 HP and 1 HP motor
- Gate Speed** Adjustable 6"-12" per second
- Power Options** 115/230 VAC single phase and 24 VDC solar panel
- Duty Cycle** Continuous
- Battery Backup** Integrated, with (2) 7Ah 12VDC batteries
- Battery Backup Capacity** 100 cycles on a 1,000 lb. gate
- Temperature Range** -40 to 160°
- Gearbox Ratio** 30:1 with internal clutch
- Width X Length X Height** 15" X 19.5" X 25"
- Shipping Weight** 150 lbs.
- Emergency Release** Mechanical foot pedal release
- Main Sprocket Size** 40B22X1
- Chain Size** 40NP (20" included)
- Gearbox Sprocket** 40B22X1
- Limit Shaft Sprocket** 41B10X5/8
- Breaker Requirement** 20 amp dedicated

AVAILABLE ACCESSORIES



RESIDENTIAL



COMMERCIAL



INDUSTRIAL



V-Groove
Wheels



TK-1000
Tandem Kit



Fire
Boxes



24V
Solar
Panel



PRIME VD-1
Loop Detector

The Warrantor warrants the SL-150DC PRO Gate Operator. ALL-O-MATIC INC warrants its gate openers for a period of five (5) years in commercial installations, and for a period of seven (7) years in residential installation to be free from defects in circuitry, motor, gear box and workmanship. This warranty applies from the date of purchase to the original owner. Warrantor will repair or, at its option, replace any device which it finds to require service. This device must be sent to the warrantor at the consumer's expense. The warrantor will return the repaired or replaced unit to the customer at the consumer's expense. Labor charges for dealer service or replacement are the responsibility of the owner. These warranties are in lieu of all other warranties either expressed or implied, and ALL-O-MATIC INC shall not be liable for consequential damage. All implied warranties of merchantability and or fitness for a particular purpose are hereby disclaimed and excluded. This limitation is not valid in jurisdictions which do not allow limitation of incidental or consequential damages or limitation of warranty periods. Caution in order to obtain this policy, please complete the registration card and send it by mail within 30 days of purchasing from ALL-O-MATIC INC. or your INSTALLER. If not registered only a one year warranty on all parts will be provided.

The standard by which all other automatic gate operators are measured.

UL 325 2018 COMPLIANT UL 991 COMPLIANT

CSA C22.2 #247

IRB-MON2™

Universal UL325 Thru Beam Photoeye



Instruction Manual

The IRB-MON2 thru beam infrared photoeye is an external entrapment protection device type B1, non-contact sensor for use with automatic gates and doors. The photoeye provides a signal to the gate or door operator that the beam is, or is not obstructed. It operates up to 115 feet over a wide range of input voltages (6-35 VDC and 12-24 VAC). The receiver green alignment indicator provides status information, making set-up and alignment easy. The IRB-MON2 provides compatibility with most operators that accommodate monitored external entrapment devices per UL325.

Cautions and Warnings



This product is an accessory or part of a system. Install the IRB-MON2 according to instructions from the gate or door operator manufacturer. Comply with all applicable codes and safety regulations.

Specifications

Operating Range	5 to 115 ft (35 m)
Power	6-35 VDC, 12-24 VAC
Current (NC and 10K Monitoring Methods)	35 mA DC (when aligned and relay activated)
Current (Pulse Monitoring Methods)	15 mA
Connections	"Removable" screw terminal for easy wiring
Supported Monitoring Methods	10K, 2-wire pulse, Normally Closed (power cycle)
Relay Output Configuration	Form C contacts (NO, COM, NC)
Response Time	<300 mS (for use in NC or 10K monitoring)
Operating Temperature	-40° to 170°F (-40° to 77°C)
Dimensions (L x W x H)	3.6" (91 mm) x 2.9" (74 mm) x 2.9" (74 mm)
Conduit Hole Size (bottom of the housing)	½ Inch NPT

Ordering Information

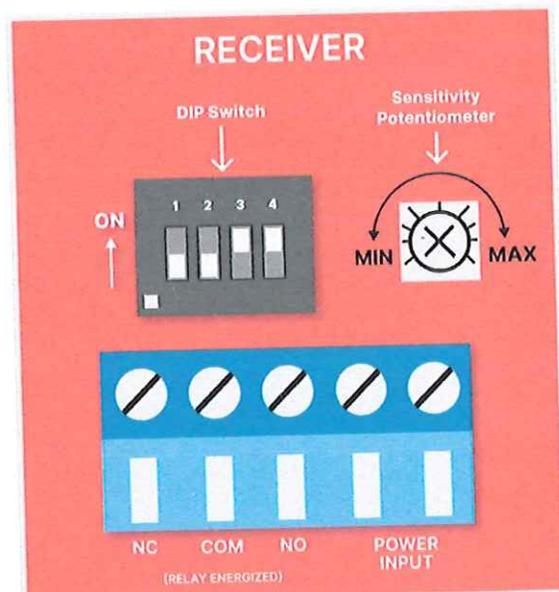
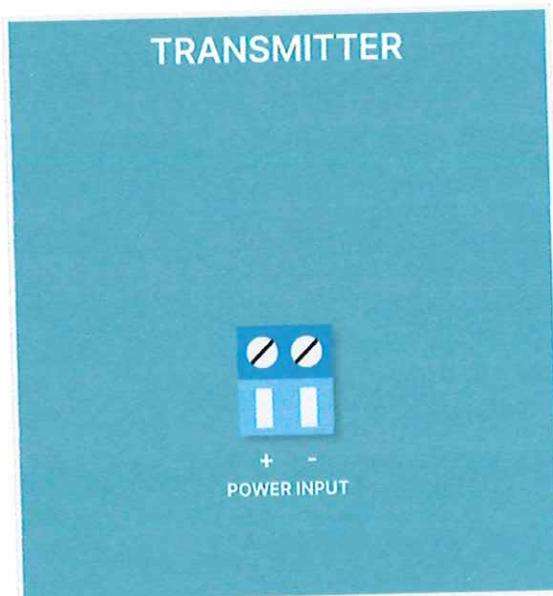
- IRB-MON2-HD – Gray powder-coated metal protective hoods

Monitoring Methods

UL325 requires continuous monitoring of all safety devices connected to gate and door operators. Consult the gate or door operator manufacturer's instruction manual for necessary monitoring method.

- **Normally Closed** (Wiring Diagram A): The operator cycles power to the transmitter while monitoring the receiver N.C. (Normally closed) contacts for proper operation
- **10K Resistive Termination** (Wiring Diagram B): Provides a measurable 10K ohm resistance across the N.O. (normally open) relay when unobstructed and in Fail Safe mode
- **Two-Wire Pulse, 2 Frequency** (Wiring Diagram C): Provides 300Hz "heartbeat" unobstructed, 0Hz obstructed over the receiver input power supply lines
- **Two-Wire Pulse, 3 Frequency** (Wiring Diagram D): Provides 300Hz "heartbeat" unobstructed, 2Hz obstructed, and 0Hz when failure is detected, over the receiver input power supply lines

Board Diagram



Sensitivity Potentiometer

Clockwise is maximum sensitivity

Counter-clockwise is minimum sensitivity



**GENERAL LIABILITY, PERSONAL INJURY LIABILITY,
 ERRORS OR OMISSIONS LIABILITY,
 AUTOMOBILE LIABILITY AND AUTOMOBILE PHYSICAL DAMAGE POLICY**

Policy Number:
 PLI-0414-26

DECLARATIONS

Ren/Rewrite of:
 PLI-0414-25

ITEM 1. INSURED

GREENEVILLE CITY SCHOOLS *
 PO BOX 1420
 GREENEVILLE, TN 37744-1420

AGENT

MC INTURFF-MILLIGAN-BROOKS INC
 PO BOX 1600
 GREENEVILLE, TN 37744-1600

*See Additional Named Insured Endorsement

ITEM 2. COVERAGE PERIOD: From 07/01/2025 To 07/01/2026

12:01 A.M. Standard Time at the Insured's Mailing Address.

ITEM 3. COVERAGE PARTS

QUOTATION ONLY

In return for the payment of the premium, and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages shown below for which a premium charge is stated.

ONE YEAR POLICY		
Coverage and Premium for this Coverage Period		
COVERAGE	COVERAGE PART	PREMIUM
General Liability	A/B	8,444
Law Enforcement Liability	A/B	0
Errors or Omissions Liability	C	30,912
Automobile Liability	D	19,694
Automobile Physical Damage	E	16,344
Other		
TOTAL		75,394

PUBLIC ENTITY PARTNERS
 562 Franklin Rd. Suite 200, Franklin, TN 37069

LIABILITY COVERAGE DECLARATIONS - PAGE 2 of 3

INSURED GREENEVILLE CITY SCHOOLS *

Policy Number: PLI-0414-26

QUOTATION ONLY

ITEM 4. LIMITS OF COVERAGE

COVERAGE A - GENERAL LIABILITY and COVERAGE B - PERSONAL INJURY LIABILITY

- \$300,000 PER PERSON FOR BODILY INJURY OR PERSONAL INJURY AS LIMITED BY THE TORT LIABILITY ACT
- \$700,000 PER OCCURRENCE FOR BODILY INJURY OR PERSONAL INJURY AS LIMITED BY THE TORT LIABILITY ACT
- \$100,000 PER OCCURRENCE FOR PROPERTY DAMAGE AS LIMITED BY THE TORT LIABILITY ACT
- \$2,000,000 PER OCCURRENCE FOR EACH OTHER LOSS
- \$500,000 PER PERSON/\$1,000,000 PER OCCURRENCE FOR CATASTROPHIC MEDICAL EXPENSES EXCESS OF BODILY INJURY
- \$1,000 PER PERSON AND \$10,000 PER ACCIDENT FOR MEDICAL PAYMENTS
- \$100,000 PER OCCURRENCE FOR FIRE DAMAGE
- \$100,000 PER OCCURRENCE FOR IMPOUNDED PROPERTY DAMAGE OR COMMANDEERED PROPERTY DAMAGE
- \$100,000 PER OCCURRENCE FOR NON-MONETARY DEFENSE COSTS

COVERAGE C - ERRORS OR OMISSIONS LIABILITY \$2,000,000 PER OCCURRENCE

- \$2,000,000 PER OCCURRENCE/POLICY AGGREGATE FOR EMPLOYMENT PRACTICES LIABILITY - See Endorsement
- NO COVERAGE FOR PRIVACY/NETWORK LIABILITY
- \$1,000,000 PER OCCURRENCE FOR EMPLOYEE BENEFITS/FIDUCIARY LIABILITY
- \$100,000 PER OCCURRENCE FOR NON-MONETARY DEFENSE COSTS

COVERAGE D - AUTOMOBILE LIABILITY and COVERAGE E - AUTOMOBILE PHYSICAL DAMAGE

This policy provides only those coverages where a designation symbol is shown under Covered Autos below. Entry of one or more of the symbols from Item 5 indicates the autos that are covered autos.

Coverages	Covered Autos	Limits
LIABILITY	<u>1,2,3</u>	\$300,000 PER PERSON FOR BODILY INJURY AS LIMITED BY THE TORT LIABILITY ACT \$700,000 PER OCCURRENCE FOR BODILY INJURY AS LIMITED BY THE TORT LIABILITY ACT \$100,000 PER OCCURRENCE FOR PROPERTY DAMAGE AS LIMITED BY THE TORT LIABILITY ACT \$2,000,000 PER OCCURRENCE FOR EACH OTHER LOSS \$500,000 PER PERSON/\$1,000,000 PER OCCURRENCE FOR CATASTROPHIC MEDICAL EXPENSES EXCESS OF E INJURY
MEDICAL PAYMENTS	<u>1</u>	\$1,000 PER PERSON AND \$10,000 PER ACCIDENT
UNINSURED MOTORISTS	<u>1,2,3</u>	\$300,000 PER OCCURRENCE FOR BODILY INJURY AND \$100,000 PER OCCURRENCE FOR PROPERTY DAMAGE
COMPREHENSIVE	<u>1,2</u>	SEE AUTOMOBILE PHYSICAL DAMAGE ENDORSEMENT(S)
COLLISION	<u>1,2</u>	SEE AUTOMOBILE PHYSICAL DAMAGE ENDORSEMENT(S)

ITEM 5. DESCRIPTION OF COVERED AUTOMOBILES - DESIGNATION SYMBOLS

Symbol	Description
1	OWNED AUTOS ONLY. Only those autos you own, including those autos that you acquire during the coverage
2	HIRED AUTOS ONLY. Only those autos you lease, hire, rent or borrow, including any auto you lease, hire, rent, or borrow from any of your employees.
3	NONOWNED AUTOS ONLY. Only those autos you do not own, lease, hire, rent or borrow that are used in connection with your business, including autos owned by your employees, but only while used in your business.

INSURED GREENEVILLE CITY SCHOOLS *

Policy Number: PLI-0414-26

ITEM 6. DEDUCTIBLES

QUOTATION ONLY

COVERAGE A and COVERAGE B

GENERAL LIABILITY AND PERSONAL INJURY LIABILITY

NA PER OCCURRENCE

COVERAGE A and COVERAGE B

LAW ENFORCEMENT GENERAL LIABILITY AND PERSONAL INJURY LIABILITY

NA PER OCCURRENCE

COVERAGE C

ERRORS OR OMISSIONS LIABILITY

\$1,000 PER OCCURRENCE

COVERAGE D

AUTOMOBILE LIABILITY

NA PER OCCURRENCE

COVERAGE E

AUTOMOBILE PHYSICAL DAMAGE

	Comprehensive	<u>\$250</u>	PER OCCURRENCE
	Collision	<u>\$500</u>	PER OCCURRENCE

ITEM 7. RETROACTIVE DATE 10/1/86

Coverages A, B, and C (Claims Made Basis) of this policy do not apply to bodily injury, property damage, personal injury offenses, or any act, error, omission, or violation of rights, privileges, or immunities that occurred before the retroactive date, if any, shown above. Some endorsements may have retroactive date exceptions that apply in lieu of the retroactive date shown here.

ITEM 8. FORMS, SCHEDULES, AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS

- Liability Policy Coverage Declarations 7-1-2022
- Additional Named Insured Endorsement 7-1-2024
- Additional Insured Endorsement 7-1-2019
- Exclusion Endorsement 7-1-2015
- Employment Practices Liability Coverage Endorsement 7-1-2023
- Punitive-Exemplary Damages Endorsement 7-1-2023
- Class Action Liability Coverage Endorsement 7-1-2025
- Schools Endorsement 7-1-2021
- Uninsured-Underinsured Motorists Endorsement 7-1-2023
- Auto Physical Damage Endorsement 7-1-2011
- Liability Coverage Policy 2024

ADDITIONAL NAMED INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

GREENEVILLE CITY SCHOOLS

ITEM 1 - INSURED SHOWN IN THE DECLARATIONS IS AMENDED TO INCLUDE THE FOLLOWING:

*** GREENE TECHNOLOGY CENTER**

*** GREENEVILLE CITY SCHOOLS AS RESPECTS:**

- GREENEVILLE CITY SCHOOLS BOARD OF DIRECTORS (SCHOOL BOARD MEMBERS)
- HAL HENARD ACCESS PROGRAM (1)
- HIGHLAND AFTER SCHOOL PROGRAM (1)
- GREENEVILLE MIDDLE SCHOOL AFTER SCHOOL PROGRAM
- GREENEVILLE HIGH SCHOOL AFTER SCHOOL PROGRAM
- TUSCULUM VIEW AFTER SCHOOL PROGRAM
- EAST VIEW AFTER SCHOOL PROGRAM
- TOPS AT GREENEVILLE ONLINE PROGRAM

*** GREENE TECHNOLOGY CENTER AS RESPECTS:**

- DUAL ENROLLMENT AGREEMENT WITH TENNESSEE COLLEGE OF APPLIED TECHNOLOGY - MORRISTOWN

'As Respects,' as used in this endorsement, means that only acts, errors or omissions of the Named Insured resulting from the Named Insured's involvement in the activities of the listed agreement or entity are insured. Nothing in this endorsement changes Section VII-Condition 10. Other Insurance.

ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

GREENEVILLE CITY SCHOOLS

It is agreed that with respect to the coverage afforded by the coverages checked below, the **covered party** provision is amended to include the person or organization named below as an ‘Additional Insured’ as described in Section III Who Is Covered, Item 2.c. This coverage applies only to the premises or operations described below.

The coverage afforded to the Additional Insured is solely limited to liability specifically resulting from the conduct of a named insured which may be imputed to the additional insured. Limits provided to an additional insured will not exceed those applicable to the named insured. This policy does not operate to provide coverage or indemnification of liability arising from acts or omissions of the additional insured or from any other third party. All coverage afforded to an additional insured is subject to the conditions, terms and exclusions contained in the policy.

- Coverage A General Liability**
 - Coverage D Automobile Liability**
-

Name of Person or Organization

*** TOWN OF GREENEVILLE**

Premises or Description of Operation

Operation of Schools

EXCLUSION ENDORSEMENT

GREENEVILLE CITY SCHOOLS

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

It is hereby agreed and understood that Exclusion 22 in the Liability Coverage Policy is replaced in its entirety with the following;

22. Arising out of the ownership, supervision, maintenance, management, service, construction, design, operation, use, or entrustment to others, or in **your** care, custody, or control, of any:

- a. Airport, airfields, runways, hangars, buildings, or other properties in connection with aviation activities;
- b. Aircraft or any aircraft component part or equipment or any airplane navigational or aviation related equipment; or
- c. Training program, educational program, curriculum, or project in connection with any aircraft or aviation activities.

Section II. Exclusion 22.b. & c. of the Liability Policy does not apply to the ownership, operation or use of scheduled Unmanned Aerial Systems.

**PUBLIC ENTITY PARTNERS
MUNICIPAL LIABILITY COVERAGE**

EXCLUSION ENDORSEMENT

GREENEVILLE CITY SCHOOLS

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

It is hereby understood and agreed that the liability arising in any way from Greeneville City Schools' participation in the activities or operations of the ROTC Archery program is excluded from this policy. This exclusion applies to:

- Coverage A: General Liability
- Coverage B: Personal Injury Liability
- Coverage C: Errors or Omissions Liability

AUTOMOBILE PHYSICAL DAMAGE ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Automobile Physical Damage - Coverage Part E. applies on a blanket basis to **automobiles** described below.

-
1. Coverage is applicable for automobiles of all values and ages
 2. Coverage is applicable for automobiles with per automobile values greater than \$10,000 at the time of loss.
 3. Coverage is applicable for automobiles with model year no older than _____

-
- Police Department
 - Fire Department-Scheduled-Stated Amount:Unscheduled-Fair Market Value
 - Utility Department-Scheduled-Stated Amount:Unscheduled-Fair Market Value
 - All Other Departments

PUBLIC ENTITY PARTNERS
Liability Premium Breakdown

QUOTATION ONLY

GREENEVILLE CITY SCHOOLS

Policy #: PLI-0414-26

Coverage Term: 07/01/2025-07/01/2026

General Liability			Net Premium
General Fund			0.00
Street Department			0.00
Sewer Department			0.00
Schools			4,863.28
Water Department			0.00
Electric Department			0.00
Sanitation Department			0.00
Gas Department			0.00
Fire Department			0.00
First Responders			0.00
EMTs			0.00
Paramedics			0.00
Parks & Recreation			0.00
Fireworks			0.00
Golf Courses			0.00
Swimming Pools			0.00
Water Slides			0.00
Batting Cages			0.00
Skateboarding Course			0.00
Organized Sports			3,580.65
Airport Liability			0.00
Unmanned Aerial Systems			0.00
Total General Liability			8,444

Law Enforcement	Number of	Premium Per	Net Premium
Police Officers - Certified	0		0.00
Police Officers - Non-Certified	0		0.00
Aux/Reserve/Temp/P-T Officers	0		0.00
Jail-Certified	0		0.00
Jail - Non-Certified	0		0.00
Holding Areas	0		0.00
Enforcement Dogs	0		0.00
Drug or Search Dogs	0		0.00
Additional Programs	0		0.00
Punitive Damages-LE	0		0.00
Total Law Enforcement			0

Errors-Omissions	Net Premium
E+O Base Premium	30,158.00
Punitive Damages-EO	754.00
Total Errors-Omissions	30,912

PUBLIC ENTITY PARTNERS
Liability Premium Breakdown

QUOTATION ONLY

GREENEVILLE CITY SCHOOLS

Policy #: PLI-0414-26

Coverage Term: 07/01/2025-07/01/2026

Auto Liability	# of Vehicles	Prem/Veh	Net Premium
Ambulance	0		0.00
PPT - Police	0		0.00
PPT	6	349.053	2,094.32
Light Trucks	13	248.768	3,233.98
Other Trucks	0		0.00
Utility Trucks	0		0.00
Fire Trucks	0		0.00
Antique Fire Trucks	0		0.00
Sanitation Trucks	0		0.00
Passenger Vans	0		0.00
Buses	23	525.522	12,087.01
Passenger Vans - Other	0		0.00
Buses - Other	0		0.00
Trailers	4	106.504	426.02
Motorcycles	0		0.00
Hired and Non-Owned Only	0		0.00
Uninsured Motorist	42	44.100	1,852.20
Total Auto Liability	46		19,694

Auto PD	Values	Rate	Net Premium
Police / Ambulance Unscheduled	0		0.00
Police / Ambulance Scheduled	0		0.00
Fire Fighting Equipment-Unscheduled	0		0.00
Fire Fighting Equipment-Scheduled	0		0.00
Utility Equipment-Unscheduled	0		0.00
Utility Equipment-Scheduled	0		0.00
Total Other Values	1,976,326	0.008270	16,344.22
APD Catastrophe Coverage	0		0.00
Comprehensive Only	0		0.00
Total Auto PD	1,976,326		16,344

Grand Total: 75,394



**PROPERTY AND CRIME POLICY
COVERAGE DECLARATIONS**

Policy Number:
PPR-0312-26

Ren/Rewrite of:
PPR-0312-25

ITEM 1. INSURED

GREENEVILLE CITY SCHOOLS
PO BOX 1420
GREENEVILLE, TN 37744-1420

AGENT

MC INTURFF-MILLIGAN-BROOKS INC
PO BOX 1600
GREENEVILLE, TN 37744-1600

ITEM 2. COVERAGE PERIOD: From 07/01/2025 To 07/01/2026

12:01 A.M. Standard Time at the Insured's Mailing Address.

ITEM 3. COVERAGE PARTS

QUOTATION ONLY

In return for the payment of the premium, and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages shown below for which a premium charge is stated.

ONE YEAR POLICY PERIOD: 2025-2026		
Coverage and Premium for this Coverage Period		
COVERAGE	COVERAGE PART	PREMIUM
PROPERTY COVERAGE (Part One)		
Buildings and Personal Property	A	225,622
Electronic Data Processing Equipment	B	11,083
Mobile Equipment	C	2,556
Equipment Breakdown	D	Included
Automatic Coverages	E	Included
	SUBTOTAL	239,261
CRIME COVERAGE (Part Two)		
Employee Dishonesty	A	2,321
Forgery or Alteration	B	259
Theft, Disappearance or Destruction	C	Included
Computer Fraud	D	481
Other		NA
	SUBTOTAL	3,061
	TOTAL	242,322

PUBLIC ENTITY PARTNERS
562 Franklin Rd. Suite 200, Franklin, TN 37069

**DECLARATIONS - PAGE 2
PROPERTY COVERAGE (Part One)**

Insured

GREENEVILLE CITY SCHOOLS

Policy Number

PPR-0312-26

ITEM 4. LIMITS OF COVERAGE (PER OCCURRENCE)

	\$184,157,975
COVERAGE A - BLANKET BUILDINGS AND PERSONAL PROPERTY	\$173,660,123
COVERAGE B - BLANKET ELECTRONIC DATA PROCESSING EQUIPMENT	\$8,530,781
COVERAGE C - MOBILE EQUIPMENT	\$1,967,071
COVERAGE D - EQUIPMENT BREAKDOWN	\$175,627,194
1. NEWLY ACQUIRED PROPERTY	\$500,000
2. EXPEDITING EXPENSES	\$500,000
3. HAZARDOUS SUBSTANCES	\$250,000
4. AMMONIA CONTAMINATION	\$250,000
COVERAGE E - AUTOMATIC COVERAGES	
1. FLOOD (PER OCCURRENCE AND ANNUAL AGGREGATE)	\$1,000,000
2. EARTHQUAKE (PER OCCURRENCE AND ANNUAL AGGREGATE)	\$1,500,000
3. NEWLY ACQUIRED PROPERTY	\$1,500,000
4. LOSS OF NET REVENUE	\$250,000
5. EXTRA EXPENSE	\$500,000
6. RENTAL VALUES	\$500,000
7. PROPERTY IN THE COURSE OF CONSTRUCTION	\$500,000
8. EXPEDITING EXPENSES	\$250,000
9. PROPERTY IN TRANSIT	\$250,000
10. INCREASED COST OF CONSTRUCTION	\$500,000
11. DEMOLITION COST	\$500,000
12. DEBRIS REMOVAL	\$500,000
13. CONSEQUENTIAL LOSS	\$500,000
14. LEASEHOLD INTEREST	\$500,000
15. VALUABLE PAPERS AND RECORDS	\$250,000
16. ACCOUNTS RECEIVABLE	\$250,000
17. EDP - MEDIA AND SOFTWARE	\$100,000
18. FINE ARTS	\$50,000
19. PERSONAL EFFECTS	\$50,000
20. POLLUTANT CLEAN UP AND REMOVAL	\$50,000
21. TERRORISM (Per Occurrence and Annual Aggregate)	\$500,000
22. ENVIRONMENTAL IMPACT RECERTIFICATION (See Policy)	
23. PROTECTION AND PRESERVATION OF PROPERTY	\$50,000
24. VANDALISM OF NATURAL GRASS ATHLETIC FIELDS	\$100,000

ITEM 5. SEE ATTACHED SCHEDULE(S) OF BUILDINGS AND PERSONAL PROPERTY, MOBILE EQUIPMENT, EQUIPMENT BREAKDOWN, AND AUTOMATIC COVERAGES FOR LOCATIONS THAT ARE INCLUDED IN THIS COVERAGE.

ITEM 6. DEDUCTIBLES

COVERAGE A - BUILDINGS AND PERSONAL PROPERTY	<u>\$1,000</u>	PER OCCURRENCE
COVERAGE B - ELECTRONIC DATA PROCESSING EQUIPMENT	<u>\$500</u>	PER OCCURRENCE
COVERAGE C - MOBILE EQUIPMENT	<u>\$500</u>	PER OCCURRENCE
COVERAGE D - EQUIPMENT BREAKDOWN	<u>\$1,000</u>	PER OCCURRENCE
COVERAGE E - AUTOMATIC COVERAGES	<u>\$1,000</u>	PER OCCURRENCE

ITEM 7. FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE

Property and Crime Policy Coverage Declarations 7-1-2022
Buildings and Personal Property Schedule 7-1-2002
Mobile Equipment Schedule 7-1-2024
Exclusion-Electrical Cogeneration Facilities 7-1-2018
Property Policy Coverage Form 2022

**DECLARATIONS - PAGE 3
CRIME COVERAGE (Part Two)**

Insured
GREENEVILLE CITY SCHOOLS

Policy Number
PPR-0312-26

ITEM 1. LIMITS OF COVERAGE

COVERAGE A - EMPLOYEE DISHONESTY PER LOSS	<u>500,000</u>
COVERAGE B - FORGERY AND ALTERATION	<u>300,000</u>
COVERAGE C - THEFT, DISAPPEARANCE OR DESTRUCTION	<u>150,000</u>
COVERAGE D - COMPUTER FRAUD	<u>300,000</u>

ITEM 2. SEE ATTACHED COVERAGE PARTS AND ENDORSEMENTS FOR PROVISIONS THAT ARE INCLUDED IN THIS COVERAGE

ITEM 3. DEDUCTIBLES

COVERAGE A - EMPLOYEE DISHONESTY PER LOSS	<u>\$1,000</u>	PER OCCURRENCE
COVERAGE B - FORGERY AND ALTERATION	<u>\$1,000</u>	PER OCCURRENCE
COVERAGE C - THEFT, DISAPPEARANCE OR DESTRUCTION	<u>\$1,000</u>	PER OCCURRENCE
COVERAGE D - COMPUTER FRAUD	<u>\$1,000</u>	PER OCCURRENCE

ITEM 4. COVERAGE PARTS, FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO THIS COVERAGE.

Property and Crime Policy Coverage Declarations 7-1-2022
Employee Dishonesty-Per Loss Coverage Part A 7-1-2019
Forgery or Alteration Coverage Part B 7-1-2019
Theft, Disappearance or Destruction Coverage Part C 7-1-2019
Computer Fraud Coverage Part D 7-1-2019
Amendatory Endt-Specific Excess Empl Dishonesty Endt 7-1-2002
Property Policy Coverage Form 2022

BUILDINGS AND PERSONAL PROPERTY SCHEDULE

GREENEVILLE CITY SCHOOLS

Effective Date: 7/1/2025

Policy No: PPR-0312-26

QUOTATION ONLY

REPLACEMENT COST means the smaller of - a) the cost to repair; b) the cost to rebuild or replace at the same location with new materials of equivalent size, kind, and quality as of the time following the loss or damage when, with due diligence and dispatch, the rebuilding or replacement could be effected; or c) the actual expenditure that would be incurred in rebuilding, repairing, or replacing the damaged or destroyed property on the same or another site, but not to exceed the size and operating capacity that existed at the time of loss as respects building or structure, machinery, fixtures, and equipment.

ACTUAL CASH VALUE (ACV) means the smaller of - a) the cost to repair with like kind and quality less proper deduction for depreciation; b) the cost to replace with like kind and quality less proper deduction for depreciation; or c) the amount actually expended to replace with like kind and quality less proper deduction for depreciation, if replaced.

STATED AMOUNT VALUE (STATED) means that both replacement cost and actual cash value as determined by our valuation service have been rejected and that the value shown is the most that will be paid in the event of a total loss and is the value that will be subject to a coinsurance penalty in the event of a partial loss.

	Location	Occupancy	Const Type	Building Values	Personal Property Values	Location Total Values
1	210 TUSCULUM BLVD, GREENEVILLE TN	GREENEVILLE HS CENTER W/FLAG POLE & PARKING LOT LIGHTING, DLGITAL SIGN & GENERATOR	MNC	61,812,352	4,239,057	66,051,409
2	210 TUSCULUM BLVD, GREENEVILLE TN	FIELD HOUSE & SPORTS COMPLEX	MNC	1,778,693	355,864	2,134,557
3	210 TUSCULUM BLVD, GREENEVILLE TN	CONCESSION STAND W/LIGHTING	JM	141,890	10,000	151,890
4	210 TUSCULUM BLVD, GREENEVILLE TN	PRESS BOX & RESTROOMS	MNC	186,484	2,500	188,984
5	210 TUSCULUM BLVD, GREENEVILLE TN	STADIUM RESTROOMS	JM	117,566	0	117,566
6	312 FLORAL STREET, WEST, GREENEVILLE TN	GEORGE CLEM SCHOOL ADMIN BLDG W/FLAG POLE, LIGHTING, FENCING	MNC	5,170,877	554,842	5,725,719
7	208 NORTH HIGHLAND, GREENEVILLE TN	HIGHLAND ELEMENTARY SCHOOL W/FLAG POLE, LIGHTING	MNC	5,263,106	405,011	5,668,117
8	R 454 EAST BERNARD AVE, GREENEVILLE TN	EASTVIEW ELEMENTARY SCHOOL W/FLAG POLE, PARKING LIGHTING	MNC	10,495,806	1,031,473	11,527,279
9	1725 LAFAYETTE STREET, N/S, GREENEVILLE TN	TUSCULUM VIEW ELEMENTARY SCHOOL W/FLAG POLE, LIGHTING	MNC	13,131,920	1,209,111	14,341,031
10	433 EAST VANN ROAD , GREENEVILLE TN	GREENEVILLE MIDDLE SCHOOL W/FLAG POLE, LIGHTING	MNC	23,516,241	747,405	24,263,646
11	425 EAST VANN ROAD , GREENEVILLE TN	HAL HENARD ELEMENTARY SCHOOL W/FLAG POLE, LIGHTING INCL GEO-THERMAL HEATING SYSTEM	MNC	18,172,055	873,273	19,045,328
12	210 TUSCULUM BLVD, GREENEVILLE TN	GHS STADIUM LIGHTING & POLES	NC	230,065	0	230,065
13	210 TUSCULUM BLVD, GREENEVILLE TN	BATTING CAGE BLDG	JM	153,039	0	153,039
14	210 TUSCULUM BLVD, GREENEVILLE TN	TICKET BOOTH	JM	4,994	1,000	5,994
15	210 TUSCULUM BLVD, GREENEVILLE TN	GREENEVILLE HS STADIUM SCOREBOARD, JUMBOTRON, (2) DELAY CLOCKS	NC	537,155	0	537,155
16	210 TUSCULUM BLVD, GREENEVILLE TN	CONCESSION STAND	JM	42,567	10,000	52,567

Attached to and a part of policy number: PPR-0312-26 with effective dates from 07/01/2025 to 07/01/2026.

BUILDINGS AND PERSONAL PROPERTY SCHEDULE

GREENEVILLE CITY SCHOOLS

Effective Date: 7/1/2025

Policy No: PPR-0312-26

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	Location	Occupancy	Const Type	Building Values	Personal Property Values	Location Total Values
17	210 TUSCULUM BLVD, GREENEVILLE TN	STORAGE BUILDING	JM	12,385	5,000	17,385
18	208 N HIGHLAND @ HIGHLAND ELEMENTARY, GREENEVILLE TN	HIGHLAND ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE	NC	162,160	0	162,160
19	R 208 N HIGHLAND @ HIGHLAND ELEMENTARY, GREENEVILLE TN	HIGHLAND ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE-DELETED:12/10/2020	NC	0	0	0
20	454 EAST BERNARD AVENUE, GREENEVILLE TN	EASTVIEW ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE, EAST	NC	304,050	0	304,050
21	1801 LAFAYETTE STREET N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	PLAYGROUND EQUIPMENT - DELETED 11/12	FRAME	0	0	0
22	1801 LAFAYETTE STREET, N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	PLAYGROUND EQUIPMENT W/FENCE - DELETED 11/12	NC	0	0	0
23	1801 LAFAYETTE STREET, N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	PLAYGROUND EQUIPMENT - DELETED 11/12	FRAME	0	0	0
24	425 E VANN ROAD, S/S, GREENEVILLE TN	HAL HENARD ELEMENTARY PLAYGROUND EQUIPMENT, EAST-DELETED:12/10/2020	NC	0	0	0
25	425 E VANN ROAD, S/S, GREENEVILLE TN	HAL HENARD ELEM PICNIC SHELTER (INCL IN 26), WEST-DELETED:7/1/2025	FRAME	0	0	0
26	425 E VANN ROAD, S/S, GREENEVILLE TN	HAL HENARD ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE, EAST	NC	261,483	0	261,483
27	R 433 E VANN RD, GREENEVILLE TN	GREENEVILLE MIDDLE SCHOOL PLAYGROUND EQUIPMENT	NC	10,742	0	10,742
28	318 TUSCULUM BLVD, GREENEVILLE TN	ADULT BASIC EDUCATION-DELETED 07/01/17	MNC	0	0	0
29	425 E VANN ROAD, SOUTH, GREENEVILLE TN	HAL HENARD GEO-THERMAL HEATING SYSTEM -DELETED 07/01/17	NC	0	0	0
30	129 W DEPOT STREET, GREENEVILLE TN	KATHRYN W. LEONARD ADMINISTRATIVE OFFICES	MNC	3,188,471	126,084	3,314,555
31	R 1725 LAFAYETTE ST, GREENEVILLE TN	TUSCULUM VIEW PAVILION W/TABLES	FRAME	93,242	1,000	94,242
32	R312 FLORAL STREET, GREENEVILLE TN	GEORGE CLEM WALK-IN FREEZER	NC	19,670	10,000	29,670

BUILDINGS AND PERSONAL PROPERTY SCHEDULE

GREENEVILLE CITY SCHOOLS

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	Location	Occupancy	Const Type	Building Values	Personal Property Values	Location Total Values
33	454 EAST BERNARD AVENUE, GREENEVILLE TN	EASTVIEW PLAYGROUND #2, WEST -DELETED:7/1/2025	NC	0	0	0
34	425 E VANN ROAD SOUTH, GREENEVILLE TN	HAL HENARD PLAYGROUND #2-DELETED 07/01/13	NC	0	0	0
35	210 TUSCULUM BLVD, GREENEVILLE TN	GHS FOOTBALL FIELD ASTRO TURF	NC	1,117,891	0	1,117,891
36	210 TUSCULUM BLVD, GREENEVILLE TN	GOAL POSTS (3)	NC	21,322	0	21,322
37	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	FOOTBALL LIGHTING, FENCING, AND GOAL POSTS	NC	288,848	0	288,848
38	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	RUBBERIZED TRACK SURFACE W/POLE VAULTING EQUIPMENT	NC	995,163	0	995,163
39	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	FOOTBALL FIELD BLEACHERS-DELETED 07/01/12	NC	0	0	0
40	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	FOOTBALL SCOREBOARD	NC	36,016	0	36,016
41	454 EAST BERNARD AVE, GREENEVILLE TN	PAVILION @ EASTVIEW ELEMENTARY SCHOOL	FRAME	83,006	1,000	84,006
42	1725 LAFAYETTE STREET EAST SIDE @ TUSCULUM VIEW SCHOOL, GREENEVILLE TN	TUSCULUM VIEW ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE	NC	253,375	0	253,375
43	1725 LAFAYETTE STREET EAST SIDE @ TUSCULUM VIEW SCHOOL, GREENEVILLE TN	PLAYGROUND EQUIPMENT-DELETED:9/27/2019	NC	0	0	0
44	1725 LAFAYETTE STREET N/S @ TUSCULUM VIEW SCHOOL, GREENEVILLE TN	PLAYGROUND EQUIPMENT-DELETED:9/27/2019	NC	0	0	0
45	454 E BARNARD AVE WEST SIDE, GREENEVILLE TN	PLAYGROUND EQUIPMENT & SWING SET @ EASTVIEW ELEMENTARY SCHOOL-DELETED:12/10/2020	NC	0	0	0
46	VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE TN	BLEACHERS	NC	8,644	0	8,644
47	210 TUSCULUM BLVD, GREENEVILLE TN	FOOTBALL FIELD HOME STADIUM	NC	989,176	0	989,176
48	210 TUSCULUM BLVD, GREENEVILLE TN	FOOTBALL FIELD VISITOR STADIUM	NC	589,857	0	589,857

Attached to and a part of policy number: PPR-0312-26 with effective dates from 07/01/2025 to 07/01/2026.

BUILDINGS AND PERSONAL PROPERTY SCHEDULE

GREENEVILLE CITY SCHOOLS

Effective Date: 7/1/2025

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49	210 TUSCULUM BLVD, GREENEVILLE TN	NET & POLES AT FOOTBALL FIELD	NC	5,349	0	5,349
50	210 TUSCULUM BLVD, GREENEVILLE TN	DELAY OF GAME CLOCKS (2)-DELETED:10/28/2022	NC	0	0	0
51	1725 LAFAYETTE STREET, GREENEVILLE TN	SIGN	NC	26,719	0	26,719
52	VARIOUS LOCATIONS	CONTROLLERS FOR SCHOOL SPEED ZONE SIGNS	NC	47,708	0	47,708
53	147 W. BERNARD AVE	FOX FIELD SOCCER PARK STORAGE BUILDING	JM	0	20,000	20,000
54	210 TUSCULUM BLVD	GREENEVILLE HIGH SCHOOL - TICKET BOOTHS (2)	FRAME	8,781	0	8,781
55	1725 LAFAYETTE ST	TUSCULUM VIEW SCHOOL - STORAGE BUILDING	FRAME	6,560	6,000	12,560
56	312 FLORAL STREET, GREENEVILLE TN 37743	NATURAL GAS GENERATOR W/ AUTOMATIC TRANSFER SWITCH	NC	63,952	0	63,952
57	602 CRESCENT DRIVE	DALE ALEXANDER BASEBALL FACILITY	NC	0	25,200	25,200
58	1121 HAL HENARD ROAD, GREENEVILLE	CENTER FOR TECHNOLOGY, INCL VOCATIONAL SCHOOLS B & C W/FLAG POLE/PARKING LIGHTS	MNC	11,635,132	2,677,100	14,312,232
59	R 1121 HAL HENARD ROAD, GREENEVILLE	GREENHOUSE W/AIR HEATING UNITS	NC	148,973	0	148,973
60	R 1121 HAL HENARD ROAD, GREENEVILLE	PICNIC SHELTER	FRAME	4,084	0	4,084
61	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	JM	14,827	0	14,827
62	1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	JM	11,502	0	11,502
63	R HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	JM	14,222	0	14,222
64	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	JM	17,702	0	17,702

BUILDINGS AND PERSONAL PROPERTY SCHEDULE

GREENEVILLE CITY SCHOOLS

Effective Date: 7/1/2025

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Location		Occupancy	Const Type	Building Values	Personal Property Values	Location Total Values
65	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	JM	17,400	0	17,400
66	1121 HAL HENARD ROAD, GREENEVILLE	PLAYGROUNG EQUIPMENT, FENCING, PLAYGROUND SURFACING	NC	110,463	0	110,463
67	1121 HAL HENARD ROAD, GREENEVILLE	WIND GENERATOR	NC	25,518	0	25,518
TOTAL				161,349,203	12,310,920	173,660,123

QUOTATION ONLY

**Policy No, PPR-0312-26
Effective Date: 07/01/2025**

DESCRIPTION		TOTAL VALUE
1	MOBILE EQUIPMENT WITH PER ITEM VALUES LESS THAN \$50,000 (Unless Scheduled Below)	429,156

DESCRIPTION (Make/Model/Year and Description)	SERIAL NUMBER	VALUE
2 BOOKS LOCATED IN BOOK MOBILE		25,000
3 GREENEVILLE HIGH SCHOOL BAND EQUIPMENT		635,070
4 GREENEVILLE MIDDLE SCHOOL BAND EQUIPMENT		270,480
5 GREENEVILLE MIDDLE SCHOOL ATHLETIC EQUIPMENT		124,230
11 GREENEVILLE HIGH SCHOOL ATHLETIC EQUIPMENT		483,135
TOTAL SCHEDULE		1,537,915
TOTAL ALL		1,967,071

Attached to and a part of policy number: PPR-0312-26 with effective dates from 07/01/2025 to 07/01/2026.

PREMIUM BREAKDOWN

**BUILDINGS AND PERSONAL PROPERTY SCHEDULE
GREENEVILLE CITY SCHOOLS**

QUOTATION ONLY

Effective Date: 07/01/2025

Policy No. PPR-0312-26

Location	Occupancy	Premium	Building Values	Personal Property Values	Location Total Values
1 210 TUSCULUM BLVD, GREENEVILLE	GREENEVILLE HS CENTER W/FLAG POLE & PARKING LOT LIGHTING, DLGITAL SIGN & FIELD HOUSE & SPORTS COMPLEX	85,815.22	61,812,352	4,239,057	66,051,409
2 210 TUSCULUM BLVD, GREENEVILLE	CONCESSION STAND W/LIGHTING	2,773.26	1,778,693	355,864	2,134,557
3 210 TUSCULUM BLVD, GREENEVILLE	PRESS BOX & RESTROOMS	197.34	141,890	10,000	151,890
4 210 TUSCULUM BLVD, GREENEVILLE	STADIUM RESTROOMS	245.53	186,484	2,500	188,984
5 210 TUSCULUM BLVD, GREENEVILLE	GEORGE CLEM SCHOOL ADMIN BLDG W/FLAG POLE, LIGHTING, FENCING	152.74	117,566	0	117,566
6 312 FLORAL STREET, WEST, GREENEVILLE	HIGHLAND ELEMENTARY SCHOOL W/FLAG POLE, LIGHTING	7,438.96	5,170,877	554,842	5,725,719
7 208 NORTH HIGHLAND, GREENEVILLE	EASTVIEW ELEMENTARY SCHOOL W/FLAG POLE, PARKING LIGHTING	7,364.12	5,263,106	405,011	5,668,117
8 R 454 EAST BERNARD AVE, GREENEVILLE	TUSCULUM VIEW ELEMENTARY SCHOOL W/FLAG W/FLAG POLE LIGHTING	14,976.46	10,495,806	1,031,473	11,527,279
9 1725 LAFAYETTE STREET, N/S, GREENEVILLE	GREENEVILLE MIDDLE SCHOOL W/FLAG POLE, LIGHTING	18,632.13	13,131,920	1,209,111	14,341,031
10 433 EAST VANN ROAD , GREENEVILLE	HAL HENARD ELEMENTARY SCHOOL W/FLAG POLE, LIGHTING, INCL GEO-THERMAL	31,523.78	23,516,241	747,405	24,263,646
11 425 EAST VANN ROAD , GREENEVILLE	GHS STADIUM LIGHTING & POLES	24,744.04	18,172,055	873,273	19,045,328
12 210 TUSCULUM BLVD, GREENEVILLE	BATTING CAGE BLDG	298.90	230,065	0	230,065
13 210 TUSCULUM BLVD, GREENEVILLE	TICKET BOOTH	198.83	153,039	0	153,039
14 210 TUSCULUM BLVD, GREENEVILLE	GREENEVILLE HS STADIUM SCOREBOARD, JUMBOTRON, (2) DELAY CLOCKS	7.79	4,994	1,000	5,994
15 210 TUSCULUM BLVD, GREENEVILLE	CONCESSION STAND	697.88	537,155	0	537,155
16 210 TUSCULUM BLVD, GREENEVILLE	STORAGE BUILDING	68.30	42,567	10,000	52,567
17 210 TUSCULUM BLVD, GREENEVILLE	HIGHLAND ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE	22.59	12,385	5,000	17,385
18 208 N HIGHLAND @ HIGHLAND ELEMENTARY, GREENEVILLE	HIGHLAND ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE-DELETED:12/10/2020	210.68	162,160	0	162,160
19 R 208 N HIGHLAND @ HIGHLAND ELEMENTARY, GREENEVILLE		0.00	0	0	0

PREMIUM BREAKDOWN

**BUILDINGS AND PERSONAL PROPERTY SCHEDULE
GREENEVILLE CITY SCHOOLS**

QUOTATION ONLY

Effective Date: 07/01/2025

Policy No. PPR-0312-26

	Location	Occupancy	Premium	Building Values	Personal Property Values	Location Total Values
20	454 EAST BERNARD AVENUE, GREENEVILLE	EASTVIEW ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE. EAST	395.03	304,050	0	304,050
21	1801 LAFAYETTE STREET N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	PLAYGROUND EQUIPMENT - DELETED 11/12	0.00	0	0	0
22	1801 LAFAYETTE STREET, N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	PLAYGROUND EQUIPMENT W/FENCE - DELETED 11/12	0.00	0	0	0
23	1801 LAFAYETTE STREET, N/S @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	PLAYGROUND EQUIPMENT - DELETED 11/12	0.00	0	0	0
24	425 E VANN ROAD, S/S, GREENEVILLE	HAL HENARD ELEMENTARY PLAYGROUND EQUIPMENT. EAST-DELETED:12/10/2020	0.00	0	0	0
25	425 E VANN ROAD, S/S, GREENEVILLE	HAL HENARD ELEM PICNIC SHELTER (INCL IN 26). WEST-DELETED:7/1/2025	0.00	0	0	0
26	425 E VANN ROAD, S/S, GREENEVILLE	HAL HENARD ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE. EAST	339.72	261,483	0	261,483
27	R 433 E VANN RD, GREENEVILLE	GREENEVILLE MIDDLE SCHOOL PLAYGROUND EQUIPMENT	13.96	10,742	0	10,742
28	318 TUSCULUM BLVD, GREENEVILLE	ADULT BASIC EDUCATION-DELETED 07/01/17	0.00	0	0	0
29	425 E VANN ROAD, SOUTH, GREENEVILLE	HAL HENARD GEO-THERMAL HEATING SYSTEM-DELETED:07/01/17	0.00	0	0	0
30	129 W DEPOT STREET, GREENEVILLE	KATHRYN W. LEONARD ADMINISTRATIVE OFFICES	4,306.33	3,188,471	126,084	3,314,555
31	R 1725 LAFAYETTE ST, GREENEVILLE	TUSCULUM VIEW PAVILION W/TABLES	122.44	93,242	1,000	94,242
32	R312 FLORAL STREET, GREENEVILLE	GEORGE CLEM WALK-IN FREEZER	38.55	19,670	10,000	29,670
33	454 EAST BERNARD AVENUE, GREENEVILLE	EASTVIEW PLAYGROUND #2, WEST -DELETED:7/1/2025	0.00	0	0	0
34	425 E VANN ROAD SOUTH, GREENEVILLE	HAL HENARD PLAYGROUND #2-DELETED 07/01/13	0.00	0	0	0
35	210 TUSCULUM BLVD, GREENEVILLE	GHS FOOTBALL FIELD ASTRO TURF	1,452.38	1,117,891	0	1,117,891
36	210 TUSCULUM BLVD, GREENEVILLE	GOAL POSTS (3)	27.70	21,322	0	21,322
37	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	FOOTBALL LIGHTING, FENCING, AND GOAL POSTS	375.28	288,848	0	288,848
38	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	RUBBERIZED TRACK SURFACE W/POLE VAULTING EQUIPMENT	1,292.93	995,163	0	995,163

PREMIUM BREAKDOWN

**BUILDINGS AND PERSONAL PROPERTY SCHEDULE
GREENEVILLE CITY SCHOOLS**

QUOTATION ONLY

Effective Date: 07/01/2025

Policy No. PPR-0312-26

	Location	Occupancy	Premium	Building Values	Personal Property Values	Location Total Values
39	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	FOOTBALL FIELD BLEACHERS-DELETED 07/01/12	0.00	0	0	0
40	433 E VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE	FOOTBALL SCOREBOARD	46.79	36,016	0	36,016
41	454 EAST BERNARD AVE, GREENEVILLE	PAVILION @ EASTVIEW ELEMENTARY SCHOOL	109.14	83,006	1,000	84,006
42	1725 LAFAYETTE STREET EAST SIDE @ TUSCULUM VIEW SCHOOL, GREENEVILLE	TUSCULUM VIEW ELEMENTARY PLAYGROUND EQUIPMENT W/FENCE	329.19	253,375	0	253,375
43	1725 LAFAYETTE STREET EAST SIDE @ TUSCULUM VIEW SCHOOL, GREENEVILLE	PLAYGROUND EQUIPMENT-DELETED:9/27/2019	0.00	0	0	0
44	1725 LAFAYETTE STREET N'S @ TUSCULUM VIEW SCHOOL, GREENEVILLE	PLAYGROUND EQUIPMENT-DELETED:9/27/2019	0.00	0	0	0
45	454 E BARNARD AVE WEST SIDE, GREENEVILLE	PLAYGROUND EQUIPMENT & SWING SET @ EASTVIEW ELEMENTARY BLEACHERS	0.00	0	0	0
46	VANN ROAD @ GREENEVILLE MIDDLE SCHOOL, GREENEVILLE		11.23	8,644	0	8,644
47	210 TUSCULUM BLVD, GREENEVILLE	FOOTBALL FIELD HOME STADIUM	1,285.16	989,176	0	989,176
48	210 TUSCULUM BLVD, GREENEVILLE	FOOTBALL FIELD VISITOR STADIUM	766.35	589,857	0	589,857
49	210 TUSCULUM BLVD, GREENEVILLE	NET & POLES AT FOOTBALL FIELD	6.95	5,349	0	5,349
50	210 TUSCULUM BLVD, GREENEVILLE	DELAY OF GAME CLOCKS (2)-DELETED:10/28/2022	0.00	0	0	0
51	1725 LAFAYETTE STREET, GREENEVILLE	SIGN	34.71	26,719	0	26,719
52	VARIOUS LOCATIONS	CONTROLLERS FOR SCHOOL SPEED ZONE SIGNS	61.98	47,708	0	47,708
53	147 W. BERNARD AVE	FOX FIELD SOCCER PARK STORAGE BUILDING	25.98	0	20,000	20,000
54	210 TUSCULUM BLVD	GREENEVILLE HIGH SCHOOL - TICKET BOOTHS (2)	11.41	8,781	0	8,781
55	1725 LAFAYETTE ST	TUSCULUM VIEW SCHOOL - STORAGE BUILDING	16.32	6,560	6,000	12,560
56	312 FLORAL STREET, GREENEVILLE	NATURAL GAS GENERATOR W/ AUTOMATIC TRANSFER SWITCH	83.09	63,952	0	63,952
57	602 CRESCENT DRIVE	DALE ALEXANDER BASEBALL FACILITY	32.74	0	25,200	25,200

PREMIUM BREAKDOWN

**BUILDINGS AND PERSONAL PROPERTY SCHEDULE
GREENEVILLE CITY SCHOOLS**

QUOTATION ONLY

Effective Date: 07/01/2025

Policy No. PPR-0312-26

	Location	Occupancy	Premium	Building Values	Personal Property Values	Location Total Values
58	1121 HAL HENARD ROAD, GREENEVILLE	CENTER FOR TECHNOLOGY, INCL VOCATIONAL SCHOOLS B & C W/FLAG	18,594.72	11,635,132	2,677,100	14,312,232
59	R 1121 HAL HENARD ROAD, GREENEVILLE	GREENHOUSE W/AIR HEATING UNITS	193.55	148,973	0	148,973
60	R 1121 HAL HENARD ROAD, GREENEVILLE	PICNIC SHELTER	5.31	4,084	0	4,084
61	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	19.26	14,827	0	14,827
62	1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	14.94	11,502	0	11,502
63	R HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	18.48	14,222	0	14,222
64	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	23.00	17,702	0	17,702
65	R 1121 HAL HENARD ROAD, GREENEVILLE	STORAGE BUILDING	22.61	17,400	0	17,400
66	1121 HAL HENARD ROAD, GREENEVILLE	PLAYGROUND EQUIPMENT, FENCING, PLAYGROUND SURFACING	143.52	110,463	0	110,463
67	1121 HAL HENARD ROAD, GREENEVILLE	WIND GENERATOR	33.15	25,518	0	25,518
			Total Breakdown	161,349,203	12,310,920	173,660,123
			Rounding Adjustment		-0.45	
			Total Policy Bldg + PP Premium			



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

Policy Number: PWC-0404-26

DECLARATIONS

Ren/Rewrite of: PWC-0404-25

ITEM 1.	INSURED GREENEVILLE CITY SCHOOLS PO BOX 1420 GREENEVILLE, TN 37744-1420	AGENT	MC INTURFF-MILLIGAN-BROOKS INC PO BOX 1600 GREENEVILLE, TN 37744-1600
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ITEM 2. POLICY PERIOD: From 07/01/2025 to 07/01/2026 12:01 A.M. Standard Time at the Insured's Mailing Address

ITEM 3A. WORKERS COMPENSATION COVERAGE Section One of the Policy applies to the Workers Compensation Law of the State of Tennessee

ITEM 3B. EMPLOYERS LIABILITY COVERAGE Section Two of the Policy applies to work in each state listed in Item 3A.

THE LIMITS OF OUR LIABILITY UNDER SECTION TWO ARE:

BODILY INJURY BY ACCIDENT	\$ 300,000	EACH ACCIDENT
BODILY INJURY BY DISEASE	\$ 700,000	POLICY LIMIT
BODILY INJURY BY DISEASE	\$ 300,000	EACH EMPLOYEE

ITEM 3C. OTHER STATES COVERAGE Section Three of the Policy applies to the states, if any, listed here. All States except ND, WA, WY, OH and those listed in 3A.

ITEM 4. FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS

- WC Declarations 7-1-2022
- WC Schedule 7-1-2015
- Endorsement - Voluntary Compensation Medical 7-1-2020
- Endorsement - Voluntary Compensation Accident 7-1-2020
- Workers Comp Coverage Policy 7-1-2022

QUOTATION ONLY

ITEM 5. In return for the payment of premium for each policy period and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages reflected on this declaration page and attached schedule. Adjustment of the premium will be made annually by audit after the expiration of each policy period.

ITEM 5A. NO DEDUCTIBLE or AGGREGATE \$0

VOLUNTARY ACCIDENT WEEKLY BENEFIT: \$ 200

ONE YEAR POLICY	
<u>Premium for this Policy Period</u>	
MANUAL PREMIUM	\$129,278
INCREASED LIMITS FACTOR	1.000
EXPERIENCE MODIFICATION	1.548
SCHEDULE MODIFICATION	.925
OTHER PREMIUM MODIFICATION	1.000
DEDUCTIBLE/RETENTION FACTOR	1.000
ONE YEAR POLICY FACTOR	.980
TN DRUG FREE WORKPLACE FACTOR	.950
COMBINED MODIFICATION FACTOR	1.3331
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TOTAL ESTIMATED POLICY PREMIUM	\$172,341

WORKERS COMPENSATION SCHEDULE

INSURED: 0312 GREENEVILLE CITY SCHOOLS

Policy Number: PWC-0404-26

Effective Date: 07/01/2025

WORKERS COMPENSATION COVERAGE

CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Ambulance Service Drivers/Emergency Medical Service	7370	0	0	0	7.647	0.00
Animal Control	8831	0	0	0	6.020	0.00
Automobile Repair Shop	8380	0	0	0	6.150	0.00
Building/Maintenance	9015	0	0	0	6.776	0.00
Cemeteries	9220	0	0	0	7.452	0.00
City Managers/Administrative	8742	0	0	0	0.527	0.00
Clerical/Office	8810	0	0	0	0.191	0.00
Electric Distribution (excluding Clerical)	7539	0	0	0	5.527	0.00
Firefighters	7710	0	0	0	4.770	0.00
Garbage or Refuse Collection and Drivers (including Landfill)	9403	0	0	0	9.377	0.00
Gas Distribution (excluding Clerical)	7502	0	0	0	3.853	0.00
Housing Authority - Administrative	8742	0	0	0	0.743	0.00
Housing Authority - Building/Maintenance	9015	0	0	0	5.063	0.00
Housing Authority - Clerical	8810	0	0	0	0.264	0.00
Inspectors - Outside	9410	0	0	0	5.247	0.00
Parks and Recreation	9102	0	0	0	4.290	0.00
Police Officers (excluding Dispatchers)	7720	0	0	0	8.087	0.00
Public Library or Museum	8810	0	0	0	0.300	0.00
School (Bus Drivers)	7380	15	13	497,442	5.915	29,423.69
Schools (Professional Employees and Clerical)	8868	361	167	25,813,052	0.268	69,178.98
Schools (All Other)	9101	54	33	2,652,916	2.772	73,538.83
Sewage Disposal Plant Operation	7580	0	0	0	3.359	0.00
Sewer Cleaning/Maintenance	9402	0	0	0	5.291	0.00
Social Services	8742	0	0	0	1.756	0.00
Street Cleaning	9402	0	0	0	5.315	0.00
Street/Road Paving and Maintenance	5506	0	0	0	14.019	0.00
Waterworks (excluding Clerical)	7520	0	0	0	5.328	0.00
Welfare and Transit Bus Drivers	7382	0	0	0	10.258	0.00

VOLUNTARY COMPENSATION MEDICAL COVERAGE

CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Volunteer Firefighters	7711	0	0	0	31.914	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	31.621	0.00
Volunteer Medical Providers	7370	0	0	0	36.500	0.00
Elected Officials	8742	0	5	0	9.305	46.52

VOLUNTARY COMPENSATION ACCIDENT COVERAGE

CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Volunteer Firefighters	7711	0	0	0	81.319	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	85.318	0.00
Volunteer Medical Providers	7370	0	0	0	81.319	0.00
Elected Officials	8742	0	5	0	30.661	153.30

TOTALS		430	218	28,963,410		172,341
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QUOTATION ONLY

PER OCCURRENCE \$1,000,000
 DEDUCTIBLE \$1,000
 RETROACTIVE DATE: 10/01/86
 BACK PAY COVERAGE EFF 10/01/13

GREENEVILLE CITY SCHOOLS
07/01/2025 TO 07/01/2026
PREMIUM COMPARISON

		INCL		INCL	
COMMERCIAL AUTO:					
LIABILITY					
PER PERSON BODILY INJURY AS LIMITED BY THE TORT LIABILITY ACT	\$300,000		\$300,000		\$300,000
PER OCCURRENCE FOR BODILY INJURY AS LIMITED BY THE TORT LIABILITY ACT	\$700,000		\$700,000		\$700,000
PER OCCURRENCE FOR PROPERTY DAMAGE AS LIMITED BY THE TORT LIABILITY ACT	\$100,000		\$100,000		\$100,000
PER OCCURRENCE EACH OTHER LOSS	\$2,000,000		\$2,000,000		\$2,000,000
PER OCCURRENCE FOR CATASTROPHIC MEDICAL EXPENSES EXCESS OF BODILY INFURY	\$500,000	PER PERSON	\$500,000	PER PERSON	
	\$1,000,000	PER OCCURRENCE	\$1,000,000	PER OCCURRENCE	\$100,000
MEDICAL PAYMENTS					
PER PERSON	\$1,000		\$1,000		\$1,000
PER ACCIDENT	\$10,000		\$10,000		\$10,000
UNINSURED MOTORISTS					
PER OCCURRENCE FOR BODILY INJURY	\$300,000		\$300,000		\$300,000
PER OCCURRENCE FOR PROPERTY DAMAGE	\$100,000		\$100,000		\$100,000
AUTO PHYSICAL DAMAGE COMPREHENSIVE					
PER OCCURRENCE DEDUCTIBLE	\$250		\$250		\$250
COLLISION					
PER OCCURRENCE DEDUCTIBLE	\$500		\$500		\$500

	<u>PEPartners</u> <u>2025-2026</u> <u>COVERAGE</u>	<u>PEPartners</u> <u>2025-2026</u> <u>PREMIUM</u>	<u>PEPartners</u> <u>2024-2025</u> <u>COVERAGE</u>	<u>PEPartners</u> <u>2024-2025</u> <u>PREMIUM</u>	PEPartners 2024-2025	PEPartners 2024-2025	
WORKERS COMPENSATION:		\$172,341		\$149,665	GTC only Coverage	GTC Only PREMIUM	
DIVIDEND		(\$17,303)		(\$12,577)		\$3,574	15% increase
Statutory Limits for Tennessee	INCL		INCL		INCL		
BODILY INJURY BY ACCIDENT EACH ACCIDENT	\$300,000		\$300,000		\$300,000		
BODILY INJURY BY DISEASE POLICY LIMIT	\$700,000		\$700,000		\$700,000		
BODILY INJURY BY DISEASE EACH EMPLOYEE	\$300,000		\$300,000		\$300,000		
PAYROLL:							10.60% increase
SCHOOL (BUS DRIVERS)	\$497,442		\$542,663				
SCHOOLS (PROFESSIONAL EMPL. & CLERICAL)	\$25,813,052		\$23,511,175		\$1,125,676		
SCHOOLS (ALL OTHER)	\$2,652,916		\$2,138,599		\$74,709		
VOLUNTARY COMP MEDICAL & ACCIDENT COVERAGE							
ELECTED OFFICIALS	5		5		12		
EXPERIENCE MOD.	1.548		1.388		0.791		11.50% increase
TOTAL GREENEVILLE CITY SCHOOLS PREMIUM WITH PEP:		\$469,475		\$400,165			
24-25 Greene Technology Center		\$0		\$32,949		\$32,949	
Total 2024-2025 including GTC		\$469,475		\$433,114			8.40% increase

Category	GCS 2024-2025	GTC 2024-2025	Sum 2024-2025	GCS 2025-2026	N Difference	% Difference
Commercial Property Premium	\$ 193,604.00	\$ 21,334.00	\$ 214,938.00	\$ 239,261.00	\$ 24,323.00	11.3%
Property Coverage	\$ 129,679,160.00	\$ 13,488,387.00	\$ 143,167,547.00	\$ 173,660,123.00	\$ 30,492,576.00	21.3%
General Liability	\$ 69,608.00	\$ 9,004.00	\$ 78,612.00	\$ 75,394.00	\$ (3,218.00)	-4.1%
General Liability (w/dividends)	\$ 67,208.00	\$ 8,274.00	\$ 75,482.00	\$ 72,115.00	\$ (3,367.00)	-4.5%
Worker's Compensation	\$ 149,665.00	\$ 3,574.00	\$ 153,239.00	\$ 172,341.00	\$ 19,102.00	12.5%
Worker's Compensation (w/dividends)	\$ 137,088.00	\$ 2,543.00	\$ 139,631.00	\$ 155,038.00	\$ 15,407.00	11.0%
Experience Mod	1.388	0.791	1.388	1.548	0.160	11.5%
Total	\$ 400,165.00	\$ 32,949.00	\$ 433,114.00	\$ 469,475.00	\$ 36,361.00	8.4%