



Hernando School District

School Board Regular Meeting

Agenda - **Final Revised**

Tuesday, March 24, 2026

6:00 PM

District Office-Board Room
919 N. Broad Street
Brooksville, FL 34601

Revision #2

CALL TO ORDER

REFLECTION

by Mark Johnson, Board Member

PLEDGE OF ALLEGIANCE by West Hernando Middle School

SCHOOL SPOTLIGHT

ADOPTION OF AGENDA

1. [26-3628](#) Approval to adopt the agenda dated 3/24/2026.

ELECTED OFFICIALS

STUDENT REPRESENTATIVE TO THE BOARD, Jaserah Abdul-Rahim

2. [26-3629](#) Student Representative, Jaserah Abdul-Rahim of F.W. Springstead High School, to Share an Update of School Related Activities and Events with the Board

PRESENTATIONS

3. [26-3480](#) Recognition of the March HCSD Veteran
Attachments: [Budget Sheet - NO Financial Impact](#)
4. [26-3625](#) Recognition of Central High School's Beta Club
Attachments: [Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)
5. [26-3663](#) Recognition of Springstead High School for Achieving Silver Status with Access from the College Board's National AP Honor Roll
Attachments: [Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

6. [26-3611](#) Recognition of HCSD Internal Account Bookkeepers

Attachments: [Budget Sheet - NO Financial Impact \(1\)](#)

APPROVAL OF THE MINUTES

7. [26-3630](#) Approval of the Minutes from the Regular School Board Meeting of 2/24/2026.

Attachments: [02-24-26 Regular Meeting Minutes with links DRAFT](#)

EXPULSION RECOMMENDATIONS

8. [26-3618](#) Enter a Final Order Expelling the Student in Case No. E2026-02-01 for the remainder of the 2025-26 school year and first semester of the 2026-27 school year with educational services provided through eSchool.

Attachments: [Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

CITIZEN INPUT ON AGENDA ITEMS (GREEN SPEAKER FORMS)

9. [26-3631](#) Citizen Input on agenda items (Green Form)

Attachments: [Citizen Input Speaker Green Form 031424 ACC](#)

ADOPTION OF CONSENT AGENDA (Item numbers 10-39)

Personnel Recommendations

- *10. [26-3657](#) Approval of the Personnel Recommendations

Attachments: [25-26 BOARD AGENDA MARCH 24 2026 R2](#)

[3-24-26 CORE OOF board agenda](#)

[ESOL - 3.24.26 Agenda](#)

[2026 Inst. Supplements & Differentiated Pay for 3-24-2026](#)

[2026 Noninst., PTS & Adm. Supplements for 3-24-2026](#)

All Other Teaching & Learning Agenda Items

11. [26-3655](#) Approve Overnight Field Trip for Hernando High School Students to Attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026

Attachments: [Cost Breakdown of Trip HHS CyberLaunch](#)

[Budget Sheet HHS CyberLaunch](#)

12. [26-3656](#) Approve Overnight Field Trip for Nature Coast Technical High School Students to Attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026

Attachments: [Cost Breakdown of Trip NCTHS CyberLaunch](#)
[Budget Sheet NCTHS CyberLaunch](#)

13. [26-3658](#) Approve Overnight Field Trip for Springstead High School Students to Attend the 2026 Florida State Science and Engineering Fair that will be held at Lakeland, Florida from March 31 - April 2, 2026

Attachments: [Cost Breakdown of Trip SHS SSEF](#)
[Budget Sheet SHS SSEF](#)

14. [26-3659](#) Approve the Overnight Field Trip for F.W. Springstead High School Students to Attend the Florida Envirothon in Fort Lauderdale, Florida from April 10, 2026 through April 11, 2026

Attachments: [Leave of Absence - Florida Envirothon 4-10-2026](#)
[SHS Budget Sheet - Florida Envirothon 4-10-2026](#)

15. [26-3666](#) Approve an overnight field trip for the Central High School BETA Club teachers, chaperones, and 8 students to Nashville, Tennessee, for BETA Club National Convention on June 16 - 20, 2026.

Attachments: [CHS BETA Club Nashville 061626 Cover Sheet](#)
[CHS BETA Club Nashville 061626 Budget Sheet](#)

16. [26-3667](#) Approve Overnight Field Trip for Winding Waters K-8 School Students to Attend the 2026 Florida State Science and Engineering Fair that will be held at Lakeland, Florida from March 31 - April 2, 2026

Attachments: [Cost Breakdown of Trip WWK8 SSEF](#)
[Budget Sheet WWK8 FL SSEF](#)

All Other Business Services Agenda Items

17. [26-3588](#) Ratify changes to the contract between Hernando United School Workers and the Hernando County School District.

Attachments: [HUSW Signed TAs 1-4 & MOU](#)
[Budget Sheet - HUSW](#)

18. [26-3620](#) Approve Fiscal Year 2025-2026 Budget Amendment No. 2 for the Quarter Ending December 31, 2025.

Attachments: [26 GF BA 2](#)
[26 DSF BA 2](#)
[26 CPF BA 2](#)
[26 FSF BA 2](#)
[26 SRF BA 2](#)
[26 ESSER III BA 2](#)

19. [26-3636](#) Approve a one-time Retention Bonus for Confidential Staff

Attachments: [Budget Sheet - Conf Retention Bonus](#)

All Other Support Operations Agenda Items

20. [26-3585](#) Approval of Resolution #R26-006 - Jackson Property

Attachments: [26-3585 Resolution R26-006 Jackson Property 3.3.26](#)
[26-3585 Budget Sheet NO Financial Impact](#)

21. [26-3635](#) Approval of the 2026-2027 School Year Bell Times

Attachments: [2026-27 Proposed Bell Times with Expanded Drop Off Times 2.26](#)
[Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

22. [26-3639](#) Approval of the Proportionate Share Mitigation Agreement with Shady Oaks.

Attachments: [260302 Shady Oaks PSMA Applicant Signed](#)
[26-3639 Budget Sheet NO Financial Impact ACC](#)

23. [26-3640](#) Approval of the Proportionate Share Mitigation Agreement with Liberty Cove.

Attachments: [26-3640 Liberty Cove PSMA Applicant Signed](#)
[26-3640 Budget Sheet NO Financial Impact ACC](#)

24. [26-3644](#) Approve the Out of State Travel for Brian Ragan and Robert Kublick to attend the Educational Manufacturing Tour - Tarkett Commercial Facilities from May 11, 2026 to May 13, 2026 in Florence, Alabama and Dalton, Georgia.

Attachments: [Educational Manufacturing Tour - Tarkett Commercial Facilities - 5-11-26 to 5-13-26](#)
[LOA - R. Kublick](#)
[LOA - B. Ragan](#)
[Budget Sheet - No Financial Impact](#)

All Other Purchase Order/Bid Agenda Items

25. [26-3627](#) Approve the renewal of the piggyback of Choice Partners No. 24/023TC-23: Maintenance, Repair & Operations (MRO) Parts, Equipment and Related Services, awarded to Parts Town, LLC., and authorize purchases for an estimated annual spending of \$55,000.00.

Attachments: [26-3627 Choice Partners](#)
[26-3627 Budget Sheet FNS](#)
[26-3627 Budget Sheet Maintenance](#)

26. [26-3641](#) Approve the Professional Service Agreement Amendment and renewal of the piggyback of Charlotte County Public Schools, RFQ 22/23-23MP: Building Code Administrator, awarded to M.T. Causley, LLC, for building code official services, and authorize the purchase of said services for an estimated annual amount of \$150,000.00.

Attachments: [26-3641 Building Code Administrator 26-961-22 PB RN](#)
[26-3641 First Amendment to the PSA with MT Causley](#)
[26-3641 Budget Sheet - Building Official Admin Services](#)

27. [26-3642](#) Approve the piggyback of OMNIA Partners Cooperative/US Communities Government Purchasing Alliance, Contract No. R-TC-17006, Online Marketplace for the Purchase of Products and Services, awarded to Amazon Business LLC and authorized the purchase of goods for an estimated annual spending of \$75,000.00

Attachments: [26-998-37 PB Online Marketplace \(03-24-26\)](#)
[Budget Sheet](#)

28. [26-3643](#) Approve the Guaranteed Maximum Price Amendment to the contract with Walbridge Aldinger LLC, for construction goods and services for Drainage & Turf Improvements for Springstead High School and authorize the purchase of said goods and services not to exceed \$3,308,637.00 using half-cent funds

Attachments: [26-3643 GMP A133-2019 Exhibit A-FINAL Signed](#)
[26-3643 Budget Sheet GMP Walbridge](#)

29. [26-3645](#) Approve the Guaranteed Maximum Price Amendment to the contract with J.E. Dunn Construction Company, for construction goods and services for Play Court Relocation for Weeki Wachee High School and authorize the purchase of said goods and services not to exceed \$974,673.00 using half-cent funds.

Attachments: [26-3645 A133-2019 Exhibit A GMP - FINAL JED Signed](#)
[26-3645 Budget Sheet WWHS Play Court GMP](#)

30. [26-3646](#) Award RFQ #9009-2512-606, Engineering Services for HVAC Replacement for Powell Middle School, to Phoenix Engineering Group, Inc, for Engineering Services and approve the contract and the purchase of said services not to exceed \$725,000.00 using half-cent funds.

Attachments: [26-3646 RFQ Engineering PMS HVAC](#)
[26-3646 PMS HVAC Replacement Phoenix Presentation](#)
[26-3646 Scores & Final Ranking for Engineering PMS HVAC](#)
[26-3646 C103-2015 AE for PMS HVAC with Exhibits PEG Signed](#)
[26-3646 Budget Sheet - Engineer for PMS HVAC](#)

31. [26-3648](#) Award Bid #9009-2601-2002, Roof and Soffit Replacement Phase 2 for D.S. Parrott Middle School, to Old World Craftsmen, Inc., and approve the contract and the purchase of construction goods and services for \$1,611,535.00 using half-cent funds.

Attachments: [26-3648 DSPMS Roof and Soffit PH 2 Ad Copy](#)
[26-3648 Bid Tabulation DSPMS Roof and Soffit PH2](#)
[26-3648 Bid Proposal Old World Craftsmen, Inc.](#)
[26-3648 Bid Recommendation DSPMS Roof PH2](#)
[26-3648 Notice of Intent to Award Old World Craftsmen Signed](#)
[26-3648 A101-2017 DSPMS Roof PH2 CM Agreement with Exhibits - Signed](#)
[26-3648 Budget Sheet DSPMS Roof & Soffit PH2](#)

32. [26-3649](#) Award Bid No. 26-360-32 - Carpet, VCT & LVT: Installation, Removal & Repairs, to Mark's Flooring, Inc, for flooring needs, goods and services and authorize the purchase for an estimated annual spending of \$55,000.00.

Attachments: [26-360-32 Carpet & VCT \(03-24-2026\)](#)
[Budget Sheet - Marks Flooring 3-2026](#)

33. [26-3652](#) Award Bid No. 26-645-24, Specialty Papers, Envelopes and Ink for Central Printing Services, to MAC Papers, LLC and Veritiv Operating Company, and authorized the purchase of goods for an estimated annual spending of \$55,000.00

Attachments: [26-645-24 Specialty Papers \(03-24-26\)](#)
[Budget Sheet](#)

34. [26-3653](#) Approve the Memorandum of Understanding between Pasco-Hernando State College and Hernando County School District for Wilton Simpson Technical College for the Perkins V Comprehensive Local Needs Assessment and authorize expenditures for an estimated \$20,000.

Attachments: [FL Hernando PHSC CLNA 2526 signed](#)
[Budget Sheet 3-2026 Perkins](#)

35. [26-3654](#) Approve the renewal of the piggyback of Pinellas County School District, Bid No. 24-031-096: HVAC Filters & Frames, awarded to Andrews Filter & Supply Corporation for HVAC filters, frames and related goods or services and authorize the purchase for estimated annual spending amount of \$60,000.00.

Attachments: [24-031-34 PB RN HVAC Filters & Frames \(03-24-26\)](#)
[Budget Sheet Air Filters 2026](#)

36. [26-3660](#) Approve the contract and authorize the purchase of contracting an E-Rate Consultant from E-Rate Central for an estimated cost of \$119,700.00 with the annual fee for year one is \$13,300.00 and in the remaining four-years of \$26,600.00.

Attachments: [E-Rate Contract](#)
[Standard Addendum - Signed](#)
[E-Rate Central - W9](#)
[Budget Sheet](#)

37. [26-3662](#) Approve the Purchase of Advanced Placement Exams from College Board and Authorize the Issuance of Purchase Orders in an Estimated Amount of \$234,722.00

Attachments: [2026 AP Exams Order](#)
[Budget Sheet AP Exams](#)

38. [26-3664](#) Approve the Renewal of the Piggyback of Sourcewell Solicitation RFP #091521, Contract #091521-NAF for Cars, Trucks, Vans, SUVs, Cab Chassis & Other Vehicles, Awarded to National Auto Fleet Group (NAFG), and Authorize the Purchase of a 2026 Ford Transit Passenger Vehicle for an Estimated Spending of up to \$100,000.00

Attachments: [23 070 37 PB RN Cars, Trucks, Vans 03 24 26](#)
[Alan Jay Fleet Sales Quote 70450](#)
[Budget Sheet Bid No 23 070 37 PB RN](#)

All Other Safe Schools Agenda Items

39. [26-3634](#) Approve the First Amendment to SROA, School Resource Officer Agreement, of the Hernando County Sheriff's Office contract which will represent School Resource Officer use of body-worn cameras.

Attachments: [Amendment to SRO agreement BWC - stamp](#)
[Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION

ADDENDUM ITEMS

CITIZEN INPUT ON GENERAL TOPICS (PINK SPEAKER FORMS)

40. [26-3632](#) Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Attachments: [Citizen Input Speaker Pink Form 031424 ACC](#)

INFORMATIONAL AGENDA ITEMS

GENERAL COUNSEL

SCHOOL BOARD COMMENTS

ADJOURNMENT

The next School Board Meetings are scheduled for April 14, 2026:

1:00 PM - Informal Meeting

2:00 PM - Workshop

6:00 PM - Regular Meeting

Mission Statement

The Hernando County School District Collaborates with students, parents and other community stakeholders to effectively prepare all students for a successful transition into a diverse and changing world.



Hernando School District

School Board Regular Meeting

Agenda Item # 1. 26-3628

3/24/2026

Title and Board Action Requested

Approval to adopt the agenda dated 3/24/2026.

Executive Summary

The Superintendent of Schools, hereby requests the Board adopt the agenda dated 3/24/2026.

My Contact

Ray Pinder
Superintendent of Schools

2023-28 Strategic Focus Area

Other

Financial Impact

No Financial Impact

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.



Hernando School District

School Board Regular Meeting

Agenda Item # 2. 26-3629

3/24/2026

Title and Board Action Requested

Student Representative, Jaserah Abdul-Rahim of F.W. Springstead High School, to Share an Update of School Related Activities and Events with the Board

Executive Summary

Student Representative, Jaserah Abdul-Rahim of F.W. Springstead High School, to Share an Update of School Related Activities and Events with the Board

My Contact

Jaserah Abdul-Rahim
Student Representative to the School Board

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

No Financial Impact



Hernando School District

School Board Regular Meeting

Agenda Item # 3. 26-3480

3/24/2026

Title and Board Action Requested

Recognition of the March HCSD Veteran

Executive Summary

The Director of Communications, on behalf of the Superintendent of Schools, hereby wishes to recognize the March HCSD Veteran.

My Contact

Aaron Ellerman
Director of Communications
(352) 797-7009 ext. 70129

2023-28 Strategic Focus Area

Priority 4: Community Connection

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

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| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
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| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
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| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
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| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 4. 26-3625

3/24/2026

Title and Board Action Requested

Recognition of Central High School's Beta Club

Executive Summary

The Assistant Superintendent of Teaching and Learning, on behalf of the Superintendent of Schools, hereby requests the Board to recognize Central High School's Beta Club. Central High School is proud to celebrate the outstanding accomplishments of our Beta Club students and their continued tradition of excellence. Through their dedication to academic achievement, leadership, and service, our Beta members have once again represented our school at the highest level.

My Contact

Gina Michalicka

Assistant Superintendent of Teaching and Learning

352-797-7051

Michalicka_g@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

No financial impact.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

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| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
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| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
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| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
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| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
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| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 5. 26-3663

3/24/2026

Title and Board Action Requested

Recognition of Springstead High School for Achieving Silver Status with Access from the College Board's National AP Honor Roll

Executive Summary

The Director of Secondary Programs, on behalf of the Superintendent of Schools, hereby requests the Board to recognize Springstead High School, who received recognition from the College Board's National AP Honor Roll. Springstead High School achieved Silver status with Access, signifying certain criteria were met. The Silver status is based on factors such as the percentage of students taking AP exams, the percentage scoring three or higher, and the percentage taking five or more exams with a spread across grades.

My Contact

Dr. John Morris
Director of Secondary Programs
352-797-7000 ext. 70443
morris_j@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

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| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
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| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
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| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
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| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 6. 26-3611

3/24/2026

Title and Board Action Requested

Recognition of HCSO Internal Account Bookkeepers

Executive Summary

The Director of Communications, on behalf of the Superintendent of Schools, hereby wishes to recognize the following HCSO Internal Account bookkeepers for their positive 2024-2025 audit reports. Their dedication and accuracy detailing financials greatly contributes to HCSOs overall fiscal efficiency.

Jennifer Henshaw - BES

Barbara Hellman - CES

Adrianna Hernandez-Boutros - CK8

Darrell Williams - DSPMS

Sandra Tubolino - EES

Wendy Buscemi - EK8

Mamie Boe - MES

Kristina McCabe - SES

Tasha Brown - SHES

Laurie Campbell - SHS

Regina Kelling - WES

Carmen Aguilar - WHMS

Stephanie Mauren - WWK8

My Contact

Aaron Ellerman

Director of Communications

(352) 797-7009 ext. 70129

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

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| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|--------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 7. 26-3630

3/24/2026

Title and Board Action Requested

Approval of the Minutes from the Regular School Board Meeting of 2/24/2026.

Executive Summary

The Superintendent of Schools, hereby requests the Board approve the minutes.

My Contact

Kelly A. Pogue

Executive Office Manager to the School Board and General Counsel

Pogue_k@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Other

Financial Impact

No Financial Impact



Hernando School District

School Board Regular Meeting

Minutes - Draft

Tuesday, February 24, 2026

6:00 PM

District Office-Board Room
919 N. Broad Street
Brooksville, FL 34601

CALL TO ORDER

Present: Board Chair Kayce Hawkins
Vice Chair Shannon Rodriguez
Board Member Michelle Bonczek
Board Member Susan Duval
Board Member Mark Johnson

The meeting was called to order at 6:03 P.M. Also present were Robert Meyers, School Board Attorney, and Ray Pinder, Superintendent.

REFLECTION

by Mark Johnson, Board Member

PLEDGE OF ALLEGIANCE by Westside Elementary School

SCHOOL SPOTLIGHT - Westside Elementary School

Dana Kublick, Principal of Westside Elementary School came forward to present this item.

ADOPTION OF AGENDA

1. [26-3613](#) Approval to adopt the agenda dated 2/24/2026.

RESULT: ADOPTED

MOVER: Mark Johnson

SECONDER: Shannon Rodriguez

AYES: Hawkins, Rodriguez, Bonczek, Duval, Johnson

ELECTED OFFICIALS

No one came forward to speak on this item.

STUDENT REPRESENTATIVE TO THE BOARD, Jaserah Abdul-Rahim

2. [26-3614](#) Student Representative, Jaserah Abdul-Rahim of F.W. Springstead High School, to Share an Update of School Related Activities and Events with the Board

PRESENTATIONS

3. [26-3610](#) Recognition of a Fox Chapel Middle School Student

Attachments: [Budget Sheet - NO Financial Impact \(1\)](#)

Aaron Ellerman, Director of Communications came forward to present this item.

The board recessed at 6:22 P.M. and reconvened at 6:29 P.M.

4. [26-3479](#) Recognition of the February HCSD Veteran

Attachments: [Budget Sheet - NO Financial Impact](#)

Aaron Ellerman, Director of Communications, and RJ Inmon, Principal of Brooksville Elementary School came forward to recognize Jacquelynn Muncy as the Veteran of the month.

PROCLAMATIONS/RESOLUTIONS

5. [26-3582](#) Approve Proclamation No. P26-004, Newspaper in Education Week 2026

Attachments: [NIE Proclamation 2026 P26-004](#)
[Budget Sheet - NO Financial Impact \(1\)](#)
[02-24-26 Handout by R. Maglio 5. 26-3582](#)

RESULT: **ADOPTED**

MOVER: Kayce Hawkins

SECONDER: Susan Duval

AYES: Hawkins, Rodriguez, Bonczek, Duval, Johnson

Aaron Ellerman, Director of Communications came forward to present this item. Rachel Kingdom, CHS Teacher, came forward to read the proclamation.

APPROVAL OF THE MINUTES

6. [26-3615](#) Approval of the Minutes from the Informal, Workshop and Regular School Board Meeting of 2/10/2026.

Attachments: [02-10-26 Informal Minutes DRAFT](#)
[02-10-26 Workshop Minutes with links DRAFT](#)
[02-10-26 Regular Meeting Minutes with links DRAFT](#)

RESULT: **ADOPTED**

MOVER: Susan Duval

SECONDER: Michelle Bonczek

AYES: Hawkins, Rodriguez, Bonczek, Duval, Johnson

PUBLIC HEARING ITEMS (WHITE SPEAKER FORMS)

- 7. [26-3508](#) Public Hearing and Final Approval of Neola Policy - 8451 Head Lice (Pediculosis). This item was tentatively approved at the January 27, 2026, Board Workshop.

Attachments: [po8451 Pediculosis Feb 9 2026](#)
[Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

RESULT: ADOPTED

MOVER: Michelle Bonczek

SECONDER: Mark Johnson

AYES: Hawkins, Rodriguez, Bonczek, Duval, Johnson

No one came forward to speak on this item.

CITIZEN INPUT ON AGENDA ITEMS (GREEN SPEAKER FORMS)

- 8. [26-3616](#) Citizen Input on agenda items (Green Form)

Attachments: [Citizen Input Speaker Green Form 031424 ACC](#)

Mr. Meyers read the instructions for this item. The following citizen came forward to speak: Tina Vieira - spoke on item #12. 26-3600: Approve an overnight in-state field trip for Nature Coast Technical High School FBLA students to attend the State Leadership Conference from 3/12/26 - 3/15/26 in Orlando FL.

ADOPTION OF CONSENT AGENDA (Item # 9-25)

RESULT: APPROVED THE CONSENT AGENDA

MOVER: Michelle Bonczek

SECONDER: Susan Duval

AYES: Hawkins, Rodriguez, Bonczek, Duval, Johnson

Personnel Recommendations

- 9. [26-3604](#) Approval of the Personnel Recommendations

Attachments: [25-26 BOARD AGENDA FEB 24 2026](#)
[2-24-26 CORE OOF Board Agenda](#)
[2-24-26 -LTS OOF Board Agenda](#)
[2026 Inst. Supplements & Differentiated Pay for 2-24-2026](#)
[2026 Noninst., PTS & Adm. Supplements for 2-24-2026](#)

All Other Teaching & Learning Agenda Items

- 10. [26-3583](#) Approve out-of-state travel for Cynthia Jackson, Student Services School Social Worker, to attend the School Social Worker Association of America’s National Conference on March 24-27, 2026 , in St. Louis, MO.

Attachments: [C. Jackson TDL 03.24 to 03.27.26](#)
[SSWAA's Conference Info St. Louis MO](#)
[Budget Sheet Sept 2021 Revised NO Financial Impact ACC](#)

11. [26-3596](#) Approve in-state, overnight field trip for Central High School's Future Business Leaders of America (FBLA) team, consisting of nine (9) students and three (3) chaperones. to attend the 2026 FBLA State Leadership Conference on March 12 - 15, 2026, in Orlando, Florida. Students are traveling with groups from Hernando and Nature Coast Technical High Schools.
- Attachments:** [CHS FMLA 031226 - Cover Sheet](#)
[CHS FBLA trip - 031226 - AMND 2 Budget Sheet](#)
12. [26-3600](#) Approve an overnight in-state field trip for Nature Coast Technical High School FBLA students to attend the State Leadership Conference from 3/12/26 - 3/15/26 in Orlando FL.
- Attachments:** [FBLA NEW BUDGET STRIP](#)
13. [26-3605](#) Approve an overnight field trip for Weeki Wachee High School Speech and Debate students to attend the FCIDI State Competition from April 18 - 19, 2026 in Sarasota, FL.
- Attachments:** [26-3605 School Board Letter](#)
[26-3605 Budget](#)
14. [26-3607](#) Approve Overnight Field Trip for Nature Coast Technical High School Students to Attend the 2026 SkillsUSA Florida State Leadership and Skills Conference in Jacksonville, Florida on March 30 - April 2, 2026
- Attachments:** [Cost Breakdown of Trip NCTHS SkillsUSA](#)
[Budget Sheet NCTHS SkillsUSA](#)
15. [26-3609](#) Approve Overnight Field Trip for Weeki Wachee High School Students to Attend the 2026 SkillsUSA Florida State Leadership and Skills Conference in Jacksonville, Florida on March 30 - April 2, 2026
- Attachments:** [Cost Breakdown of Trip WWHS SkillsUSA](#)
[Budget Sheet WWHS SkillsUSA](#)

Job Descriptions

16. [26-3599](#) Approve the change in terms of employment for the School Safety Guardian and School Safety Guardian In-Training positions.
- Attachments:** [School Safety Guardian 26-3599 02092026 strikethrough](#)
[School Safety Guardian 26-3599 clean copy legistar](#)
[school_safety_guard_in-training 26-3599 02092026 strikethrough](#)
[school_safety_guard_in-training 26-3599 02092026 clean copy](#)
[budget sheet-no financial impact](#)

All Other Support Operations Agenda Items

17. [26-3584](#) Approval of the Educational Plant Survey 6.3
- Attachments:** [26-3584 260106 Ed Plant Survey 6.3 DRAFT](#)
[26-3584 Budget Sheet NO Financial Impact](#)

All Other Purchase Order/Bid Agenda Items

18. [26-3570](#) Approve the Closeout/Final Acceptance to the contract with Ryman Roofing, Inc., for the Roof and Soffit Replacement (Phase1) for DS Parrott Middle School and authorize final payment in the amount of \$114,533.36.
- Attachments:** [26-3570 Certificate of Substantial Completion DSPMS](#)
[26-3570 OEF209 Certificate of Final Inspection](#)
[26-3570 Final Reconciling Change Order DSPMS Roof and Soffit PH1](#)
[26-3570 Final Application for Payment RR Inc](#)
[26-3570 Final Waiver and Release of Lien RR Inc](#)
[26-3570 Budget Sheet DS Parrott Phase I Roof & Soffit Closeout](#)
19. [26-3574](#) Approve the Purchase of AICE Cambridge International Exams for the 2025-2026 School Year and Professional Learning for Teachers from Cambridge International and Issuance of Purchase Orders in an estimated Amount of \$150,000.00
- Attachments:** [AICE General Paper Exams Total](#)
[Budget Sheet AICE](#)
20. [26-3576](#) Approve the renewal of Bid No. 23-420/425-26 RN, Furniture-All Types, awarded to multiple vendors and authorize purchases for an estimated annual spending of \$350,000.00
- Attachments:** [23-420-425-26 RN Furniture All Types \(02-24-2026\)](#)
[Budget Sheet](#)
21. [26-3601](#) Approve the renewal of bid no. 23-910-14 RN, HVAC Equipment & Parts: Installation, Repairs, Services and Related Products, awarded to multiple vendors and authorize the purchase of HVAC goods and services for an estimated annual spending amount of \$800,000.00.
- Attachments:** [23-910-14 RN HVAC Equipment & Parts \(02-24-2026\)](#)
[Budget Sheet 23-914-14 RN HVAC Feb 2026](#)
22. [26-3602](#) Approve the piggyback of the Sourcewell Cooperative, RFP No. 06322/Contract No. 06322-SES: Commercial Kitchen Equipment with Related Supplies and Services awarded to TriMark USA, LLC and authorize the purchase of goods and services for an estimated annual spending of \$200,000.00.
- Attachments:** [HCSB Bid 26-740-36 PB](#)
[BUDGET SHEET 26-3602](#)
23. [26-3603](#) Approve the purchase of International Baccalaureate Examinations from International Baccalaureate Organization (IBO) and authorize expenditures for an estimated amount of \$49,600.00
- Attachments:** [IB Sole Source Provider Letter](#)
[Agenda Item 26-3603 Budget Sheet](#)
-

- 24. [26-3606](#) Approve the renewal of Bid No. 24-931-24 RN: Commercial Food Service Equipment: Onsite Repairs & Preventative Maintenance Services awarded to Main Mechanical Services and Nice Guy Mechanical, Inc. and authorize the purchase of services for an estimated annual spending of \$130,000.00.

Attachments: [Bid No. 24-931-24 RN](#)
[Budget Sheet for Agenda 26-3606](#)

- 25. [26-3619](#) Approve the Purchase of Equipment and Curriculum from STEMfinity for the Artificial Intelligence Program at Springstead High School, the Advanced Information Technology Program at Nature Coast Technical High School, and the Cybersecurity Program at Hernando High School and Authorize Purchase Orders in an Estimated Amount up to \$200,000.00

Attachments: [Hernando County School District Quote 54785 EZ Robot](#)
[Budget Sheet STEMfinity](#)

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION

ADDENDUM ITEMS

CITIZEN INPUT ON GENERAL TOPICS (PINK SPEAKER FORMS)

- 26. [26-3617](#) Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Attachments: [Citizen Input Speaker Pink Form 031424 ACC](#)
[02-24-26 Handout by C. Johns - Citizen Input Pink](#)

Mr. Meyers read the instructions for this item. The following citizens came forward to speak: Beverly Coe, Lisa Masserio, Kimberly Mulrooney, Carla Johns, and Luciano Vignali,.

INFORMATIONAL AGENDA ITEMS

GENERAL COUNSEL

SCHOOL BOARD COMMENTS

ADJOURNMENT

The meeting adjourned at 7:34 P.M.

Superintendent

Board Chair

Mission Statement

The Hernando County School District Collaborates with students, parents and other community stakeholders to effectively prepare all students for a successful transition into a diverse and changing world.



Hernando School District

School Board Regular Meeting

Agenda Item # 8. 26-3618

3/24/2026

Title and Board Action Requested

Enter a Final Order Expelling the Student in Case No. E2026-02-01 for the remainder of the 2025-26 school year and first semester of the 2026-27 school year with educational services provided through eSchool.

Executive Summary

The Director of Student Services, on behalf of the Superintendent of Schools, hereby requests the Board expel one student from Endeavor and Discovery Academy for the remainder of the 2025-26 school year and first semester of the 2026-27 school year with educational services for committing Level III violations of the Student Code of Conduct.

My Contact

Jill Kolasa, Director
Student Services
(352) 797-7008

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

The cost of this agenda item is \$ 0. See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

| | | | | | | | | | | | | | |
|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ _____ | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ _____ | | | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 9. 26-3631

3/24/2026

Title and Board Action Requested

Citizen Input on agenda items (Green Form)

Executive Summary

Please see the attached form if you wish to make a presentation before the School Board for matters that pertain to an item for this meeting.

My Contact

Ray Pinder
Superintendent of Schools

2023-28 Strategic Focus Area

Priority 3: Community Connection

Financial Impact

There is no financial impact

AGENDA ITEM COMMENT FORM FOR SPEAKERS

Failure to complete this form or to sign below will prevent the Citizen Input form
from being presented to the Board Chair.

LEGAL NAME/PRINTED: _____

LEGAL ADDRESS: _____

PHONE: (____) _____

Identify agenda item to be addressed:

Ex.) Agenda item #: 10

Agenda item #: _____

Agenda item #: _____

Guidelines:

Limited agenda time and the need to conduct meetings in an orderly fashion require that you adhere to the following Citizen's Input guidelines:

- The speaker will adhere to a three (3) minute time limit per speaker.
- Time may not be yielded to other speakers.
- The Chairperson has the authority to limit discussion if the subject is outside of the authority of the School Board Members regarding an issue that is repetitive or is addressing a legally confidential issue.
- Materials or documents you wish to share with the School Board must be attached to this form.
- The Chairperson may deny all forms submitted after the School Board Meeting is called to order.
- The HCSD Code of Civility will be in effect at all times (see other side).
- The Board typically does not respond to remarks or questions made during Citizen Comments.

My signature is confirmation that I have read, understand, and agree to abide by all guidelines and HCSD Code of Civility:

Signature of speaker: _____

Chairperson's Approval of form: _____

| |
|-----------------------------|
| FOR OFFICE USE ONLY: |
| Date Received: _____ |
| Time Received: _____ |

Hernando County School Board

CODE OF CIVILITY

The education of our children depends on the ability of the community, parents and staff to share responsibilities, meaningful communication and welcomed participation. Civility reflects the ability of each person to affirm the collective worth of being respectful.

With that, all persons attending or speaking at a school board meeting shall:

- Listen carefully and respectfully
- Not use any offensive gestures, language or profanity
- Not use any threatening words or actions
- Not display any disruptive behaviors, temper or insulting/demeaning words
- Treat others as they would like to be treated
- Never bully, harass or abuse others

*Any lack of civility by any person will result in that person being directed by the Superintendent, or Chairperson, to leave the premises. Failure to follow a directive will result in law enforcement assistance.

Note: The Board typically does not respond to remarks or questions made during citizen input. While no immediate action will be taken by the Board, the Superintendent may follow up the inquiries/comments by directing staff to intervene.



Hernando School District

School Board Regular Meeting

Agenda Item # *10. 26-3657

3/24/2026

Title and Board Action Requested

Approval of the Personnel Recommendations

Executive Summary

The Director of Human Resources, on behalf of the Superintendent of Schools, hereby requests the Board approve the Personnel Recommendations as attached.

My Contact

Alexis Brown
Director of Human Resources
352-797-7070 Ext. 70445
brown_a1@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 2: Talent Management

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

I. CONSENT AGENDA

A. Approval of Personnel Recommendation

1. Instructional Leaves

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>From</u> | <u>Through</u> |
|-------------------|------------------|----------------------|-------------|-------------|----------------|
| Lena | Alabed | Teacher | NCTHS | 02/25/26 | 05/28/26 |
| Glorymer | Rivera-Santiago | School Social Worker | BES | 02/17/26 | 06/02/26 |
| Stephanie | Santillan | Teacher | PMS | 01/06/26 | 04/17/26 |

Extension of Previously Approved Leave

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>From</u> | <u>Through</u> |
|-------------------|------------------|-----------------|-------------|-------------|----------------|
| Eve | Cotroneo | Teacher | WWK8 | 04/01/26 | 04/14/26 |
| Robert | Strasser | Teacher | FCMS | 02/02/26 | 04/02/26 |

Intermittent Leave

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>From</u> | <u>Through</u> |
|-------------------|------------------|-----------------|-------------------|-------------|----------------|
| Brittany | Burkhart | Teacher | DSPMS | 02/02/26 | 06/02/26 |
| Deanna | Earles | Teacher | FWSHS | 02/10/26 | 06/02/26 |
| Nancy | Jacobs | Teacher | HHS | 02/02/26 | 06/02/26 |
| Michele | Rittenberry | Reading Coach | Academic Services | 02/19/26 | 06/12/26 |

Return from Leave Early

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Return Date</u> |
|-------------------|------------------|-----------------|-------------|--------------------|
| Jacqueline | Barker | Teacher | EK8 | 02/24/26 |
| Bethann | Brooks | Teacher | CHS | 03/04/26 |
| Emily | Wagner | Teacher | WWK8 | 02/09/26 |

2. Instructional Appointments and Approval of Probationary Contract

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> |
|-------------------|------------------|-----------------|-------------|-------------|
| Amber | Butler | Teacher | PMS | 03/13/26 |
| Tammy | Casanova | Teacher | CHS | 03/02/26 |
| Terrance | Crenshaw | Teacher | EES | 02/27/26 |
| Katherine | Devlin | Teacher | SHES | 02/24/26 |
| Julia | Kelly | Teacher | WES | 02/19/26 |
| Danielle | Kilkenny | Teacher | MES | 02/05/26 |
| Paul | Parisi | Teacher | CHS | 02/06/26 |
| Danielle | Thornton | Teacher | MES | 02/03/26 |

3. Approve Out-of-Field Teachers: (Core Subject) See Attached**4. Approve Out-of-Field Teachers: (ESOL) See Attached****5. Instructional Transfers**

| <u>First Name</u> | <u>Last Name</u> | <u>From</u> | <u>To</u> | <u>Date</u> |
|-------------------|------------------|---------------------|---------------------|-------------|
| Ariel | Hoover | ESE Specialist, ESE | Teacher, WES | 02/09/26 |
| Jennifer | Kelly | Teacher, WES | ESE Specialist, ESE | 02/18/26 |
| Shannon | Pilato | Teacher, DES | Teacher, SHES | 02/27/26 |

6. Instructional Separations

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> | <u>Type</u> |
|-------------------|------------------|-----------------------------|-------------|-------------|----------------------|
| Shaun | Bryska | Teacher | PMS | 02/11/26 | Probationary Release |
| Diana | Damalos | Program/Staffing Specialist | ESE | 02/27/26 | Resignation |
| Sarah | Edgecomb | Certified School Counselor | PMS | 02/13/26 | Deceased |
| George | Goff II | Teacher | HHS | 03/12/26 | Resignation |
| Luis | Guerra | Teacher | WWK8 | 02/13/26 | Probationary Release |
| Leah | Huston | Teacher | FWSHS | 02/18/26 | Resignation |
| Miranda | King | Teacher | PGES | 03/13/26 | Resignation |
| Christine | Letchworth | Program/Staffing Specialist | ESE | 03/06/26 | Retirement |
| Brenda | Mason | Teacher | WWHS | 02/13/26 | Resignation |
| Frances | Primeau | Teacher | DSPMS | 02/13/26 | Probationary Release |
| Hanna | Rich | Teacher | EES | 03/27/26 | Resignation |
| Jessica | Tanner | Teacher | SHES | 03/02/26 | Resignation |
| Scott | Urban | Teacher | WES | 02/24/26 | Retirement |

7. Administrative Appointments

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> |
|-------------------|------------------|-------------------|-------------|-------------|
| Toni-Ann | Noyes | Interim Principal | DES | 03/09/26 |

8. Administrative Separations

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> | <u>Type</u> |
|-------------------|------------------|-----------------|-------------|-------------|-------------|
| Julie | Sweeney | Principal | DES | 03/06/26 | Resignation |

9. Non-instructional and Professional/Technical/Supervisory Leaves

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>From</u> | <u>Through</u> |
|-------------------|------------------|-----------------------------|----------------|-------------|----------------|
| Bret | Bemis | Safety Guardian | Safe Schools | 01/05/26 | 04/08/26 |
| Sharon | Chandler | Bus Operator | Transportation | 02/05/26 | 03/04/26 |
| Rebecca | Covey | Paraprofessional | WES | 02/17/26 | 04/24/26 |
| Jaecy | Greene | Paraprofessional | JDFES | 12/10/25 | 02/13/26 |
| Barbara | Olivencia | Environmental Services Tech | PGES | 02/03/26 | 02/20/26 |
| Denise | Tellone | Bus Operator | Transportation | 01/20/26 | 04/20/26 |

Intermittent Leave

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>From</u> | <u>Through</u> |
|-------------------|------------------|-----------------|----------------|-------------|----------------|
| Anna | Oliveria | Bus Attendant | Transportation | 02/02/26 | 05/29/26 |

Return from Leave Early

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Return Date</u> |
|-------------------|------------------|-------------------------------|-------------|--------------------|
| Sylvia | Diaz | Environmental Services Yech I | CHS | 03/02/26 |

10. Non-instructional and Professional/Technical/Supervisory Appointments

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> |
|-------------------|------------------|-----------------------------------|-------------|-------------|
| Tisa | Augsburger | Paraprofessional | PGES | 02/11/26 |
| Rebecca | Basso | Paraprofessional | WWK8 | 03/04/26 |
| Charles | Brown | Environmental Services Tech I | SHES | 02/02/26 |
| Yaunell | Burgos Padua | Paraprofessional | HHS | 02/03/26 |
| Cyndee | Cason | Paraprofessional | EES | 03/10/26 |
| Cristin | De Leon Davila | Paraprofessional | PGES | 02/13/26 |
| Janie | Frey | Paraprofessional | MES | 02/26/26 |
| Megan | Gunther | Bookkeeper | MES | 02/03/26 |
| Lori | Hornig | Food/Nutrition Services Associate | WWHS | 03/02/26 |
| Amy | Kraut | Secretary II | MES | 02/24/26 |
| Ana | Mena-Rocca | Paraprofessional | BES | 02/26/26 |
| Wendy | Miranda | Paraprofessional II | FCMS | 02/23/26 |
| Daniel | Oles | Environmental Services Tech I | CHS | 02/23/26 |
| Michelle | Perakslis | Food/Nutrition Services Associate | FCMS | 03/09/26 |
| Jamie | Sheppard | Secretary II | JDFES | 02/03/26 |
| Patrick | Soccorso | Environmental Services Tech I | FCMS | 02/03/26 |
| Jennifer | Somerville | Office Clerk | HHS | 02/17/26 |
| Jose | Vasquez | Environmental Services Tech II | SHES | 02/11/26 |

11. Non-instructional and Professional/Technical/Supervisory Transfers

| <u>First Name</u> | <u>Last Name</u> | <u>From</u> | <u>To</u> | <u>Date</u> |
|-------------------|------------------|---|--|-------------|
| Caitlin | D'Amico | Food/Nutrition Services Associate, FCMS | Food/Nutrition Services | 02/17/26 |
| Deysi | Horta Arencibia | Environmental Services Tech I, EES | Environmental Services Tech I, SES | 02/25/26 |
| Laura | Mancino | Secretary II, WWHS | Food/Nutrition Services Associate, CHS | 02/26/26 |
| Nella | Matias | Food/Nutrition Assistant I, NCTHS | Job Coach, ESE | 02/17/26 |
| Fabio | Orozco Franco | Bus Operator, Transportation | Bus Attendant, Transportation | 02/23/26 |
| William | Robertson | Environmental Services Tech II, HHS | Environmental Services Tech III, HHS | 02/26/26 |

12. Non-instructional and Professional/Technical/Supervisory Separations

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> | <u>Type</u> |
|-------------------|------------------|----------------------------|-------------|-------------|-------------|
| Juana | Baez | Food/Nutrition Assistant I | PMS | 03/13/26 | Retirement |

| | | | | | |
|-----------|-------------|---|----------------|----------|--------------------|
| Regina | Carrier | Food/Nutrition Services Associate | CHS | 02/09/26 | Employee Deceased |
| Michael | Fussell | Paraprofessional | WHMS | 03/05/25 | Resignation |
| Jamie | Harris | Environmental Services Tech III | HHS | 02/25/26 | Resignation |
| Lyndell | Hudson | Paraprofessional | ENDV | 02/11/26 | Resignation |
| Patricia | LaFramboise | Coordinator of Compliance & Due Process | ESE | 02/20/26 | Resignation |
| Elizabeth | Miller | Food/Nutrition Specialist | CES | 03/06/26 | Resignation |
| Dulce | Munoz-Nagel | Paraprofessional | WWK8 | 02/06/26 | Resignation |
| Kristen | Palacios | Bus Operator | Transportation | 02/27/26 | Resignation |
| Crystal | Ramos | Bus Attendant | Transportation | 02/20/26 | Resignation |
| Genevieve | Ramos | Paraprofessional | EK8 | 02/09/26 | Resignation |
| Divina | Reyes | Food/Nutrition Services Associate | FCMS | 03/02/26 | Resignation |
| Gabriela | Riojas | Food/Nutrition Services Associate Rover | Food/Nutrition | 02/17/26 | Resignation |
| Tedra | Sanders | Bus Attendant | Transportation | 01/13/26 | Abandoned Position |
| Breanna | Scott | Environmental Services Tech I | WHMS | 03/13/26 | Resignation |

13. Other

Additional Duty, and/or Additional Days/Hours

| <u>Name</u> | <u>Position - Site</u> | <u>Activity</u> | <u>Date</u> | <u>Total Hrs.</u> | <u>Funding</u> |
|--------------------------|---|--|-------------|-------------------|----------------|
| Melissa Arledge | Teacher, DES | ELA/Math Extended Learning Program | 02/09/26 | 26 Total | Title I |
| Pamela Barron | Students & Families in Transition Specialist, Title I | SFIT McKinney-Vento Table @ WWHS Track Meet | 03/05/26 | 2.5 Total | Title I |
| Allison Bates | Teacher, CK8 | Math FAST Boot Camp | 03/24/26 | 36 Total | General Fund |
| Barry Beyerl | Teacher, NCTHS | Transporting the Parent Engagement Bus | 02/05/26 | 3 Total | Title I |
| Christina Brandhuber | Media Specialist, EES | Compact & PFEP Editor for Federal Programs | 05/04/26 | 40 Total | Title I |
| Jessica Brendlinger-Buse | Teacher, WHMS | Facilitated Lesson Planning Mar-May | 03/24/26 | 111 Total | Title I |
| Emily Child | Teacher, PGES | Student-Led Data Chat Night | 02/26/26 | 2 Total | Title I |
| Garrett Donaghy | Teacher, DES | 3rd-5th ELA/Math Extended Learning Program Feb-May | 02/02/26 | 26 Total | Title I |
| Edgardo Escudero | Paraprofessional, DES | Translating at Spring 2026 College Fair | 02/09/26 | 2 Total | Title IV |
| Dianela Gonzalez | Teacher, DES | ELA/Math Extended Learning Program Feb-May | 02/23/26 | 23.25 Total | Title L |
| Neysa Hernandez | Paraprofessional, DES | Translating at DES Parent Engagement Night | 04/15/26 | 2 Total | Title I |
| Debra Kelly | Students & Families in Transition Specialist, Title I | SFIT McKinney-Vento Table @ Track Meet | 03/12/26 | 1.5 Total | Title I |
| Hanna Kimberly | Teacher, DES | Facilitated Lesson Planning Jan to April | 01/19/26 | 25 Total | Title I |
| Renee Kolouris | Teacher, DES | 3rd-5th ELA/Math Extended Learning Program Feb-May | 02/09/26 | 26 Total | Title I |
| Charles Maggard | Teacher, DES | 3rd-5th ELA/Math Extended Learning Program Feb-May | 02/09/26 | 26 Total | Title I |
| Jonathan Malandrucco | Behavioral Specialist, MES | MES Data Night | 02/12/26 | 3 Total | Title I |
| Christina Merle | Teacher, EK8 | EK8 Extended Day March to April | 03/25/26 | 9 Total | Title I |
| Dennis Smith JR | Behavioral Specialist, ESE | Anger Management Session | 01/30/26 | 108 Total | General Fund |

| | | | | | |
|----------------|---|---|----------|------------|--------------|
| Vanessa Torres | Students & Families in Transition Specialist, Title I | SFIT McKinney-Vento Table @ Basketball Game | 02/27/26 | 3.75 Total | Title I |
| Sheryl Uzwiak | Teacher, CK8 | Math FAST Boot Camp | 03/24/26 | 32 Total | General Fund |
| Jessica Vitale | Teacher, JDFES | Facilitated Lesson Planning FES | 01/29/26 | .5 Total | Title I |
| Jessica Vitale | Teacher, JDFES | FES Literacy Event | 01/29/26 | 1.5 Total | Title I |

Approve Teacher(s), Facilitated Lesson Planning for SWD (EK8) - 01/12/2026 - 60 Max Total Hrs. (CSI Grant)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Lindsay | Caldwell |
| Nataleigh | Darrah |
| Philip | Scire |

Approve Teacher(s), Extended Day for SWD (EK8) - 01/12/2026 - 45 Total Hrs. (CSI Grant)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Nataleigh | Darrah |
| Philip | Scire |

Approve Teacher(s), Parent Engagement Event (SHES) - 02/24/2026 - 3 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Derquisha | Baynham |
| Kaitlyn | Blanton |
| Venise | Bond |
| Amybeth | Breden |
| Ruchelle | Cabral |
| Emilee | Crist |
| Jessica | DeTore |
| Ashley | Garman |
| Jennifer | Gompers |
| Amarilla | Guercia |
| Jill | Herrick-Quiroga |
| Victoria | Jasztal |
| Megan | Jonas |
| Audrey | Kellems |
| Brittany | Kerr |
| Faith | Lancaster |
| Kayla | Liggett |
| Iris | Martinez |
| Bryan | Nevarez |
| Jaleesa | McLaughlin |
| Ashley | Ribe |
| Maxine | Rodriguez |
| Amanda | Samson |
| Deadrian | Smith |
| Adriann | Stewart |
| Alyson | Swan |
| Sarah | Treanor |
| Emily | York |

Approve Teacher(s), Data Night (MES) - 02/12/2026 - 3 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Monae | Barnes |
| Dawn | Becker |
| Jessica | Bokenkamp |
| Brylee | Boutin |
| Douglas | Boyd |
| Kimberly | Bugner |
| Jake | Cabbage |
| Meagan | Cabbage |
| Jessica | Campbell |
| Margaret | Carlson |

| | |
|-----------|----------------|
| Emma | Coffel |
| Kontrina | Ferguson |
| Desirae | Fondrisi |
| Audra | Freeman |
| April | Gainer |
| Justin | Gates |
| MacKenzie | Gravelle |
| Jennifer | Hackett |
| Rachal | Hardy |
| Payge | Helfand |
| Lisa | Henderson |
| Savannah | Holtz |
| Rebecca | Ickstadt |
| Robin | Kidd |
| Rachel | Kiley |
| Jordan | Ladd |
| Kaylee | La Placa |
| Gail | McNulty |
| Pierson | Miller |
| Jodi | Mills |
| Gladys | Nieves |
| Heather | Pastor |
| Ana | Ramirez |
| Megan | Reed |
| Gisette | Roebuck-Korman |
| Michelle | Ross |
| Stephanie | Russell |
| Tisha | Sermons |
| Damari | Sierra Rivera |
| Michelle | Steele |
| Danielle | Thornton |
| Savannah | Utrobin |

Approve Teacher(s), Leopard Leapers FAST Prep Tutoring Program (DSPMS) - 02/16/2026 - 62.6 Max Total Hrs.

(Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Kaydeon | Anderson |
| Jessica | Bates |
| Honorine | Baxter |
| Shannon | Brening |
| Brittany | Burkhart |
| Danielle | Christian |
| Veronica | Flynn |
| Bridie | Jones |
| Stacy | McCalla |
| Christie | Miller |
| Susan | Whealton |

Approve Teacher(s), Civics Boot Camp/Extended Day (EK8) - 05/05/2026 - 9 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Aaron | Blazsek |
| Joseph | Leone |

Approve Teacher(s), Facilitated Lesson Planning for Facilitators of EL Program (DES) - 02/02/2026 - 26 Max Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Garrett | Donaghy |
| Charles | Maggard |
| Brenda | Piazza |

Approve Teacher(s), Science Boot Camp for 8th Graders (CK8) - 04/27/2026 - 10 Total Hrs. (General Fund)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Angela | Brannan |
| Rebecca | Carr |
| Anthony | Celestini |

| | |
|-----------|--------------|
| Colleen | Douk |
| Cheri | Pasquariello |
| Mackenzie | Quinn |
| Alwayne | Wallace |

Approve Teacher(s), Science Boot Camp for 8th Graders (CK8) - 02/19/2026 - 20 Total Hrs. (General Fund)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Corey | Diesz |
| Meghan | Gallagher |
| Kari | Hair |
| Michelle | Lovell |

Approve Teacher(s), Parent Event Plan/Prep & Work (WES) - 03/02/2026 - 3.5 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Phyllis | Addie |
| Theresa | Badala |
| Cheryl | Baeza |
| Loren | Ballard |
| Christine | Blevins |
| Adrienne | Boysel |
| Tracey | Burke |
| Heather | Cochrane |
| Daniel | Cohen |
| Kaleigh | Davidson |
| Joy | Demaria |
| Emma | Dieter |
| Michael | Dimuro |
| Rebecca | Fields |
| Linda | Fiorillo |
| Kimberly | Gibson |
| Luis | Gonzalez |
| Melodie | Hall |
| Ariel | Hoover |
| Emily | Joswick |
| Nicole | Keller-Wiseman |
| Jennifer | Kelly |
| Joshua | Kelly |
| Jennifer | Lane |
| Erica | Metzler |
| Jodi | Mitchell |
| Brenda | Morris |
| Amanda | O'Reilly |
| Danielle | Parshook |
| Jennifer | Rado |
| Dawn | Rivera |
| Alyssa | Thibodeaux |
| Kelly | Thompson |
| Maria | Woop |

Approve Teacher(s), Facilitated Lesson Planning (MES) - 02/09/2026 - 44 Max Total Hrs. (CSG)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Dawn | Becker |
| Jessica | Bokenkamp |
| Brylee | Boutin |
| Kimberly | Bugner |
| Meagan | Cabbage |
| Margaret | Carlson |
| Emma | Coffel |
| Krista | Farmer |
| Kontrina | Ferguson |
| Desirae | Fondrisi |
| April | Gainer |
| Justin | Gates |
| Mackenzie | Gravelle |
| Jenn | Hackett |
| Rachal | Hardy |

| | |
|----------|-----------------|
| Payge | Helfand |
| Lisa | Henderson |
| Savannah | Holtz |
| Robin | Kidd |
| Jordan | Ladd |
| Jodi | Mills |
| Gisette | Rosebuck-Korman |
| Michelle | Ross |
| Tisha | Sermons |
| Damari | Sierra Rivera |
| Danielle | Thornton |
| Savannah | Utrobin |

Approve Teacher(s), Extended Learning Program (MES) - 02/09/2026 - 55 Max Total Hrs. (CSG)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Dawn | Becker |
| Jessica | Bokenkamp |
| Brylee | Boutin |
| Kimberly | Bugner |
| Krista | Farmer |
| Justin | Gates |
| Mackenzie | Gravelle |
| Jenn | Hackett |
| Rachal | Hardy |
| Lisa | Henderson |
| Savannah | Holtz |
| Robin | Kidd |
| Pierson | Miller |
| Stephanie | Russell |
| Tisha | Sermons |
| Danielle | Thornton |

Approve Teacher(s), Extended Learning/Tutoring Jan-Mar (PGES) - 01/27/2026 - 22 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Katarina | Berg |
| Amanda | Bozarth |
| Nicole | Dubuque |
| Wevlyn | Graves |
| Miranda | King |
| Shea | McAuley |
| Amber | Monsod |
| Sarah | Robinson |
| Amy | Smart |
| Rebecca | Smith |
| Emily | Swoyer |

Approve Teacher(s), 3rd-5th Grade Extending Learning Program (JDFES) - 02/23/2026 - 72 Max Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Dana | Blazsek |
| Mallory | Boreland |
| Stacey | Donohue |
| Deborah | Jones |
| Renee | Kellett |
| Doreen | Mylrea |
| Madison | Rowland |
| Jessica | Vitale |
| Joanne | Yarin |

Approve Teacher(s), Extending Learning Program (WHMS) - 03/24/2026 - 45 Max Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Thomas | BeCude |
| Jessica | Brendlinger-Buse |
| Juretta | Carr |
| Emily | Hitaffer |
| Adam | Jackson |

| | |
|----------|----------|
| Brian | Jackson |
| Samantha | Richartz |
| Suzanna | Salas |
| Lisa | Studzin |

Approve Teacher(s), Student-Led Data Night (PGES) - 02/26/2026 - 2 Max Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Dawn | Albanese |
| Luke | Albert |
| Katrina | Berg |
| Eyvonne | Bognetti |
| Amanda | Bozarth |
| Jessica | Brooks |
| Kara | Brown |
| Tamara | Cameron |
| Tina | Clifford |
| Crystal | Crawford |
| Haley | Crescimanno |
| Jacqueline | Cross |
| Lynn | Denig |
| Nicole | Dubuque |
| Lynn | Fradera |
| Jeremy | Freeman |
| Ebony | Givens |
| Amanda | Goodell |
| Wevlyn | Graves |
| Keri-Lyn | Hackney |
| Gina | Jacobs |
| Tasheba | Kimble |
| Miranda | King |
| Brandy | Kinkade |
| Laura | Lambert |
| Cynthia | Maiorini |
| Stacia | Marchant |
| Nickeisha | Marshall |
| Shea | McAuley |
| Rachel | Medeiros |
| Angelle | Minto |
| Tiffany | Mongold |
| Stacey | Monroe |
| Amber | Monsod |
| Marlo | Morelli |
| Krista | Moses |
| Jennifer | Myers |
| Madison | Newnam |
| Lana | Norris |
| Danielle | Perez |
| Geraldine | Phillips |
| Nicole | Phillips |
| Galathea | Reed |
| Sarah | Robinson |
| Victoria | Rocanelli |
| Betzaida | Rosario |
| Kevin | Seroski |
| Sharleen | Shaw |
| Glenda | Shea |
| Amy | Smart |
| Rebecca | Smith |
| Octavia | Smythe |
| Christine | Spinuzza |
| Emily | Swoyer |
| Angelle | Theodore |
| Vashty | Wisloh |

Approve Teacher(s), 3rd-5th Grade Extended Learning Program (BES) - 03/23/2026 - 15 Total Hrs. (Title I)

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
|-------------------|------------------|

Kristi Jernigan
 Jenna Lancaster
 Nancy Lovelock
 Erica Mobley
 Jennifer Mouse

Part-time Hernando eSchool Teacher(s) for 2025-2026 Year

| <u>First Name</u> | <u>Last Name</u> |
|-------------------|------------------|
| Laura | Brunner |
| Lynette | Burbine |
| Savannah | Carroll |
| Kallie | Hilyard |
| Maria | Sufficool |

14. The Superintendent recommends the termination of Christian Burgos, Paraprofessional at FES effective end of day March 24, 2025. The employee requested an appeal in writing within the specified timeline, so the recommendation based on policy is changed to a referral to the Department of Administrative Hearings. Therefore, effective March 25, 2026, beginning of day, the employee will be placed on suspension without pay until the matter is resolved.

15. Drop Program Participant(s)

| <u>First Name</u> | <u>Last Name</u> | <u>Position</u> | <u>Site</u> | <u>Date</u> |
|-------------------|------------------|-----------------|-------------|-------------|
| Lisa | Evans | ESE Specialist | ESE | 04/01/26 |
| Danielle | Gembicki | Teacher | CK8 | 11/01/26 |
| Florence | Kavanagh | Teacher | ENDV | 09/01/26 |

18. Supplements - see attached list(s)

Running Total (Per Attached List) 2025-2026 School Year

| | | |
|----|--------------|-------------------|
| \$ | 2,743,755.55 | Instructional |
| \$ | 133,732.84 | Noninstructional |
| \$ | 2,877,488.39 | Sub-Total |
| \$ | 658,369.34 | Benefits (22.88%) |
| \$ | 3,535,857.73 | Total |

Vacancies

80 School Instructional
 13 Department Instructional
 43 Non-Instructional

**BOARD APPROVED
25-26 CORE OUT OF FIELD**

| SCHOOL | EMPLOYEE LNAME | EMPLOYEE FNAME | OUT OF FIELD AREA | ASSIGNMENT DATE | BOARD APPROVAL DATE |
|---------------|---------------------------|---------------------------|------------------------------|----------------------------|------------------------------------|
| WES | SAUNDERS | AMANDA | PK3-3 | 1/28/2026 | 3/24/2026 |

2025 - 2026 ESOL: Out-of-Field Teachers

Agenda March 24, 2026

| Site | Name | | Assignment | Total Points Needed | Required Points This Year |
|-------------|-------------|-----------|-------------------|----------------------------|----------------------------------|
| SHES | Devlin | Katherine | Elem Ed | 300 | 60 |



Hernando School District

School Board Regular Meeting

Agenda Item # 11. 26-3655

3/24/2026

Title and Board Action Requested

Approve Overnight Field Trip for Hernando High School Students to Attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026

Executive Summary

The Supervisor of College and Career Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve an overnight field trip for Hernando High School students to attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026 to compete in Florida's statewide high school cyber competition program, explore cybersecurity careers and learn about cybersecurity best practices.

My Contact

Beth Lastra
Supervisor of College and Career Programs
352-797-7000 ext. 70474
lastra_b@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Cost Breakdown of Trip

HHS CyberLaunch

| Description | Quantity | Amount per Student | Total Cost |
|--|-----------------|-----------------------------------|-----------------------|
| Hotel (\$300/night) | 4 Rooms | \$133.33 | \$1,200.00 |
| Total Cost to match present request on budget sheet | | \$133.33 | \$1,200.00 |

A. Item Currently Budgeted -

| | | | | | | | | | | |
|--------------------------|----------------------------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | Cybersecurity Add-On Funds | | | | | | | | | |
| Account Number | 1100E | 5300 | 3310 | 9415 | 13300 | 88020 | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 0.00 | | \$ 1,200.00 | | \$ 0.00 | | \$ 1,200.00 | | \$ 1,200.00 | | \$ 0.00 |

| | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

B. Item Currently Not Budgeted -**

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

C. History

Check one:
Prior Year Budget:
New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 12. 26-3656

3/24/2026

Title and Board Action Requested

Approve Overnight Field Trip for Nature Coast Technical High School Students to Attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026

Executive Summary

The Supervisor of College and Career Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve an overnight field trip for Nature Coast Technical High School students to attend the 2026 USF CyberLaunch Florida Competition in Tampa, Florida from April 23 - 24, 2026 to compete in Florida's statewide high school cyber competition program, explore cybersecurity careers and learn about cybersecurity best practices.

My Contact

Beth Lastra
Supervisor of College and Career Programs
352-797-7000 ext. 70474
lastra_b@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Cost Breakdown of Trip

NCT CyberLaunch

| Description | Quantity | Amount per Student | Total Cost |
|--|----------|--------------------|-----------------|
| Hotel (\$300/night) | 2 Rooms | \$150 | \$600 |
| Total Cost to match present request on budget sheet | | \$150 | \$600.00 |

A. Item Currently Budgeted -

| | | | | | | | | | | |
|--------------------------|--------------------------------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | Applied Info Tech Add-On Funds | | | | | | | | | |
| Account Number | 1100E | 5300 | 3310 | 9415 | 13300 | 83070 | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 0.00 | | \$ 600.00 | | \$ 0.00 | | \$ 600.00 | | \$ 600.00 | | \$ 0.00 |

| | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

B. Item Currently Not Budgeted -**

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount \$ | _____ | | | | | |

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount \$ | _____ | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 13. 26-3658

3/24/2026

Title and Board Action Requested

Approve Overnight Field Trip for Springstead High School Students to Attend the 2026 Florida State Science and Engineering Fair that will be held at Lakeland, Florida from March 31 - April 2, 2026

Executive Summary

The Director of Secondary Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve an overnight field trip for Springstead High School students to attend the 2026 Florida State Science and Engineering Fair at Lakeland, Florida from March 31 - April 2, 2026. Meals, beverages, souvenirs, and any additional fees will be paid by the students' parents or guardians.

My Contact

Dr. John Morris
Director of Secondary Programs
352-797-7000 ext. 70443
morris_j@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Cost Breakdown of Trip
SHS SSEF

| Description | Quantity | Amount per student | Total Cost |
|---|----------|--------------------|------------|
| Hotel (\$427.09/night) | 3 Rooms | \$320.32 | \$1,281.28 |
| Total Cost to match present request on budget sheet | | \$320.32 | \$1,281.28 |

| A. Item Currently Budgeted - | | | | | | | | | | |
|------------------------------|----------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-------------------------------|---|-----------------------------|
| Account Name | Basic Ed | | | Out of County Travel Exp | | Academic Svcs | | Science Fair (Local Donation) | | |
| Account Number | 1100E | 5100 | 3310 | 9410 | 51700 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 2,562.56 | | \$ 0.00 | | \$ 0.00 | | \$ 2,562.56 | | \$ 1,281.28 | | \$ 1,281.28 |

| Account Name | | | | | | | | | | |
|--------------------------|------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| B. Item Currently Not Budgeted -** | | | | | | | | | | |
|------------------------------------|----------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Funding Source | _____ | | | | | | | | | |
| Account Name | _____ | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ _____ | | | | | | | | | |
| | | | | | | | | | | |

| Funding Source | _____ | | | | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Account Name | _____ | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ _____ | | | | | | | | | |
| | | | | | | | | | | |

| C. History | |
|-----------------------------|-------------------------------------|
| Check one: | |
| Prior Year Budget: | <input checked="" type="checkbox"/> |
| New for Current Year: | <input type="checkbox"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 14. 26-3659

3/24/2026

Title and Board Action Requested

Approve the Overnight Field Trip for F.W. Springstead High School Students to Attend the Florida Envirothon in Fort Lauderdale, Florida from April 10, 2026 through April 11, 2026

Executive Summary

The Principal, Dana Pearce of F.W. Springstead High School, on behalf of the Superintendent of Schools, hereby requests the Board to approve the overnight field trip to the Florida Envirothon in Fort Lauderdale, Florida from April 10, 2026 through April 11, 2026.

My Contact

Dana Pearce, Principal of F.W. Springstead High School
352-797-7010 ext. 405
pearce_d@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

**HERNANDO COUNTY SCHOOL DISTRICT
Leave of Absence Form**

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

| | | | |
|---|-----------------------|---------|--------------------------------------|
| LAST NAME (Print or Type) Arshi | FIRST Asiya | INITIAL | EMPLOYEE I.D. NUMBER 17746 |
| POSITION Teacher | | | SCHOOL/COST CENTER SHS |

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: With Pay Without Pay Substitute Needed

- | | |
|---|---|
| <input type="checkbox"/> Sick Leave | <input type="checkbox"/> Worker's Comp |
| <input type="checkbox"/> Personal Leave (charged to Sick Lv.) | <input type="checkbox"/> Military Leave |
| <input type="checkbox"/> Personal Leave (Without Pay) | <input type="checkbox"/> Vacation Leave |
| <input type="checkbox"/> Professional Leave | <input checked="" type="checkbox"/> Temporary Duty (Attach documentation) |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Compensatory Time (non-exempt employees only) |

***Note:** This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

- | | | |
|---------------------------------------|---|--------------------------------|
| <input type="checkbox"/> Per Diem | <input type="checkbox"/> Mileage | <input type="checkbox"/> Meals |
| <input type="checkbox"/> Registration | <input type="checkbox"/> Hotel Expense (Single Room Rate) | |

Number of Hours Requested 36

Purpose/Benefit (DO NOT use acronyms) FI Envirothon

Destination Ft. Lauderdale, FL

| BEGINNING | | ENDING | |
|------------------------------|------------------------------|---------------------------|-----------------------------|
| Time <u>7:10</u> AM _____ PM | Time _____ AM <u>7:00</u> PM | Day of Week <u>Friday</u> | Day of Week <u>Saturday</u> |
| Date <u>4/10/2026</u> | Date <u>4/11/2026</u> | | |

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:

TRAVEL EXPENSE CHARGED TO:

| FUND | FUNCTION | OBJECT | CENTER | PROJECT |
|------|----------|--------|--------|---------|
| | | | | |

| FUND | FUNCTION | OBJECT | CENTER | PROJECT |
|------|----------|--------|--------|---------|
| | | | | |

Signature of Applicant *Asiya Arshi* Date 3/4/2026

FOR OFFICE USE ONLY:

APPROVED NOT APPROVED

Site Administrator/Supervisor *Dora Horne* Date 3/5/24

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): _____ Amount of Time substituting:

_____ hours: _____ days.

_____ hours: _____ days.

**HERNANDO COUNTY SCHOOL DISTRICT
Leave of Absence Form**

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

| | | | |
|--|-----------------------|---------|---------------------------------------|
| LAST NAME (Print or Type) Fisher | FIRST Shawn | INITIAL | EMPLOYEE I.D. NUMBER 15575 |
| POSITION Teacher | | | SCHOOL/COST CENTER SHS 1181 |

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

- Sick Leave
- Personal Leave (charged to Sick Lv.)
- Personal Leave (Without Pay)
- Professional Leave
- Other _____
- Worker's Comp
- Military Leave
- Vacation Leave
- Temporary Duty (Attach documentation)
- Compensatory Time (non-exempt employees only)

This leave is requested: With Pay Without Pay Substitute Needed

***Note:** This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

- Per Diem
- Mileage
- Meals
- Registration
- Hotel Expense (Single Room Rate)

Number of Hours Requested 36

Purpose/Benefit (DO NOT use acronyms) Environment

Destination Ft. Lauderdale, FL

| BEGINNING | | ENDING | |
|------------------------|---------------------|------------------------|---------------------|
| Time <u>6</u> AM | PM | Time _____ AM | PM <u>6</u> |
| Day of Week <u>Fri</u> | Date <u>4/10/26</u> | Day of Week <u>Sat</u> | Date <u>4/11/26</u> |

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:

| FUND | FUNCTION | OBJECT | CENTER | PROJECT |
|------|----------|--------|--------|---------|
| | | | | |

TRAVEL EXPENSE CHARGED TO:

| FUND | FUNCTION | OBJECT | CENTER | PROJECT |
|------|----------|--------|--------|---------|
| | | | | |

X Signature of Applicant [Signature] Date 3/4/26

FOR OFFICE USE ONLY:

APPROVED NOT APPROVED

Site Administrator/Supervisor [Signature] Date 3/5/26

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any):

Amount of Time substituting:

_____ hours: _____ days.
 _____ hours: _____ days.

Florida Envirothon 26-3659

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

| A. Item Currently Budgeted - | | | | | | | | | | | |
|--------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

| | | | | | | | | | | | |
|--------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

| B. Item Currently Not Budgeted -** | | | | | | | | | | | |
|------------------------------------|--------------|----------|--------|-------------|---------|-------------|--|--|--|--|--|
| Funding Source | Science fees | | | | | | | | | | |
| Account Name | Science | | | | | | | | | | |
| Account Number | 8020 | 9800 | 3310 | 0181 | 92400 | 42900 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | |
| Amount | \$ 1931.00 | | | | | | | | | | |

| | | | | | | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|--|--|--|--|--|
| Funding Source | _____ | | | | | | | | | | |
| Account Name | _____ | | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | |
| Amount | \$ _____ | | | | | | | | | | |

| C. History | |
|-----------------------------|----------------------------------|
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input checked="" type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**

| Description | Quantity | Amount (per Student) | Total Cost |
|---|----------|----------------------|------------|
| Application/Registration Fees | 1 | 275 | 275 |
| Charter Bus (56 seats) or Van (Enterprise/HCS D) | 1 | 300 | 300 |
| Tickets | 0 | 0 | 0 |
| Meals | 16 | 20 | 320 |
| Hotel (\$159/night) + Incidentals 400.00 per room=259 per night | 4 | 259 | 1036 |
| Total Cost to match present request on budget sheet | | 854 | 1931 |



Hernando School District

School Board Regular Meeting

Agenda Item # 15. 26-3666

3/24/2026

Title and Board Action Requested

Approve an overnight field trip for the Central High School BETA Club teachers, chaperones, and 8 students to Nashville, Tennessee, for BETA Club National Convention on June 16 - 20, 2026.

Executive Summary

The Principal, on behalf of the Superintendent of Schools, hereby requests the Board approve an overnight field trip for the Central High School BETA Club teachers, chaperones, and 8 students to Nashville, Tennessee, for BETA Club National Convention on June 16 - 20, 2026..

My Contact

Lisa Mitchell
Assistant Principal
Central High School
352-797-7020 xt 20402

Kim Worden
Central High School
352-797-7020

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Title and Board Action Requested

Approve an overnight field trip for the Central High School BETA Club teachers, chaperones, and 8 students to Nashville, Tennessee, for BETA Club National Convention on June 16 - 20, 2026.

Executive Summary

The Principal, on behalf of the Superintendent of Schools, hereby requests the Board approve an overnight field trip for the Central High School BETA Club teachers, chaperones, and 8 students to Nashville, Tennessee, for BETA Club National Convention on June 16 - 20, 2026.

My Contact

Lisa Mitchell
Assistant Principal
Central High School
352-797-7020 xt 20402

Kim Worden
Central High School
352-797-7020

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

| | | | | | | | | | | |
|-------------------------------------|---|----------------------|----------|---|-------------|--------------------------------|-------------|--------------------|---|-----------------------------------|
| A. Item Currently Budgeted - | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | |
| | | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| | | | | | | | | | | |
|--------------------------------|---|----------------------|----------|---|-------------|--------------------------------|-------------|--------------------|---|-----------------------------------|
| Account Name _____ | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | |
| | | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| | | | | | | | |
|---|------------------|----------|--------|-------------|---------|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | |
| Funding Source <u>Families, fundraisers, and possible grant</u> | | | | | | | |
| Account Name <u>BETA Club</u> | | | | | | | |
| Account Number | 8020E | 9800 | 3330 | 0251 | 92300 | 31200 | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount \$ | <u>12,570.07</u> | | | | | | |

| | | | | | | | |
|----------------------|-------|------|----------|--------|-------------|---------|-------------|
| Funding Source _____ | | | | | | | |
| Account Name _____ | | | | | | | |
| Account Number _____ | | | | | | | |
| | | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount \$ | _____ | | | | | | |

| | |
|-----------------------------|-------------------------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="checkbox"/> |
| New for Current Year: | <input checked="" type="checkbox"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 16. 26-3667

3/24/2026

Title and Board Action Requested

Approve Overnight Field Trip for Winding Waters K-8 School Students to Attend the 2026 Florida State Science and Engineering Fair that will be held at Lakeland, Florida from March 31 - April 2, 2026

Executive Summary

The Director of Secondary Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve an overnight field trip for Winding Waters K-8 students to attend the 2026 Florida State Science and Engineering Fair that will be held at Lakeland, Florida from March 31 - April 2, 2026. Meals, beverages, souvenirs, and any additional fees will be paid by the students' parents or guardians.

My Contact

Dr. John Morris
Director of Secondary Programs
352-727-7000 ext. 70443
morris_j@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Cost Breakdown of Trip
WWK8 SSEF

| Description | Quantity | Amount per student | Total Cost |
|---|----------|--------------------|------------|
| Hotel (\$427.09/night) | 3 Rooms | \$320.32 | \$1,281.28 |
| Total Cost to match present request on budget sheet | | \$320.32 | \$1,281.28 |

| A. Item Currently Budgeted - | | | | | | | | | | |
|------------------------------|---|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | Basic Ed Out of County Travel Exp Academic Svcs Science Fair (Local Donation) | | | | | | | | | |
| Account Number | 1100E | 5100 | 3310 | 9410 | 51700 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 2,562.56 | | \$ 0.00 | | \$ 1,281.28 | | \$ 1,281.28 | | \$ 1,281.28 | | \$ 0.00 |

| | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | _____ | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| B. Item Currently Not Budgeted -** | | | | | | | | | |
|------------------------------------|----------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source | _____ | | | | | | | | |
| Account Name | _____ | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Amount | \$ _____ | | | | | | | | |

| | | | | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source | _____ | | | | | | | | |
| Account Name | _____ | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Amount | \$ _____ | | | | | | | | |

| C. History | |
|-----------------------------|----------------------------------|
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input checked="" type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 17. 26-3588

3/24/2026

Title and Board Action Requested

Ratify changes to the contract between Hernando United School Workers and the Hernando County School District.

Executive Summary

The Director of Human Resources, on behalf of the Superintendent of Schools, hereby requests approval to ratify the changes to the contract between the Hernando United School Workers (HUSW) and the Hernando County School Board.

The attached Tentative Agreements (TA #1-4) and Memorandum of Understanding (MOU) were reached during the most recent bargaining session. The MOU includes a one-time employee retention bonus in the amount of \$500.

Board Action Requested: Approve the ratification of the Tentative Agreements and Memorandum of Understanding between the Hernando United School Workers (HUSW) and the Hernando County School Board and authorize the associated retention bonus.

My Contact

Alexis Brown
Director of Human Resources
Brown_a1@hcsb.k12.fl.us
352-797-7070 ext. 70445

Matthew Goldrick
Director of Labor Relations and Professional Standards
Goldrick_m@hcsb.k12.fl.us
Ext. 70451

2023-28 Strategic Focus Area

Priority 2: Talent Management

Financial Impact

See attached budget sheet. The approximate cost of the one-time retention bonus outlined is \$517,000.00.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

TA# |

Article XX Wages Section 1: Wage Increase.

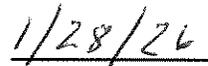
A. Bargaining unit employees hired on or after July 1, 2022 will be paid in accordance with the salary placement schedule in Appendix A that is part of this contract. Non-instructional employees who leave the school district in good standing as determined by the district and return to the Non-instructional bargaining unit, with a break in service that occurred prior to July 1, 2022, will be placed on the appropriate level of the Non-instructional salary placement schedule according to the position for which they have been rehired. A former employee returning to the Non-instructional bargaining unit, with a break in service that occurred after July 1, 2022, will be placed on the same step they held at the time of their break in service.

B. Bargaining unit members will automatically receive an annual step increase, equal to ~~20.30~~ cents per hour, effective July 1, 2026, on or before November 1st with retroactivity to the first day of their contract, provided funds are available. Should a financial urgency occur, the provisions of F.S. 447.4095 will be applied. To qualify for the step increase, an employee is required to have worked one day more than half of the employee's required number of annual work days.

C. Employees beyond step 20 in their current job classification will receive a double step, equal to ~~40.60~~ cents per hour, effective July 1, 2026.



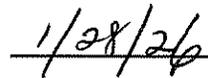
For the Board



Date



For the Union



Date

ARTICLE XIII
EMPLOYEE RIGHTS AND OBLIGATIONS

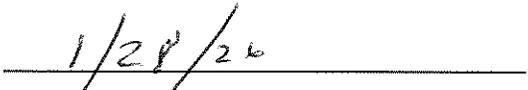
Section 7: Employee School Choice. Bargaining unit members have the right to request through the Superintendent's assigned designee to have their children attend the school of their choosing, based on available capacity. Priority will be given to the children of the employees who work at the requested school site. This does not apply to entrance at magnet schools, unless the employee works at the magnet school. Please refer to the Magnet School Procedures regarding children of staff members.



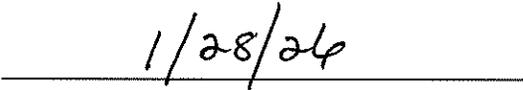
for the Board



for the Union



Date



Date

TA#3

ARTICLE III

UNION RIGHTS, PRIVILEGES AND OBLIGATIONS

Section 11: Bargaining Unit Data. The Board will provide the Association with bargaining unit data including: employee id number, name, gender, race code and description, worksite, date of hire, job title, employee type code and description, position and position assignment description, hourly rate of pay, daily hours worked, number of contracted days, work email, and personal email. In addition, address, home phone number, and date of birth are provided unless exempt under Florida Statute 119.071. This list will be provided to the Association on the first of each month in a mutually agreed file format. Additionally, date-certain bargaining unit data will be provided to the Association upon request for the purpose of complying with requirements for the renewal of certification with the Public Employees Relations Commission. Right to Representation. In any meeting called by a member of management with an employee to consider disciplinary action against the employee, the employee shall be advised that the meeting concerns potential disciplinary action and be allowed to have Union representation at the meeting. When a meeting is called by a member of management that does not involve possible discipline of the employee, the employee shall attend and shall not be entitled to representation by the Union or anyone else.



for the Board



for the Union

1/28/26

Date

1/28/26

Date

ARTICLE VII

APPOINTMENT, DISCIPLINE AND DISCHARGE

Section 1: Probationary Employees.

Bargaining unit members shall serve an initial probationary period that consists of the employee's first (60) work-days in the bargaining unit, excluding holidays and weekends, ~~d.~~ During this probationary period, the employee may which time they can be terminated without cause or the employee may resign and be released from employment without prejudice. All benefits will become effective according to Board policy.

Section 2: Regular Full and Regular Part Time Employees. Regular full and regular ~~part-time~~part-time employees who have successfully completed their initial probationary period may be disciplined or discharged for cause ~~during the school year for which they have been appointed by the Board as provided under the Board's applicable Discipline and Discharge policies and procedures. Management shall have (10) working days, as defined in Article VII, to initiate any action against an employee that could lead to discipline or discharge. The ten (10) day limit starts when management learns of any cause which may be subject to disciplinary action.~~ Regular full-time employees are defined as those employees who work eight hours a day. Regular ~~part-time~~part-time employees are defined as those employees who work less than eight hours per day.

Section 3: Appointment and Reappointment.

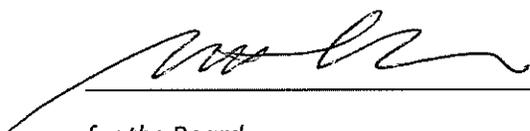
A. Subject only to applicable law, initial appointment and reappointment for an employee's first three (3) consecutive years in the bargaining unit a school year, or part thereof, shall be within the sole discretion of the Superintendent and the Board and failure to appoint or reappoint to employment or a particular position need not be for cause or for any reason. Employees shall be notified in writing by no later than two weeks, 10 workdays, before the end of the current contracted year that they are not being recommended for ~~;~~ ~~except, however, after reappointment.~~ After the employee has completed three (3) full consecutive years of employment as a full time regular employee, as of the date the Superintendent formally recommended bargaining unit employees for appointment for the next school year, reappointment to employment year to year thereafter shall be automatic unless the Superintendent and/or the Board have legitimate operational reasons or just cause under the Board's Policies and Procedures not to reappoint the employee. (It is clearly understood by the parties that this means the employee is appointed at the Superintendent's option for the fourth year, but reappointment thereafter will be automatic subject to the reasons set forth in subparagraph (A) (See applicable Board Policy).

B. To be considered a full year under (A) above, the employee must have actually worked more than fifty percent (50%) plus 1 of the days he was scheduled and may have no unapproved absences during this anniversary year.

C. All current employees with three (3) or more consecutive full years of service as a full time employee as of the date the Superintendent formally recommended appointment for the 1990-91 school year shall be deemed to have met the three (3) year requirement (that means these employee who met the requirements of subparagraph (B) and were appointed by the Superintendent for the 1990-91 school year will be re-appointed subject to (A) above.) Those current employees with less than three (3) years shall be given credit towards meeting the three (3) year requirement based on the conditions set forth in subparagraph (B) above.

Section 4: Discipline and Discharge. When the discipline of a staff member becomes necessary, the standard shall be just cause and such action shall be in proportion to the employee's offense or misconduct, consistent with appropriate procedural and substantive due process, law, and/or the specific provisions of this agreement. Management shall have (10) working days, as defined in Article VII, to initiate any action against an employee that could lead to discipline or discharge. The ten (10) day limit starts when management learns of any cause which may be subject to disciplinary action.

Section 5: Right to Representation. In any meeting called by a member of management with an employee to consider disciplinary action against the employee, including fact-finding meetings, the employee shall be advised that the meeting concerns potential disciplinary action and be allowed to have representation at the meeting. When a meeting is called by a member of management that does not involve possible discipline of the employee, the employee shall attend and shall not be entitled to representation by the Union or anyone else. If the employee reasonably believes that a meeting could lead to discipline, the employee may request to have representation at the meeting.



for the Board



for the Union

1/28/26

Date

1/28/26

Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN
HERNANDO COUNTY SCHOOL DISTRICT ("District")
AND
THE HERNANDO UNITED SCHOOL WORKERS ("HUSW" or "Union")**

The Hernando County School District and Hernando United School Workers (HUSW) acknowledge and appreciate the unwavering dedication and loyalty of all HUSW staff members. In recognition of their valuable service, the District will distribute a one-time, non-recurring bonus of \$500 to eligible employees. This bonus is not considered part of the employee's base salary and will be subject to applicable tax withholdings. The total estimated cost of this initiative is **\$517,000.00**.

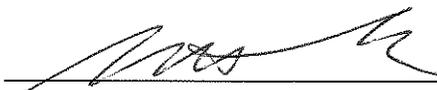
To qualify for this payment, HUSW employees must meet the following conditions:

- Be employed in a HUSW bargaining unit position during the 2024-2025 school year for a minimum of one day more than half the school year.
- Remain actively employed as of the date of School Board approval of this Memorandum of Understanding.

This payment shall be considered a bonus and shall be taxed accordingly.

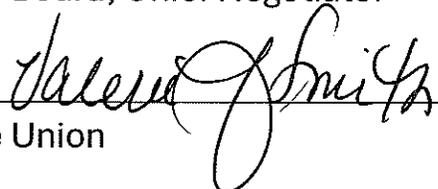
This payment is not eligible to be reported under the Florida Retirement System (FRS).

The parties agree that should the District's budgetary status improve during the 2025-2026 school year, they will return to the table to negotiate additional improvements in employee compensation.



For the Board, Chief Negotiator

1/29/26
Date



For the Union

1/28/26
Date

| | | | | | | | | | | | |
|-------------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| A. Item Currently Budgeted - | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

| | | | | | | | | | | | |
|--------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

| | | | | | | | | | | |
|---|------------------|----------------|-------------|----------------|----------------|-------------|--|--|--|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | |
| Funding Source <u>General Fund, Food Service HUSW MOU - \$500 Retention Bonus</u> | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount \$ | <u>11XX/41XX</u> | <u>Various</u> | <u>1960</u> | <u>Various</u> | <u>Various</u> | | | | | |
| \$ <u>517,000.00</u> | | | | | | | | | | |

| | | | | | | | | | | | |
|----------------------|-------|------|--|----------|--|--------|--|-------------|--|---------|-------------|
| Funding Source _____ | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Amount \$ | _____ | | | | | | | | | | |

| | |
|-----------------------------|----------------------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input checked="" type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 18. 26-3620

3/24/2026

Title and Board Action Requested

Approve Fiscal Year 2025-2026 Budget Amendment No. 2 for the Quarter Ending December 31, 2025.

Executive Summary

The Chief Financial Officer, on behalf of the Superintendent of Schools, hereby requests Board approval of Budget Amendment No. 2 for the quarter ending December 31, 2025, in accordance with Section 1011.06, Florida Statutes, which requires Board approval of amendments to the original budget.

The attached amendment represents the second budget amendment for Fiscal Year 2025-2026, certified as accurate by the Finance Department

General Fund:

Estimated revenues were adjusted to reflect actual collections for the quarter. State revenue increased by \$1,085,403 due to the Workforce Capitalization Grant. Local revenues increased by \$54,619 from miscellaneous local sources.

Appropriations were amended to reflect additional revenues and transfers between functions and object codes.

The estimated ending fund balance is \$16,928,607 (7.14% of General Fund revenues), including \$1,322,657 in non-spendable inventory reserves and \$2,414,660 assigned for Health Insurance/Rebates, Profit Sharing, and Wellness. The unassigned ending fund balance is \$13,191,289 (5.57% of General Fund revenues).

Debt Service:

Estimated revenues increased by \$11,444 due to interest income received during the quarter. No appropriation adjustments were made during this quarter.

Capital Projects:

State revenue increased by \$967,168 for Specific Appropriation 23A - Hurricane Shelter Generator. Local revenues increased by \$4,340 from tax redemptions and \$8,357 from interest income.

Appropriations were amended to reflect the additional hurricane generator funding and operational transfers between object codes.

Food Service:

Miscellaneous local revenue increased by \$11,915 from prepaid credit card collections for food sales at all sites. No appropriation adjustments were made during this quarter.

Special Revenue:

Federal-through-State revenues increased as a result of the newly awarded Comprehensive Support Grant and

adjustments to existing grant awards. The revised grant allocations are as follows:

- Improving Teacher Quality Grant - Title II: \$ 69,069
- Individuals with Disabilities Act (IDEA): \$462,507
- Elementary & Secondary Education Act - Title I: \$65,753
- Language Instruction - Title III: \$25,541
- Comprehensive Support Grant: \$476,097

Appropriations were increased in accordance with the approved grant applications.

Special Revenue - ESSER III:

No adjustments were made during this quarter.

My Contact

Joyce McIntyre
Chief Financial Officer
(352) 797-7004 Ext. 70-438

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

As per Budget Amendment Detail

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

THE SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA
2025-2026 BUDGET
GENERAL FUND

Fund Balances - June 30, 2026

Beginning Fund Balance - July 1, 2025 \$ 34,648,788

Fiscal Year 2025-2026 Estimated Revenues

| | | |
|---------------------------------|-----------|--------------------|
| Federal | \$ | 1,412,973 |
| State | | 135,513,228 |
| Local | | 100,041,487 |
| Other Financing Sources | | 4,062,169 |
| Total Estimated Revenues | \$ | 241,029,856 |

Fiscal Year 2025-2026 Appropriations

| | | |
|-----------------------------|-----------|--------------------|
| Expenditures | \$ | 257,493,581 |
| Other Financing Uses | | 1,256,457 |
| Total Appropriations | \$ | 258,750,038 |

Excess / (Deficiency) of Revenues over Appropriations (17,720,182)

Ending Fund Balance - June 30, 2026 **\$ 16,928,607**

| Analysis of Ending Funds Balance - June 30, 2026 | | As a % of Revenue |
|--|----|-------------------|
| Nonspendable: | | |
| Inventory | \$ | 1,322,657 |
| | | 0.56% |
| Assigned: | | |
| Health Insurance Rebates/Profit Sharing/Wellness | | 2,414,660 |
| | | 1.02% |
| Unassigned | | 13,191,289 |
| | | 5.57% |
| | \$ | 16,928,607 |
| | | 7.14% |

↓ 6.59%

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

General Fund - Budget Amendment #2
Executive Summary

General Fund Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. The attached sheets provide additional detail by function and object (pages 3-5).

| | Increase | Decrease |
|--|---------------------|----------|
| Estimated Revenue Changes: | | |
| Federal Direct Sources | | |
| Federal Through State and Local Sources | | |
| State Sources | 1,085,403 | |
| Local Sources | 54,619 | |
| Other Financing Sources | | |
| Net Change in Estimated Revenue | \$ 1,140,022 | |
| Appropriations Changes (by Function): | | |
| 5000 Instruction | 123,543 | |
| 6100 Pupil Personnel Services | 123,120 | |
| 6200 Instructional Media Services | 89,388 | |
| 6300 Instruction and Curriculum Development Services | 76,383 | |
| 6400 Instructional Staff Training Services | 20,908 | |
| 6500 Instruction Related Technology | 15,810 | |
| 7100 Board | 578 | |
| 7200 General Administration | 12,575 | |
| 7300 School Administration | 180,615 | |
| 7400 Facilities Acquisition and Construction | 1,881 | |
| 7500 Fiscal Services | 5,158 | |
| 7600 Food Service | 126,997 | |
| 7700 Central Services | 21,896 | |
| 7800 Pupil Transportation Services | 125,331 | |
| 7900 Operation of Plant | 3,898 | |
| 8100 Maintenance of Plant | 188,164 | |
| 8200 Administrative Technology Services | 2,971 | |
| 9100 Community Services | | |
| 9700 Transfers: | | |
| 0920 Transfers to Debt Service Fund | | |
| 0940 Transfers to Special Revenue Funds | | |
| Net Change in Appropriations | \$ 1,119,217 | |

| Fund Balance Changes: | Increase (Decrease) |
|---|--------------------------------|
| Fund Balance - September 30, 2025 | \$ 16,907,803 |
| Increase (decrease) in Estimated Revenues | 1,140,022 |
| (Increase) decrease in Appropriations | (1,119,217) |
| Fund Balance - December 31, 2025 | \$ 16,928,607 |

The School Board of Hernando County, Florida
 General Fund
 Budget Amendment #2
 Summary by Function and Object
 Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|---------------------------------|--------------------------------|------------------|---------------|--------------------------------|
| ESTIMATED REVENUE | | | | | |
| FEDERAL DIRECT SOURCES: | | | | | |
| 3191 RESERVE OFFICERS TRAINING CORPS (ROTC) | 319,975 | 319,975 | - | - | 319,975 |
| TOTAL FEDERAL DIRECT SOURCES | 319,975 | 319,975 | - | - | 319,975 |
| FEDERAL THROUGH STATE AND LOCAL SOURCES: | | | | | |
| 3202 MEDICAID | 878,781 | 878,781 | - | - | 878,781 |
| 3299 MISCELLANEOUS FEDER THROUGH STATE AND LOCAL | 164,538 | 214,217 | - | - | 214,217 |
| TOTAL FEDERAL THROUGH STATE AND LOCAL SOURCES | 1,043,319 | 1,092,998 | - | - | 1,092,998 |
| STATE SOURCES: | | | | | |
| 3310 FLORIDA EDUCATION FINANCE PROGRAM (FEFP) | 108,119,010 | 108,119,010 | - | - | 108,119,010 |
| 3315 WORKFORCE DEVELOPMENT | 779,303 | 779,303 | - | - | 779,303 |
| 3316 WORKFORCE CAPITALIZATION INCENTIVE | 1,949,618 | 1,914,000 | 1,085,403 | - | 2,999,403 |
| 3343 STATE LICENSE TAX | 85,000 | 85,000 | - | - | 85,000 |
| 3355 CLASS SIZE REDUCTION OPERATING FUNDS | 22,524,709 | 22,524,709 | - | - | 22,524,709 |
| 3371 VOLUNTARY PREKINDERGARDEN PROGRAM (VPK) | 30,579 | 30,579 | - | - | 30,579 |
| 3372 PRESCHOOL PROJECTS | 1,169,450 | 951,894 | - | - | 951,894 |
| 3399 OTHER MISCELLANEOUS STATE REVENUE | 23,330 | 23,330 | - | - | 23,330 |
| TOTAL STATE SOURCES | 134,680,999 | 134,427,825 | 1,085,403 | - | 135,513,228 |
| LOCAL SOURCES: | | | | | |
| 3411 DISTRICT SCHOOL TAX | 75,540,277 | 75,540,277 | - | - | 75,540,277 |
| 3414 DISTRICT VOTED ADDITIONAL OPERATING TAX | 20,063,819 | 20,063,819 | - | - | 20,063,819 |
| 3421 TAX REDEMPTION | 5,000 | 5,000 | - | - | 5,000 |
| 3425/26 RENT | 139,500 | 134,500 | - | 44,007 | 90,493 |
| 3430 INTEREST, INCLUDING PROFIT ON INVESTMENT | 2,098,723 | 2,098,723 | - | - | 2,098,723 |
| 3440 GIFTS, GRANTS, AND BEQUESTS | 151 | 10,490 | 236 | - | 10,726 |
| 3461 ADULT GENERAL EDUCATION COURSE FEES | 3,780 | 8,520 | 3,270 | - | 11,790 |
| 3462 FINANCIAL AID FEES FEFP COURSE | - | 4,869 | - | - | 4,869 |
| 3466 LIFELONG LEARNING FEES | - | 95 | 789 | - | 884 |
| 3467 GED TESTING FEES | - | - | 723 | - | 723 |
| 3468 VOC/AE FINANCIAL AID FEES | - | 196,838 | 17,796 | - | 214,634 |
| 3490 MISCELLANEOUS LOCAL REVENUE | 1,671,913 | 1,923,737 | 75,813 | - | 1,999,550 |
| TOTAL LOCAL SOURCES: | 99,523,163 | 99,986,868 | 98,626 | 44,007 | 100,041,487 |
| OTHER FINANCING SOURCES: | | | | | |
| 3740 LOSS RECOVERIES | - | 180 | - | - | 180 |
| 3630 TRANSFERS IN FROM CAPITAL PROJECTS FUNDS | 4,061,989 | 4,061,989 | - | - | 4,061,989 |
| TOTAL OTHER FINANCING SOURCES: | 4,061,989 | 4,062,169 | - | - | 4,062,169 |
| TOTAL REVENUES AND OTHER FINANCING SOURCES | 239,629,445 | 239,889,835 | 1,184,029 | 44,007 | 241,029,856 |
| BEGINNING FUND BALANCE | 34,648,788 | 34,648,788 | - | - | 34,648,788 |
| TOTAL ESTIMATED REVENUE | 274,278,233 | 274,538,623 | 1,184,029 | 44,007 | 275,678,645 |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | 1,140,022 | | |
| APPROPRIATIONS BY FUNCTION AND OBJECT | | | | | |
| EXPENDITURES: | | | | | |
| 5000 INSTRUCTION | | | | | |
| 100 - SALARIES | 93,071,460 | 94,013,015 | - | 661,450 | 93,351,565 |
| 200 - BENEFITS | 33,717,431 | 32,737,580 | - | 645,934 | 32,091,647 |
| 300 - PURCHASED SERVICES | 6,768,950 | 9,118,918 | 822,055 | - | 9,940,972 |
| 400 - ENERGY SERVICES | - | 1,393 | - | - | 5,154 |
| 500 - MATERIALS AND SUPPLIES | 8,830,266 | 15,419,785 | - | 544,098 | 14,875,687 |
| 600 - CAPITAL OUTLAY | 1,512,006 | 2,032,400 | 1,074,853 | - | 3,107,253 |
| 700 - OTHER EXPENSES | 31,979 | 523,624 | 74,358 | - | 597,983 |
| 6100 PUPIL PERSONNEL SERVICES | | | | | |
| 100 - SALARIES | 7,335,312 | 10,389,950 | 97,157 | - | 10,487,107 |
| 200 - BENEFITS | 2,667,182 | 3,115,858 | 24,101 | - | 3,139,959 |
| 300 - PURCHASED SERVICES | 54,466 | 363,198 | 12,099 | - | 375,296 |
| 500 - MATERIALS AND SUPPLIES | 4,992,780 | 889,040 | - | 12,467 | 876,573 |
| 600 - CAPITAL OUTLAY | - | 2,613 | 561 | - | 3,174 |
| 700 - OTHER EXPENSES | 11,118 | 13,975 | 1,670 | - | 15,645 |
| 6200 INSTRUCTIONAL MEDIA SERVICES | | | | | |
| 100 - SALARIES | 1,158,623 | 1,370,851 | 16,524 | - | 1,387,374 |
| 200 - BENEFITS | 438,713 | 477,982 | 3,940 | - | 481,922 |
| 300 - PURCHASED SERVICES | 256,209 | 307,094 | 1,459 | - | 308,553 |
| 500 - MATERIALS AND SUPPLIES | 7,240 | 4,935 | 67,466 | - | 72,402 |
| 600 - CAPITAL OUTLAY | 3,600 | 2,562 | - | - | 2,562 |
| 700 - OTHER EXPENSES | 4,720 | 6,820 | - | - | 6,820 |
| 6300 INSTRUCTION AND CURRICULUM DEVELOPMENT | | | | | |
| 100 - SALARIES | 4,055,133 | 3,897,602 | 61,323 | - | 3,958,925 |
| 200 - BENEFITS | 1,428,106 | 1,353,855 | 14,384 | - | 1,368,239 |
| 300 - PURCHASED SERVICES | 148,176 | 183,042 | - | 1,324 | 181,718 |
| 500 - MATERIALS AND SUPPLIES | 51,680 | 66,833 | 2,000 | - | 68,833 |
| 600 - CAPITAL OUTLAY | - | 1,424 | - | - | 1,424 |
| 700 - OTHER EXPENSES | 2,800 | 2,800 | - | - | 2,800 |
| 6400 INSTRUCTIONAL STAFF TRAINING | | | | | |
| 100 - SALARIES | 894,294 | 824,040 | 12,090 | - | 836,130 |
| 200 - BENEFITS | 326,298 | 305,597 | 3,818 | - | 309,416 |
| 300 - PURCHASED SERVICES | 47,160 | 52,875 | 1,800 | - | 54,675 |
| 500 - MATERIALS AND SUPPLIES | 5,920 | 6,246 | 1,600 | - | 7,846 |

The School Board of Hernando County, Florida
 General Fund
 Budget Amendment #2
 Summary by Function and Object
 Fiscal Year 2025-2026

| | | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|--|---|---------------------------------|--------------------------------|----------|----------|--------------------------------|
| APPROPRIATIONS BY FUNCTION AND OBJECT | | | | | | |
| EXPENDITURES: | | | | | | |
| 6400 | INSTRUCTIONAL STAFF TRAINING | | | | | |
| | 600 - CAPITAL OUTLAY | - | 650 | 1,600 | - | 2,250 |
| | 700 - OTHER EXPENSES | 23,450 | 23,450 | - | - | 23,450 |
| 6500 | INSTRUCTION RELATED TECHNOLOGY | | | | | |
| | 100 - SALARIES | 365,080 | 624,954 | 10,721 | - | 635,674 |
| | 200 - BENEFITS | 180,566 | 276,693 | 2,370 | - | 279,063 |
| | 300 - PURCHASED SERVICES | - | 240,976 | 2,719 | - | 243,695 |
| 7100 | BOARD | | | | | |
| | 100 - SALARIES | 229,705 | 230,148 | 466 | - | 230,614 |
| | 200 - BENEFITS | 164,809 | 164,908 | 104 | - | 165,013 |
| | 300 - PURCHASED SERVICES | 357,650 | 354,590 | - | - | 354,590 |
| | 500 - MATERIALS AND SUPPLIES | 1,752 | 2,021 | 7 | - | 2,028 |
| | 700 - OTHER EXPENSES | 35,900 | 39,500 | - | - | 39,500 |
| 7200 | GENERAL ADMINISTRATION | | | | | |
| | 100 - SALARIES | 1,471,003 | 1,774,340 | 10,895 | - | 1,785,235 |
| | 200 - BENEFITS | 444,942 | 590,102 | 1,376 | - | 591,478 |
| | 300 - PURCHASED SERVICES | 175,768 | 257,080 | 662 | - | 257,742 |
| | 500 - MATERIALS AND SUPPLIES | 24,080 | 30,754 | - | - | 30,754 |
| | 700 - OTHER EXPENSES | 48,480 | 73,115 | - | 358 | 72,757 |
| 7300 | SCHOOL ADMINISTRATION | | | | | |
| | 100 - SALARIES | 11,570,565 | 11,734,848 | 120,091 | - | 11,854,939 |
| | 200 - BENEFITS | 4,121,434 | 4,155,105 | 25,500 | - | 4,180,605 |
| | 300 - PURCHASED SERVICES | 13,351 | 135,710 | 7,339 | - | 143,049 |
| | 500 - MATERIALS AND SUPPLIES | 3,680 | 27,038 | 788 | - | 27,826 |
| | 600 - CAPITAL OUTLAY | - | 15,406 | 16,304 | - | 31,711 |
| | 700 - OTHER EXPENSES | 75,193 | 76,843 | 10,593 | - | 87,436 |
| 7400 | FACILITIES, ACQUISITION, AND CONSTRUCTION | | | | | |
| | 100 - SALARIES | 609,824 | 614,087 | 4,445 | - | 618,531 |
| | 200 - BENEFITS | 212,840 | 213,730 | 994 | - | 214,723 |
| | 300 - PURCHASED SERVICES | - | 35,245 | - | - | 35,245 |
| | 600 - CAPITAL OUTLAY | 800 | 867,903 | - | 3,557 | 864,347 |
| | 700 - OTHER EXPENSES | 253,000 | 253,000 | - | - | 253,000 |
| 7500 | FISCAL SERVICES | | | | | |
| | 100 - SALARIES | 707,353 | 711,690 | 4,207 | - | 715,897 |
| | 200 - BENEFITS | 225,879 | 226,720 | 950 | - | 227,670 |
| | 300 - PURCHASED SERVICES | 124,692 | 144,054 | - | - | 144,054 |
| | 500 - MATERIALS AND SUPPLIES | 8,184 | 8,284 | - | - | 8,284 |
| | 700 - OTHER EXPENSES | 84,516 | 63,796 | - | - | 63,796 |
| 7600 | FOOD SERVICES | | | | | |
| | 100 - SALARIES | - | 55,997 | 103,598 | - | 159,594 |
| | 200 - BENEFITS | - | 12,650 | 23,399 | - | 36,049 |
| 7700 | CENTRAL SERVICES | | | | | |
| | 100 - SALARIES | 2,078,180 | 2,056,914 | 17,623 | - | 2,074,537 |
| | 200 - BENEFITS | 754,614 | 734,570 | 3,971 | - | 738,542 |
| | 300 - PURCHASED SERVICES | 1,259,631 | 1,340,499 | 3,602 | - | 1,344,101 |
| | 500 - MATERIALS AND SUPPLIES | 55,480 | 84,552 | - | 1,737 | 82,816 |
| | 600 - CAPITAL OUTLAY | 160 | 3,641 | 507 | - | 4,148 |
| | 700 - OTHER EXPENSES | 48,572 | 48,775 | - | 2,070 | 46,704 |
| 7800 | PUPIL TRANSPORTATION SERVICES | | | | | |
| | 100 - SALARIES | 4,922,273 | 4,791,241 | 102,045 | - | 4,893,286 |
| | 200 - BENEFITS | 2,273,918 | 2,099,668 | 23,086 | - | 2,122,753 |
| | 300 - PURCHASED SERVICES | 414,400 | 575,930 | 806 | - | 576,736 |
| | 400 - ENERGY SERVICES | 964,800 | 979,341 | - | - | 979,341 |
| | 500 - MATERIALS AND SUPPLIES | 708,000 | 690,430 | - | 629 | 689,801 |
| | 600 - CAPITAL OUTLAY | 269,000 | 162,651 | - | 261 | 162,390 |
| | 700 - OTHER EXPENSES | 416 | 416 | 284 | - | 700 |
| 7900 | OPERATION OF PLANT | | | | | |
| | 100 - SALARIES | 7,208,041 | 8,472,946 | 121,309 | - | 8,594,255 |
| | 200 - BENEFITS | 2,796,800 | 3,420,115 | - | 169,316 | 3,250,799 |
| | 300 - PURCHASED SERVICES | 4,779,712 | 7,338,460 | - | 4,435 | 7,334,025 |
| | 400 - ENERGY SERVICES | 6,021,000 | 5,918,713 | - | - | 5,918,713 |
| | 500 - MATERIALS AND SUPPLIES | 453,829 | 449,651 | 28,050 | - | 477,701 |
| | 600 - CAPITAL OUTLAY | 184,676 | 386,673 | 28,290 | - | 414,963 |
| | 700 - OTHER EXPENSES | 259,680 | 200,953 | - | - | 200,953 |
| 8100 | MAINTENANCE OF PLANT | | | | | |
| | 100 - SALARIES | 3,408,425 | 3,430,684 | 34,580 | - | 3,465,264 |
| | 200 - BENEFITS | 1,296,336 | 1,298,302 | 7,978 | - | 1,306,279 |
| | 300 - PURCHASED SERVICES | 2,411,800 | 2,198,816 | 66,942 | - | 2,265,757 |
| | 400 - ENERGY SERVICES | 169,600 | 169,600 | - | - | 169,600 |
| | 500 - MATERIALS AND SUPPLIES | 1,163,555 | 1,296,795 | - | 55,953 | 1,240,843 |
| | 600 - CAPITAL OUTLAY | 53,200 | 559,654 | 134,617 | - | 694,271 |
| | 700 - OTHER EXPENSES | 4,680 | 4,680 | - | - | 4,680 |
| 8200 | ADMINISTRATIVE TECHNOLOGY | | | | | |
| | 100 - SALARIES | 1,468,295 | 3,447,936 | - | 4,311 | 3,443,625 |
| | 200 - BENEFITS | 534,536 | 670,954 | 3,351 | - | 674,305 |
| | 300 - PURCHASED SERVICES | 410,672 | 1,147,062 | 3,965 | - | 1,151,027 |
| | 500 - MATERIALS AND SUPPLIES | 10,400 | 25,400 | - | 35 | 25,366 |
| | 600 - CAPITAL OUTLAY | 2,935,659 | 829,106 | - | - | 829,106 |
| | 700 - OTHER EXPENSES | 840 | 840 | - | - | 840 |

The School Board of Hernando County, Florida
 General Fund
 Budget Amendment #2
 Summary by Function and Object
 Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|--|---------------------------------|--------------------------------|-------------------------|-------------------------|--------------------------------|
| APPROPRIATIONS BY FUNCTION AND OBJECT | | | | | |
| EXPENDITURES: | | | | | |
| 9100 COMMUNITY SERVICES | | | | | |
| 100 - SALARIES | 15,680 | - | - | - | - |
| 300 - PURCHASED SERVICES | - | 15,918 | - | - | 15,918 |
| 500 - MATERIALS AND SUPPLIES | <u>1,420</u> | <u>1,182</u> | - | - | <u>1,182</u> |
| TOTAL EXPENDITURES | <u>238,694,397</u> | <u>256,374,363</u> | <u>3,227,153</u> | <u>2,107,935</u> | <u>257,493,581</u> |
| OTHER FINANCING USES | | | | | |
| 9700 TRANSFERS OUT | | | | | |
| 0920 - TRANSFERS TO DEBT SERVICE FUND | 1,256,457 | 1,256,457 | - | - | 1,256,457 |
| 0940 - TRANSFERS TO SPECIAL REVENUE FUNDS | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL OTHER FINANCING USES | <u>1,256,457</u> | <u>1,256,457</u> | <u>-</u> | <u>-</u> | <u>1,256,457</u> |
| TOTAL EXPENDITURES AND OTHER FINANCING USES | 239,950,854 | 257,630,820 | 3,227,153 | 2,107,935 | 258,750,038 |
| TOTAL ENDING FUND BALANCE | <u>34,327,379</u> | <u>16,907,803</u> | <u>-</u> | <u>(20,803)</u> | <u>16,928,607</u> |
| TOTAL APPROPRIATIONS BY FUNCTION AND OBJECT | <u>274,278,233</u> | <u>274,538,623</u> | <u>3,227,153</u> | <u>2,087,131</u> | <u>275,678,645</u> |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | <u>1,140,022</u> | | |

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

Debt Service Funds - Budget Amendment #2
Executive Summary

Debt Service Funds Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. Additional detail by object is attached (page 2) for further reference.

| | Increase | Decrease |
|---|------------------|----------|
| Estimated Revenue Changes: | | |
| State Sources | | |
| Local Sources | \$ 11,444 | |
| Other Financing Sources: | | |
| Transfers In | | - |
| Issuance of Bonds | | - |
| Fund Balance Beginning | | |
| Net Change in Estimated Revenue | \$ 11,444 | |
| Appropriations Changes (by Function and Object): | | |
| Function 9200 - Debt Service: | | |
| 710 Principal | | |
| 720 Interest | | |
| 730 Dues and Fees | | |
| 760 Payments to Refunded Bond Escrow | | |
| Function 9700 - Transfers: | | |
| 910 Transfers to General Fund | | |
| Net Change in Appropriations | \$ - | |

| Fund Balance Changes: | Increase (Decrease) |
|---|--------------------------------|
| Fund Balance - September 30, 2025 | \$ 376,749 |
| Increase (decrease) in Estimated Revenues | 11,444 |
| (Increase) decrease in Appropriations | |
| Fund Balance - December 31, 2025 | \$ 388,193 |

The School Board of Hernando County, Florida
Debt Service Funds
Budget Amendment #2
Summary by Object
Fiscal Year 2025 -2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|---------------------------------|--------------------------------|----------------------|------------------------|--------------------------------|
| ESTIMATED REVENUE | | | | | |
| STATE SOURCES | | | | | |
| 3322 CO & DS WITHHELD | 76,000 | 76,000 | - | - | 76,000 |
| 3326 SBE/COBI BOND INTEREST | 19,700 | 19,700 | - | - | 19,700 |
| 3341 RACING COMMISSION FUNDS | 203,850 | 203,850 | - | - | 203,850 |
| TOTAL STATE SOURCES | <u>299,550</u> | <u>299,550</u> | <u>-</u> | <u>-</u> | <u>299,550</u> |
| LOCAL SOURCES: | | | | | |
| 3430 INTEREST | - | 27,192 | 11,444 | - | 38,636 |
| 3433 NET INCREASE (DECREASE) IN FMV OF INVESTMENTS | - | - | - | - | - |
| TOTAL LOCAL SOURCES: | <u>-</u> | <u>27,192</u> | <u>11,444</u> | <u>-</u> | <u>38,636</u> |
| OTHER FINANCING SOURCES: | | | | | |
| 3610 TRANSFER IN FROM GENERAL | 1,256,457 | 1,256,457 | - | - | 1,256,457 |
| 3630 TRANSFER IN FROM CAPITAL | 1,131,515 | 1,131,515 | - | - | 1,131,515 |
| 3792 PREMIUM ON REFUNDING BONDS | - | - | - | - | - |
| TOTAL OTHER FINANCING SOURCES: | <u>2,387,972</u> | <u>2,387,972</u> | <u>-</u> | <u>-</u> | <u>2,387,972</u> |
| BEGINNING FUND BALANCE | <u>7,877,193</u> | <u>7,877,193</u> | <u>-</u> | <u>-</u> | <u>7,877,193</u> |
| TOTAL ESTIMATED REVENUE | <u>10,564,715</u> | <u>10,591,907</u> | <u>11,444</u> | <u>-</u> | <u>10,603,351</u> |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | <u>11,444</u> | | |
| APPROPRIATIONS | | | | | |
| EXPENDITURES: | | | | | |
| 9200 DEBT SERVICE | | | | | |
| 710 REDEMPTION OF PRINCIPAL | 7,235,327 | 7,235,327 | - | - | 7,235,327 |
| 720 INTEREST | 2,971,880 | 2,971,880 | - | - | 2,971,880 |
| 730 DUES AND FEES | 7,950 | 7,950 | - | - | 7,950 |
| TOTAL EXPENDITURES | <u>10,215,157</u> | <u>10,215,157</u> | <u>-</u> | <u>-</u> | <u>10,215,157</u> |
| OTHER FINANCING USES: | | | | | |
| 9200 DEBT SERVICE: | | | | | |
| 910 TRANSFER OUT TO GENERAL FUND | - | - | - | - | - |
| TOTAL OTHER FINANCING USES | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL EXPENDITURES | <u>10,215,157</u> | <u>10,215,157</u> | <u>-</u> | <u>-</u> | <u>10,215,157</u> |
| ENDING FUND BALANCE | <u>349,558</u> | <u>376,749</u> | <u>-</u> | <u>(11,444)</u> | <u>388,193</u> |
| TOTAL APPROPRIATIONS | <u>10,564,715</u> | <u>10,591,907</u> | <u>-</u> | <u>(11,444)</u> | <u>10,603,351</u> |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | <u>11,444</u> | | |

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

Capital Projects Funds - Budget Amendment #2
Executive Summary

Capital Projects Funds Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. The attached sheets provide additional detail by object (page 2) and by project (page 3).

| | Increase | Decrease |
|---|-------------------|-----------|
| Estimated Revenue Changes: | | |
| State Sources | \$ 967,168 | |
| Local Sources | 12,697 | |
| Other Financing Sources: | | |
| Premium on Bonds | | |
| Net Change in Estimated Revenue | \$ 979,865 | |
| Appropriations Changes (by Function and Object): | | |
| Function 7400 - Facilities Acquisition and Construction: | | |
| 310 Prof/Tech Services | \$ - | |
| 350 Repair & Maintenance | | 87,500 |
| 369 Technology Rentals | | |
| 394/794 Charter School Safety Grant | | |
| 630 Building & Fixed Equipment | | |
| 640 Furniture, Fixtures, & Equipment | 734,277 | |
| 650 Motor Vehicles | | 59,100 |
| 660 Land | | |
| 670 Improvements Other Than Buildings | 3,353,970 | |
| 680 Remodeling & Renovation | | 2,972,903 |
| 690 Computer Software | | |
| 793 Charter School Capital Improvement | | |
| Net Change in Appropriations | \$ 968,745 | |

| | Increase (Decrease) |
|---|------------------------|
| Fund Balance Changes: | |
| Beginning Fund Balance - September 30, 2025 | \$ 79,192,451 |
| Increase (decrease) in Estimated Revenues | 979,865 |
| (Increase) decrease in Project Appropriations | (968,745) |
| Fund Balance December 31, 2025 | \$ 79,203,571 |

The School Board of Hernando County, Florida
 Capital Projects Funds
 Budget Amendment #2
 Summary by Object
 Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|--|---------------------------------|--------------------------------|------------------|------------------|--------------------------------|
| ESTIMATED REVENUE | | | | | |
| STATE SOURCES: | | | | | |
| 3397 CHARTER SCHOOL CLASS SIZE REDUCTION TRANSFER | 253,000 | 253,000 | - | - | 253,000 |
| 3390 MISCELLANEOUS STATE REVENUE | 408,804 | 657,091 | 967,168 | - | 1,624,259 |
| TOTAL STATE SOURCES | <u>661,804</u> | <u>910,091</u> | <u>967,168</u> | <u>-</u> | <u>1,877,259</u> |
| LOCAL SOURCES: | | | | | |
| 3413 LOCAL AD VALOREM TAXES | 30,095,728 | 30,095,728 | - | - | 30,095,728 |
| 3419 SCHOOL DISTRICT LOCAL SALES TAX | 18,000,000 | 18,000,000 | - | - | 18,000,000 |
| 3421 TAX REDEMPTIONS | - | - | 4,340 | - | 4,340 |
| 3430 INTEREST | 3,301,000 | 3,321,171 | 8,357 | - | 3,329,528 |
| 3490 MISCELLANEOUS LOCAL REVENUE | 9,000,000 | 9,000,000 | - | - | 9,000,000 |
| TOTAL LOCAL SOURCES: | <u>60,396,728</u> | <u>60,416,899</u> | <u>12,697</u> | <u>-</u> | <u>60,429,596</u> |
| OTHER FINANCING SOURCES: | | | | | |
| 3650 INTERFUND TRANSFERS | - | - | - | - | - |
| 3790 PREMIUM ON BONDS | - | - | - | - | - |
| TOTAL OTHER FINANCING SOURCES: | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL REVENUES AND OTHER FINANCING SOURCES (NET) | <u>61,058,532</u> | <u>61,326,990</u> | <u>979,865</u> | <u>-</u> | <u>62,306,855</u> |
| BEGINNING FUND BALANCE | 108,150,935 | 108,150,935 | - | - | 108,150,935 |
| TOTAL ESTIMATED REVENUE | <u>169,209,467</u> | <u>169,477,925</u> | <u>979,865</u> | <u>-</u> | <u>170,457,790</u> |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | <u>979,865</u> | | |
| APPROPRIATIONS | | | | | |
| EXPENDITURES: | | | | | |
| 7400 FACILITIES, ACQUISITION, AND CONSTRUCTION | | | | | |
| 310 PROFESSIONAL/TECHNICAL SERVICES | - | 10,000 | - | - | 10,000 |
| 350 REPAIR & MAINTENANCE | - | 87,500 | - | 87,500 | - |
| 369 TECHNOLOGY RENTALS | - | 434,758 | - | - | 434,758 |
| 630 BUILDINGS & FIXED EQUIPMENT | - | 33,440 | - | - | 33,440 |
| 640 FURNITURE, FIXTURES, & EQUIPMENT | 837,855 | 2,453,018 | 734,277 | - | 3,187,295 |
| 650 MOTOR VEHICLES | 1,000,000 | 1,806,179 | - | 59,100 | 1,747,079 |
| 670 IMPROVEMENTS OTHER THAN BUILDINGS | 689,604 | 4,189,100 | 3,353,970 | - | 7,543,070 |
| 680 REMODELING & RENOVATION | 31,678,500 | 76,065,210 | - | 2,972,903 | 73,092,307 |
| 690 COMPUTER SOFTWARE | 380,620 | - | - | - | - |
| 793 CHARTER SCHOL LOCAL CAPITAL IMPROVEMENT | 12,765 | 12,765 | - | - | 12,765 |
| TOTAL EXPENDITURES | <u>34,599,344</u> | <u>85,091,970</u> | <u>4,088,248</u> | <u>3,119,503</u> | <u>86,060,715</u> |
| OTHER FINANCING USES | | | | | |
| 9700 TRANSFERS | | | | | |
| 000 TRANSFER TO CHARTER SCHOOLS | | | | | |
| 910 TRANSFERS TO GENERAL FUND | 4,061,989 | 4,061,989 | - | - | 4,061,989 |
| 920 TRANSFERS TO DEBT SERVICE FUNDS | 1,131,515 | 1,131,515 | - | - | 1,131,515 |
| 950 INTERFUND TRANSFERS | - | - | - | - | - |
| TOTAL OTHER FINANCING USES | <u>5,193,504</u> | <u>5,193,504</u> | <u>-</u> | <u>-</u> | <u>5,193,504</u> |
| TOTAL EXPENDITURES AND OTHER FINANCING USES (NET) | <u>39,792,848</u> | <u>90,285,474</u> | <u>4,088,248</u> | <u>3,119,503</u> | <u>91,254,219</u> |
| TOTAL ENDING FUND BALANCE | <u>129,416,619</u> | <u>79,192,451</u> | <u>-</u> | <u>(11,120)</u> | <u>79,203,571</u> |
| TOTAL APPROPRIATIONS AND ENDING FUND BALANCE | <u>169,209,467</u> | <u>169,477,925</u> | <u>4,088,248</u> | <u>3,108,383</u> | <u>170,457,790</u> |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | <u>979,865</u> | | |

The School Board of Hernando County, Florida
 Capital Projects Funds
 Budget Amendment #2
 Summary by Project
 Fiscal Year 2025-2026

| | | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|--|---------------------------------|--------------------------------|-----------|-----------|--------------------------------|
| Appropriations by Project: | | | | | | |
| Other Schools: | | | | | | |
| 44XX | GCA, GCMS, BEST (Charter Schools - PECO) | 19,265 | 12,765 | - | 12,765 | - |
| Other Schools Total | | 19,265 | 12,765 | - | 12,765 | - |
| Other Projects: | | | | | | |
| 00100 | Tax Refunds | - | - | 20,842 | - | 20,842 |
| C1800 | Eastside Elementary School Expansion | 18,400,000 | 24,878,092 | 16,100 | - | 24,894,192 |
| 13200 | New Vo-Tech School | - | 33,440 | - | - | 33,440 |
| Other Projects Total | | 18,400,000 | 24,911,532 | 36,942 | - | 24,948,474 |
| Transfers: | | | | | | |
| 00100 | Equipment Transfer (Debt Services) | 1,156,515 | 1,131,515 | - | - | 1,131,515 |
| 00100 | Transfer to General Fund | 4,061,989 | 4,061,989 | - | - | 4,061,989 |
| Transfers Total | | 5,218,504 | 5,193,504 | - | - | 5,193,504 |
| Facilities/Maintenance Projects: | | | | | | |
| M1990 | District Wide Kitchen Expand - Eastside | - | 3,770 | - | - | 3,770 |
| M2000 | District Wide Building Maintenance | 50,000 | 682,781 | 652,725 | - | 1,335,506 |
| M2010 | District Wide HVAC | 9,621,000 | 20,491,116 | - | 4,307,690 | 16,183,426 |
| M2030 | District Wide Paving | 130,000 | 30,000 | - | - | 30,000 |
| M2050 | District Wide Fire - Safety | 65,000 | 4,350,326 | - | 20,000 | 4,330,326 |
| M225 | District Wide Fencing | 25,000 | - | 15,000 | - | 15,000 |
| M2057 | District Wide Safety - CW Safety SB 7026 (2023-2026) | 359,604 | 248,287 | - | - | 248,287 |
| M2090 | District Wide Reroofing | 200,000 | 1,196,852 | 2,406,870 | - | 3,603,722 |
| M2100 | District Wide Floor Coverings | 166,000 | 166,000 | 27,275 | - | 193,275 |
| M2120 | Countywide Technology Wiring | 87,500 | 87,500 | - | - | 87,500 |
| M2170 | District Wide Generators | 250,000 | 371,070 | 967,168 | - | 1,338,238 |
| M2230 | Countywide Site/Ground Improvements | 125,000 | 2,045,840 | 1,179,720 | - | 3,225,560 |
| M2310 | District Wide Irrigation | 60,000 | - | - | - | - |
| M2340 | District Wide Building Improvements | 750,000 | 21,784,371 | - | - | 21,784,371 |
| M3110 | District Wide Plumbing | 2,035,000 | 3,885,879 | - | 15,000 | 3,870,879 |
| M3130 | District Wide Building Improvements - HHS | 300,000 | 300,000 | - | - | 300,000 |
| Facilities/Maintenance Projects Total | | 14,224,104 | 55,643,793 | 5,248,758 | 4,342,690 | 56,549,861 |
| Equipment Purchases: | | | | | | |
| M0970 | Portables | - | 13,425 | - | - | 13,425 |
| M2070 | Countywide Equipment Purchases | 540,355 | 654,655 | 104,100 | - | 758,755 |
| Equipment Purchases Total | | 540,355 | 668,080 | 104,100 | - | 772,180 |
| Transportation: | | | | | | |
| 52500/M5250 | Transportation Vehicles | 1,000,000 | 1,748,380 | - | 59,100 | 1,689,280 |
| Safety & Security Total | | 1,000,000 | 1,748,380 | - | 59,100 | 1,689,280 |
| Technology: | | | | | | |
| 45500/M45500 | New Enterprise System - Skyward | 390,620 | 390,620 | - | - | 390,620 |
| 45700 | Public School Technology | - | 1,716,801 | - | 6,500 | 1,710,301 |
| Technology Total | | 390,620 | 2,107,421 | - | 6,500 | 2,100,921 |
| TOTAL APPROPRIATIONS | | 39,792,848 | 90,285,474 | 5,389,800 | 4,421,055 | 91,254,219 |
| Ending Fund Balance | | 129,416,619 | 79,192,451 | - | (11,120) | 79,203,571 |
| Total Appropriations and Ending Fund Balance | | 169,209,467 | 169,477,925 | 5,389,800 | 4,409,935 | 170,457,790 |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | | 979,865 | | |

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

Food Service Fund - Budget Amendment #2
Executive Summary

Food Service Fund Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. Additional detail by object is attached (page 2) for further reference.

| | Increase | Decrease |
|---|------------------|----------|
| Estimated Revenue Changes: | | |
| Federal Through State Sources | | |
| State Sources | | |
| Local Sources | \$ 11,915 | |
| Other Financing Sources: | | |
| Transfers in from General Fund | | |
| Transfers in from Capital Projects | | |
| Loss Recoveries | | |
| Net Change in Estimated Revenue | \$ 11,915 | |
| Appropriations Changes (by Function and Object): | | |
| Function 7600 - Food Service: | | |
| 100 Salaries | | |
| 200 Benefits | | |
| 300 Purchased Services | | |
| 400 Energy Services | | |
| 500 Materials and Supplies | | |
| 600 Capital Outlay | | |
| 700 Other Expenses | | |
| Net Change in Appropriations | \$ - | |

| Fund Balance Changes: | Increase (Decrease) |
|---|--------------------------------|
| Fund Balance - September 30, 2025 | \$ 9,599,960 |
| Increase (decrease) in Estimated Revenues | 11,915 |
| (Increase) decrease in Appropriations | - |
| Fund Balance - December 31, 2025 | \$ 9,611,875 |

The School Board of Hernando County, Florida
 Food Service Fund
 Budget Amendment #2
 Summary by Object
 Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|--|---|-----------------|-----------------|---|
| ESTIMATED REVENUE | | | | | |
| FEDERAL THROUGH STATE SOURCES | | | | | |
| 3260 NATIONAL SCHOOL LUNCH ACT | 18,446,000 | 18,446,000 | - | - | 18,446,000 |
| 3299 MISCELLANIEOUS FEDERAL THROUGH STATE | - | - | - | - | - |
| TOTAL FEDERAL THROUGH STATE SOURCES | 18,446,000 | 18,446,000 | - | - | 18,446,000 |
| STATE SOURCES | | | | | |
| 3337 SCHOOL BREAKFAST SUPPLEMENT | 86,000 | 86,000 | - | - | 86,000 |
| 3338 SCHOOL LUNCH SUPPLEMENT | 108,000 | 108,000 | - | - | 108,000 |
| TOTAL STATE SOURCES | 194,000 | 194,000 | - | - | 194,000 |
| LOCAL SOURCES: | | | | | |
| 3451 STUDENT LUNCHES | 472,499 | - | - | - | - |
| 3453 ADULT LUNCH / BREAKFAST | - | 2,500 | - | - | 2,500 |
| 3454 STUDENT / ADULT ALA CARTE | - | 450,000 | - | - | 450,000 |
| 3456 OTHER FOOD SALES | - | 15,000 | - | - | 15,000 |
| 3457 FOOD REBATES | - | 4,999 | - | - | 4,999 |
| 3495 OTHER MISCELANEOUS LOCAL | - | - | 11,915 | - | 11,915 |
| TOTAL LOCAL SOURCES: | 472,499 | 472,499 | 11,915 | - | 484,414 |
| OTHER FINANCING SOURCES: | | | | | |
| 3610 TRANSFERS IN FROM GENERAL FUND | - | - | - | - | - |
| TOTAL OTHER FINANCING SOURCES: | - | - | - | - | - |
| TOTAL REVENUES AND OTHER FINANCING SOURCES | 19,112,499 | 19,112,499 | 11,915 | - | 19,124,414 |
| BEGINNING FUND BALANCE | 11,775,503 | 11,775,503 | - | - | 11,775,503 |
| TOTAL ESTIMATED REVENUE | 30,888,002 | 30,888,002 | 11,915 | - | 30,899,917 |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | 11,915 | | |
| APPROPRIATIONS | | | | | |
| EXPENDITURES: | | | | | |
| 100 SALARIES | 5,240,659 | 5,254,359 | - | - | 5,254,359 |
| 200 BENEFITS | 2,969,915 | 2,966,967 | - | - | 2,966,967 |
| 300 PURCHASED SERVICES | 722,203 | 722,339 | - | - | 722,339 |
| 400 ENERGY SERVICES | 314,500 | 315,201 | - | - | 315,201 |
| 500 MATERIALS AND SUPPLIES | 10,803,500 | 10,811,172 | - | - | 10,811,172 |
| 600 CAPITAL OUTLAY | 330,000 | 968,004 | - | - | 968,004 |
| 700 OTHER EXPENSES | 250,000 | 250,000 | - | - | 250,000 |
| TOTAL EXPENDITURES | 20,630,777 | 21,288,042 | - | - | 21,288,042 |
| OTHER FINANCING USES | | | | | |
| 9700 TRANSFERS OUT | - | - | - | - | - |
| 920 TRANSFERS TO DEBT SERVICE FUND | - | - | - | - | - |
| TOTAL OTHER FINANCING USES | - | - | - | - | - |
| ENDING FUND BALANCE | 10,257,225 | 9,599,960 | 11,915 | - | 9,611,875 |
| TOTAL APPROPRIATIONS | 30,888,002 | 30,888,002 | 11,915 | - | 30,899,917 |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | 11,915 | | |

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

Special Revenue Funds - Other Federal Funds - Budget Amendment #2
Executive Summary

Special Revenue Funds - Other Federal Funds Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. The attached sheets provide additional detail by function and object (page 2) and by project (page 3).

| | Increase | Decrease |
|--|---------------------|----------|
| Estimated Revenue Changes: | | |
| Federal Through State Sources: | | |
| Improving Teacher Quality State Grants - Title II | \$ 69,069 | |
| Individuals with Disabilities Education Act (IDEA) | 462,507 | |
| Elementary and Secondary Education Act - Title I | 65,753 | |
| Language Instruction - Title III | 29,541 | |
| Miscellaneous Federal Through State | 476,097 | |
| | | |
| Net Change in Estimated Revenue | \$ 1,102,966 | |
| Appropriations Changes (by Function): | | |
| 5000 Instruction | 651,949 | |
| 6100 Pupil Personnel Services | 143,706 | |
| 6200 Instructional Media Services | | |
| 6300 Instruction and Curriculum Development Services | 65,283 | |
| 6400 Instructional Staff Training Services | 317,569 | |
| 6500 Instruction Related Technology | | |
| 7100 Board | | |
| 7200 General Administration | | 90,812 |
| 7300 School Administration | | |
| 7400 Facilities Acquisition and Construction | | |
| 7700 Central Services | | |
| 7800 Pupil Transportation Services | 10,873 | |
| 7900 Operation of Plant | 4,398 | |
| Net Change in Appropriations | \$ 1,102,966 | |

The School Board of Hernando County, Florida
Special Revenue Funds - Other Federal Funds
Budget Amendment #2
Summary by Function and Object
Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|---------------------------------|--------------------------------|------------------|----------------|--------------------------------|
| ESTIMATED REVENUE | | | | | |
| FEDERAL THROUGH STATE SOURCES: | | | | | |
| 3201 VOCATIONAL EDUCATION ACTS | 314,678 | 315,736 | - | | 315,736 |
| 3221 WORKFORCE INNOVATION AND OPPORTUNITY ACT | 477,339 | 477,339 | - | | 477,339 |
| 3225 IMPROVING TEACHER QUALITY STATE GRANTS, TITLE II | 1,365,820 | 1,365,820 | 69,069 | | 1,434,889 |
| 3230 INDIVIDUALS WITH DISABILITIES ACT (IDEA) | 9,755,369 | 9,755,369 | 462,507 | | 10,217,876 |
| 3240 ELEMENTARY AND SECONDARY EDUCATION ACT, TITLE I | 8,238,280 | 8,238,280 | 65,753 | | 8,304,033 |
| 3241 LANGUAGE INSTRUCTION - TITLE III | 145,648 | 145,648 | 29,541 | | 175,189 |
| 3242 TITLE IV | 812,874 | 812,874 | - | | 812,874 |
| 3299 MISCELLANEOUS FEDERAL THROUGH STATE | 154,191 | 149,346 | 476,097 | | 625,442 |
| TOTAL FEDERAL THROUGH STATE SOURCES | 21,264,200 | 21,260,413 | 1,102,966 | | 22,363,379 |
| BEGINNING FUND BALANCE | - | - | - | | - |
| TOTAL ESTIMATED REVENUE | 21,264,200 | 21,260,413 | 1,102,966 | | 22,363,379 |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | 1,102,966 | | |
| APPROPRIATIONS | | | | | |
| EXPENDITURES: | | | | | |
| 5000 INSTRUCTION | | | | | |
| 100 - SALARIES | 4,938,252 | 4,938,252 | 200,817 | | 5,139,069 |
| 200 - BENEFITS | 2,604,829 | 2,604,829 | 155,176 | | 2,760,005 |
| 300 - PURCHASED SERVICES | 2,021,144 | 2,028,724 | 403,108 | | 2,431,832 |
| 500 - MATERIALS AND SUPPLIES | 1,019,175 | 1,017,900 | | 14,039 | 1,003,861 |
| 600 - CAPITAL OUTLAY | 757,419 | 759,707 | | 84,513 | 675,195 |
| 700 - OTHER EXPENSES | 199,235 | 199,235 | | 8,600 | 190,635 |
| 6100 PUPIL PERSONNEL SERVICES | | | | | |
| 100 - SALARIES | 2,048,646 | 2,047,838 | 111,015 | | 2,158,853 |
| 200 - BENEFITS | 862,255 | 862,255 | 27,956 | | 890,211 |
| 300 - PURCHASED SERVICES | 171,864 | 164,272 | 2,000 | | 166,272 |
| 500 - MATERIALS AND SUPPLIES | 149,630 | 145,104 | 17,076 | | 162,180 |
| 600 - CAPITAL OUTLAY | 42,208 | 42,208 | | 14,342 | 27,866 |
| 700 - OTHER EXPENSES | 34,716 | 34,716 | | | 34,716 |
| 6300 INSTRUCTION AND CURRICULUM DEVELOPMENT | | | | | |
| 100 - SALARIES | 2,361,181 | 2,392,618 | 16,808 | | 2,409,426 |
| 200 - BENEFITS | 1,095,131 | 1,113,721 | 28,626 | | 1,142,347 |
| 300 - PURCHASED SERVICES | 99,107 | 99,107 | 3,253 | | 102,360 |
| 500 - MATERIALS AND SUPPLIES | 78,775 | 78,775 | | 4,578 | 74,197 |
| 600 - CAPITAL OUTLAY | 7,664 | 7,664 | 21,174 | | 28,838 |
| 700 - OTHER EXPENSES | 17,500 | 17,500 | | | 17,500 |
| 6400 INSTRUCTIONAL STAFF TRAINING | | | | | |
| 100 - SALARIES | 709,740 | 802,308 | | 77,544 | 724,764 |
| 200 - BENEFITS | 270,874 | 298,640 | | 78,665 | 219,975 |
| 300 - PURCHASED SERVICES | 492,367 | 380,173 | 287,613 | | 667,786 |
| 500 - MATERIALS AND SUPPLIES | 52,920 | 38,462 | 115,222 | | 153,684 |
| 600 - CAPITAL OUTLAY | 315 | - | | | - |
| 700 - OTHER EXPENSES | 112,532 | 79,747 | 70,943 | | 150,690 |
| 6500 INSTRUCTION RELATED TECHNOLOGY | | | | | |
| 100 - SALARIES | 122,360 | 122,360 | | | 122,360 |
| 200 - BENEFITS | 78,478 | 78,478 | | | 78,478 |
| 7200 GENERAL ADMINISTRATION | | | | | |
| 700 - OTHER EXPENSES | 836,578 | 826,515 | | 90,812 | 735,704 |
| 7800 PUPIL TRANSPORTATION SERVICES | | | | | |
| 100 - SALARIES | 21,757 | 21,757 | 3,500 | | 25,257 |
| 200 - BENEFITS | 5,485 | 5,485 | 873 | | 6,357 |
| 300 - PURCHASED SERVICES | 19,492 | 19,492 | | | 19,492 |
| 400 - ENERGY SERVICES | 21,600 | 21,600 | 6,500 | | 28,100 |
| 700 - OTHER EXPENSES | 500 | 500 | | | 500 |
| 7900 OPERATION OF PLANT | | | | | |
| 100 - SALARIES | 3,500 | 3,500 | 3,500 | | 7,000 |
| 200 - BENEFITS | 789 | 789 | 898 | | 1,687 |
| 400 - ENERGY SERVICES | 1,000 | 1,000 | | | 1,000 |
| 8100 MAINTENANCE OF PLANT | | | | | |
| 500 - MATERIALS AND SUPPLIES | 1,859 | 1,859 | | | 1,859 |
| 600 - CAPITAL OUTLAY | 3,324 | 3,324 | | | 3,324 |
| TOTAL EXPENDITURES | 21,264,200 | 21,260,413 | 1,476,058 | 373,092 | 22,363,379 |
| TOTAL ENDING FUND BALANCE | - | - | - | | - |
| TOTAL APPROPRIATIONS BY FUNCTION AND OBJECT | 21,264,200 | 21,260,413 | 1,476,058 | 373,092 | 22,363,379 |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | 1,102,966 | | |

The School Board of Hernando County, Florida
Special Revenue Funds - Other Federal Funds
Budget Amendment #2 - Fund 4210
Summary by Project
Fiscal Year 2025-2026

| | | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|--|-------|--|---|------------------|-----------------|---|
| Federal through State Sources: | | | | | | |
| Adult Ed Family Literacy Grant | 13250 | 36,807 | 36,807 | - | - | 36,807 |
| Adult Education - Geographic | 81x | 440,532 | 440,532 | - | - | 440,532 |
| Title I Basic | 82x | 8,238,280 | 8,238,280 | 65,753 | - | 8,304,033 |
| Title X - Education of Homeless | 83x | 120,990 | 116,145 | - | - | 116,145 |
| Individuals with Disabilities Education Act (IDEA) Preschool | 84x | 337,031 | 337,031 | - | 18,326 | 318,706 |
| Individuals with Disabilities Education Act (IDEA) Discretionary | 85x | 9,275,296 | 9,275,296 | 500,832 | - | 9,776,128 |
| Perkins Grant | 86x | 314,678 | 315,736 | - | - | 315,736 |
| Fl Charter School Program (BEST) | 87x | 33,200 | 33,200 | - | - | 33,200 |
| Title II Training and Recruitment | 90x | 1,365,820 | 1,365,820 | 69,069 | - | 1,434,889 |
| SED Network I | 91x | 110,018 | 110,018 | - | 20,000 | 90,018 |
| Title III NCLB | 92x | 145,648 | 145,648 | 29,541 | - | 175,189 |
| SED Network II | 93x | 33,024 | 33,024 | - | - | 33,024 |
| Title I School Improvement | 94x | - | - | 476,097 | - | 476,097 |
| Title IV | 96x | 812,874 | 812,874 | - | - | 812,874 |
| UniSig School Improvement | 97x | - | - | - | - | - |
| Total Federal through State Sources | | <u>21,264,200</u> | <u>21,260,413</u> | <u>1,141,292</u> | <u>38,326</u> | <u>22,363,379</u> |
| TOTAL GRANTS | | <u>21,264,200</u> | <u>21,260,413</u> | <u>1,141,292</u> | <u>38,326</u> | <u>22,363,379</u> |
| | | | | <u>1,102,966</u> | | |

The School Board of Hernando County, Florida
 Finance Department
 Resolution to Amend District School Budget
 Fiscal Year 2025-2026

Special Revenue Funds - ESSER III - Budget Amendment #2
Executive Summary

Special Revenue Funds - ESSER III Budget Amendment #2 is for the fiscal period ending **December 31, 2025**. Below is a summary of the adjustments to estimated revenues and appropriations. The attached sheets provide additional detail by function and object (page 2) and by project (page 3).

| | Increase | Decrease |
|--|-------------|----------|
| Estimated Revenue Changes: | | |
| Federal Through State Sources: | | |
| Education Stabilization Funds | - | - |
| Miscellaneous Federal Through State | - | - |
| Net Change in Estimated Revenue | \$ - | |
| Appropriations Changes (by Function): | | |
| 5000 Instruction | - | |
| 6100 Student Support Services | - | |
| 6300 Instruction & Curriculum Development Services | - | |
| 6400 Instructional Staff Training | - | |
| 7300 School Administration | - | |
| 7400 Facilities, Acquisitions & Construction | - | |
| 7800 Student Transportation | - | |
| 7900 Operation Services | - | |
| 8100 Maintenance of Plant | - | |
| 8200 Administrative Technology | | - |
| Net Change in Appropriations | \$ - | |

The School Board of Hernando County, Florida
Special Revenue Funds - ESSER III(CARES Grant)
Budget Amendment #2
Summary by Function and Object
Fiscal Year 2025-2026

| | Original Budget 2025-2026 | Current Budget 2025-2026 | Increase | Decrease | Amended Budget 2025-2026 |
|---|---------------------------------|--------------------------------|----------|----------|--------------------------------|
| ESTIMATED REVENUE | | | | | |
| FEDERAL THROUGH STATE SOURCES: | | | | | |
| 3271 Education Stabilization Funds - K12 | 4,287 | 4,287 | - | - | 4,287 |
| 3299 MISCELLANEOUS FEDERAL THROUGH STATE | - | - | - | - | - |
| TOTAL FEDERAL THROUGH STATE SOURCES | 4,287 | 4,287 | - | - | 4,287 |
| BEGINNING FUND BALANCE | - | - | - | - | - |
| TOTAL ESTIMATED REVENUE | 4,287 | 4,287 | - | - | 4,287 |
| NET INCREASE (DECREASE) IN ESTIMATED REVENUE | | | - | | |
| APPROPRIATIONS | | | | | |
| EXPENDITURES: | | | | | |
| 8100 MAINTENANCE OF PLANT | | | | | |
| 300 - PURCHASED SERVICES | 4,287 | 4,287 | - | - | 4,287 |
| 600 - CAPITAL OUTLAY | - | - | - | - | - |
| 700 - OTHER EXPENSES | - | - | - | - | - |
| TOTAL EXPENDITURES | 4,287 | 4,287 | - | - | 4,287 |
| TOTAL ENDING FUND BALANCE | - | - | - | - | - |
| TOTAL APPROPRIATIONS BY FUNCTION AND OBJECT | 4,287 | 4,287 | - | - | 4,287 |
| NET INCREASE (DECREASE) IN APPROPRIATIONS | | | - | | |

The School Board of Hernando County, Florida
Special Revenue Funds - ESSER III (CARES Grant)
Budget Amendment #2 - Fund 4410
Summary by Project
Fiscal Year 2025-2026

| | | Original Budget <u>2025-2026</u> | Current Budget <u>2025-2026</u> | Increase | Decrease | Amended Budget <u>2025-2026</u> |
|--|-------|---|--|-----------------|-----------------|--|
| Federal through State Sources: | | | | | | |
| ESSER III - (CARES Grant) Lump Sum | 9993x | 4,287 | 4,287 | - | - | 4,287 |
| ESSER III - (CARES Grant) Supplemental Pgm | 9995x | | | | | - |
| TOTAL GRANTS | | <u>4,287</u> | <u>4,287</u> | <u>-</u> | <u>-</u> | <u>4,287</u> |



Hernando School District

School Board Regular Meeting

Agenda Item # 19. 26-3636

3/24/2026

Title and Board Action Requested

Approve a one-time Retention Bonus for Confidential Staff

Executive Summary

The Director of Human Resources, on behalf of the Superintendent of Schools, hereby requests Board approval of a one-time bonus to Confidential employees.

This bonus is not considered part of the employee's base salary and will be subject to applicable tax withholdings.

To qualify for this payment, Confidential employees must meet the following conditions:

- Be employed in a Confidential position during the 2024-2025 school year for a minimum of one day more than half the school year.
- Remain actively employed as of the date of School Board approval.

This payment shall be considered a bonus and shall be taxed accordingly.

This payment is not eligible to be reported under the Florida Retirement System (FRS).

My Contact

Alexis Brown
Director of Human Resources
Brown_a1@hcsb.k12.fl.us
352-707-7070 ext. 70445

Matthew Goldrick
Director of Labor Relations and Professional Standards
Goldrick_m@hcsb.k12.fl.us
Ext. 70451

2023-28 Strategic Focus Area

Priority 2: Talent Management

Financial Impact

See attached budget sheet. The estimated budget impact of this one-time bonus is \$46,261.25.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product

availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

| | | | | | | | | | | | |
|-------------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| A. Item Currently Budgeted - | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ 0 | |

| | | | | | | | | | | | |
|--------------------------------|---|----------------------|---|---|---|--------------------------------|---|--------------------|---|-----------------------------------|-------------|
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

| | | | | | | | | | | |
|---|--------------------|----------|--------|-------------|---------|-------------|--|--|--|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | |
| Funding Source <u>General Fund, Food Service Fund - \$500 Retention Bonus</u> | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| | 11XX/41XX | Various | 1960 | Various | Various | | | | | |
| Amount \$ | <u>\$46,261.25</u> | | | | | | | | | |

| | | | | | | | | | | | |
|----------------------|-------|------|--|----------|--|--------|--|-------------|--|---------|-------------|
| Funding Source _____ | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project |
| Amount \$ | _____ | | | | | | | | | | |

| | | | | | | | | | |
|--|--|----------|--|--|--|--|--|--|--|
| C. History | | | | | | | | | |
| Check one: | | | | | | | | | |
| Prior Year Budget: <input type="radio"/> | | | | | | | | | |
| New for Current Year: <input checked="" type="radio"/> | | | | | | | | | |
| Prior Year Approved Budget: | | \$ _____ | | | | | | | |
| Prior Year Actual Spent: | | \$ _____ | | | | | | | |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 20. 26-3585

3/24/2026

Title and Board Action Requested

Approval of Resolution #R26-006 - Jackson Property

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approval of Resolution #R26-006.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

**A RESOLUTION OF THE SCHOOL BOARD OF HERNANDO COUNTY, RELATING
TO THE DISPOSAL OF JACKSON PROPERTY, LOCATED IN BROOKSVILLE,
HERNANDO COUNTY, FLORIDA**

WHEREAS pursuant to 1013.28(1)(a) F.S. District real property may be disposed of only after having been recommended in an educational plant survey and being officially declared unnecessary or unsuitable for educational or ancillary purposes by resolution of the Board.

WHEREAS the Board may sell, transfer, or dispose of any district real property, regardless of value, by public sale, private sale, negotiation, donation, or any other means deemed in the best interest of the District by the Board, in accordance with the minimum requirements of the State Board of Education Rules.

WHEREAS the State Requirements for Educational Facilities 2014 (SREF), approved by the State Board of Education, September 29, 2014, section 1.4(4) states that “upon disposal of any land or real property, funds received shall be deposited into a depository account pursuant to SREF, section 2.1(4)(a)-(h) and credited to the fund source used for the original acquisition. If the original acquisition was by private grant or donation, the proceeds from the sale shall be deposited into a depository account pursuant to SREF, section 2.1(4)(h), and shall be expended only on capital outlay projects unless otherwise prescribed by the grantor or donor in writing or in a written agreement with the Board. If the original fund source cannot be determined, proceeds of the sale shall be credited pursuant to SREF, section 2.1(4)(h) and shall be expended only on capital outlay projects [...]”

WHEREAS The School Board of Hernando County, Florida owns certain real property commonly known as the Jackson Property described in Exhibit “A”.

WHEREAS the Jackson Property is not associated with any FISH facility and is unnecessary for educational purposes. The property is landlocked and does not serve a public benefit.

WHEREAS the Jackson Property is recommended to be disposed of and sold in the District’s current Educational Plant Five Year Survey 5- Number 6 - Version 3 report, which was approved by the School Board of Hernando County on February 24, 2026.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Hernando County, Florida, that:

1. The School Board of Hernando County declares the Jackson Property to be unnecessary and/or unsuitable for educational or ancillary purposes.
2. The School Board of Hernando County hereby determines that it is in the best interest of the district and the public to dispose of the Jackson Property.

3. The School Board of Hernando County, Florida, directs the Superintendent and his designees to negotiate, subject to Board approval, the disposition of the Jackson Property in accordance with the provisions of §1013.28, *Florida Statutes* and Rule 6A-2.0010(1), Florida Administrative Code.

4. Upon disposal of the Jackson Property, any funds received for sale, transfer, or disposal of said district real property shall be deposited into a depository account and expended for capital outlay projects in accordance with the minimum requirements of the Auditor General and State Board of Education Rules SREF sections 1.4(4) and 2.1(4)(h).

DULY ADOPTED AND APPROVED by majority vote of the School Board of Hernando County, Hernando County, Florida, at the regular School Board Meeting, held the ____ day of _____, 2026.

By: _____

Kayce Hawkins, Chairperson
School Board of Hernando County

Attest: _____

Ray Pinder, Superintendent
School Board of Hernando County

Approved as to Legal Sufficiency
Caroline I. Mockler, Esq.
Staff Counsel, HCSD
3:23 pm, 01/08/2026

**STATE OF FLORIDA
COUNTY OF HERNANDO**

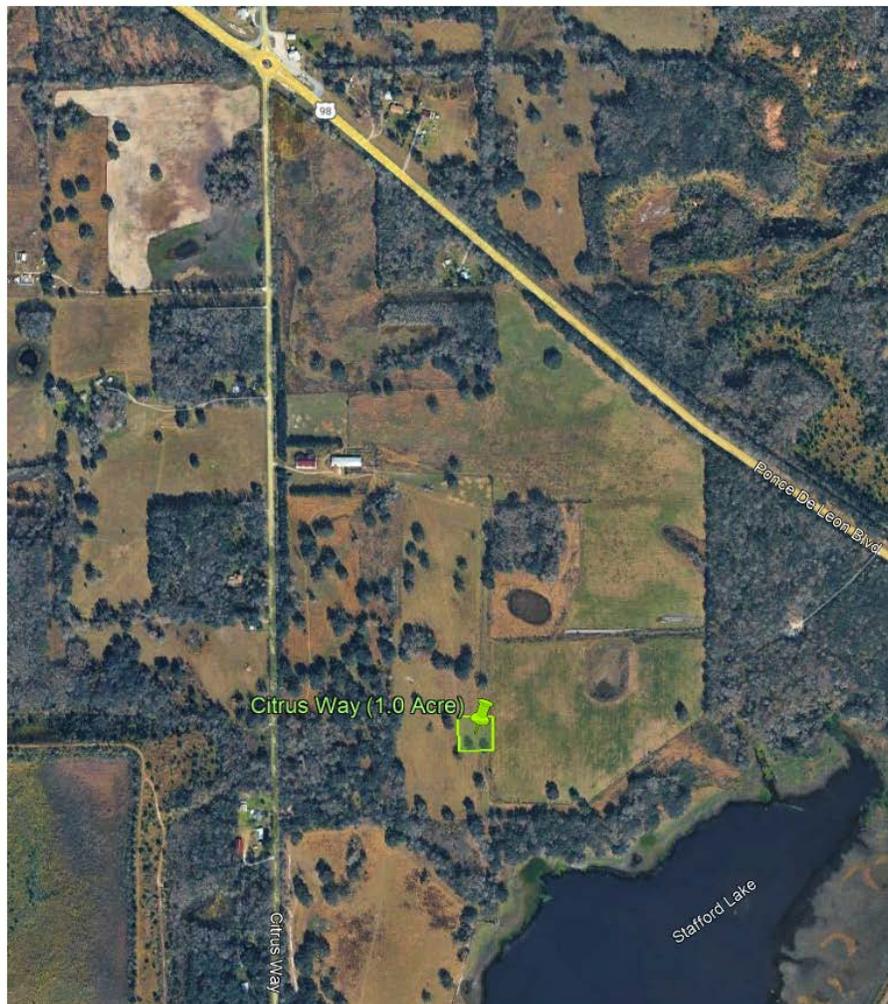
I HEREBY CERTIFY that on this day before me personally appeared _____ and _____ respectively of the School Board of Hernando County, a political subdivision of the State of Florida, to me known to be the persons who signed the foregoing instrument and severally acknowledged the execution thereof to be their free act and deed for the uses and purposes therein mentioned. He/She (1) has produced satisfactory evidence with identification or (2) is personally known by me and did take an oath. WITNESS my hand and official seal at _____, said County and State, this _____ day of _____, 2026.

Notary Public, State of Florida
My Commission expires:

SPECIFIC AUTHORITY: Sections 1001.42(2); 1013.28(1)(a), F.S.; SREF Section 1.4(4), SREF Section 2.1(4)(a)-(h)

EXHIBIT A

The Jackson Property consisting of approximately 1.0 acre of vacant pastureland is located approximately 0.25 miles East of Citrus Way and 0.5 miles south of US Hwy 98 in Brooksville, Hernando County, Florida. The property was a conveyance by John H. Jackson and Annie M. Jackson, his wife, unto the Hernando County School Board by deed dated July 7, 1906. The legal description of the property is IN NE COR OF NE1/4 of SE1/4 of SW1/4, recorded in the Official Records Deed Book 19 Page 350 of the Public Records of Hernando County. This property is Parcel No. R19 421 19 0000 0130 0000 and Parcel Key 332562. This property is referenced as Parcel No. 49 within the Hernando County Public Schools Inventory of School Houses (FISH) School Land Inventory.



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|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

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|---|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

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| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

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|----------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 21. 26-3635

3/24/2026

Title and Board Action Requested

Approval of the 2026-2027 School Year Bell Times

Executive Summary

The Director of the Transportation Department, on behalf of the Superintendent of Schools, hereby requests the Board approve the school Bell Times for the 2026-2027 school year. The proposed Bell Times will continue the 2025-2026 Bell Times Schedule.

My Contact

Ralph Leath
Director of Transportation
352-797-7003
Leath_R@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

The cost of the agenda item is \$0. See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

2026-2027 Proposed Bell Times

East Hernando County

| School | Type | Drop Off Time | Start | End | Early Release |
|-------------|------|---------------|-------|------|---------------|
| Hernando | HS | 7:00 | 7:20 | 2:20 | 11:20 |
| DS Parrott | MS | 7:10 | 7:30 | 2:00 | 11:00 |
| Brooksville | ES | 8:40 | 9:00 | 3:40 | 12:40 |
| Eastside | ES | 8:40 | 9:00 | 3:40 | 12:40 |
| Moton | ES | 8:40 | 9:00 | 3:40 | 12:40 |

West Hernando County

| School | Type | Drop Off Time | Start | End | Early Release |
|----------------|------|---------------|-------|------|---------------|
| Central | HS | 7:00 | 7:20 | 2:10 | 11:10 |
| Endeavor | | 7:05 | 7:25 | 2:05 | 11:05 |
| Nature Coast | HS | 7:00 | 7:20 | 2:10 | 11:10 |
| Springstead | HS | 7:00 | 7:20 | 2:10 | 11:10 |
| Weeki Wachee | HS | 7:00 | 7:20 | 2:10 | 11:10 |
| Explorer | K-8 | 8:15 | 8:35 | 3:10 | 12:10 |
| Winding Waters | K-8 | 8:15 | 8:35 | 3:10 | 12:10 |
| Fox Chapel | MS | 8:15 | 8:35 | 3:10 | 12:10 |
| Powell | MS | 8:15 | 8:35 | 3:10 | 12:10 |
| West Hernando | MS | 8:15 | 8:35 | 3:10 | 12:10 |
| Challenger | K-8 | 8:55 | 9:15 | 3:55 | 12:55 |
| Chocachatti | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Deltona | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Floyd | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Pine Grove | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Spring Hill | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Suncoast | ES | 9:20 | 9:30 | 4:10 | 1:10 |
| Westside | ES | 9:20 | 9:30 | 4:10 | 1:10 |

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|-------------------------------------|---|---------------------|--|----------|-------------------------------------|--------|---|--------------------------|--|---------|-----------------|---|-----------------------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | Sub Project | | | |
| Original Approved Budget | + | Budget Amendments | | - | Expenditures / Encumbrances To Date | | = | Current Available Budget | | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | | \$ _____ | | | \$ _____ | | | \$ _____ | | \$ _____ | |

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|--------------------------|---|-------------------|--|----------|-------------------------------------|--------|---|--------------------------|--|---------|-----------------|-------------|-----------------------------|--|
| Account Name | | _____ | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | | |
| Original Approved Budget | + | Budget Amendments | | - | Expenditures / Encumbrances To Date | | = | Current Available Budget | | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | | \$ _____ | | | \$ _____ | | | \$ _____ | | \$ _____ | |

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|---|----|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount | \$ | _____ | | | | | | | | | | | |

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|----------------|----|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount | \$ | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 22. 26-3639

3/24/2026

Title and Board Action Requested

Approval of the Proportionate Share Mitigation Agreement with Shady Oaks.

Executive Summary

The Director Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approval of the Proportionate Share Mitigation Agreement with Shady Oaks.

My Contact

Brian Ragan
Director Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

Jim Lipsey
School Planner
lipsey_j@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

After recording return to:
Hernando County Public Schools
Attn: Facilities and Construction Department
8016 Mobley Road
Brooksville, Florida, 34601

**SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION
AGREEMENT**

SHADY OAKS PROJECT

THIS SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT (“Agreement”), is made by and among HERNANDO COUNTY, a political subdivision of the State of Florida, whose address is 20 North Main St., Brooksville, Florida 34601, hereinafter referred to as “Local Government”; THE SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA, a body corporate of the State of Florida, hereinafter referred to as the “School Board”, whose address is 919 North Broad St., Brooksville, FL 34601; and SHADY OAKS PROJECT, LLC, hereinafter referred to as the “Applicant” whose address is 4912 TURNBURY WOOD DRIVE, TAMPA, FLORIDA 33647; and

WHEREAS, Applicant is SHADY OAKS PROJECT, LLC, the FEE SIMPLE OWNER of a 165-acre parcel of real property located in Hernando County and generally located at East of U.S. Highway 301, and south of Oak Hammock Drive (“Project Site”), the complete legal description for which is attached hereto as EXHIBIT “A.” The Project Site is illustrated with a map appearing in EXHIBIT “B”; and

WHEREAS, the Applicant has applied for CONDITIONAL PLAT approval from the Local Government pursuant to Application No. 1514955 and to allow ONE HUNDRED NINETY-SIX (196) SINGLE FAMILY DETACHED DWELLING UNITS to be constructed on the Project Site (“Proposed Development”); and

WHEREAS, the Local Government has determined the Proposed Development is consistent with the future land use designation of its Comprehensive Plan and pertinent portions of the Comprehensive Plan; and

WHEREAS, the Local Government and School Board utilize data and methodologies contained in Florida Statutes, Department of Education, and the Hernando County Educational Facilities Impact Fee, as periodically updated; and

WHEREAS, the Local Government and the School Board have adopted and implemented a public school concurrency management system to assure the future availability of public school facilities to serve new development consistent with level of service standards, as defined in the

Interlocal Agreement (“Standards” or “Level of Service” or “Level of Service Standards”) and consistent with the terms of the current Interlocal Agreement for Public School Facility Planning between the **School Board** and the **Local Governments**, as may be amended from time to time (the “Interlocal Agreement”) and the Local Government’s public school facilities element, and capital improvement elements of the respective comprehensive plans; and

WHEREAS, at the adopted Level of Service Standards, adequate school capacity for **eighteen (18) high school students** projected to be generated by the development is not available within the school Concurrency Service Area(s) (“Concurrency Service Area(s)” shall have the meaning as set forth in the Interlocal Agreement) in which the Proposed Development is located; Proposed Development within any contiguous school Concurrency Service Area(s); and adequate school capacity will not be in place or under actual construction within three (3) years after the **Local Government’s** approval of the Proposed Development; and

WHEREAS, authorizing these new residential dwelling units without the mitigation provided for in this Agreement would result in a failure of the Level of Service Standard for public school facilities in one or more applicable school Concurrency Service Area(s); and

WHEREAS, the **parties** agree that public school concurrency shall be satisfied by the **Applicant’s** execution of this legally binding Agreement and payment of a mitigation amount proportionate to the demand for public school facilities to be created by these new residential dwelling units (“**Proportionate Share Mitigation**”); and

WHEREAS, it is the policy of the State of Florida that public educational facilities and services needed to support new residential development shall be available concurrently with the impact of such new residential development; and

WHEREAS, an appropriate mitigation option necessary to satisfy public school concurrency is payment of a Proportionate Share Mitigation for the Proposed Development, as more specifically described herein; and

WHEREAS, the **Local Government** has authority to issue a Certificate of Concurrency (“COC”) for the Proposed Development contingent upon the payment of Proportionate Share Mitigation being guaranteed in an enforceable development agreement; and

WHEREAS, the **Applicant** is eligible for Educational Facilities Impact Fee credits for the payment of the Proportionate Share Mitigation for the Proposed Development in such amounts as are authorized by Hernando County Ordinance 2024-10, § IV (Ex. A).

NOW, THEREFORE, in consideration of the foregoing described Proportionate Share Mitigation, the mutual covenants contained herein, and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the **parties** hereto, intending to be legally bound, hereby agree as follows:

1. **INCORPORATION OF RECITALS:** The foregoing recitals are true and correct and are hereby incorporated into this Agreement by reference as if fully set forth herein.

2. **PARTIES:** The **Local Government**, the **School Board** and the **Applicant** shall be collectively referred to as the “**parties.**”

3. **LEGALLY BINDING COMMITMENT:** This Agreement constitutes a legally binding commitment by the **Applicant** to provide Proportionate Share Mitigation for the deficiency of school capacity needed for the number and type of new residential dwelling units on the Project Site for the Proposed Development sought to be approved by the **Local Government**.

4. **DESCRIPTION OF DEVELOPMENT USES:** The Proposed Development shall be developed to include a maximum of **ONE HUNDRED NINETY-SIX (196) SINGLE FAMILY DETACHED DWELLING UNITS**. Construction of dwelling units within the Proposed Development is anticipated to begin in the year **2028** and is anticipated to be complete in the year **2030**.

5. **PROPORTIONATE SHARE MITIGATION:**
 - a. The **parties** agree the formula to calculate the total amount of the Proportionate Share Mitigation shall be: $p = (s - a) \times (c + (c \times f))$, where
 - i. p = Proportionate Share Mitigation Amount, and
 - ii. s = Students (by school type) that will be generated by the Proposed Development (by housing type), and
 - iii. a = Available FISH capacity (by school type) or **zero** if no capacity is available, and
 - iv. c = Total Facility Cost per Student Station for **high school level**, as published in the Educational Facilities Impact Fee Update Study adopted by the **School Board** and in effect at the time when the Proportionate Share Mitigation is accepted plus authorized ancillary facility costs per student, and
 - v. f = Student Station Cost Adjustment Factor (indexed to 2022=100) for the year in which the Proportionate Share Mitigation is accepted, as published by the Florida Legislative Office of Economic and Demographic Research (EDR).

 - b. The **parties** agree that the payment of a Proportionate Share Mitigation in the total amount of **EIGHT HUNDRED SEVENTEEN THOUSAND SIX HUNDRED TWENTY-SEVEN AND 00/100 DOLLARS (\$817,627.00)** for the Proposed Development, is proportionate to the demand for public school facilities to be created by the actual development of the property and based on existing and actual school capacity deficit as determined pursuant to the Amended and Restated Interlocal Agreement.

6. **SCHOOL CONCURRENCY ANALYSIS:** Upon the final execution of this Agreement, the Superintendent shall provide the **Local Government** with a *Finding of Available School Capacity*, encumbering capacity for **twenty-seven (27) elementary, fourteen (14) middle, and eighteen (18) high school students** for the Proposed Development.

7. **TIMING:** The execution of this Agreement shall be a condition of the Conditional Plat approval, Site Plan approval, or its functional equivalent. The payment of the Proportionate Share Mitigation in full shall occur at the time of, and shall be a condition of the final plat approval, or its functional equivalent for the Proposed Development, but in no event later than the issuance of the first building permit. This payment shall be made directly to the **School Board**.

8. **EDUCATIONAL FACILITIES IMPACT FEE CREDIT:**
 - a. In accordance with Section 163.3180(6)(h)(2)(b) and 163.31801(5)(a), Florida Statutes, as consideration for the payment of the Proportionate Share Mitigation as described in Section 5 above, the **Parties** agree that the **School Board** shall provide the **Applicant** a credit on a dollar-for-dollar credit basis at fair market value, in the amount of **EIGHT HUNDRED SEVENTEEN THOUSAND SIX HUNDRED TWENTY-SEVEN AND 00/100 DOLLARS (\$817,627.00)** toward Educational Facilities impact fees (“Impact Fee Credits”) in the form of the Hernando County Educational Facilities Impact Fee Voucher attached hereto as Exhibit “C” (the “Voucher”). The number of units set forth in the Voucher will be based upon the rate of Impact Fees at the time of the Proportionate Share Mitigation payment and shall be rounded down to the nearest unit. In no event will the dollar amount of the Proportionate Share Mitigation exceed the dollar amount of the Impact Fees due for the Proposed Development.
 - i. As an example, the Educational Impact Fee as of July 1, 2025, is \$6,135.00 per single family home. Assuming the payment is in the amount of \$350,000.00, it would result in a voucher for 57.04 single family home units, which would be rounded down to 57 units and the actual payment would be \$349,695. If the impact fee rate is increased after the issuance of the Voucher, the Voucher would nevertheless be valued at 57 single family residential units. The same calculation method would apply to other housing types, such as multi-family.
 - b. **Applicant** may assign the Voucher, in whole or in part, pursuant to Section 163.31801(10). To accomplish said transaction, the **School Board** shall, within thirty (30) days of receipt of a written request from the **Applicant**, reassign the Voucher in whole or in part, to any other development or parcel within the school district. Should, at any time, the total number of units set forth in the Proposed Development exceed the number of units set forth in Voucher(s) issued, the **Applicant** shall pay the then current impact fee amount for each unit above the total amount of units in the issued vouchers. The **Applicant** shall provide the Voucher(s) to the **Local Government** at the time of impact fee payment.

9. **SCHOOL CAPACITY IMPROVEMENT:** The **School Board** agrees to apply the Proportionate Share Mitigation contributed by the **Applicant** toward a school capacity improvement identified in its 5-year Educational Facilities Work Program and if no project has been identified, the **School Board** shall set aside the funds, and not spend same until an improvement has been identified which satisfies the demands created by the Development Proposal in accordance with this Agreement.

10. **IMPACT FEES.** The payment of Educational Facilities impact fees shall be the responsibility of the **Applicant** for each dwelling unit constructed on the Property and shall be due at the time of building permit issuance. The **Applicant's** payment of Educational Facilities impact fees shall be collected, transmitted, and reported in conformance with and according to the Educational Facilities Impact Fee Ordinance, and as set forth on EXHIBIT "D" attached hereto and incorporated herein by reference.
11. **TERMINATION.** This Agreement shall terminate, and **Applicant** shall forfeit any administrative fees paid, as well as any capacity encumbered or reserved under the following circumstances, unless the **School Board** agrees to an extension of this Agreement, if one of the following occurs:
 - a. A conditional plat or site plan approval is not issued within twelve (12) months of the Effective Date of this Agreement; or
 - b. Construction plan approval is not issued within two (2) years of Conditional Plat or Site Plan approval; or
 - c. The **Applicant** fails to fully pay the Proportionate Share Mitigation Payment when due hereunder and such breach remains uncured for a period of thirty (30) days; or
 - d. The **Applicant** fails to obtain at least one building permit for a unit other than a model home within three (3) years of recording of the plat or, if a plat is not required, within three (3) years of final approval of the site plan, or its equivalent. In such case, unless for good cause shown by the **Applicant**, this Agreement shall be terminated and, other than capacity associated with a payment of Proportionate Share Mitigation, any encumbered or reserved school capacity shall be returned to its applicable capacity bank.
 - e. The **Applicant** shall not be entitled to a refund of any portion of the Proportionate Share Mitigation paid under this Agreement prior to termination.
12. **NO GUARANTEE OF LAND USE/ZONING:** Nothing in the Agreement shall require the **Local Government** to approve any land use amendment or rezoning application associated with the Project Site.
13. **EFFECTIVE DATE:** This Agreement shall become effective immediately upon the occurrence of all the following:
 - a. Signatory execution by the **Applicant**
 - b. Adoption and approval of this Agreement by the **Local Government**;
 - c. Adoption and approval of this Agreement by the **School Board**;
 - d. The recordation of a fully executed original of this Agreement in the official records of Hernando County, Florida, at the expense of **Applicant**; and
 - e. The expiration of any and all appeal periods for any challenge to the approval of this Agreement.
14. **TERM:** This Agreement shall automatically terminate and expire upon the first occurrence of any of the following:
 - a. The full performance by all **parties** hereto of each and every one of their respective obligations arising under the terms of this Agreement.

- b. The execution of a written agreement by all **parties**, or their successors in interest, providing for the cancellation and termination of this Agreement.
 - c. The expiration or termination of either the COC or permitted authorization of related horizontal or vertical construction.
 - d. Ten (10) years from the Effective Date.
15. **DEFAULT:** If any party to this Agreement materially defaults under the terms hereof, then the **Local Government or School Board** shall give the defaulting party thirty (30) days' notice and a right to cure such breach. Should the **Applicant** of the property described herein fail to timely cure a default in meeting their obligations set forth herein, the COC, issued based upon payment and/or performance hereunder, this Agreement shall be voided and the **Applicant** and the property described herein shall lose their right to school concurrency under this Agreement and their right to any Educational Facilities Impact Fee credits under this Agreement. Further, in the case of such default, any development upon that property site dependent upon such COC shall cease and no further permits shall be issued by the **Local Government**, until and unless the agreement is reinstated or the default is cured or capacity becomes available and a new COC is issued. Should the **Local Government** or the **School Board** fail to timely cure a default in meeting their obligations set forth herein, **Applicant** may seek any and all remedies available to it by law.
16. **VENUE; CHOICE OF LAW:** Any controversies or legal issues arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be submitted to the jurisdiction of the Circuit Court of Hernando County, Florida, and shall be governed by the laws of the State of Florida.
17. **RELEASE.** Upon the performance of all obligations of all **Parties** hereto, the **School Board** and the **Local Government** shall release the **Applicant** from this Agreement, and the **Applicant** shall release the **School Board** and the **Local Government** from all future claims, costs or liabilities arising out of the provision of Proportionate Share Mitigation in accordance with this Agreement. These releases shall be recorded at the **Applicant's** expense in the Official Records of Hernando County, Florida, evidencing such performance.
18. **CAPTIONS AND PARAGRAPH HEADINGS:** Captions and paragraph headings contained in this Agreement are for convenience and reference only. They in no way define, describe, extend or limit the scope or intent of this Agreement.
19. **NO WAIVER:** No waiver of any provision of this Agreement shall be effective unless it is in writing and signed by the party against whom it is asserted. Any such written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.
20. **EXHIBITS:** All Exhibits attached hereto contain additional terms of this Agreement and are incorporated herein by reference.

21. **FURTHER ASSURANCES:** The **parties** hereby agree to execute, acknowledge and deliver and cause to be done, executed, acknowledged and delivered all further assurances and to perform such acts as shall reasonably be requested of them in order to carry out this Agreement.
22. **AMENDMENTS:** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective, unless contained in a written document prepared with the same or similar formality as this Agreement and executed by all the **parties** to this Agreement.
23. **ASSIGNMENT:** This Agreement runs with the land. The **Applicant** may assign its rights, obligations and responsibilities under this Agreement to a third-party purchaser of all or any part of fee simple title to the Property. Any such assignment shall be in writing and shall require the prior acknowledgement of all of the **parties**. At the election of the **School Board**, such acknowledgement may be conditioned upon the written agreement of the assignee to comply with conditions and procedures to aid in the monitoring and enforcement of the assignee's performance of the Proportionate Share Mitigation under this Agreement. The assignor under such assignment shall furnish the **parties** with a copy of the written assignment within ten (10) days of the date of execution of same.
24. **NO THIRD-PARTY BENEFICIARIES:** This Agreement is made for the sole benefit and protection of the **parties**, their successors and assigns, and no other persons shall have any right of action hereunder.
25. **COUNTERPARTS:** This Agreement may be executed in three (3) counterparts, each of which may be deemed to be an original.
26. **RECORDING OF THIS AGREEMENT:** The **Applicant** shall record this Agreement, at its expense in the Hernando County Public Records. The **Applicant** shall provide a copy to the **Local Government** and the **School Board**.
27. **MERGER CLAUSE:** This Agreement sets forth the entire agreement among the **parties**, and it supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, among the **parties**.
28. **SEVERABILITY:** If any provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the invalid or unenforceable provision will be stricken from the Agreement, and the balance of this Agreement will remain in full force and effect as long as doing so would not affect the overall purpose or intent of the Agreement.
29. **STATUTORY COMPLIANCE:** This Agreement satisfies the requirements for a binding Proportionate Share Mitigation Agreement in Section 163.3180(6)(h), Florida Statutes (2024), as amended from time to time.

30. **NOTICES:** Whenever any of the **parties** desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for who it is intended at the place last specified, delivered via overnight mail signature required (FEDEX), or via electronic mail with delivery receipt provided. The place for giving of notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. Until otherwise designated by amendment to this Agreement, the **parties** designate the following as the respective places for giving notice:

FOR HERNANDO COUNTY: County Administrator
20 North Main St.
Brooksville, FL 34601

With a Copy to: County Attorney
Hernando County
20 North Main St.
Brooksville, FL 34601

FOR SCHOOL BOARD: Superintendent
Hernando County School District
919 North Broad Street
Brooksville, FL 34601

With a Copy to: School Board Attorney
School Board of Hernando County
919 North Broad Street
Brooksville, FL 34601

School Planner
Hernando County School District
8016 Mobley Road
Brooksville, FL 34601

FOR APPLICANT: **Shady Oaks Project, LLC**
c/o Robert Melsom
4912 Turnbury Wood Drive
Tampa, Fl. 33637
Robert@NewStrategyHoldings.com

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective dates above each signature:

SCHOOL DISTRICT

Signed, witnessed, executed, and acknowledged on this ___ day of _____, 20__.

| | |
|---|--|
| <p>WITNESSES:</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> | <p>SCHOOL DISTRICT OF HERNANDO COUNTY, FLORIDA, a body corporate and politic existing under the laws of the State of Florida</p> <p>_____</p> <p>Kayce Hawkins Title: School Board Chair</p> <p>Approved as to form and legality by legal Counsel to The School District of Hernando County, Florida, exclusively for its use and reliance.</p> <p style="text-align: center;"><i>Caroline Mockler</i></p> <p>_____</p> <p>Caroline Mockler, Esq.</p> <p>Date: <u>3-3-26</u></p> |
|---|--|

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this ___ day of _____, 20__, by Kayce Hawkins, as Chair of the School Board of Hernando County, Florida.

{AFFIX NOTARY STAMP}

Notary Public of Florida

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____
OR Produced Identification _____
Type of Identification Produced _____

APPLICANT

Signed, witnessed, executed, and acknowledged on this 5th day of March, 2026.

| | |
|---|---|
| <p>WITNESSES:</p> <p><u>[Signature]</u> Print Name: <u>Tony Tabshe</u> Address: <u>4912 Turnbury wood Dr</u> <u>Tampa, FL 33647</u></p> <p><u>[Signature]</u> Print Name: <u>VICTOR MESA Vazquez</u> Address: <u>13452 Silvercreek Dr</u> <u>Riverview, FL 33579</u></p> | <p>APPLICANT:</p> <p>By: <u>[Signature]</u> Printed Name: <u>Joe Tabshe</u></p> <p><u>MGR</u> Title: _____</p> |
|---|---|

STATE OF FLORIDA

COUNTY OF ~~HERNANDO~~ Hillsborough

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this 5th day of March, 2026, by Joseph Tabshe.

{AFFIX NOTARY STAMP}

Notary Public of Florida

Pablo Toranzo

PRINT, TYPE OR STAMP NAME OF NOTARY



PABLO DE JESUS TORANZO
Commission # HH 437388
Expires August 24, 2027

Personally known
OR Produced Identification _____
Type of Identification Produced _____

LOCAL GOVERNMENT

Signed, witnessed, executed, and acknowledged on this ____ day of _____, 20__.

**HERNANDO COUNTY,
a political subdivision of the
State of Florida**

ATTEST:

By: _____
Douglas A. Chorvat, Jr., Clerk

By: _____
Jerry Campbell, Chairman

| | |
|---|---|
| <p>WITNESSES:</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> | <p>Approved as to form and legal sufficiency by County Attorney's Office with LR 25-267.</p> |
|---|---|

**STATE OF FLORIDA
COUNTY OF HERNANDO**

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this ____ day of _____, 20__, by Jerry Campbell, as Chairman of the Hernando County Board of County Commissioners.

{AFFIX NOTARY STAMP}

Notary Public of Florida

PRINT, TYPE OR STAMP NAME OF
NOTARY

Personally known _____
OR Produced Identification _____
Type of Identification Produced _____

EXHIBIT "A"

Parcel ID# and Legal Description

PARCEL ID:

R13 423 21 0000 0030 0019

LEGAL DESCRIPTION:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF HERNANDO, STATE OF FLORIDA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:

THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13, TOWNSHIP 23 SOUTH, RANGE 21 EAST, HERNANDO COUNTY, FLORIDA.

PARCEL 2:

THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13, TOWNSHIP 23 SOUTH, RANGE 21 EAST, LYING NORTH OF REYNOLDS STREET. LESS THAT PORTION PLATTED AS TALISMAN ESTATES EAST PHASE 1, AS RECORDED IN PLAT BOOK 19, PAGE 77, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA.

PARCEL 3:

THE SOUTH 1/2 OF THE NORTH 1/2 LYING WEST OF THE RIGHT-OF-WAY OF THE S.A.L. RAILROAD, LESS THE NORTH 200 FEET THEREOF; AND THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 LYING WEST OF THE S.A.L. RAILROAD RIGHT-OF-WAY, SECTION 13, TOWNSHIP 23 SOUTH, RANGE 21 EAST; LESS THAT PORTION DESCRIBED IN OFFICIAL RECORD BOOK 706, PAGE 919; AND LESS ANY PORTION PLATTED AS TALISMAN ESTATES EAST PHASE 1, RECORDED IN PLAT BOOK 19, PAGE 77; AND LESS ANY PORTION PLATTED AS TALISMAN ESTATES UNIT IV, AS RECORDED IN PLAT BOOK 17, PAGE 35; ALL IN THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA.

PARCEL 4:

ALL THAT PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 14, TOWNSHIP 23 SOUTH, RANGE 21 EAST, LYING NORTH OF FORT DADE MOBILE HOME PARK UNIT 1, AS RECORDED IN PLAT BOOK 16, PAGE 31 THROUGH 34, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA. LESS THE NORTH 200.00 FEET THEREOF.

AND

PARCEL 5:

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF SECTION 13, TOWNSHIP 23 SOUTH, RANGE 21 EAST, THENCE ALONG THE WEST LINE THEREOF RUN N 00°15'01" W, 789.76 FEET TO A POINT ON THE WESTERLY EXTENSION OF THE NORTH BOUNDARY OF TALISMAN ESTATES EAST PHASE 1 AS RECORDED IN PLAT BOOK 19, PAGE 77, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA, FOR A POINT OF BEGINNING; THENCE ALONG SAID LINE AND ALONG THE BOUNDARY OF SAID SUBDIVISION, N 89°44'59" E, 536.98 FEET, THENCE S 68°41'13" E, 157.08 FEET, THENCE S 74°15'01" E, 708.00 FEET, THENCE S 78°41'30" E, 206.13 FEET TO THE NORTHWEST CORNER OF THE DRAINAGE RETENTION AREA AS SHOWN ON SAID PLAT, THENCE S 04°03'47" W, 200.00 FEET, THENCE S 85°56'17" E, 110.00 FEET, THENCE S 04°03'47" W 60.00 FEET, THENCE LEAVING SAID SUBDIVISION BOUNDARY AND RUNNING PARALLEL WITH THE NORTH LINE OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 13, RUN N 89°41'55" E, 412.00 FEET; THENCE N 00°15'01" W, 903.20 FEET TO THE SOUTH LINE OF THE NORTH 200.00 FEET OF THE SOUTH 1/2 OF THE NORTHWEST 1/4, THENCE ALONG SAID LINE S 89°41'55" W, 2067.72 FEET TO THE WEST LINE OF THE NORTHWEST 1/4 OF SAID SECTION 13, THENCE ALONG SAID LINE, S 00°15'01" E, 340.00 FEET TO THE POINT OF BEGINNING.

EXHIBIT "B"

Map or Plan Identifying Property

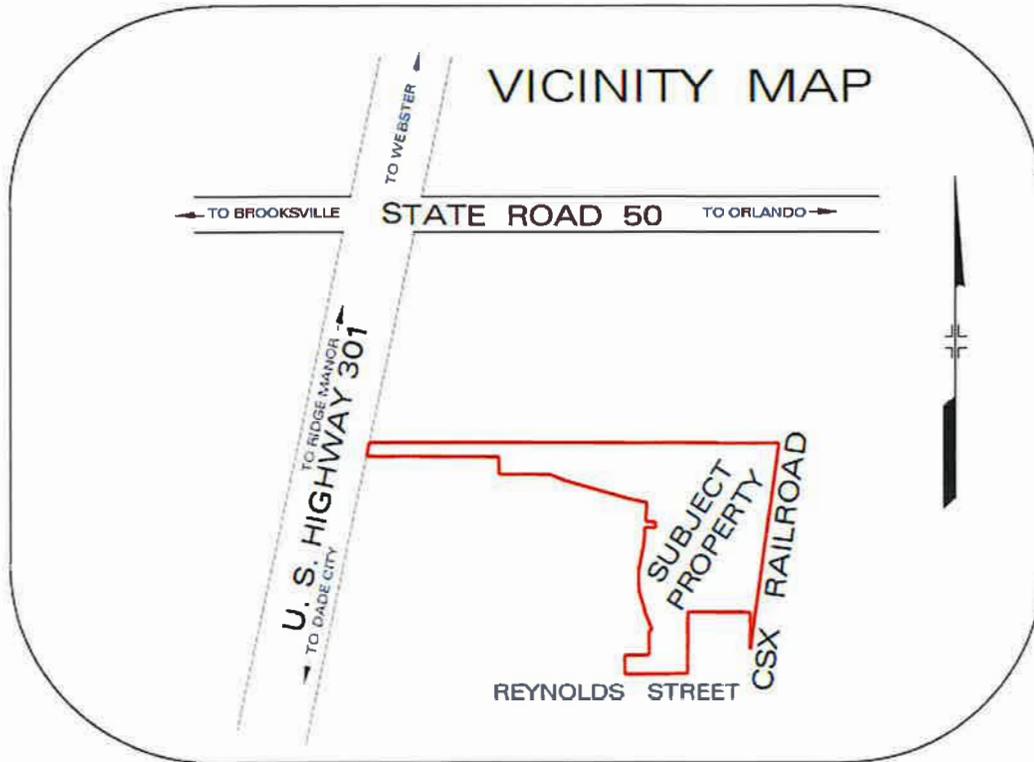


EXHIBIT "C"

**Hernando County School Board
Educational Facilities Impact Fee Credit Voucher
SHADY OAKS PROJECT**

1. Date of Finding of Available School Capacity: _____
2. Number of dwelling units associated with application: _____
3. Type of dwelling units associated with application: _____
4. Name of Developer/Applicant: _____
5. Address of Developer/Applicant: _____
6. Legal description of subject property: **See Exhibit "A"**
7. Subdivision or Master Plan Development Name: _____
8. Local Government Development Application Number: _____

The undersigned School Board Official confirms that it has received from the above-named Developer/Applicant a Proportionate Share Mitigation payment for **high school capacity** on the _____ day of _____, 20____, as shown below.

The School Board Official gives notice to Local Government that the following sums should be credited towards the Educational Facilities Impact Fee obligations of the Developer/Applicant.

| | |
|---|--|
| 1. Date of Proportionate Share Payment | |
| 2. Amount of Proportionate Share Payment | |
| 3. Impact Fee per unit at Time of Proportionate Share Payment | |
| 4. Impact Fee Credits issued (Line 2 divided by line 3.) | |

By: _____

Print: _____

Title: _____

EXHIBIT "D"

EDUCATIONAL FACILITIES IMPACT FEE

1. **Impact Fees Established.** The County has adopted the Hernando County Educational Facilities Impact Fee Ordinance (the "Impact Fee Ordinance"), codified at Chapter 23, Article III, of the Hernando County Code, to assure that new development which creates a need for educational facilities bears a proportionate share of the cost of capital expenditures necessary to provide the educational facilities necessitated by such development ("Impact Fee"). The Impact Fee amount is established pursuant to the Impact Fee Ordinance and is due and payable upon the issuance of a building permit by the respective **Local Governments** except as otherwise provided in the Impact Fee Ordinance.
2. **Collection of Impact Fees.** Each **Local Government** shall collect the Impact Fee for each building permit resulting in a new impact generated by ordinance or resolution. The ultimate calculation of the Impact Fee amount shall be based on the timing of the submittal of a complete building permit application, with the Impact Fee payable at the time of building permit issuance. The permitting **Local Government** shall be solely responsible for determining the amount of any Impact Fee due at the time of building permit issuance.
3. **Administrative Costs.** In accordance with the Florida Impact Fee Act, it is agreed by the **Parties** that the **Local Governments** may retain the actual costs incurred in collecting the Impact Fees. Each **Local Government** is responsible for providing for accounting and reporting of impact fee collections and expenditures and account for the revenues and expenditures of such impact fee in a separate accounting fund and providing same to the **School Board** on an annual basis.
4. **Remittance of Impact Fees.** The **Local Governments** shall remit the collected Impact Fees minus the administrative fee, as described above, to the **School Board** pursuant to Hernando County Code of Ordinance, Chapter 23, Article III, Section 23-71. as prescribed by Ordinance or Resolution. Remittance may be through wire transfer to the **School Board**, through check payable to the Hernando County School Board, or through other method mutually agreed to between the **Local Government** as payor and the **School Board** as payee.
5. **Reporting.** Each **Local Government** shall, in addition to the monthly transfer of the Impact Fees, remit to the **School Board** a report accounting for the total Impact Fees collected for the month and the administrative fees retained by the **Local Government**. The reports shall specify the dates the fees were paid, Parcel Identification Number, Impact Fee paid per parcel, total Impact Fee paid including allocations, **Applicant's** name, property description, use code, and the financial payment history (including date of payment to the **School Board** and check number). Should no Impact Fees be collected for the month, the **Local Government** shall report to the **School Board** that no Impact Fees are to be remitted because no Impact Fees were collected by the **Local Government**.

| | | | | | | | | | | | | | |
|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|--------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name _____ | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 23. 26-3640

3/24/2026

Title and Board Action Requested

Approval of the Proportionate Share Mitigation Agreement with Liberty Cove.

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approval of the Proportionate Share Mitigation Agreement with Liberty Cove..

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

Jim Lipsey
School Planner
lipsey_j@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

After recording return to:
Hernando County Public Schools
Attn: Facilities and Construction Department
8016 Mobley Road
Brooksville, Florida, 34601

**SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION
AGREEMENT**

LIBERTY COVE

THIS SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT (“Agreement”), is made by and among **CITY OF BROOKSVILLE**, a municipal corporation of the State of Florida, whose address is 201 Howell Avenue, Brooksville, FL 34601, hereinafter referred to as **“Local Government”**; **THE SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA**, a body corporate of the State of Florida, hereinafter referred to as the **“School Board”**, whose address is 919 North Broad St., Brooksville, FL 34601; and **LIBERTY COVE INVESTORS LLC**, a Florida limited liability company, hereinafter referred to as the **“Applicant”** whose address is 1420 Celebration Blvd., Suite 200, Celebration, Florida 34747; and

WHEREAS, Applicant is THE FEE SIMPLE OWNER, of a 38.72 acre parcel of real property located in Hernando County and generally located South of Barnett Road, North of Wiscon Road, West of Broad Street, Horse Lake Road (**“Project Site”**), the complete legal description for which is attached hereto as EXHIBIT “A.” The Project Site is illustrated with a map appearing in EXHIBIT “B”; and

WHEREAS, the Applicant has applied for PRELIMINARY PLAT approval from the Local Government to allow 92 single family dwelling units to be constructed on the Project Site (“Proposed Development”); and

WHEREAS, the Local Government has determined the Proposed Development is consistent with the future land use designation of its Comprehensive Plan and pertinent portions of the Comprehensive Plan; and

WHEREAS, the Local Government and School Board utilize data and methodologies contained in Florida Statutes, Department of Education, and the Hernando County Educational Facilities Impact Fee, as periodically updated; and

WHEREAS, the Local Government and the School Board have adopted and implemented a public school concurrency management system to assure the future availability of public school

facilities to serve new development consistent with level of service standards, as defined in the Interlocal Agreement (“Standards” or “Level of Service” or “Level of Service Standards”) and consistent with the terms of the current Interlocal Agreement for Public School Facility Planning between the **School Board** and the **Local Governments**, as may be amended from time to time (the “Interlocal Agreement”) and the Local Government’s public school facilities element, and capital improvement elements of the respective comprehensive plans; and

WHEREAS, at the adopted Level of Service Standards, adequate school capacity for **9 high school students** projected to be generated by the development is not available within the school Concurrency Service Area(s) (“Concurrency Service Area(s)”)shall have the meaning as set forth in the Interlocal Agreement) in which the Proposed Development is located; Proposed Development within any contiguous school Concurrency Service Area(s); and adequate school capacity will not be in place or under actual construction within three (3) years after the **Local Government’s** approval of the Proposed Development; and

WHEREAS, authorizing these new residential dwelling units without the mitigation provided for in this Agreement would result in a failure of the Level of Service Standard for public school facilities in one or more applicable school Concurrency Service Area(s); and

WHEREAS, the **parties** agree that public school concurrency shall be satisfied by the **Applicant’s** execution of this legally binding Agreement and payment of a mitigation amount proportionate to the demand for public school facilities to be created by these new residential dwelling units (“**Proportionate Share Mitigation**”); and

WHEREAS, it is the policy of the State of Florida that public educational facilities and services needed to support new residential development shall be available concurrently with the impact of such new residential development; and

WHEREAS, an appropriate mitigation option necessary to satisfy public school concurrency is payment of a Proportionate Share Mitigation for the Proposed Development, as more specifically described herein; and

WHEREAS, the **Local Government** has authority to issue a Certificate of Concurrency (“COC”) for the Proposed Development contingent upon the payment of Proportionate Share Mitigation being guaranteed in an enforceable development agreement; and

WHEREAS, the **Applicant** is eligible for Educational Facilities Impact Fee credits for the payment of the Proportionate Share Mitigation for the Proposed Development in such amounts as are authorized by Hernando County Ordinance 2024-10, § IV (Ex. A).

NOW, THEREFORE, in consideration of the foregoing described Proportionate Share Mitigation, the mutual covenants contained herein, and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the **parties** hereto, intending to be legally bound, hereby agree as follows:

1. **INCORPORATION OF RECITALS:** The foregoing recitals are true and correct and are hereby incorporated into this Agreement by reference as if fully set forth herein.
2. **PARTIES:** The **Local Government**, the **School Board** and the **Applicant** shall be collectively referred to as the “**parties.**”
3. **LEGALLY BINDING COMMITMENT:** This Agreement constitutes a legally binding commitment by the **Applicant** to provide Proportionate Share Mitigation for the deficiency of school capacity needed for the number and type of new residential dwelling units on the Project Site for the Proposed Development sought to be approved by the **Local Government**.
4. **DESCRIPTION OF DEVELOPMENT USES:** The Proposed Development shall be developed to include a maximum of **92 single family dwelling units**. Construction of dwelling units within the Proposed Development is anticipated to begin in the year **2028**, and is anticipated to be complete in the year **2034**.
5. **PROPORTIONATE SHARE MITIGATION:**
 - a. The **parties** agree the formula to calculate the total amount of the Proportionate Share Mitigation shall be: $p = (s - a) \times (c + (c \times f))$, where
 - i. p = Proportionate Share Mitigation Amount, and
 - ii. s = Students (by school type) that will be generated by the Proposed Development (by housing type), and
 - iii. a = Available FISH capacity (by school type) or **zero** if no capacity is available, and
 - iv. c = Total Facility Cost per Student Station for **high school level**, as published in the Educational Facilities Impact Fee Update Study adopted by the **School Board** and in effect at the time when the Proportionate Share Mitigation is accepted plus authorized ancillary facility costs per student, and
 - v. f = Student Station Cost Adjustment Factor (indexed to 2022=100) for the year in which the Proportionate Share Mitigation is accepted, as published by the Florida Legislative Office of Economic and Demographic Research (EDR).
 - b. The **parties** agree that the payment of a Proportionate Share Mitigation in the total amount of **FOUR HUNDRED EIGHT THOUSAND EIGHT HUNDRED THIRTEEN AND 00/100 DOLLARS (\$408,813.00)** for the Proposed Development, is proportionate to the demand for public school facilities to be created by the actual development of the property and based on existing and actual school capacity deficit as determined pursuant to the Amended and Restated Interlocal Agreement.
6. **SCHOOL CONCURRENCY ANALYSIS:** Upon the final execution of this Agreement, the Superintendent shall provide the **Local Government** with a *Finding of Available*

School Capacity, encumbering 13 elementary, 6 middle and 9 high school capacity for the Proposed Development.

7. **TIMING:** The execution of this Agreement shall be a condition of the Conditional Plat approval, Site Plan approval, or its functional equivalent. The payment of the Proportionate Share Mitigation in full shall occur at the time of, and shall be a condition of the final plat approval, or its functional equivalent for the Proposed Development, but in no event later than the issuance of the first building permit. This payment shall be made directly to the **School Board**.

8. **EDUCATIONAL FACILITIES IMPACT FEE CREDIT:**
 - a. In accordance with Section 163.3180(6)(h)(2)(b) and 163.31801(5)(a), Florida Statutes, as consideration for the payment of the Proportionate Share Mitigation as described in Section 5 above, the **Parties** agree that the **School Board** shall provide the **Applicant** a credit on a dollar-for-dollar credit basis at fair market value, in the amount of \$407,676.00 toward Educational Facilities impact fees (“Impact Fee Credits”) in the form of the Hernando County Educational Facilities Impact Fee Voucher attached hereto as Exhibit “C” (the “Voucher”). The number of units set forth in the Voucher will be based upon the rate of Impact Fees at the time of the Proportionate Share Mitigation payment and shall be rounded down to the nearest unit. In no event will the dollar amount of the Proportionate Share Mitigation exceed the dollar amount of the Impact Fees due for the Proposed Development.
 - i. As an example, the Educational Impact Fee as of July 1, 2025, is \$6,135.00 per single family home. Assuming the payment is in the amount of \$350,000.00, it would result in a voucher for 57.04 single family home units, which would be rounded down to 57 units and the actual payment would be \$349,695. If the impact fee rate is increased after the issuance of the Voucher, the Voucher would nevertheless be valued at 57 single family residential units. The same calculation method would apply to other housing types, such as multi-family.
 - b. **Applicant** may assign the Voucher, in whole or in part, pursuant to Section 163.31801(10). To accomplish said transaction, the **School Board** shall, within thirty (30) days of receipt of a written request from the **Applicant**, reassign the Voucher in whole or in part, to any other development or parcel within the school district. Should, at any time, the total number of units set forth in the Proposed Development exceed the number of units set forth in Voucher(s) issued, the **Applicant** shall pay the then current impact fee amount for each unit above the total amount of units in the issued vouchers. The **Applicant** shall provide the Voucher(s) to the **Local Government** at the time of impact fee payment.

9. **SCHOOL CAPACITY IMPROVEMENT:** The **School Board** agrees to apply the Proportionate Share Mitigation contributed by the **Applicant** toward a school capacity improvement identified in its 5-year Educational Facilities Work Program and if no project has been identified, the **School Board** shall set aside the funds, and not spend same until

an improvement has been identified which satisfies the demands created by the Development Proposal in accordance with this Agreement.

10. **IMPACT FEES.** The payment of Educational Facilities impact fees shall be the responsibility of the **Applicant** for each dwelling unit constructed on the Property and shall be due at the time of building permit issuance. The **Applicant's** payment of Educational Facilities impact fees shall be collected, transmitted, and reported in conformance with and according to the Educational Facilities Impact Fee Ordinance, and as set forth on EXHIBIT "D" attached hereto and incorporated herein by reference.

11. **TERMINATION.** This Agreement shall terminate, and **Applicant** shall forfeit any administrative fees paid, as well as any capacity encumbered or reserved under the following circumstances, unless the **School Board** agrees to an extension of this Agreement, if one of the following occurs:
 - a. A conditional plat or site plan approval is not issued within twelve (12) months of the Effective Date of this Agreement; or
 - b. Construction plan approval is not issued within two (2) years of Conditional Plat or Site Plan approval; or
 - c. The **Applicant** fails to fully pay the Proportionate Share Mitigation Payment when due hereunder and such breach remains uncured for a period of thirty (30) days; or
 - d. The **Applicant** fails to obtain at least one building permit for a unit other than a model home within three (3) years of recording of the plat or, if a plat is not required, within three (3) years of final approval of the site plan, or its equivalent. In such case, unless for good cause shown by the **Applicant**, this Agreement shall be terminated and, other than capacity associated with a payment of Proportionate Share Mitigation, any encumbered or reserved school capacity shall be returned to its applicable capacity bank.
 - e. The **Applicant** shall not be entitled to a refund of any portion of the Proportionate Share Mitigation paid under this Agreement prior to termination.

12. **NO GUARANTEE OF LAND USE/ZONING:** Nothing in the Agreement shall require the **Local Government** to approve any land use amendment or rezoning application associated with the Project Site.

13. **EFFECTIVE DATE:** This Agreement shall become effective immediately upon the occurrence of all the following:
 - a. Signatory execution by the **Applicant**
 - b. Adoption and approval of this Agreement by the **Local Government**;
 - c. Adoption and approval of this Agreement by the **School Board**;
 - d. The recordation of a fully executed original of this Agreement in the official records of Hernando County, Florida, at the expense of **Applicant**; and
 - e. The expiration of any and all appeal periods for any challenge to the approval of this Agreement.

14. **TERM:** This Agreement shall automatically terminate and expire upon the first occurrence of any of the following:
 - a. The full performance by all **parties** hereto of each and every one of their respective obligations arising under the terms of this Agreement.
 - b. The execution of a written agreement by all **parties**, or their successors in interest, providing for the cancellation and termination of this Agreement.
 - c. The expiration or termination of either the COC or permitted authorization of related horizontal or vertical construction.
 - d. Ten (10) years from the Effective Date.

15. **DEFAULT:** If any party to this Agreement materially defaults under the terms hereof, then the **Local Government or School Board** shall give the defaulting party thirty (30) days' notice and a right to cure such breach. Should the **Applicant** of the property described herein fail to timely cure a default in meeting their obligations set forth herein, the COC, issued based upon payment and/or performance hereunder, this Agreement shall be voided and the **Applicant** and the property described herein shall lose their right to school concurrency under this Agreement and their right to any Educational Facilities Impact Fee credits under this Agreement. Further, in the case of such default, any development upon that property site dependent upon such COC shall cease and no further permits shall be issued by the **Local Government**, until and unless the agreement is reinstated or the default is cured or capacity becomes available and a new COC is issued. Should the **Local Government** or the **School Board** fail to timely cure a default in meeting their obligations set forth herein, **Applicant** may seek any and all remedies available to it by law.

16. **VENUE; CHOICE OF LAW:** Any controversies or legal issues arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be submitted to the jurisdiction of the Circuit Court of Hernando County, Florida, and shall be governed by the laws of the State of Florida.

17. **RELEASE.** Upon the performance of all obligations of all **Parties** hereto, the **School Board** and the **Local Government** shall release the **Applicant** from this Agreement, and the **Applicant** shall release the **School Board** and the **Local Government** from all future claims, costs or liabilities arising out of the provision of Proportionate Share Mitigation in accordance with this Agreement. These releases shall be recorded at the **Applicant's** expense in the Official Records of Hernando County, Florida, evidencing such performance.

18. **CAPTIONS AND PARAGRAPH HEADINGS:** Captions and paragraph headings contained in this Agreement are for convenience and reference only. They in no way define, describe, extend or limit the scope or intent of this Agreement.

19. **NO WAIVER:** No waiver of any provision of this Agreement shall be effective unless it is in writing and signed by the party against whom it is asserted. Any such written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.

20. **EXHIBITS:** All Exhibits attached hereto contain additional terms of this Agreement and are incorporated herein by reference.
21. **FURTHER ASSURANCES:** The **parties** hereby agree to execute, acknowledge and deliver and cause to be done, executed, acknowledged and delivered all further assurances and to perform such acts as shall reasonably be requested of them in order to carry out this Agreement.
22. **AMENDMENTS:** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective, unless contained in a written document prepared with the same or similar formality as this Agreement and executed by all the **parties** to this Agreement.
23. **ASSIGNMENT:** This Agreement runs with the land. The **Applicant** may assign its rights, obligations and responsibilities under this Agreement to a third-party purchaser of all or any part of fee simple title to the Property. Any such assignment shall be in writing and shall require the prior acknowledgement of all of the **parties**. At the election of the **School Board**, such acknowledgement may be conditioned upon the written agreement of the assignee to comply with conditions and procedures to aid in the monitoring and enforcement of the assignee's performance of the Proportionate Share Mitigation under this Agreement. The assignor under such assignment shall furnish the **parties** with a copy of the written assignment within ten (10) days of the date of execution of same.
24. **NO THIRD-PARTY BENEFICIARIES:** This Agreement is made for the sole benefit and protection of the **parties**, their successors and assigns, and no other persons shall have any right of action hereunder.
25. **COUNTERPARTS:** This Agreement may be executed in three (3) counterparts, each of which may be deemed to be an original.
26. **RECORDING OF THIS AGREEMENT:** The **Applicant** shall record this Agreement, at its expense in the Hernando County Public Records. The **Applicant** shall provide a copy to the **Local Government** and the **School Board**.
27. **MERGER CLAUSE:** This Agreement sets forth the entire agreement among the **parties**, and it supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, among the **parties**.
28. **SEVERABILITY:** If any provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the invalid or unenforceable provision will be stricken from the Agreement, and the balance of this Agreement will remain in full force and effect as long as doing so would not affect the overall purpose or intent of the Agreement.

29. **STATUTORY COMPLIANCE:** This Agreement satisfies the requirements for a binding Proportionate Share Mitigation Agreement in Section 163.3180(6)(h), Florida Statutes (2024), as amended from time to time.

30. **NOTICES:** Whenever any of the **parties** desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for who it is intended at the place last specified, delivered via overnight mail signature required (FEDEX), or via electronic mail with delivery receipt provided. The place for giving of notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. Until otherwise designated by amendment to this Agreement, the **parties** designate the following as the respective places for giving notice:

FOR CITY OF BROOKSVILLE: City Manager
City of Brooksville
City Hall
201 Howell Avenue
Brooksville, FL 34601

With a Copy to: City Attorney
City of Brooksville
City Hall
201 Howell Avenue
Brooksville, FL 34601

FOR SCHOOL BOARD: Superintendent
Hernando County School District
919 North Broad Street
Brooksville, FL 34601

With a Copy to: School Board Attorney
School Board of Hernando County
919 North Broad Street
Brooksville, FL 34601

School Planner
Hernando County School District
8016 Mobley Road
Brooksville, FL 34601

FOR APPLICANT:

Liberty Cove Investors LLC
1420 Celebration Blvd., Suite 200
Celebration, Florida 34747

With a copy to:

Johnson Pope Bokor Ruppel & Burns, LLP
Attn: Leonard H. Johnson, Esquire
400 N. Ashley Drive, Suite 3100
Tampa, Florida 33602

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective dates above each signature:

SCHOOL DISTRICT

Signed, witnessed, executed, and acknowledged on this ____ day of _____, 2026.

| | |
|---|---|
| <p>WITNESSES:</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> | <p>SCHOOL DISTRICT OF HERNANDO COUNTY, FLORIDA, a body corporate and politic existing under the laws of the State of Florida</p> <p>_____</p> <p>Kayce Hawkins Title: School Board Chair</p> <p>Approved as to form and legality by legal Counsel to The School District of Hernando County, Florida, exclusively for its use and reliance.</p> <p><i>Caroline Mockler</i></p> <p>_____</p> <p>Caroline Mockler, Esq.</p> <p>Date: <u>3-5-26</u></p> |
|---|---|

STATE OF FLORIDA
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this ____ day of _____, 2026, by Kayce Hawkins, as Chair of the School Board of Hernando County, Florida.

{AFFIX NOTARY STAMP}

Notary Public of Florida

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____
OR Produced Identification _____
Type of Identification Produced _____

APPLICANT

Signed, witnessed, executed, and acknowledged on this 4th day of March, 2026.

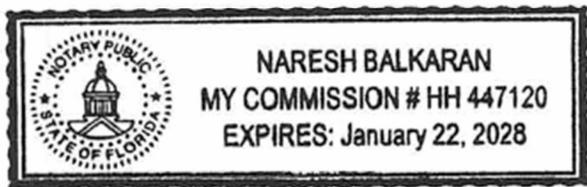
| | |
|---|--|
| <p>WITNESSES:</p> <p><u>Kathy Rodriguez</u> Print Name: <u>Kathy Rodriguez</u> Address: <u>1420 Celebration Blvd. suite 200, Celebration, FL 34747</u></p> <p><u>Yolanda Perez</u> Print Name: <u>Yolanda Perez</u> Address: <u>1420 Celebration Blvd. suite 200, Celebration, FL 34747</u></p> | <p>APPLICANT:</p> <p>LIBERTY COVE INVESTORS LLC, a Florida limited liability company</p> <p>By: CBD Land Investors LLC, a Florida limited liability company Its: Manager</p> <p><u>[Signature]</u> By: David A. Waronker Its: Manager</p> |
|---|--|

STATE OF FLORIDA

COUNTY OF Osceola

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this 4th day of March, 2026, by David A. Waronker, Manager of CBD Land Investors LLC, a Florida limited liability company, as Manager of Liberty Cove Investors LLC, a Florida limited liability company.

{AFFIX NOTARY STAMP}



Notary Public of Florida

[Signature]

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____
OR Produced Identification
Type of Identification Produced FL DL

LOCAL GOVERNMENT

Signed, witnessed, executed, and acknowledged on this ____ day of _____, 2026.

**CITY OF BROOKSVILLE,
a political subdivision of the
State of Florida**

ATTEST:

By: _____
Jennifer Battista, City Clerk

By: _____
Christa Tanner, Mayor

| | |
|---|--|
| <p>WITNESSES:</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Print Name: _____</p> <p>Address: _____</p> <p>_____</p> | <p>Approved as to form for the reliance of the City of Brooksville:</p> <p>_____</p> <p>Vose Law Firm, LLP City Attorney</p> |
|---|--|

STATE OF FLORIDA

COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me by means of physical present or online notarization, this ____ day of _____, 2026, by Christa Tanner, as Mayor of the City of Brooksville City Council.

{AFFIX NOTARY STAMP}

Notary Public of Florida

PRINT, TYPE OR STAMP NAME OF
NOTARY

Personally known _____
OR Produced Identification _____
Type of Identification Produced _____

EXHIBIT "A"

Parcel ID# and Description

Parcel ID# R29 422 19 0000 0400 0020
Parcel Key # 01134454

Parcel ID# R28 422 19 0000 0140 0000
Parcel Key # 00359506

The Land referred to herein below is situated in the County of HERNANDO, State of Florida, and is described as follows:

PARCEL A-1: ALL THAT PART OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, LYING WEST OF U.S. ROUTE NO. 41 AND NORTH OF WISCON ROAD.

PARCEL A-2: ALL THAT PART OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, LYING NORTH OF WISCON ROAD, LESS THE NORTH 100.00 FEET THEREOF.

PARCEL B: THE EAST 5.625 ACRES OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, LYING SOUTH AND EAST OF THE PRESENT RIGHT-OF-WAY OF THE PUBLIC ROAD KNOWN AS HORSE LAKE ROAD, SOMETIMES KNOWN AS BARNETT ROAD AND SOMETIMES KNOWN AS COUNTY PARK ROAD.

PARCEL C: ALL THAT PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, LYING SOUTH OF HORSE LAKE ROAD AND NORTH OF WISCON ROAD, LESS THE EAST 307.0 FEET THEREOF, ALSO KNOWN AS THE EAST 5.625 ACRES.

PARCEL E: ALL THAT PART OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 29, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, LYING SOUTH OF HORSE LAKE ROAD AND NORTH AND EAST OF WISCON ROAD.

ALSO KNOWN AS:

LEGAL DESCRIPTION OF A PARCEL KNOWN AS PARCEL 1:

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA, GO THENCE NORTH 01 DEGREES 13'26" EAST ALONG THE WEST LINE OF SAID SECTION 28, 40.00 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF WISCON ROAD, THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 37'18" WEST ALONG SAID RIGHT-OF-WAY LINE, 589.96 FEET; THENCE NORTH 44 DEGREES 11'09" WEST, 28.05 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF HORSE LAKE ROAD; THENCE ALONG SAID RIGHT-OF-WAY LINE OF HORSE LAKE ROAD THE FOLLOWING COURSES AND DISTANCES: NORTH 01 DEGREES 17'34" EAST, 272.05 FEET; THENCE NORTH 88 DEGREES 42'26" WEST, 20.00 FEET; THENCE NORTH 03 DEGREES 01'07" EAST, 393.48 FEET; THENCE SOUTH 88 DEGREES 21'07" EAST, 1590.63 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY, HAVING A CENTRAL ANGLE OF 44 DEGREES 09'44", A RADIUS OF 267.50 FEET; THENCE ALONG THE ARC OF SAID CURVE 206.18 FEET; THENCE NORTH 47 DEGREES 29'10" EAST, 216.74 FEET; THENCE DEPARTING SAID RIGHT-OF-WAY LINE, GO SOUTH 01 DEGREES 13'03" WEST, 358.97 FEET; THENCE SOUTH 88 DEGREES 54'02" EAST, 962.22 FEET; THENCE SOUTH 88 DEGREES 58'37" EAST, 355.00 FEET; THENCE NORTH 01 DEGREES 12'41" EAST, 769.47 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF HORSE LAKE ROAD; THENCE ALONG SAID RIGHT-OF-WAY LINE SOUTH 88 DEGREES 58'37" EAST, 659.04 FEET; THENCE SOUTH 01 DEGREES 14'18" WEST TO THE MOST WESTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO 41 (FORMERLY KNOWN AS STATE ROAD NO. 5) A DISTANCE OF 590.96 FEET; THENCE ALONG SAID RIGHT-OF-WAY LINE SOUTH 27 DEGREES 52'45" WEST TO THE NORTHERLY RIGHT-OF-WAY LINE OF WISCON ROAD, 819.45 FEET; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE THE FOLLOWING COURSES AND DISTANCES: SOUTH 72 DEGREES 42'47" WEST, 25.92 FEET; NORTH 62 DEGREES 17'13" WEST 78.91 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHERLY, HAVING A CENTRAL ANGLE OF 27 DEGREES 28'43", A RADIUS OF 358.31 FEET; THENCE ALONG THE ARC OF SAID CURVE A DISTANCE OF 171.34 FEET; THENCE NORTH 89 DEGREES 45'56" WEST, 376.44 FEET; THENCE CONTINUE NORTH 89 DEGREES 45'56" WEST, 2287.97 FEET TO THE POINT OF BEGINNING.

SAID PROPERTY LYING AND BEING A PART OF SECTION 28 AND SECTION 29, TOWNSHIP 22 SOUTH, RANGE 19 EAST, HERNANDO COUNTY, FLORIDA.

LESS AND EXCEPT THOSE PORTIONS THEREOF AS CONVEYED BY WARRANTY DEEDS RECORDED IN OFFICIAL RECORDS BOOK 636, PAGES 1653, 1661, AND 1667, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA.

ALSO LESS AND EXCEPT THAT PORTION THEREOF AS CONVEYED BY ORDER OF TAKING RECORDED IN OFFICIAL RECORDS BOOK 897, PAGE 966, AND AS MORE PARTICULARLY DESCRIBED IN STIPULATED AMENDED FINAL JUDGMENT IN EMINENT DOMAIN RECORDED IN OFFICIAL RECORDS BOOK 961, PAGE 1187, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA.

ALSO LESS AND EXCEPT THAT PORTION THEREOF AS CONVEYED BY SPECIAL WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1482, PAGE 1126, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA.

EXHIBIT "B"

Map or Plan Identifying Property



PROPERTY LOCATION MAP
Not to Scale

EXHIBIT "C"

Hernando County School Board
Educational Facilities Impact Fee Credit Voucher
LIBERTY COVE

1. Date of Finding of Available School Capacity: _____
2. Number of dwelling units associated with application: **92**
3. Type of dwelling units associated with application: **Single Family**
4. Name of Developer/Applicant: **Liberty Cove Investors LLC**
5. Address of Developer/Applicant: **1420 Celebration Blvd., Suite 200, Celebration, FL 34747**
6. Legal description of subject property: **See Exhibit "A" - Attachment 1.**
7. Subdivision or Master Development Plan name: **Liberty Cove**

The undersigned School Board Official confirms that it has received from the Developer/Applicant named above, Proportionate Share Mitigation for high school capacity on the _____ day of _____, 2026, as shown below.

The School Board Official gives notice to Local Government that the following sums should be credited towards the Educational Facilities Impact Fee obligations of the Developer/Applicant.

| | |
|---|--|
| 1. Date of Proportionate Share Payment | |
| 2. Amount of Proportionate Share Payment | |
| 3. Impact Fee per unit at Time of Proportionate Share Payment | |
| 4. Impact Fee Credits issued (Line 2 divided by line 3.) | |

By: _____

Print: _____

Title: _____

EXHIBIT “D”

EDUCATIONAL FACILITIES IMPACT FEE

1. **Impact Fees Established.** The County has adopted the Hernando County Educational Facilities Impact Fee Ordinance (the “Impact Fee Ordinance”), codified at Chapter 23, Article III, of the Hernando County Code, to assure that new development which creates a need for educational facilities bears a proportionate share of the cost of capital expenditures necessary to provide the educational facilities necessitated by such development (“Impact Fee”). The Impact Fee amount is established pursuant to the Impact Fee Ordinance and is due and payable upon the issuance of a building permit by the respective **Local Governments** except as otherwise provided in the Impact Fee Ordinance.
2. **Collection of Impact Fees.** Each **Local Government** shall collect the Impact Fee for each building permit resulting in a new impact generated by ordinance or resolution. The ultimate calculation of the Impact Fee amount shall be based on the timing of the submittal of a complete building permit application, with the Impact Fee payable at the time of building permit issuance. The permitting **Local Government** shall be solely responsible for determining the amount of any Impact Fee due at the time of building permit issuance.
3. **Administrative Costs.** In accordance with the Florida Impact Fee Act, it is agreed by the **Parties** that the **Local Governments** may retain the actual costs incurred in collecting the Impact Fees. Each **Local Government** is responsible for providing for accounting and reporting of impact fee collections and expenditures and account for the revenues and expenditures of such impact fee in a separate accounting fund and providing same to the **School Board** on an annual basis.
4. **Remittance of Impact Fees.** The **Local Governments** shall remit the collected Impact Fees minus the administrative fee, as described above, to the **School Board** pursuant to Hernando County Code of Ordinance, Chapter 23, Article III, Section 23-71. as prescribed by Ordinance or Resolution. Remittance may be through wire transfer to the **School Board**, through check payable to the Hernando County School Board, or through other method mutually agreed to between the **Local Government** as payor and the **School Board** as payee.
5. **Reporting.** Each **Local Government** shall, in addition to the monthly transfer of the Impact Fees, remit to the **School Board** a report accounting for the total Impact Fees collected for the month and the administrative fees retained by the **Local Government**. The reports shall specify the dates the fees were paid, Parcel Identification Number, Impact Fee paid per parcel, total Impact Fee paid including allocations, **Applicant’s** name, property description, use code, and the financial payment history (including date of payment to the **School Board** and check number). Should no Impact Fees be collected for the month, the **Local Government** shall report to the **School Board** that no Impact Fees are to be remitted because no Impact Fees were collected by the **Local Government**.

| | | | | | | | | | | | | | |
|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|--------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 24. 26-3644

3/24/2026

Title and Board Action Requested

Approve the Out of State Travel for Brian Ragan and Robert Kublick to attend the Educational Manufacturing Tour - Tarkett Commercial Facilities from May 11, 2026 to May 13, 2026 in Florence, Alabama and Dalton, Georgia.

Executive Summary

The Manager of Environmental Services, on behalf of the Superintendent of Schools, hereby requests the Board to approve the Out of State Travel for Brian Ragan and Robert Kublick to attend the Educational Manufacturing Tour - Tarkett Commercial Facilities in Florence, Alabama and Dalton, Georgia on May 11, 2026 to May 13, 2026 for education on how commercial flooring is designed, manufactured, installed and maintained in schools. Travel expenses are being paid by Tarkett.

My Contact

Robert Kublick
Manager of Environmental Services
352-797-7063 Ext: 71439

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet - No Financial Impact

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Educational Manufacturing Tour – Tarkett Commercial Flooring Facilities

Purpose:

This visit provides the district facilities team with hands-on education about how commercial flooring used in schools is designed, manufactured, installed, and maintained. The goal is to strengthen the team's knowledge of product performance, lifecycle value, sustainability practices, and maintenance procedures so they can make more informed flooring decisions for district facilities.

Tuesday – Hard Surface Flooring Manufacturing & Design:

Learning Topics

Commercial Flooring Product Development

- Overview of Tarkett's history and commercial product development process
- How performance requirements for schools influence product design
- Education on product categories currently used in educational facilities

Hard Surface Product Design & Engineering

- How LVT construction impacts durability, dimensional stability, and wear performance
- Understanding wear layers, backing structures, and finishing processes
- Custom design capabilities used in education projects

Hard Surface Manufacturing Tour

- Step-by-step production of commercial LVT flooring
- Quality control and dimensional stability testing
- Manufacturing processes that impact long-term performance in schools

Operational Discussion

- Best practices for specification, installation, and lifecycle planning for hard surface flooring in school environments

Wednesday – Carpet Manufacturing, Innovation & Maintenance:

Learning Topics

Fiber Production & Performance

- How commercial carpet fiber is produced
- Differences in fiber types and their performance in high-traffic environments like schools
- How fiber construction impacts durability, appearance retention, and maintenance costs

Product Innovation

- Development of new flooring technologies and materials
- Testing standards for commercial flooring used in education facilities

Sustainability Practices

- Recycling initiatives and circular manufacturing
- Environmental certifications relevant to public buildings and schools
- Material transparency and sustainability reporting

Tufting & Carpet Construction

- How carpet tile and broadloom carpet are manufactured
- Differences in backing systems and their impact on performance

Carpet Finishing Process

- Dyeing, finishing, and backing application
- Quality control testing procedures

Design Process

- How carpet patterns and colorways are developed for education spaces
- Balancing aesthetics with maintenance and durability

Product Demonstrations

Powerbond Demonstration

- Unique hybrid flooring construction used in high-traffic environments

Maintenance & Cleaning Training

- Proper cleaning methods for commercial carpet in schools
- How maintenance procedures impact lifecycle cost and warranty performance
- Demonstration of recommended cleaning equipment and processes

Outcome for the Facilities Team:

Participants will gain a deeper understanding of...

- How commercial flooring products used in schools are manufactured
- Factors that impact long-term durability and lifecycle cost
- Sustainability and environmental considerations
- Best practices for installation and maintenance to maximize performance

This knowledge helps the district make **more informed flooring decisions, reduce maintenance costs, and extend the life of flooring installations in school facilities.**

FLORENCE + NW Georgia Itinerary Example

Monday

Arrivals - Flights into Huntsville, Alabama

Tarkett van departure to Florence hotel

Check into Florence hotel

Dinner

Tuesday

Hotel checkout

Breakfast

Tarket van departures to Tarkett East, Florence, AL

- History of Tarkett + onsite product knowledge (Victory + Contour + iD Latitude finishing)

- hard surface product design discussion/tour

- hard surface manufacturing tour + custom capabilities

- catered lunch onsite, or boxed lunches en route to Dalton

Tarket van departure to Dalton, GA **3.5hr drive**

Chattanooga or Dalton area hotel check-in

Dinner

Wednesday

Hotel Checkout

Tarkett van departure to Calhoun, GA

- Breakfast

- extrusion tour

Travel Smith Industrial Dr, Dalton

- Innovation

- Sustainability

- tufting tour

- catered lunch onsite

Travel to Vista Drive facility, Dalton

- carpet finishing tour

Travel to Artesia facility, Dalton

- carpet design tour

- powerbond demo

- carpet cleaning + maintenance demo

Departure for Chattanooga airport – homeward bound

my Time Off Requests - My Requests

| Date | Time | Amount | Type | Status | Year | Time Off Code | Reason | Description | A |
|----------------|---------|---------|------|----------|---------|----------------|-----------|----------------------------------|---|
| 05/11/2026 Mon | 8:00 am | 10h 00m | Used | Approved | Current | TEMPORARY DUTY | TEMP DUTY | Tarkett Manufacturing plant tour | |

Expand All Collapse All

Time Off Information

Name: ROBERT D KUBLICK
 Date: 05/11/2026 Mon
 Status: Approved
 Time Off Code: TEMPORARY DUTY
 Reason: TEMP DUTY
 Reason Long Description: TEMPORARY DUTY
 Description: Tarkett Manufacturing plant tour
 Type: Used
 Days/Hours: 10h 00m
 Start Time: 8:00 am

Approval History

| Status | Name | Date | Time | Notes |
|----------|--------------------|----------------|----------|-------|
| Approved | STEPHEN J CROGNALE | 03/04/2026 Wed | 8:11 am | |
| Approved | ANNE SPANO | 03/03/2026 Tue | 2:17 pm | |
| Created | ROBERT D KUBLICK | 03/03/2026 Tue | 11:38 am | |

Time Off Requests - My Requests

| Date | Time | Amount | Type | Status | Year | Time Off Code | Reason | Description | A |
|----------------|---------|---------|------|----------|---------|----------------|-----------|----------------------------------|---|
| 05/12/2026 Tue | 8:00 am | 10h 00m | Used | Approved | Current | TEMPORARY DUTY | TEMP DUTY | Tarkett Manufacturing plant tour | |

Expand All Collapse All

Time Off Information

Name: ROBERT D KUBLICK
 Date: 05/12/2026 Tue
 Status: Approved
 Time Off Code: TEMPORARY DUTY
 Reason: TEMP DUTY
 Reason Long Description: TEMPORARY DUTY
 Description: Tarkett Manufacturing plant tour
 Type: Used
 Days/Hours: 10h 00m
 Start Time: 8:00 am

Approval History

| Status | Name | Date | Time | Notes |
|----------|--------------------|----------------|----------|-------|
| Approved | STEPHEN J CROGNALE | 03/04/2026 Wed | 8:11 am | |
| Approved | ANNE SPANO | 03/03/2026 Tue | 2:17 pm | |
| Created | ROBERT D KUBLICK | 03/03/2026 Tue | 11:38 am | |

Time Off Requests - My Requests

| Date | Time | Amount | Type | Status | Year | Time Off Code | Reason | Description | A |
|----------------|---------|---------|------|----------|---------|----------------|-----------|----------------------------------|---|
| 05/13/2026 Wed | 8:00 am | 10h 00m | Used | Approved | Current | TEMPORARY DUTY | TEMP DUTY | Tarkett Manufacturing plant tour | |

Expand All Collapse All

Time Off Information

Name: ROBERT D KUBLICK
 Date: 05/13/2026 Wed
 Status: Approved
 Time Off Code: TEMPORARY DUTY
 Reason: TEMP DUTY
 Reason Long Description: TEMPORARY DUTY
 Description: Tarkett Manufacturing plant tour
 Type: Used
 Days/Hours: 10h 00m
 Start Time: 8:00 am

Approval History

| Status | Name | Date | Time | Notes |
|----------|--------------------|----------------|----------|-------|
| Approved | STEPHEN J CROGNALE | 03/04/2026 Wed | 8:11 am | |
| Approved | ANNE SPANO | 03/03/2026 Tue | 2:17 pm | |
| Created | ROBERT D KUBLICK | 03/03/2026 Tue | 11:38 am | |



Your Time Off Request has been approved.

From crognale_s@hcsb.k12.fl.us <crognale_s@hcsb.k12.fl.us>
Date Wed 3/4/2026 8:11 AM
To Brian Ragan <ragan_b@hcsb.k12.fl.us>

CAUTION: This email originated from outside of the Hernando County School District. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Time Off Request Details

=====
Name: BRIAN RAGAN
Employee Type: 1 - A1E Admin 249
Start Date: 05/11/26
Start Time: 8:00 AM
Days/Hours: 10 hr 0 min
Description: Tour of Tarkett Facility and seminar in Alabama
Group: NOT ON STUB
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY

Time Off Request Approval History

=====
Date | Time | Event

03/03/26 | | Time Off Request Created.

03/04/26 | 6:13 AM | Approved by ANNE SPANO
Notes:

03/04/26 | 8:11 AM | Approved by STEPHEN J CROGNALE
Notes:

Employee Access URL:
<https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsfinhernandocofl/seplog01.w>

Message:

Click the link below or copy it to your browser's address bar to add this scheduled time off to your local



Your Time Off Request has been approved.

From crognale_s@hcsb.k12.fl.us <crognale_s@hcsb.k12.fl.us>

Date Wed 3/4/2026 8:11 AM

To Brian Ragan <ragan_b@hcsb.k12.fl.us>

CAUTION: This email originated from outside of the Hernando County School District. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Time Off Request Details

=====

Name: BRIAN RAGAN
Employee Type: 1 - A1E Admin 249
Start Date: 05/12/26
Start Time: 8:00 AM
Days/Hours: 10 hr 0 min
Description: Tour of Tarkett Facility and seminar in Alabama
Group: NOT ON STUB
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY

Time Off Request Approval History

=====

Date | Time | Event

03/03/26 | | Time Off Request Created.

03/04/26 | 6:13 AM | Approved by ANNE SPANO

Notes:

03/04/26 | 8:11 AM | Approved by STEPHEN J CROGNALE

Notes:

Employee Access URL:

<https://skyward.iscorp.com/scripts/wsisa.dll/WService=wsfinhernandocofl/seplog01.w>

Message:

Click the link below or copy it to your browser's address bar to add this scheduled time off to your local



Your Time Off Request has been approved.

From crognale_s@hcsb.k12.fl.us <crognale_s@hcsb.k12.fl.us>
Date Wed 3/4/2026 8:11 AM
To Brian Ragan <ragan_b@hcsb.k12.fl.us>

CAUTION: This email originated from outside of the Hernando County School District. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Time Off Request Details

=====
Name: BRIAN RAGAN
Employee Type: 1 - A1E Admin 249
Start Date: 05/13/26
Start Time: 8:00 AM
Days/Hours: 10 hr 0 min
Description: Tour of Tarkett Facility and seminar in Alabama
Group: NOT ON STUB
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY

Time Off Request Approval History

=====
Date | Time | Event

03/03/26 | | Time Off Request Created.

03/04/26 | 6:13 AM | Approved by ANNE SPANO
Notes:

03/04/26 | 8:11 AM | Approved by STEPHEN J CROGNALE
Notes:

Employee Access URL:
<https://skyward.iscorp.com/scripts/wsisadll/WService=wsfinhernandocofl/seplog01.w>

Message:

Click the link below or copy it to your browser's address bar to add this scheduled time off to your local

| | | | | | | | | | | | | | |
|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|--------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name _____ | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source | | _____ | | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | |
|-----------------------------|-----------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ _____ |
| Prior Year Actual Spent: | \$ _____ |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 25. 26-3627

3/24/2026

Title and Board Action Requested

Approve the renewal of the piggyback of Choice Partners No. 24/023TC-23: Maintenance, Repair & Operations (MRO) Parts, Equipment and Related Services, awarded to Parts Town, LLC., and authorize purchases for an estimated annual spending of \$55,000.00.

Executive Summary

The Director of Food and Nutrition Services and the Director of Maintenance, on behalf of the Superintendent of Schools, hereby requests the Board approval for the renewal of the piggyback of Choice Partners, Contract No. 24/023TC-23: Maintenance, Repair & Operations (MRO) Parts, Equipment and Related Services, awarded to Parts Town, LLC. This contract will be utilized for the purchase of OEM (Original Equipment Manufacturer) repair parts for districtwide equipment such as HVAC, Plumbing & Commercial Appliances. Food and Nutrition estimated annual spending will be \$30,000.00 and Maintenance Department estimated annual spending will be \$25,000.00. This bid contract period will be April 17, 2026, through April 16, 2027.

HCSB Bid No. 26-968-27 PB RN has been assigned for internal tracking purposes

My Contact

Holly Longo
Director of Food and Nutrition Services
352-797-7028 x71409

Joseph Rychik
Director of Maintenance Department
352-797-7071 x71416

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 26-968-27 PB RN

Bid Title: Maintenance, Repair & Operations (MRO) Parts, Equipment and Related Services

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole/Single Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract | <input type="checkbox"/> Extension of Contract | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input checked="" type="checkbox"/> Piggyback: Cooperative | <input type="checkbox"/> Responsive/Responsible Bidders | |

Bid Contract Period:

4/17/2026 through 04/16/2027

N/A – One Time Purchase

Contract Type:

Estimated Dollar Amount

Firm, Fixed Dollar Amount

Firm, Fixed Unit Prices

Firm, Fixed Unit Prices, Hourly Rates, Fees and/or Percentages

Renewal Options:

No. of Terms Remaining
2

Length of Each Term (month)

Length of Each Term (year)
1

None

Rationale/Reason: Renewal of the Piggyback of Choice Partners, Contract No. 24/023TC-23: Maintenance, Repair & Operations (MRO) Parts, Equipment and Related Services, awarded to Parts Town, LLC. This contract will be utilized for the purchase of OEM repair parts for districtwide equipment (HVAC, Plumbing & Commercial Appliances). HCSB Bid No. 26-968-27 PB has been assigned for internal tracking purposes.

Bidders Electronically Downloaded From Bidnet Direct Website:

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

N/A – Bids Not Required: Piggyback

Submitted By:

Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By:

Holly Longo
Director of Food and Nutrition Services

Department(s): Food and Nutrition Services

Joseph Rychcik
Director of Maintenance Department

Department(s): Maintenance Department

Recommended award: (See attached)

T/C CODE: 2627

Awarded Vendor:

Parts Town, LLC

Sabrina Lytle

(844)821-0720

education@partstown.com

Discount pricing on manufacturer parts – Up to 45%

Contact vendor for a login to view live pricing or a quote.

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
 (For Donations, use Section B)

A. Item Currently Budgeted -

| | | | | | | | | | | |
|--------------------------|------------------------------------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | Food Service/Food Service Supplies | | | | | | | | | |
| Account Number | 4110E | 7600 | 5100 | 9002 | 00100 | 30030 | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 45,000.00 | | \$ - | | \$ - | | \$ 45,000.00 | | \$ 30,000.00 | | \$ 15,000.00 |

| | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

B. Item Currently Not Budgeted -**

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount \$ | _____ | | | | | |

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount \$ | _____ | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ 35,000.00
 Prior Year Actual Spent: \$ 25,431.50

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

| A. Item Currently Budgeted - | | | | | | | | |
|---|-------------------|-------------------------------------|-------------|--------------------------|---------|-----------------|---|-----------------------------|
| 2025-2026 Maintenance HVAC Supplies | | | | | | | | |
| Account Name | | | | | | | | |
| Account Number | 1110 E | 8100 | 5100 | 9502 | 49500 | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | |
| Original Approved Budget | Budget Amendments | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 157,000.00 | \$ | \$ 124,125.74 | | \$ 32,874.26 | | \$ 15,000.00 | | \$ 17,874.26 |
| 2025-2026 Maintenance Miscellaneous Supplies Accounts | | | | | | | | |
| Account Name | | | | | | | | |
| Account Number | 1100 E | 8100 | 5100 / 5900 | 9500 | 49500 | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | |
| Original Approved Budget | Budget Amendments | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ | \$ | \$ | | \$ 10,000.00 | | \$ | | |

| B. Item Currently Not Budgeted -** | | | | | | | |
|------------------------------------|----------|----------|--------|-------------|---------|-------------|-------|
| Funding Source | _____ | | | | | | |
| Account Name | _____ | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount | \$ _____ | | | | | | |
| Funding Source | _____ | | | | | | |
| Account Name | _____ | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount | \$ _____ | | | | | | |

| C. History | |
|-----------------------------|-------------------------------------|
| Check one: | |
| Prior Year Budget: | <input checked="" type="checkbox"/> |
| New for Current Year: | <input type="checkbox"/> |
| Prior Year Approved Budget: | \$ 6862.62 |
| Prior Year Actual Spent: | \$ 6862.62 |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 26. 26-3641

3/24/2026

Title and Board Action Requested

Approve the Professional Service Agreement Amendment and renewal of the piggyback of Charlotte County Public Schools, RFQ 22/23-23MP: *Building Code Administrator*, awarded to M.T. Causley, LLC, for building code official services, and authorize the purchase of said services for an estimated annual amount of \$150,000.00.

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approve the Professional Services Agreement Amendment and renewal of the piggyback of Charlotte County Public Schools, RFQ 22/23-23MP: *Building Code Administrator*, awarded to M.T. Causley, LLC, for building code official services, and authorize the purchase of said services for an estimated annual amount of \$150,000.00.

HCSB Bid No. 26-961-22 PB RN has been assigned for internal tracking purposes.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 26-961-22 PB RN

Bid Title: Building Code Administrator

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole/Single Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract | <input type="checkbox"/> Extension of Contract | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input checked="" type="checkbox"/> Piggyback: School District | <input type="checkbox"/> Responsive/Responsible Bidders | |

Bid Contract Period:

03/07/2026 through 03/06/2027

N/A – One Time Purchase

Contract Type:

Estimated
Dollar Amount

Firm, Fixed
Dollar Amount

Firm, Fixed
Unit Prices

Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages

Renewal Options:

No. of Terms
Remaining
1

Length of
Each Term (month)

Length of
Each Term (year)
1

None

Rationale/Reason: Renewal of the Piggyback of Charlotte County Public Schools, RFQ 22/23-23 MP: Building Code Administrator, awarded to M.T. Causley, LLC for Plan Review, Examiner and Inspection Services for new construction, remodels and renovations. HCSB Bid No. 26-961-22 PB RN has been assigned for internal tracking purposes.

**Bidders Electronically
Downloaded From**

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

**N/A – Bids Not
Required: Piggyback**

Bidnet Direct Website: n/a

Submitted By:

Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By:

Brian Ragan
Director of Facilities

Department(s): Facilities & Construction

Recommended award: (See attached)

T/C CODE: 2622

Awarded Vendor:

M.T. Causley, LLC
(SAFEbuilt, LLC)
10720 Caribbean Blvd.
Suite 650
Cutler Bay, FL 33189

Todd Phelps
Account Manager
(727) 602-4122
tphelps@safebuilt.com

Otto Letzelter
Project Manager
(654) 921-7781
oletzelter@safebuilt.com

Fee Schedule:

| <u>Position</u> | <u>Hourly Rate:</u> |
|--|---------------------|
| CBO/Fire Official | \$144.20 |
| Plan Review/Examiner | \$133.90 |
| Inspector | \$133.90 |
| Records Administrator or Permit Technician | \$66.95 |
| Clerical/Administrative | \$46.35 |

**FIRST AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE SCHOOL DISTRICT OF HERNANDO COUNTY
AND M.T. CAUSLEY, LLC**

THIS FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT is made effective as of the date of the last signature below by and between the School District of Hernando County (School District) and M.T. CAUSLEY, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). School District and Consultant shall be jointly referred to as the “Parties”.

RECITALS AND REPRESENTATIONS

WHEREAS, in accordance with Chapter 287, Florida Statutes, and the School District contracting and procurement policies and procedures, School District has the legal authority to piggyback the purchase of goods and services as contracted by another governmental entity as a form of intergovernmental cooperative purchasing when seeking to utilize the same or similar services provided for in said contract; and

WHEREAS, on December 9, 2025, the Parties entered into a Piggyback Professional Services Agreement (Agreement) for Building Code Administrator to piggyback that certain agreement between Charlotte County Public Schools Agreement and Consultant pursuant to RFQual 22/23-23MP3, Building Code Administrator (Cooperative Contract) ; and

WHEREAS, Charlotte County Public Schools and the Consultant agreed on February 20, 2026 to renew the Cooperative Contract and revise the hourly rates thereunder; and

WHEREAS, the term of the Agreement allows for the renewal of two (2) additional one (1) year terms should the School Board of Charlotte County renew the Cooperative Contract; and

WHEREAS, the Parties hereto now desire to amend the Agreement as set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and adequacy of which are acknowledged, the Parties agree as follows:

1. The above recitals are acknowledged as true and correct and are incorporated herein.
2. The term of the Agreement has been renewed for the first of the two (2) additional one (1) year renewal terms and shall continue through March 7, 2027.
3. The fee schedule included in Section 5 of the Agreement is hereby deleted in its entirety and replaced with the following hourly rates, effective on March 7, 2026, consistent with the renewal of Cooperative Contract:

| Position | Proposed New Hourly Rates |
|--|----------------------------------|
| CBO/Fire Official | \$144.20 |
| Plan Review/Examiner | \$133.90 |
| Inspector | \$133.90 |
| Records Administrator or Permit Technician | \$66.95 |
| Clerical/Administrative | \$46.35 |

4. All other conditions and terms of the original Agreement not specifically amended herein shall remain in full force and effect.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.

M.T. CAUSLEY, LLC

SCHOOL DISTRICT OF HERNANDO COUNTY, FLORIDA

Signature: Matthew K. Causley Digitally signed by Matthew K. Causley
Date: 2026.02.23 11:42:35 -0500'

Signature: _____

Name: Matthew K. Causley

Name: _____

Title: President

Title: _____

Date: February 23, 2026

Date: _____

Approved as to Legal Sufficiency
Caroline I. Mockler, Esq.
Staff Counsel, HCSD
10:02 am, 02/25/2026

| A. Item Currently Budgeted - | | | | | | | |
|-------------------------------------|--|-------------------|--------|-------------------------------------|---------|--------------------------|---|
| Account Name | Various Funding sources- Building Code Administrator service | | | | | | |
| Account Number | 3983E/1100E | 7400 | XXXX | XXXX | MXXX | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - |
| | | | | | | | |
| \$ 150,000.00 | | \$ 0.00 | | \$ 0.00 | | \$ 150,000.00 | |
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Hernando School District

School Board Regular Meeting

Agenda Item # 27. 26-3642

3/24/2026

Title and Board Action Requested

Approve the piggyback of OMNIA Partners Cooperative/US Communities Government Purchasing Alliance, Contract No. R-TC-17006, Online Marketplace for the Purchase of Products and Services, awarded to Amazon Business LLC and authorized the purchase of goods for an estimated annual spending of \$75,000.00

Executive Summary

The Executive Director of Support Operations, on behalf of the Superintendent of Schools, hereby requests the Board to approve the piggyback of OMNIA Partners Cooperative/US Communities Government Purchasing Alliance, Contract No. R-TC-17006: *Online Marketplace for the Purchase of Products and Services*, awarded to Amazon Business, LLC. and authorize the purchase of goods for an estimated annual spending of \$75,000.00.

This piggyback contract will be utilized to supplement the currently approved office supplies and classroom instructional materials contracts for the purchase of consumable products. This will allow schools and departments a wider variety and selection of products and the ability to search and compare pricing before purchasing, ensure the best possible value for the District.

Purchases will be made utilizing schools and departments already approved annual budgets.

HCSB Bid No. 26-998-37 PB has been assigned for internal tracking purposes.

My Contact

Steve Crognale
Executive Director of Support Operations
(352) 797-7063

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 26-998-37 PB

**Bid Title: Online Marketplace for the
Purchase of Products and Services**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole/Single Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract | <input type="checkbox"/> Extension of Contract | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input checked="" type="checkbox"/> Piggyback: Cooperative | <input type="checkbox"/> Responsive/Responsible Bidders | |

Bid Contract Period:

03/24/2026 through 01/18/2028

N/A – One Time Purchase

Contract Type:

Estimated
Dollar Amount

Firm, Fixed
Dollar Amount

Firm, Fixed
Unit Prices

Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages

Renewal Options:

No. of Terms
Remaining

Length of
Each Term (month)

Length of
Each Term (year)

None

Rationale/Reason: Piggyback OMNIA Partners Cooperative/US Communities Government Purchasing Alliance, Contract No. R-TC-17006: Online Marketplace for the Purchase of Products and Services, awarded to Amazon Business. HCSB Bid No. 26-998-37 PB has been assigned for internal tracking purposes.

**Bidders Electronically
Downloaded From**

Bidnet Direct Website: n/a

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

**N/A – Bids Not
Required: Piggyback**

Submitted By:

Steve Crognale
Executive Director of Support Operations

School(s): District-Wide

Requested by:

Purchasing Department

For use District-Wide

Recommended award: (See attached)

T/C CODE: 2637

Awarded Vendor:

Amazon Services, LLC dba Amazon Business
Tonya Hancock
Senior Strategic Account Executive
(571) 234-4767
Account Access Helpline: (844) 428-3060
hanctony@amazon.com

Allowable Purchases

This contract is to be used for the purchase of **consumable** operational, office and educational classroom material and supplies, on an as needed basis and supplement our currently awarded contracts for such products. This contract is **NOT** to be used for the purchase of the following, which are covered under specific contracts:

- Furniture
- Computer, audio visual and other technology related items (including toner cartridges & drum kits)
- Equipment
- Custodial supplies available through the Warehouse Department

An online Amazon Business Account will be established for each site with a username and password. Users will be able to search for and compare pricing with other awarded vendors before purchasing, ensuring the best value for the District.

For assistance or questions with account set up, contact the Purchasing Department.

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name Consumable operational, office and classroom instructional supplies

| Account Number | 11X/4XX/80X Fund | Various Function | 5XX Object | Various Cost Center | Various Project | Various Sub Project | | | | |
|--------------------------|---------------------|---------------------|---------------|-------------------------------------|--------------------|--------------------------|---|-----------------|---|-----------------------------|
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 75,000 | \$ 0 | \$ 0 | \$ 75,000 | \$ 75,000 | \$ 0 | | | | | \$ 0 |

| Account Name | | | | | | | | | | |
|--------------------------|------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ | \$ | \$ | \$ | \$ | \$ | | | | | \$ |

B. Item Currently Not Budgeted -**

Funding Source _____

Account Name _____

| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project |
|----------------|------|----------|--------|-------------|---------|-------------|
| Amount \$ | | | | | | |

| Account Name | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project |
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | | | | | | |
| Amount \$ | | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 28. 26-3643

3/24/2026

Title and Board Action Requested

Approve the Guaranteed Maximum Price Amendment to the contract with Walbridge Aldinger LLC, for construction goods and services for Drainage & Turf Improvements for Springstead High School and authorize the purchase of said goods and services not to exceed \$3,308,637.00 using half-cent funds

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approve the guaranteed maximum price amendment to the contract with Walbridge Aldinger LLC, for construction goods and services for Drainage & Turf Improvements for Springstead High School and authorize the purchase of said goods and services not to exceed \$3,308,637.00 using half-cent funds.

On December 12, 2023, Agenda Item 24-1799 approved the Construction Manager Agreement with Walbridge Aldinger LLC, and authorized the purchase of pre-construction services.

The Facilities & Construction Department determined it was in the best interest of the District to remove the roofing scope of work from the project and add the turf improvements.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.



AIA[®] Document A133[®] – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the Twenty-fourth day of March in the year Two Thousand Twenty-Six, is incorporated into the accompanying AIA Document A133[™]–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the Twelfth day of December in the year Two Thousand Twenty-Three (the “Agreement”)

(In words, indicate day, month, and year.)

for the following **PROJECT:**
(Name and address or location)

SHS Drainage and Roofing Improvements
3300 Mariner Blvd
Spring Hill, FL 34608

THE OWNER:
(Name, legal status, and address)

Hernando County School District
8016 Mobley Rd
Brooksville, FL 34601

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

Walbridge Aldinger LLC
100 Ashley Drive, Suite 350
Tampa, FL 33602

TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Three million Three-hundred eight thousand Six-hundred thirty-

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201[™]–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

seven dollars and no cents (\$ 3,308,637.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

(Provide itemized statement below or reference an attachment.)

Per the attached GMP proposal

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

| Item | Price |
|------|-------|
|------|-------|

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement. *(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

| Item | Price | Conditions for Acceptance |
|-------------------------------|-------|---------------------------|
| Per the attached GMP proposal | | |

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

| Item | Units and Limitations | Price per Unit (\$0.00) |
|------|-----------------------|-------------------------|
|------|-----------------------|-------------------------|

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

April 1, 2026

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

By the following date: July 31, 2026

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

| Portion of Work | Substantial Completion Date |
|-----------------|-----------------------------|
|-----------------|-----------------------------|

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

| Document | Title | Date | Pages |
|--------------|--------------------------|-----------|-------|
| GMP Proposal | Guaranteed Maximum Price | 2/24/2026 | 128 |

§ A.3.1.2 The following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

See pages 3 & 4 of the GMP proposal “List of Drawings & Specifications”

| Section | Title | Date | Pages |
|---------|-------|------|-------|
|---------|-------|------|-------|

§ A.3.1.3 The following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

See pages 3 & 4 of the GMP proposal “List of Drawings & Specifications”

| Number | Title | Date |
|--------|-------|------|
|--------|-------|------|

§ A.3.1.4 The Sustainability Plan, if any:
(If the Owner identified a Sustainable Objective in the Owner’s Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner’s and Construction Manager’s roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

| Title | Date | Pages |
|-------|------|-------|
|-------|------|-------|

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:
(Identify each allowance.)

| Item | Price |
|---------------------------|-------|
| See attached GMP proposal | |

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

Per the attached GMP proposal

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

Per the attached GMP proposal

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:
(List name, discipline, address, and other information.)

As listed in the attached GMP proposal

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)



CONSTRUCTION MANAGER (Signature)

Craig D. Vincent VP. Operations

(Printed name and title)

| A. Item Currently Budgeted - | | | | | | | | | | |
|---|---|-------------------|----------|-------------------------------------|-------------|--------------------------|-------|-----------------|-------------|-----------------------------|
| GMP- SPRINGSTEAD DRAINAGE AND ROOFING IMPROVEMENT PROJECT | | | | | | | | | | |
| Account Name | | _____ | | | | | | | | |
| Account Number | | 3983E | 7400 | 6700 | O181 | M3110 | _____ | | _____ | |
| | | Fund | Function | Object | Cost Center | Project | _____ | | Sub Project | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 3,308,637.00 | | \$ 0.00 | | \$ 0.00 | | \$ 3,308,637.00 | | \$ 3,308,637.00 | | \$ 0.00 |

| | | | | | | | | | | |
|--------------------------|---|-------------------|----------|-------------------------------------|-------------|--------------------------|-------|-----------------|-------------|-----------------------------|
| Account Name _____ | | | | | | | | | | |
| Account Number | | _____ | _____ | _____ | _____ | _____ | _____ | | _____ | |
| | | Fund | Function | Object | Cost Center | Project | _____ | | Sub Project | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| B. Item Currently Not Budgeted -** | | | | | | | | | |
|------------------------------------|----|-------|----------|--------|-------------|---------|-------|--|-------------|
| Funding Source | | _____ | | | | | | | |
| Account Name | | _____ | | | | | | | |
| Account Number | | _____ | _____ | _____ | _____ | _____ | _____ | | _____ |
| | | Fund | Function | Object | Cost Center | Project | _____ | | Sub Project |
| Amount | \$ | _____ | | | | | | | |

| | | | | | | | | | |
|----------------|----|-------|----------|--------|-------------|---------|-------|--|-------------|
| Funding Source | | _____ | | | | | | | |
| Account Name | | _____ | | | | | | | |
| Account Number | | _____ | _____ | _____ | _____ | _____ | _____ | | _____ |
| | | Fund | Function | Object | Cost Center | Project | _____ | | Sub Project |
| Amount | \$ | _____ | | | | | | | |

| C. History | |
|-----------------------------------|-----------------------|
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: _____ | |
| Prior Year Actual Spent: _____ | |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 29. 26-3645

3/24/2026

Title and Board Action Requested

Approve the Guaranteed Maximum Price Amendment to the contract with J.E. Dunn Construction Company, for construction goods and services for Play Court Relocation for Weeki Wachee High School and authorize the purchase of said goods and services not to exceed \$974,673.00 using half-cent funds.

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approve the guaranteed maximum price amendment to the contract with J.E. Dunn Construction Company, for construction goods and services for Play Court Relocation for Weeki Wachee High School and authorize the purchase of said goods and services not to exceed \$974,673.00 using half-cent funds.

On January 27, 2026, Agenda Item 26-3524 approved the Construction Manager Agreement with J.E. Dunn Construction Company and authorized the purchase of pre-construction services.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.



AIA® Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the Twenty-fourth day of March in the year Two-thousand Twenty-six , is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the Twenty-seventh day of January in the year Two-thousand Twenty-six (the “Agreement”)
(In words, indicate day, month, and year.)

for the following **PROJECT:**
(Name and address or location)

Weeki Wachee High School Play Court Relocation
12150 Vespa Way
Weeki Wachee, FL 34614

THE OWNER:
(Name, legal status, and address)

Hernando County School District
8016 Mobley Road
Brooksville, FL 34601

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

J. E. Dunn Construction Company
5411 Sky Center Drive, Suite 200
Tampa, FL 33607

TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER’S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager’s Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Nine-hundred seventy-four thousand Six-hundred seventy-three dollars and zero cents (\$ 974,673.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 **Itemized Statement of the Guaranteed Maximum Price.** Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.
(Provide itemized statement below or reference an attachment.)

See attached GMP Proposal dated March 2, 2026

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 **Alternates**

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

| Item | Price |
|---|-------|
| See attached GMP Proposal dated March 2, 2026 | |

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

| Item | Price | Conditions for Acceptance |
|---|-------|---------------------------|
| See attached GMP Proposal dated March 2, 2026 | | |

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

| Item | Units and Limitations | Price per Unit (\$0.00) |
|------|-----------------------|-------------------------|
|------|-----------------------|-------------------------|

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

By the following date: August 14, 2026

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

| Portion of Work | Substantial Completion Date |
|-----------------|-----------------------------|
|-----------------|-----------------------------|

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

| Document | Title | Date | Pages |
|----------|-------|------|-------|
|----------|-------|------|-------|

§ A.3.1.2 The following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

See attached GMP Proposal dated March 2, 2026 Section 5

| Section | Title | Date | Pages |
|---------|-------|------|-------|
|---------|-------|------|-------|

§ A.3.1.3 The following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

See attached GMP Proposal dated March 2, 2026 Section 5

| Number | Title | Date |
|--------|-------|------|
|--------|-------|------|

§ A.3.1.4 The Sustainability Plan, if any:
(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

| Title | Date | Pages |
|-------|------|-------|
|-------|------|-------|

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

(Identify each allowance.)

| Item | Price |
|---|-------|
| See attached GMP Proposal dated March 2, 2026 | |

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based: (Identify each assumption and clarification.)

See attached GMP Proposal dated March 2, 2026

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information: (List any other documents or information here, or refer to an exhibit attached to this Amendment.)

GMP Proposal dated March 2, 2026

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

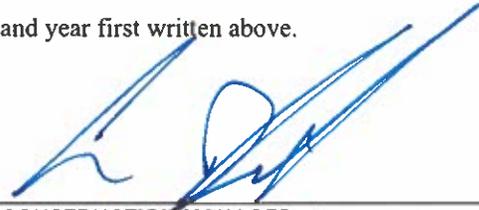
(List name, discipline, address, and other information.)

See attached GMP Proposal dated March 2, 2026 Section 8

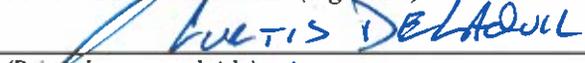
This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)



CONSTRUCTION MANAGER (Signature)



(Printed name and title) VICE PRESIDENT

A. Item Currently Budgeted -

| | | | | | | |
|--------------------------|--|-------------------|---------------|-------------------------------------|---------|-----------------------------|
| Account Name | 1/2 Cent funds- Weeki Wachee Play Court Re-location project -GMP | | | | | |
| Account Number | 3983E | 7400 | 6700 | 0391 | M2230 | |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget |
| | - | | | | = | Present Request |
| | | | | | | Remaining Balance Available |
| \$ 974,673.00 | \$ 0.00 | \$ 0.00 | \$ 974,673.00 | \$ 974,673.00 | \$ 0.00 | |

| | | | | | | |
|--------------------------|----------|-------------------|----------|-------------------------------------|----------|-----------------------------|
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget |
| | - | | | | = | Present Request |
| | | | | | | Remaining Balance Available |
| \$ _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ | |

B. Item Currently Not Budgeted -**

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

C. History

Check one:
Prior Year Budget:
New for Current Year:

Prior Year Approved Budget: _____
 Prior Year Actual Spent: _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 30. 26-3646

3/24/2026

Title and Board Action Requested

Award RFQ #9009-2512-606, Engineering Services for HVAC Replacement for Powell Middle School, to Phoenix Engineering Group, Inc, for Engineering Services and approve the contract and the purchase of said services not to exceed \$725,000.00 using half-cent funds.

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board award RFQ #9009-2512-606, Engineering Services for HVAC Replacement for Powell Middle School, to Phoenix Engineering Group, Inc, for Engineering Services and approve the contract and the purchase of said services not to exceed \$725,000.00 using half-cent funds.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
(352)797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.



**REQUEST FOR QUALIFICATIONS
NO. 9009-2512-606
For Engineering Services**

HVAC Replacement
Powell Middle School
Hernando County School District
Brooksville, Florida

**REQUEST FOR QUALIFICATIONS
POWELL MIDDLE SCHOOL
HVAC REPLACEMENT
ENGINEERING SERVICES**

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ANNOUNCEMENT

REQUEST FOR QUALIFICATIONS FOR Mechanical Engineering and Related Services Hernando County School Board Powell Middle School HVAC Replacement

RFQ #9009-2512-606

The Hernando County School Board (“HCSB”), Brooksville, Florida, invites qualified firms to submit a letter of interest and supporting documentation relating to professional ENGINEERING SERVICES for Powell Middle School HVAC Replacement. HCSB will negotiate, in accordance with F.S. 287.055, an AIA C103-2015 “Standard Form of Agreement Between Owner and Consultant” contract regarding the fee structure, terms and conditions, etc. with the most qualified firm.

Qualifications are requested as follows:

Mechanical Engineering Services

Submittals must be received before **10:00 AM on Thursday, December 18th, 2025**, at the Facilities & Construction Department, Hernando County School Board, 8016 Mobley Road, Brooksville, Florida 34601 (352-797-7050).

Submittal Requirements and information related to this RFQ are available on the Bid Net website. Interested respondents are **required** to register, free of charge, by visiting: www.bidnet.com

A **non-mandatory** site visit will be held on **Tuesday, December 9th, 2025 at 9:00 AM**. The meeting will convene at the front office of Powell Middle School located at 4100 Barclay Avenue, Brooksville, FL 34609. The purpose of the meeting will be to allow potential respondents to review existing conditions at the campus. Any questions (or responses) asked at this meeting will be for general information only and HCSB will not be bound to any response by any employee of the District. All questions and responses for official record for this RFQ must be asked via the www.bidnet.com posting for this RFQ and must be asked by the deadlines stated in the schedule below.

**REQUEST FOR QUALIFICATIONS
ENGINEERING SERVICES
HERNANDO COUNTY SCHOOL DISTRICT**

I. GENERAL INFORMATION

A. DESCRIPTION

1. Hernando County School Board (HCSB) seeks qualifications from Professional Consultants having a certificate of registration under Florida Statute Chapter 471 as a licensed Engineering firm to provide design services for HVAC projects.
2. HCSB is soliciting a Request for Qualification (RFQ) from engineering firms to provide design, permitting & bidding and contract administration for an HVAC replacement project at Powell Middle School located at 4100 Barclay Avenue, Brooksville, FL 34609. This project may be constructed over multiple fiscal years or in phases due to funding limitations. This RFQ shall be for the entire project. The scope of work will be based on one of the two schemes listed in Appendix C "Design Schemes". The District reserves the right to modify these schemes or add/remove work included in the scope of this project.
3. Submittals will be evaluated by the Professional Service Advisory Committee (Jury Panel) and ranked according to the criteria described herein. The Most Qualified Firm will enter into fee negotiations and be awarded an AIA C103-2015 Agreement in accordance with FS 287.055.
4. HCSB will procure a commissioning agent to engage in pre-commissioning and commissioning services for this project. The engineering firm that is selected for the design under this RFQ will **not be considered** to provide commissioning services **for this project**.

B. MINIMUM QUALIFICATIONS

Respondents must meet minimum qualifications in order to receive consideration. Respondents shall, at a minimum:

1. Be registered in the State of Florida under State Statute Chapter 471 to provide professional Engineering Services.
2. Have been in business operating within the State of Florida for a minimum of three (3) consecutive years under the current name and providing the services advertised under this RFQ.
3. Have successfully completed at least three (3) projects acting as the prime consultant for projects of similar or larger dollar value OR scope. **The anticipated construction cost is Eight-million Five-hundred thousand dollars (\$8,500,000.00).**
4. Successful respondent shall provide a Certificate of Insurance meeting the requirements of the attached Exhibit A "Hernando County School Board Consultant's Insurance Requirements" prior to the execution of the contract. Said Exhibit A shall be referenced in the AIA C 103-2015 agreement.
5. May not be disqualified by Florida Statute 287.133 (2) (a), which states as follows:
"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not

transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.”

C. SCOPE OF SERVICES

1. The scope of services may include multiple design phases as described in the terms & conditions. The number of phases and associated deliverables will be determined according to project needs.
2. Related services may be required, including but not limited to architecture, civil engineering, electrical engineering, structural engineering and landscape architecture. For the purpose of this RFQ, the Jury Panel will evaluate the Respondent’s qualifications without consideration of proposed sub-consultants for related services. The Respondent should demonstrate that they have the resources to provide these services however the sub-consultants qualifications will NOT be scored.
3. Awarded firm will act as lead consultant under the terms of the Agreement and will be responsible for all aspects of the project, including budget and scope analysis, design, coordination of documents, bidding, and contract administration (including bi-weekly site visits and warranty inspections)
4. After Board approval of a contract, the successful Respondent will be required to submit deliverables in accordance with HCSD standards which may be found at the following link: [DESIGN SUBMITTAL REQUIREMENTS \(campussuite-storage.s3.amazonaws.com\)](https://campussuite-storage.s3.amazonaws.com)
5. The successful Respondent is expected to conduct bi-weekly meetings during the design phases of the project and attend bi-weekly construction meetings conducted by the Construction Manager. The successful Respondent shall also participate and coordinate with our Commissioning Agent to assure the commissioning process is being followed and concerns are being properly addressed. The successful Respondent is also expected to conduct and document an 11 month warranty inspection.

D. SELECTION PROCESS

1. The ranking and selection of qualified firms will be conducted in two steps in accordance with the Florida Statutes, 287.055, as follows:
 - a. Step 1 – Respondents’ submittals will be scored individually by each juror, based on their understanding of the material. A score sheet similar to Appendix A will be used. An average of the individual jurors’ final scores will be used to rank all respondents’ submittals. The three (3) highest scoring firms will be invited to Interview (Step 2)
 - b. Step 2 – Firms participating in this step shall each begin with a score of zero. All firms shall be given an equal amount of time for the interview. Time slots for the interviews will be assigned at random by the Facilities & Construction Department. Interviews will be scored individually by each committee member using the same or similar score sheet as Step 1. Firms are also encouraged to present their approach to this project and each scheme, along with a budget, in the Step 2 interviews. An average of the individual committee members’ final scores will be used to rank all firms’ interviews. The firm with the highest interview score shall be deemed the most qualified and recommended to the Board for selection pending negotiation of a contract.
2. On behalf of the School Board, the Facilities & Construction Department will negotiate, in accordance with F.S. 287.055, a contract regarding the fee structure, terms and conditions, etc. with the selected firm. If the District is unable to reach a timely agreement with the selected firm, negotiations will proceed with the next highest ranked firm, in turn, and in accordance with F.S. 287.055. The final negotiated contract will be taken to the Board for approval prior to award.
3. For any lump-sum or cost-plus-a-fixed-fee professional service contract that exceeds the maximum amount established by State law for CATEGORY FOUR, which is \$195,000, the Board shall require

the firm receiving the award to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. Any professional service contract under which such a certificate is required shall contain a provision that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments shall be made within (1) year following the end of the contract.

II. SUBMITTAL REQUIREMENTS

A. SUBMITTAL INFORMATION

Due Date & Time: Thursday, December 18th, 2025, 10:00 AM

Copies: Three (3) bound hard copies and one (1) .pdf copy on portable media

Address: Submit to: Facilities & Construction Dept., 8016 Mobley Rd, Brooksville, FL 34601

Comments: Late submittals will not be considered. It is the responsibility of the Respondent to allow sufficient time for submittals to transit through the US Postal Service and the HCSB distribution system to guarantee delivery prior to the deadline.

**Contact: Brian Ragan, Facilities & Construction Department
Hernando County School District
Ragan_b@hcsb.k12.fl.us
352-797-7050**

Submit three bound hard copies and one .pdf portable media copy in a sealed envelope addressed to the Contact listed above. Envelope shall include the proposer's name, address and telephone number along with the RFQ number (#9009-2512-606) on the outside of the envelope. The media copy may be placed in a separate envelope which is placed inside the labeled envelope at the proposers discretion.

B. SCHEDULE FOR RFQ PROCESS

The schedule is as follows:

| | |
|-------------------------------------|--------------------------------------|
| Advertisement | November 14, 2025 – December 5, 2025 |
| Non-mandatory Site Visit | December 9, 2025 9:00 AM |
| Final Date for Respondent Questions | December 10, 2025 Midnight |
| Due Date for HCSB Responses | December 11, 2025 Midnight |
| Submittals Due | December 18, 2025 10:00 AM |
| Step 1 Short List Announced | January 15, 2026 |
| Step 2 Interviews | January 26-29, 2025 |
| Step 2 Scores Announced | February 5, 2025 |

The above schedule is tentative. Revisions will be issued in a timely manner. Information related to this RFQ, including the schedule, will be distributed via the HCSB Bid Net web page.

Respondents are required to register on www.bidnet.com to receive information related to this RFQ.

C. GENERAL INFORMATION

1. Changes and Clarifications:

Changes and clarifications to this RFQ will be issued by addenda. Addenda will be distributed via www.bidnet.com.

Respondents may enter questions at any time prior to the date listed in paragraph II.B. All questions must be entered into www.bidnet.com and HCSB will respond accordingly.

It is the respondent's responsibility to log in and check for updated information.

2. Conditions of this RFQ:

All respondents accept the following conditions:

- a. All submittals shall become the property of HCSB and will not be returned.
- b. Late submittals will not be evaluated.
- c. HCSB is governed by the Public Records Law, Chapter 119, Florida Statute (F.S.). Only trade secrets, as defined by F.S, and financial statements may be exempt from disclosure. Any such confidential materials shall be segregated and clearly marked as Confidential. Blanket requests will not be honored.
- d. HCSB reserves the right to reject any or all proposals if deemed unresponsive to this RFQ or for failure to disclose requested information.
- e. HCSB shall not be liable for costs incurred by respondents in the preparation of submittals or for costs related to any element of the selection and contract negotiation process.
- f. By responding to this RFQ, the respondents acknowledge that they have carefully reviewed the entire RFQ, including appendices and addenda, and furthermore specifically agrees that the Architect-Engineers Agreement and the associated Terms and Conditions are expressly acceptable without reservation.
- g. HCSB reserves the right, without invalidating the respondent's submittal, to request clarification of the information provided.

D. SUBMITTAL FORMAT

Submittals must comply with the following requirements. HCSB retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the District.

1. Three (3) hard copies and one (1) .pdf version on portable media. The .pdf version is to be submitted as a single bound document, including the cover letter (Letter of Interest).
2. Each submittal is to include a Letter of Interest bound into the submittal as page 1. The Letter of Interest is to include the following information:
 - a. Legal name of the Firm
 - b. Mailing Address
 - c. Engineering Discipline(s) for which the Respondent is capable and licensed to perform as a Prime Consultant
 - d. Email address and telephone number of the contact person responsible for communications regarding this RFQ
3. The submittal is to be prepared simply and economically, providing a straightforward, concise description of the Respondent's capabilities to satisfy the requirements of this RFQ. Respondents are asked to concentrate on accuracy, completeness and clarity of content.
4. Submittals are to be 8 ½" x 11", permanently bound, with minimum font size 11 point. Fold out pages may be included for charts, graphs and diagrams, but not for text. Fold out pages may be no larger than 11" x 17" and must fold entirely within the section.
5. Submittal shall be formatted and tabbed in the exact form and numeric sequence stated herein. Each section shall be written on a stand-alone basis so that its contents may be evaluated with a minimum of cross-referencing to other sections of the package. **Information which is not readily found in its designated section may be assumed to have been omitted.**
6. Specific information upon which the submittal will be judged is as follows. Response to all items shall be complete.

III. EVALUATION CRITERIA

Submittals will be evaluated and scored according to the Evaluation Form provided in Appendix A.

It is the intent of HCSB to select firms who have prior experience with educational projects. Respondents will be judged not only on prior experience but also on their ability to address issues critical to the success of a project, as outlined in this RFQ document. The following must be submitted (in order by Tab) and are elements that will be used to evaluate each respondent's qualifications.

TAB 01 – FIRM QUALIFICATIONS AND CAPABILITIES

Provide a brief overview of the firm's qualifications and experience related to educational HVAC projects or projects performed in a similar environment.

Describe the organization and size of the firm. Establish the lines of authority and communication. Organizational chart may be included.

Describe the firm's in-house capabilities, specifically with regard to experience acting as **Prime Consultant**.

Describe the firm's current and projected workload.

Establish whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act.

TAB 02 – STAFF QUALIFICATIONS

Identify the Principals, project management staff, and other key staff. Provide a brief overview of the individual staff qualifications and relevant experience related to educational HVAC projects or projects performed in a similar environment.

Present unique qualifications or knowledge that staff may offer, for example certification with a recognized green building rating organization, expertise in modeling software, etc.

Describe the level of involvement by key staff in project management and on-site presence, particularly as it relates to representing the HCSB's interests during the construction phase. Also, recognizing the benefits to the Owner of continuity from design through contract close-out, state whether the staff who produce the contract documents will be responsible for **day-to-day** construction administration tasks.

TAB 03 – PRIOR EXPERIENCE AND PERFORMANCE

Present at least three (3) relevant projects performed as prime consultant. Provide information related to the complexity, budget vs cost, and schedule. Include any multi-phased projects on occupied campuses or in similar environments.

Provide names and current contact information for the Owner representative for each project.

Demonstrate success on the above projects. Testimonials and reference letters may be provided.

TAB 04 – PROJECT APPROACH

Describe the firm's policies and procedures with regard to Budget Evaluation and Cost Control:

Ability to produce accurate cost estimates at appropriate intervals.

Ability and willingness to participate in value engineering activities, maintaining the original schedule when a budget overage does not result from Owner-requested scope changes.

Describe the firm's policies and procedures with regard to Quality Control:

Procedure for investigating existing conditions during design.

Ability to write customized specifications for individual projects.

Ability to produce non-engineering specification sections, including Division 1.

Ability to review documents for coordination and code compliance, including the work of consultants, so as to avoid delays resulting from incomplete submittals to the HCSB.

Ability to improve energy efficiency through the use of an integrated design process, life cycle costing, use of an energy standard and energy efficient materials, systems and equipment.

Ability to design for durability and maintainability.

Describe the firm's policies and procedures with regard to Communication and Reporting:

Ability to produce detailed meeting minutes and field reports. **Provide examples.**

Describe the firm's policies and procedures with regard to scheduling design phase tasks:

Ability to manage the work to meet the established schedule.

Ability to evaluate needs and plan design tasks so as to allow adequate review time for environmental agencies, local government, plans examiners, and HCSB reviewers.

Describe the firm's commitment and strategy with regard to project close out:

Continuity through the end of the punch list period.

Track record with regard to timely close-out on educational projects.

Ability to produce quality record documents, specifically providing examples of information recorded other than field-marked changes provided by the Contractor.

Ability to review close out documents for compliance with the Contract Documents.

TAB 05 – WORK LOCATION

Describe the location of the office where design and construction documents will be produced.

Describe how the proximity of the firm's office may affect construction administration tasks and coordination with the HCSB project manager. List any Hernando County residents on staff.

Appendix A

HERNANDO COUNTY SCHOOL DISTRICT
SUBMITTAL EVALUATION FORM
ENGINEERING SERVICES

QUALIFICATION BASED SELECTION

Evaluator #: _____ Date: _____
Name of Firm: _____
RFQ #: 9009-2512-606 _____

SCORE:

Weight x Rating = Score

1. FIRM QUALIFICATIONS AND CAPABILITIES¹

- Experience with educational or similar projects 10 x _____ = _____
- Organizational structure & established lines of communication 10 x _____ = _____
- Documented experience acting as Prime Consultant 10 x _____ = _____

2. STAFF QUALIFICATIONS¹

- Qualifications and relevant individual experience 15 x _____ = _____
- Unique knowledge & abilities of staff 15 x _____ = _____
- Continuity from design to construction administration 15 x _____ = _____

3. PRIOR EXPERIENCE AND PERFORMANCE¹

- Three examples of successful projects 15 x _____ = _____
- Demonstrated success on each of the projects 10 x _____ = _____
- Owner references for each of the projects 10 x _____ = _____

4. PROJECT APPROACH¹

- Budget evaluation & cost control methodology 10 x _____ = _____
- Quality control methodology 10 x _____ = _____
- Documented Communication and Reporting proficiency 10 x _____ = _____
- Proficiency and understanding of project scheduling 10 x _____ = _____
- Approach to Project Close Out 10 x _____ = _____

5. WORK LOCATION¹

- Proximity of firm & availability for Hernando County 10 x _____ = _____

TOTAL SCORE: _____⁴

NOTES:

1. **Criteria:** Evaluator will review all information presented, including unique characteristics and abilities, in order to rate the firm's qualifications in each category.
2. **Weights:** Weights are assigned to establish the relative importance of the listed criteria.
3. **Ratings:** Evaluator will assess the strength of each firm's qualifications and assign a numerical rating of 1 to 5 with 5 being the highest rating. (Use whole numbers)
4. **Total Score:** Includes the sum of all criteria.

Appendix B

AIA Document C103-215 “Standard Form of Agreement Between Owner and Consultant” is hereby incorporated by reference.

Hernando County School District’s Standard Addendum to Agreements, Affidavit Regarding the Use of Coercion for Labor and Services and Foreign Country of Concern Attestation forms will be included in the AIA C 103-215 and signed by the awarded vendor

Copies of the most current version of these documents are available upon request to the Contact listed in the above RFQ documents.

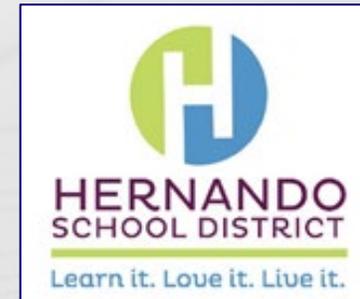
Hernando County School District
Engineering Services

**HVAC Replacement
Powell Middle School**

RFQ NO. 9009-2512-606



January 26, 2026



Presented by:





Introductions



**Chad West, P.E., Principal
CFO/Senior Mechanical
Engineer
Florida PE #81353**



**Rhett Jackson, P.E., Principal,
CEO/Senior Electrical
Engineer
Florida PE #53250**



Presentation Agenda



Part A – Why partner with Phoenix for the Hernando County School District

- Quick review of our qualifications

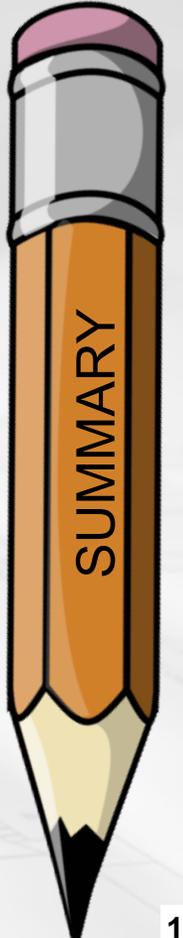
Part B – Why partner with Phoenix for the HVAC Replacement at Powell Middle School

- Proposed Solutions

Time for Questions



POWELL
MIDDLE SCHOOL





Part A – Phoenix Qualifications & Capabilities



About Phoenix Engineering

- Celebrating 20 Years in business, 9 employee SBE
- Principals are involved in the **entire process** from kick-off to completion
- K-12 Experience since inception
- Single Office location in Hillsborough County



“At Phoenix, we are big enough to serve you, but small enough to know you”



Phoenix Qualifications & Capabilities



Educational Qualifications Overview

- We have a long record of successful K-12 projects including HVAC dominant projects
- We have extensive experience with the challenges unique to educational facilities
- We regularly provide **pre-purchase** specifications for long-lead equipment
- We are accustomed to developing **phasing plans** to minimize construction impact





Phoenix Qualifications & Capabilities



Recent Educational HVAC and Similar Projects



HVAC Replacement at Springstead HS



Air Handlers at St. Petersburg HS



HVAC Replacement at Suncoast ES

- ★ **Suncoast Elementary School – HVAC** Replacement
- ★ **Fiber Install at Hernando High School**
- ★ **Central High School Fire Alarm Replacement**
- ★ **Springstead High School Fire Alarm Replacement**
- ★ Gibsonton Elementary School - **HVAC** Renovations
- ★ Sanders Elementary School - **Chiller** Replacement
- ★ Walden Lakes Elementary School - **HVAC** Renovations and Roof Replacement
- ★ Seminole Elementary School - **HVAC** Renovations to the Cafeteria
- Lealman Elementary School - Campus Wide Renovations
- St. Petersburg High School - Extensive Campus Renovations
- ★ Anona Elementary School - **HVAC** and Ceiling Lighting
- Clearwater Central Catholic High School - New Football Team Field House
- Clearwater Central Catholic High School - Renovation of the Field House and **HVAC**
- ★ Dunedin High School - **Chiller** Replacement
- ★ Maximo Elementary School - **HVAC** Building Management System Replacement

- ★ Bardmoor Elementary School - **Chiller** Replacement
- ★ Westshore Elementary School - **HVAC** Retrofit and Ceiling, Lighting Replacement
- ★ Morgan Fitzgerald Middle School - **AHU** Replacements
- ★ Hillsborough High School - Field House **HVAC**
- ★ Tarpon Springs Middle School - Extensive Mechanical, Electrical & Plumbing Renovations
- ★ Clearwater Fundamental Middle School - **HVAC** Renovations
- ★ Tarpon Springs Middle School - **Air Handler** Replacements
- ★ Palm Harbor Middle School - **HVAC** and Ceiling Lighting Replacement
- ★ Skyview Elementary School - **HVAC** Upgrades
- ★ Pinellas Park High School - **HVAC** and Ceiling Lighting Replacement
- ★ Walsingham Elementary School - Electric Gear Replacement
- ★ Oldsmar Elementary School - **Chiller** Replacement
- ★ Alexander Elementary School - **HVAC** Replacement
- IDEA Schools, Bassett (new school)
- IDEA Schools, University (new school)
- ★ Largo Middle School - **Chiller** Replacement
- ★ Carrollwood Elementary School – **HVAC** replacement

★ = PRIME



Phoenix Qualifications & Capabilities



Organizational Overview

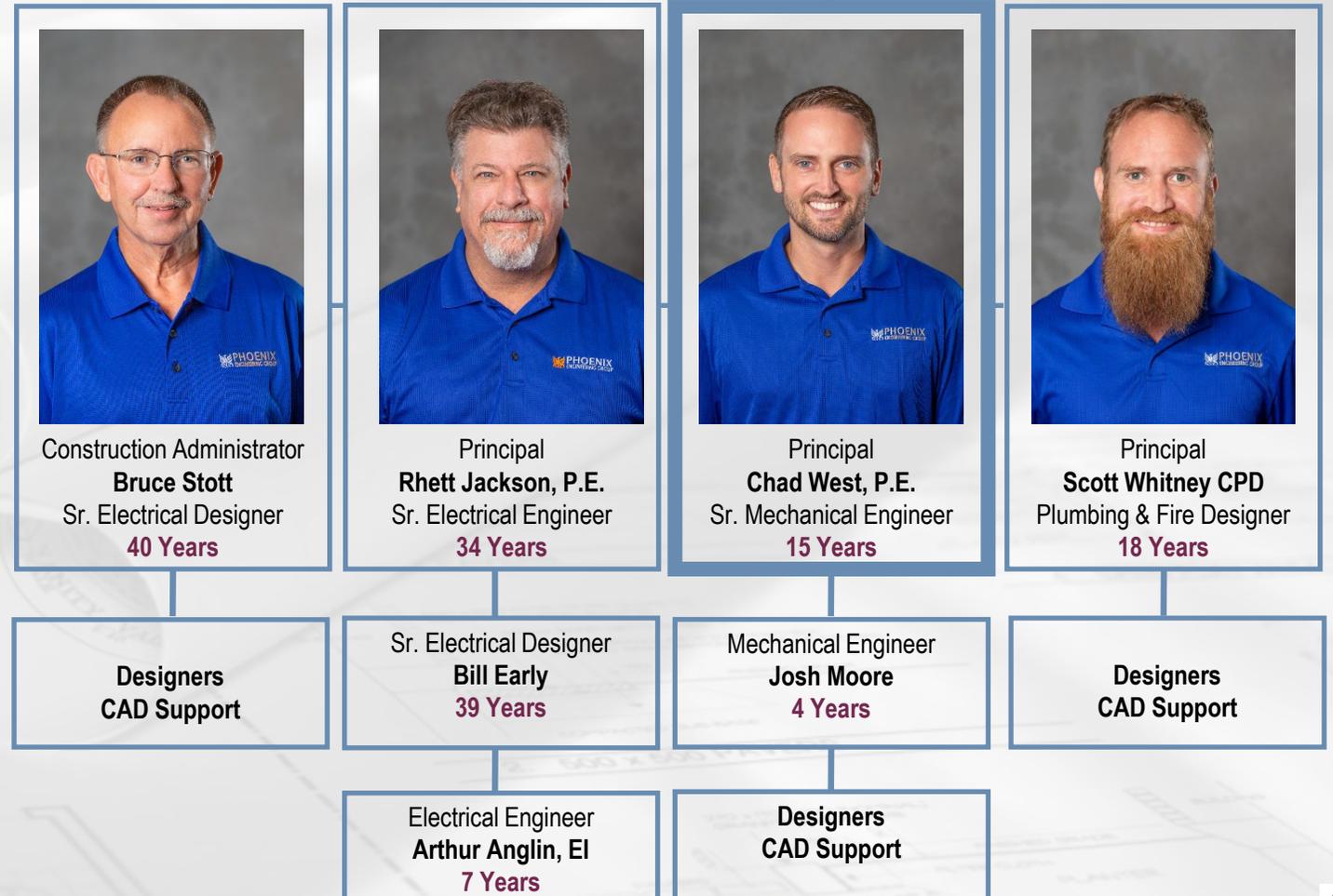
- Company founded in 2006
- Principals have worked together 15+ years
- Five full-time employees added since 2021

Principals and Officers

- Rhett R. Jackson, P.E., RCDD, LEEP AP, CEO
- Chad D. West, P.E., CFO
- Scott Whitney, CPD, EVP

Established line of communication

- Dedicated Project manager
- Single Point of Contact





Phoenix Qualifications & Capabilities



In-House Capabilities as Prime Consultant

Phoenix has acted as Prime Consultant on over **70% of our educational projects** in our history. While most have been primarily Mechanical or Electrical, our in-house capabilities include, but are not limited to:

- **Mechanical Engineering**
- **Electrical Engineering**
- **Plumbing Design**
- **Fire Protection**
- **Construction Administration**
- **Technology Design Service**





Phoenix Qualifications & Capabilities -Summary



Educational and Similar Project Experience

- Education experience since 2006
- Over 130 Education projects, 450 similar projects

Organizational Structure & Established Lines of Communication

- All work performed out of Tampa office
- Principals in charge lead each project
- Single Point of Contact-Dedicated Project Manager

Documented Experience acting as Prime Consultant

- MEP capabilities in-house
- Over 70% of Phoenix educational projects as Prime





Phoenix Staff Qualifications



Project Manager – Chad West, P.E.

Principal, CFO, Senior Mechanical Engineer



- **15 years** Mechanical Engineering experience
- Has worked with **7 local school districts**
- Experienced Project Manager
- Broad experience in educational building renovations in facilities that have **accelerated or phased schedules** and must remain open during the construction process.

Additional Mechanical Engineering Staff

Scott Whitney, CPD, Mechanical Designer

- 18 years of Mechanical Design experience
- AutoCAD
- REVIT and 3-D modeling

Josh Moore, Mechanical Engineer

- 4 years of Mechanical Design experience
- AutoCAD
- REVIT and 3-D modeling



Phoenix Staff Qualifications



Rhett Jackson, P.E.

Principal, CEO, Senior Electrical Engineer



- **34 years** Electrical Engineering experience
- Has worked with **7 local school districts**
- Experienced Project Manager
- Broad experience in building renovations in facilities that have **accelerated or phased schedules** and must remain open during the construction process.

Additional Electrical Engineering Staff

Bruce Stott, Construction Administrator

- 40 years of Construction Experience in K-12
- Limited Inspector and Plans Examiner Licenses
- Electrical Journeyman License

Bill Early, Sr. Electrical Designer

- 39 years of Electrical Design experience
- AutoCAD
- Fault Current Analysis

Arthur Anglin, Electrical Engineer

- 7 years of Electrical Design experience
- AutoCAD
- REVIT and 3-D modeling



Phoenix Staff Unique Qualifications



In-House Registered Communication Distribution Designer



- **360 degree camera** used to accurately and thoroughly capture all existing conditions
- **4K resolution drone** for aerial surveying and photography
- Latest AutoCAD software incorporated with **Autodesk Revit for BIM and 3D modeling**
- **Hourly Analysis Program** – Load calculations & energy simulations

In-House LEED AP Professional



- **EnergyGauge Summit** - Energy code compliance
- **Customized Spreadsheets** – HVAC Calculations, Panel Schedules & Power Calculations, Hydraulic Calculations
- Photometric models using **Lite Pro** and **Visual Lighting**
- **SKM Power Tools** for electrical systems analysis



Phoenix Staff Qualifications



Continuity from Design to Construction Administration

- Dedicated Project Manager
 - Sole responsibility is the success of the project
- Single Point of Contact
 - Responsible for all communication and coordination
- Dedicated Design Team
 - Same team from kick-off to punch out





Phoenix Staff Qualifications - Summary



Qualifications and relevant individual experience

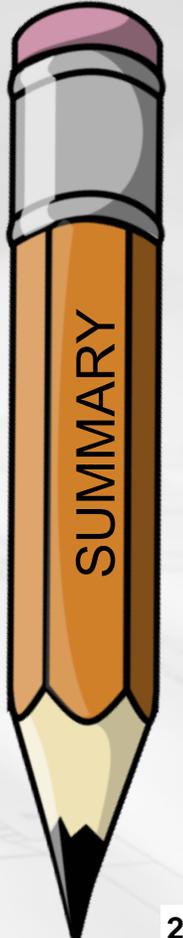
- Project manager with 15 years of Local K-12 experience
- All Phoenix staff has sufficient experience in K-12
- Principal engineers involved in every project start to finish
- All Phoenix engineering staff is JLA and Hernando badged

Unique Knowledge & Abilities of Staff

- Active subscriptions AutoCAD and Revit 3D modeling
- 360 camera for accurate field survey data
- Active MasterSpec subscription for project specific up to date specifications
- Pharmaceutical background gives us unique high purity air expertise

Continuity from design to construction administration

- Dedicated project manager from start to finish
- Design team responsible for construction administration





Example Project – Heritage Elementary School



Demonstrated Success as Prime:

- Multi-Phased
- Occupied Campus
- \$2.4M Budget
- \$281k Unused Contract Funds





Example Project – Suncoast Elementary School

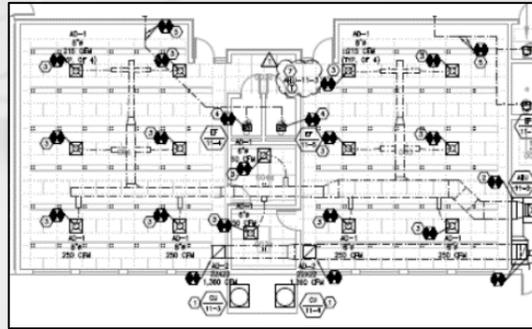
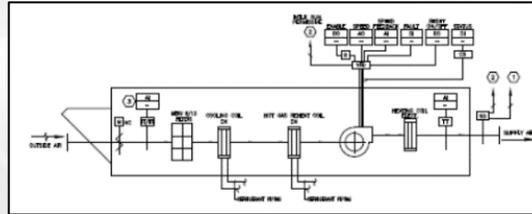


Demonstrated Success as Prime:

- Multi-Phased
- Occupied Campus
- No portables required with executed phasing strategy
- \$4.7M Budget
- \$4.5M Construction Cost



Example Projects – Alexander Elementary



Demonstrated Success as Prime:

- Condensed design schedule
- Condensed construction schedule
- On-time substantial completion
- \$3.4M Construction cost



Owner References



Design Professional: Final Completion Evaluation

MCPIS Evaluator: Chuck Plante

Date:

Project Name: Heritage Elementary Referendum (Year 6)

Project #: 100460

Design Professional Firm: Phoenix Engineering

DP Project Manager: Chad West

DP Project Manager Email: chadwest@phoenixeng.us

| Evaluation at Final Completion | Not Applicable | Needs Improvement | Met Expectations | Exceeded Expectations |
|---|----------------------------------|-----------------------|----------------------------------|----------------------------------|
| 1. Received and updated CM's Punchlist in a timely manner including setting appropriate costs for each item | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |
| 2. Timely review & approval of all FINAL close out documents including As-built drawings | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| 3. Generated record documents in a timely manner | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |
| 4. Submitted final Facility Space Chart with updated floor plans in a timely manner (for additions, renovations and all new facilities) | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 5. Complied with all deliverables per the Close Out Document Submittal Checklist including the Certificate of Final Completion | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |
| 6. Timely/Accurately reviewed all Construction Database entries | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |
| 7. Demonstrated a cooperative "can-do" attitude and routinely acted in the overall best interest of the Owner | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |



August 27, 2025

To Whom It May Concern,

I am writing to you today to share my highest recommendation for Phoenix Engineering Group. Over the past few years, I have had the privilege of working closely with them on several construction management projects, and their exceptional skills and dedication have consistently positive.

This Phoenix Engineering Group stands out for their unwavering commitment to delivering high-quality results and innovative solutions. They have demonstrated remarkable expertise in project planning, design, and execution, always ensuring precision documents and professional construction administration. Their ability to handle complex challenges with ease is truly commendable.

One of the key strengths of Phoenix engineering Group is their exceptional team of engineers. Each member brings a wealth of knowledge and experience to the table, and their collaborative approach fosters a positive and productive working environment. They are highly skilled in their respective fields and possess a deep understanding of the latest industry trends and technologies.

Furthermore, their dedication to Saint Petersburg College's satisfaction is unparalleled. They consistently go above and beyond to ensure that all project requirements are met and end result exceeds expectations. Their attention to detail, clear communication, and proactive problem-solving approach have made them a trusted partner in every project we have undertaken together.

In conclusion, I wholeheartedly recommend Phoenix Engineering Group for any project requiring expertise, professionalism, and a commitment to excellence. I am confident that they will continue to provide the College outstanding service and deliver exceptional results for any future endeavors.

Sincerely,

David Cutler

David Cutler



Mailing Address: Post Office Box 13488, St. Petersburg, FL 33733-3489

St. Petersburg College is committed to equal access/legal opportunity in its programs, activities, and employment. For additional information visit www.spc.edu/aeo/



April 17, 2025

To whom it may Concern,

I have known the principals of Phoenix Engineering Group for over twenty years and have been working with them for over twelve years in my current position as Facilities Manager for the City of Sarasota. I have found them to be extremely professional and easy to work with. They have provided MEP engineering for a variety of projects ranging from facility evaluations, Chiller replacements, Air Handling replacements, Police Headquarters Critical Exhaust System redesign, and the most recent complete was our Federal Building's VAV Box replacements with a new HVAC Controls System. Their expertise and responsiveness at Phoenix Engineering has made them a real asset to the City of Sarasota. They fully understand the project goals, provide innovative solutions, and eliminate pit falls that could result in additional down time and costs. Communication with the Phoenix team is straightforward and efficient. In addition, the Phoenix team provides exceptional service while maintaining attention to detail and true professionalism.

For the reasons stated above, I can highly recommend Phoenix Engineering Group.

Respectfully,

Eric Patro

Facilities Manager
941-720-0047 mobile
941-263-6274 ext. 36274
eric.patro@sarasotafl.gov

FACILITIES DEPARTMENT 1560 FIRST STREET SARASOTA, FLORIDA 34234
PHONE: 941-951-2125 FAX: 941-951-4211



October 13, 2021

To whom it may concern,

I am a project coordinator for Pinellas County Schools Facility, Design and Construction department, charged with oversight and management of construction projects in the seventh largest school district in the State of Florida.

I have worked with Phoenix Engineering Group for the past fifteen years and I have personally known and worked with Mr. Jackson for over twenty-four years. During which he has earned my complete trust. He has always been honest and straight forward, looking out for the District's best interest. He has consistently over delivered on his commitments, as well as my expectations.

Mr. Jackson and his team have provided MEP engineering for numerous projects ranging from over \$40M to under \$100K in construction. Mr. Jackson has acted in the capacity of the Project Architect/Engineer who is responsible for and in charge of the entire design team for many of the District's projects. He manages his team efficiently and effectively; constantly keeping me apprised of project status, timelines and budget issues. He anticipates design and construction challenges offering innovative insight and solutions to problems encountered.

Mr. Jackson approaches each project, no matter the size, with the same level of professionalism and vigor. His designs and engineering solutions are accurate, detailed, cost effective and practical which reduces management headaches during construction. For renovations, Mr. Jackson personally takes the time to conduct detailed site surveys, so he completely understands the built conditions of a project. During construction he stays intricately involved until completion.

I whole heartily endorse Mr. Jackson along with the staff at Phoenix Engineering Group and give them my highest recommendation.

Sincerely,
Erica Slatt
Erica Slatt
727-838-1116

10/22/21

1



Prior Experience & Performance - Summary



Three Examples of successful projects

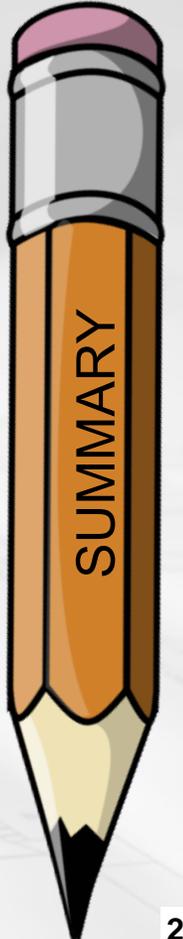
- Three of many successful similar projects as prime provided

Demonstrated success on each of the projects

- Multi-phased
- Occupied campuses
- Under budget
- Compressed schedules

Owner references for each of the projects

- Provided as example
- Full copies in Step 1 Package





Project Approach



Budget Evaluation and Cost Control

- **Cost Estimating**
 - Adept at using accurate methodology
 - We can provide third-party cost estimating

- **Value Engineering**
 - Identification of potential VE
 - Early overage identification and mitigation

| Project Number: 20-023 | | |
|------------------------|---|---------------------|
| Date: October 15, 2020 | | |
| ITEM | DESCRIPTION -PHASE 1 | Total |
| 1 | GENERAL CONDITIONS | \$714,441 |
| 2 | SITE, CIVIL, EXISTING TOTAL | \$688,900 |
| 3 | ARCHITECTURAL AND STRUCTURAL TOTAL | \$1,227,775 |
| 4 | OPENINGS (DOORS & WINDOWS) TOTAL | \$120,000 |
| 5 | SPECIALTIES & EQUIPMENT TOTAL | \$72,000 |
| 6 | SPECIAL CONSTRUCTION TOTAL | \$75,000 |
| 7 | FURNITURE (EXCLUDED) | \$0 |
| 8 | FIRE SUPPRESSION TOTAL | \$44,240 |
| 9 | PLUMBING TOTAL | \$165,500 |
| 10 | HVAC AND AUTOMATION TOTAL | \$855,750 |
| 11 | ELECTRICAL TOTAL | \$494,175 |
| 12 | PROCESS UTILITIES TOTAL | \$419,600 |
| | CONSTRUCTION SUB-TOTAL: | \$4,877,381 |
| 13 | PROFESSIONAL A/E FEES (9%) | \$438,964 |
| 14 | FACILITY VALIDATION AND COMMISSIONING (3.9%) | \$190,218 |
| 15 | PERMITTING AND SOFT COSTS (5%) | \$243,869 |
| 16 | MARKET ADJUSTMENT (2%) | \$97,548 |
| 17 | CONTINGENCY (10%) | \$487,738 |
| | CONSTRUCTION BUDGET TOTAL FOR PHASE 1: | \$6,335,718 |
| 18 | SUPPORT FUNCTION (1.5%) | \$95,036 |
| 19 | PM (75% COMP SALARY) | \$150,000 |
| 20 | SGIE (1.25%) | \$79,196 |
| | LONZA SUPPORT COSTS TOTAL: | \$324,232 |
| 21 | PROCESS EQUIPMENT DPO TOTAL | \$3,954,456 |
| 22 | PROCESS EQUIPMENT INSTALL TOTAL | \$600,000 |
| 23 | EQ. VALIDATION AND COMMISSIONING | \$120,000 |
| | PROCESS EQ. TOTAL: | \$4,674,456 |
| | PROJECT BUDGET TOTAL FOR PHASE 1: | \$11,334,406 |

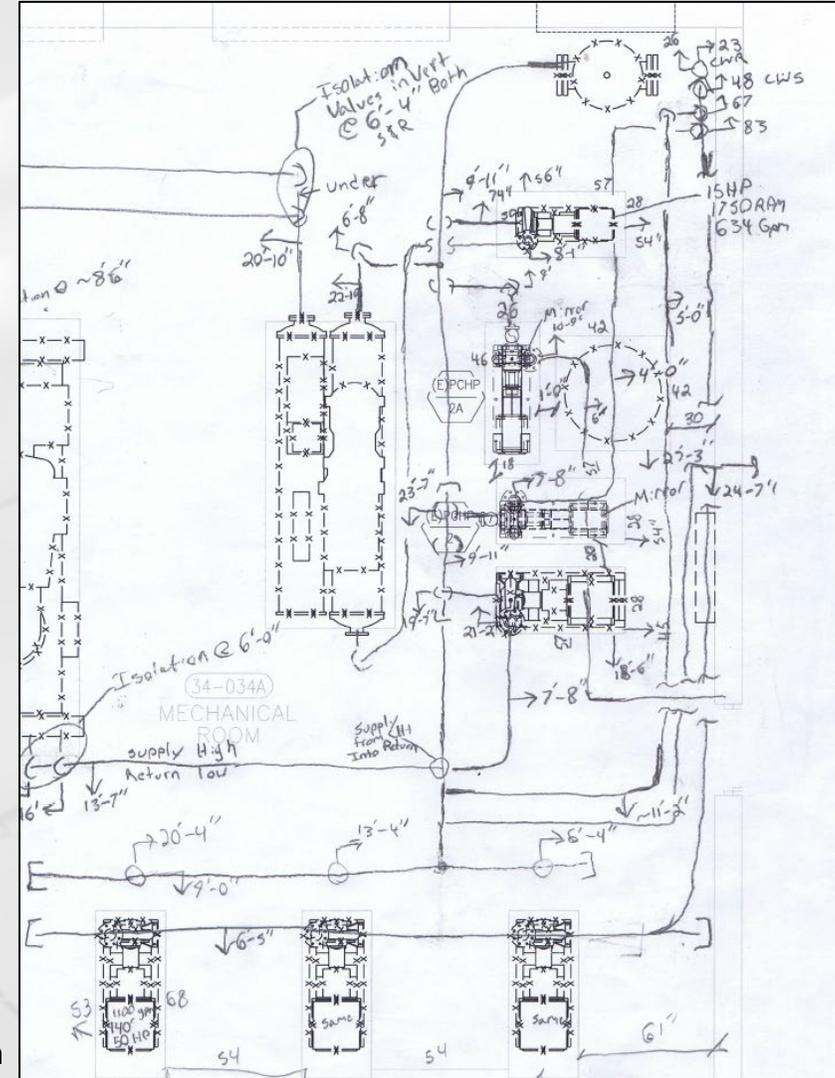


Project Approach



Quality Control

- **Existing Conditions**
 - Thorough site verification = Limited construction conflicts
- **Custom Specifications**
 - Can build custom specification, always project specific
 - Non-engineering specifications
- **Final Drawing review and coordination by Principal in Charge**



Example: detailed field notes/sketch



Project Approach



Quality Control

- **Robust, maintenance-friendly design**
 - Easily accessed equipment
 - Materials suitable for Florida
- **Communication and Reporting**
 - Detailed meeting agendas, minutes and field reports
- **Scheduling**
 - Phasing and school schedule important
 - Pre-purchase specifications
- **Project Punch Out**
 - Same dedicated team
 - On-time close out
 - Quality record documents


PHOENIX ENGINEERING GROUP, Inc.

Field Observation Report

10012 N. Dale Mabry, Suite 102 • Tampa • FL • 33618 • Tel. 813.963.0888 • Fax. 866.335.0109

Project Name: Suncoast Elementary School HVAC Replacement Phase II Date: 03/10/2023
 Project Number: 20-049 Discipline: Mechanical Time: 9:00 AM
 Work in Progress: Generator, Final Mech & Elect Weather: Sunny, 80°F
 Report By: C. West % Complete 90%

Attendees: B. Stott, C. West, R. Oakley, G. Garza, T. Courchene, S. Stremplewski
 Distribution: File, R. Oakley, G. Garza, R. Jackson

The following list represents issues discussed in the field or items observed that require attention, repair, and replacement or are non-compliant with the contract documents.

| Item | Description |
|------|--|
| 01 | Rm. 01-025 Ductless Split thermostat need to be mounted on wall. Hanging freely |
| 02 | Rm. 4-11 Remove Blocker cart from classroom |
| 03 | Bldg. 3 Clean exhaust air devices in restrooms. Excessive dust compared to other buildings |
| 04 | Rm. 3-003,3-005, 3-006, 3-007 have temporary thermostats, not flat plate sensor. Replace with flat plate sensor. |
| 05 | Bldg. 5 cafeteria – Replace water damaged ceiling tiles around air devices. |
| 06 | Bldg. 5 cafeteria – Replace water damaged ceiling tiles near stage (SW corner) and under new EHPA exhaust fan. |




END OF REPORT

20-049_FOR_2023-03-10adv.doc

Page 1 of 1



Project Approach - Summary



Budget Evaluation & Cost Control Methodology

- Experienced project estimators
- Early identification of overages and potential VE

Quality Control methodology

- Accurate field survey work
- Not relying on as-built drawings
- 360 Camera of every room

Documented Communication and Reporting proficiency

- Well established standard field reporting and minutes
- Same dedicated design team – they know the design intent

Proficiency and Understanding of project scheduling

- Demonstrated success in multi-phase and occupied campuses
- Summer project schedule
- Proficient in the pre-purchase of major equipment

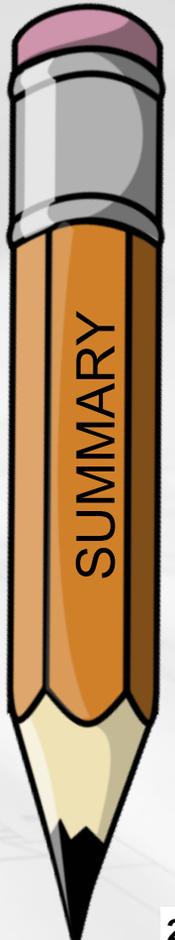
Approach to Project Close-Out

- Punch list generated with location and pictures
- In-person verification of punch list
- Controls graphics and demonstration prior to SC

SUBSTANTIAL COMPLETION PUNCH LIST

DATE: 10/13/23 and 10/18/23
 NAME OF SCHOOL FACILITY: Suncoast Elementary Phase II Substantial Completion
 PROJECT NUMBER: 20-049
 INSPECTOR: Chad West / Bruce Stott/Thomas Giorlando

| First Inspection | | | | Second Inspection | 12/21/2023 | Third Inspection | |
|------------------|-------------|------------|---|-------------------|-----------------|------------------|-----------------|
| # | Location | Discipline | Item / Description | Request Date | Completion Date | Request Date | Completion Date |
| 9. | Varies | Electrical | Emergency lighting relays are bad in B-2/R-204, 205, 206, 207, 209 and B-4/R-4. | | 12/21/2023 | | |
| 10. | B-1/R-15A | Electrical | B-1/R-15A – Occupancy switch is defective. | | 12/21/2023 | | |
| 11. | B-1/R-13 | Electrical | B-1/R-13 – Occupancy sensor is not programmed correctly. | | 12/21/2023 | | |
| 12. | B-1/General | Electrical | Clerical staff stated that multiple rooms in the office building will be on when workers arrive on a weekend. Provide verification in the lighting commissioning report that all sensors are working per the design intent. | | | | |
| 13. | B-1/R-22 | Electrical | B-1/R-22 – One 2' x 4' luminaire is not working. | | 12/21/2023 | | |
| 14. | B-2/R-24 | Electrical | B-2/R-24 – Two bad LED drivers. | | 12/21/2023 | | |
| 15. | B-4/R-14 | Electrical | B-4/R-14 – Emergency relay is not working. One luminaire stays on when the switch is turned off. | | 12/21/2023 | | |
| 16. | General | Electrical | Field adjust all circuit breakers in distribution panelboards. | | | | |
| 17. | B-5 | Mechanical | Label locations of above ceiling mechanical equipment in cafeteria and kitchen (Exhaust fans and Electric duct heaters) | | | | |



Part B – Powell Middle HVAC Replacement



Existing Conditions

- Mixture of aged DX units, lack of consistency
- Expansive maintenance needs
- Aged ceiling grid, tiles, light fixtures and egress lighting

Project goals for success

- Early release package
- At or Under Budget GMP
- On-time substantial completion
- Replace HVAC systems while minimizing class relocations
- Minimize student/staff impact
- Robust, efficient and maintenance-friendly future





Powell Middle School - HVAC Replacement



Site-Specific Proposed Design: Mechanical

- New High Efficiency Air Cooled Chiller Plant
- Underground HDPE Piping
- Chilled water classroom units (No new mechanical rooms)
- DX Packaged for Gym and Media with Hot Gas reheat for humidity control
- New DDC Controls with Trane Ensemble integration



Site Specific Proposed Design – Electrical

- New energy efficient LED lighting
- Enhanced lighting controls
- Consistent egress lighting

Powell Middle School - HVAC Replacement



Site-Specific Proposed Design: Architectural

- New ceiling grid at existing height
- 2x2 grid and light fixtures
- Alternate for Reading Room refresh
- NO NEW MECHANICAL ROOMS!



Powell Middle School HVAC Replacement



Preliminary Phasing Strategy

Fall Semester 2026-Spring 2027

- Start Chiller Plant Construction
- RTU Replacements (Gym and Media)

Summer 2027

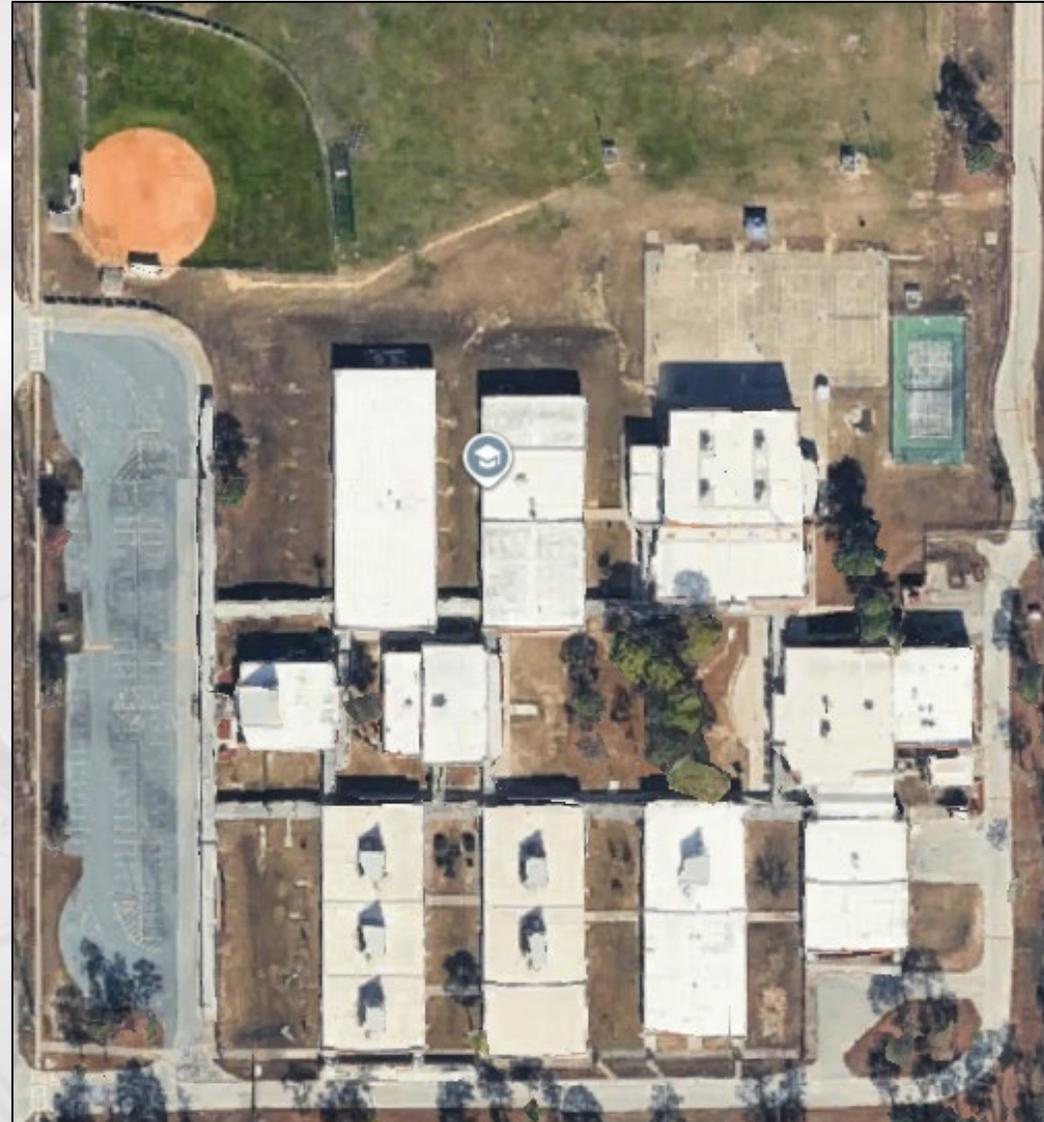
- Underground chilled water
- Admin. Cafeteria, and building 800
- Portable installation (if necessary)

Fall 2027 to Spring 2028

- Phased Replacement of classrooms

Spring 2028

- Complete phased replacements
- Project Close-out



Powell Middle School HVAC Replacement



Classroom Building Phasing Strategy

- Demolish 4 classrooms nearest new chilled water
- Install new classroom units, ceilings, and lights
- Partial Substantial completion and move in
- Repeat across building





Questions?



Thank You!



PHOENIX
ENGINEERING GROUP

APPENDIX A

HERNANDO COUNTY SCHOOL DISTRICT - DESIGN/BUILD SERVICES

Step 2 Final Ranking Matrix

RFQ 9009-2512-606 - ENGINEERING SERVICES - POWELL MIDDLE SCHOOL HVAC REPLACEMENT



| FIRM | QUALIFICATIONS | | | | | AVERAGE QUALS | QUALS SCORE | RANK |
|---------------------------|----------------|------------|------------|------------|------------|------------------|----------------|------|
| | EVAL #1 | EVAL #2 | EVAL #3 | EVAL #4 | EVAL #5 | | | |
| Phoenix Engineering Group | 840 | 840 | 850 | 785 | 840 | 831.00 | 98% | 1 |
| SGM Engineering | 840 | 795 | 705 | 760 | 770 | 774.00 | 91% | 2 |
| Long & Associates | 820 | 715 | 640 | 740 | 670 | 717.00 | 84% | 3 |

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under

AIA® Document C103® – 2015

Standard Form of Agreement Between Owner and Consultant without a Predefined Scope of Consultant's Services

AGREEMENT made as of the Twenty-fourth day of March in the year Two-thousand Twenty-six
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

School District of Hernando County Florida
8016 Mobley Road
Brooksville, FL 34601

and the Consultant:
(Name, legal status, address, and other information)

Phoenix Engineering Group, Inc.
10012 N. Dale Mabry Highway
Suite 102
Tampa, FL 33618

Consultant's discipline:

Mechanical (HVAC), Plumbing, Fire Protection & Electrical

for the following Project:
(Name, location and detailed description. Time limits for bringing claims in Section 6.1.1 are tied to completion of the "Project." The "Project" may be limited to the scope of services to be provided by the Consultant, or the Consultant may be providing services for a "Project" involving design and construction of one or more structures. Care should be taken in describing or defining the Project.)

Powell Middle School HVAC Replacement
4100 Barclay Avenue
Brooksville, FL 34609

Campus wide HVAC replacement

The Owner and Consultant agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document does not contain a description of the Consultant's scope of Services. This document is intended to be used in conjunction with AIA Standard Form of Consultant's Services documents.

Init.

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User Notes:

(1093686630)

TABLE OF ARTICLES

| | |
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| 2 | CONSULTANT'S RESPONSIBILITIES |
| 3 | ADDITIONAL SERVICES |
| 4 | OWNER'S RESPONSIBILITIES |
| 5 | COPYRIGHTS AND LICENSES |
| 6 | CLAIMS AND DISPUTES |
| 7 | TERMINATION OR SUSPENSION |
| 8 | COMPENSATION |
| 9 | MISCELLANEOUS PROVISIONS |
| 10 | SPECIAL TERMS AND CONDITIONS |
| 11 | SCOPE OF THE AGREEMENT |

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1:

(State below Initial Information, such as details of the Project's site and program; identity of the Architect, Owner's contractors and other consultants, and Consultants' subconsultants; anticipated procurement method; and other information relevant to the Consultant's Services.)

As further defined by Hernando County School District RFQ# 9009-2512-606. Owner may elect to direct purchase or pre-purchase material and require early purchase design package. Consultant to provide MEP, Architectural and other sub-consultants as required within the projects budget and scope. The Owner intends to use the Construction Manager method of project execution. Additional services related to the project, which may be required, are listed in the attached fee proposal.

§ 1.2 Unless otherwise specifically defined in this Agreement, terms in this Agreement shall have the same meaning as those in AIA Document A201™-2007, General Conditions of the Contract for Construction.

§ 1.3 The Owner's anticipated design and construction schedule:

.1 Design phase milestones, if any:

Provide specifications for major equipment purchases to accommodate delivery as required by the construction schedule. Master Project Schedule to be provided by the owner.

.2 Date for commencement of construction:

TBD in Master Project Schedule to be provided by Owner

.3 Substantial Completion date:

TBD

.4 Other milestone dates:

Init.

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User Notes:

(1093686630)

§ 1.4 The Owner and Consultant may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Consultant shall appropriately adjust the schedule, the Consultant's services, and the Consultant's compensation.

ARTICLE 2 CONSULTANT'S RESPONSIBILITIES

§ 2.1 The Consultant shall provide the following professional services:

(Describe the scope of the Consultant's services or identify an exhibit or scope of services document setting forth the Consultant's services and incorporated into this document in Section 11.2.)

The Consultant's Basic Services shall be commensurate with the Scope of Architect's Basic Services described in Article 2, AIA Document B201-2017, which is incorporated herein by reference. Consultant shall attend and conduct bi-weekly design meetings and attend separate onsite bi-weekly meetings conducted by the Construction Manager/General Contractor during construction

§ 2.2 The Consultant shall perform its services consistent with the professional skill and care ordinarily provided by professionals in the same discipline practicing in the same or similar locality under the same or similar circumstances. The Consultant shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Consultant identifies the following representative who is authorized to act on behalf of the Consultant with respect to the Project.

(List name, address, and other information.)

Chad West
Phoenix Engineering Group, Inc.
10012 N. Dale Mabry Hwy. Ste. 102
Tampa, FL 33618
813-963-0888
cwest@phoenixeng.us

§ 2.4 If required in the jurisdiction where the Project is located, the Consultant shall be licensed to perform the services described in this Agreement, or shall cause such services to be performed by appropriately licensed professionals.

§ 2.5 The Consultant shall coordinate its services with those services provided by the Owner and the Owner's other consultants. The Consultant may communicate with the Owner's other consultants for the purposes of performing its services on the Project. The Consultant shall keep the Owner reasonably informed of any such communications. The Consultant shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's other consultants. The Consultant shall provide prompt written notice to the Owner if the Consultant becomes aware of any error, omission, or inconsistency in such services or information.

§ 2.6 The Consultant shall keep the Owner reasonably informed of the progress of the Consultant's services.

§ 2.7 **Insurance.** The Consultant shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Consultant normally maintains, the Owner shall reimburse the Consultant for any additional cost as set forth in Section 8.6.3.

§ 2.7.1 Commercial General Liability with policy limits of not less than One-million dollars (\$1,000,000.00) for each occurrence and One-million dollars (\$1,000,000.00) in the aggregate for bodily injury and property damage.

§ 2.7.2 Automobile Liability covering vehicles owned by the Consultant and non-owned vehicles used by the Consultant with policy limits of not less than One-million dollars (\$ 1,000,000.00) per claim and One-million dollars (\$ 1,000,000.00) in the aggregate for bodily injury and property damage along with any other statutorily required automobile coverage.

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§ 2.7.3 The Consultant may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess liability insurance, provided such primary and excess insurance policies result in the same or greater coverage as those required under Sections 2.7.1 and 2.7.2.

§ 2.7.4 Workers' Compensation at statutory limits and Employers' Liability with a policy limit of not less than One-million dollars (\$ 1,000,000.00).

§ 2.7.5 Professional Liability covering the negligent acts, errors and omissions in the performance of professional services with policy limits of not less than One-million dollars (\$ 1,000,000.00) per claim and One-million dollars (\$ 1,000,000.00) in the aggregate.

§ 2.7.6 The Owner shall be an additional insured on the Consultant's primary and excess insurance policies for Commercial General Liability and Automobile Liability. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies. The additional insured coverage shall apply to both ongoing operations and completed operations.

§ 2.7.7 The Consultant shall provide to the Owner certificates of insurance evidencing compliance with the requirements in this Section 2.7. The certificates will show the Owner as an additional insured on the Commercial General Liability, Automobile Liability, and any excess policies.

§ 2.8 Time. The Consultant shall provide its services within the time limits established in the Consultant's Schedule, or within the Deliverable(s) Time Limit(s) set forth below. The Consultant shall immediately inform the Owner of any circumstances which may cause a delay.

(Check one or both selections below.)

Consultant's Schedule: As soon as practicable after the date of this Agreement, the Consultant shall submit, for the Owner's approval, a schedule for the performance of the Consultant's Services. If relevant to the Consultant's Services, the schedule initially shall include anticipated dates for design phase milestones, commencement of construction, and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Consultant or Owner.

Deliverable(s) Time Limit: The Consultant shall provide the following deliverable(s) within the time limit(s) set forth below. Unless otherwise indicated below, time shall be calculated based on calendar days from the date of this Agreement.

| Deliverable(s) <i>(Describe the deliverable(s))</i> | Time Limits <i>(Insert number of calendar days and, where appropriate, if time is to be measured from a separate written authorization from the Owner)</i> |
|--|---|
| Equipment Pre-purchase package | To be coordinated with construction schedule |
| | |
| | |
| | |

ARTICLE 3 ADDITIONAL SERVICES

§ 3.1 Additional Services may be provided after execution of this Agreement without invalidating the Agreement.

§ 3.2 The Consultant shall promptly notify the Owner upon recognizing the need to perform Additional Services. The Consultant, however, shall not proceed to provide such services until the Consultant receives the Owner's written

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authorization. Except for services due to the fault of the Consultant, any Additional Services provided in accordance with this Section 3.2 shall entitle the Consultant to compensation pursuant to Section 8.2.

ARTICLE 4 OWNER'S RESPONSIBILITIES

§ 4.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project. Within 15 days after receipt of a written request from the Consultant, the Owner shall furnish the requested information as necessary and relevant for the Consultant to evaluate, give notice of, or enforce lien rights.

§ 4.2 The Owner identifies the following representative who is authorized to act on the Owner's behalf with respect to the Project.

(List name, address, and other information.)

Brian Ragan
Director of Facilities & Construction
8016 Mobley Rd.
Brooksville, FL 34601

§ 4.3 The Owner shall render decisions and approve the Consultant's submittals, if any, in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Consultant's services.

§ 4.4 The Owner shall coordinate the services of its other consultants with those services provided by the Consultant. The Owner shall provide the Consultant with a list of other consultants on the Project whose services relate to the Consultant's services. The Owner shall also, upon written request, furnish the Consultant with copies of the scope of services in contracts between the Owner and such other consultants. The Owner shall require that its other consultants maintain professional liability insurance as appropriate to the services provided.

§ 4.5 The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Consultant to furnish them as an Additional Service, when the Consultant requests such services and demonstrates that they are reasonably required for the Consultant to be able to perform its services.

§ 4.6 The Owner shall provide prompt written notice to the Consultant if the Owner becomes aware of any fault or defect in the Project, including errors, omissions, or inconsistencies in the Consultant's Services.

ARTICLE 5 COPYRIGHTS AND LICENSES

§ 5.1 Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Consultant and the Consultant's subconsultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials in digital or physical form.

§ 5.2 The Consultant and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Consultant intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions or comply with protocols established for the Project, if any.

§ 5.3 The Consultant and the Consultant's subconsultants shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory, and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Consultant's subconsultants.

§ 5.4 Upon execution of this Agreement, the Consultant grants to the Owner a nonexclusive license to use the Consultant's Instruments of Service solely and exclusively for purposes of designing, constructing, using,

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maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Consultant shall obtain similar nonexclusive licenses from its subconsultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Owner's consultants and contractors to reproduce applicable portions of the Instruments of Service solely and exclusively for the purposes of designing, constructing, using, maintaining, altering and adding to the Project. If the Consultant rightfully terminates this Agreement for cause as provided in Section 7.4, the license granted in this Section 5.4 shall terminate.

§ 5.4.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Consultant and the Consultant's subconsultants from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Consultant and its subconsultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 5.4.1. The terms of this Section 5.4.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 7.4.

§ 5.5 Except for the licenses granted in this Article 5, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge, or otherwise transfer any license granted herein to another party without the prior written agreement of the Consultant. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Consultant and the Consultant's subconsultants.

ARTICLE 6 CLAIMS AND DISPUTES

§ 6.1 General

§ 6.1.1 The Owner and Consultant shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date the Project is sufficiently complete so that the Owner can utilize it for its intended use. The Owner and Consultant waive all claims and causes of action not commenced in accordance with this Section 6.1.1.

(Paragraph deleted)

§ 6.1.3 The Consultant and Owner waive consequential damages for claims, disputes, or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 7.7.

§ 6.2 Mediation

§ 6.2.1 Any claim, dispute, or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Consultant's services, the Consultant may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 6.2.2 The Owner and Consultant shall endeavor to resolve claims, disputes, and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this Section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 6.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

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§ 6.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 6.2, the method of binding dispute resolution shall be the following:
(Check the appropriate box. If the Owner and Consultant do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)

Arbitration pursuant to Section 6.3 of this Agreement

Litigation in a court of competent jurisdiction

Other: (Specify)

(Paragraphs deleted)

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 If the Owner fails to make payments to the Consultant in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Consultant's option, cause for suspension of performance of services under this Agreement. If the Consultant elects to suspend services, the Consultant shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Consultant shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Consultant shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 7.2 If the Owner suspends the Project or the Consultant's services, the Consultant shall be compensated for services performed prior to notice of such suspension. When the Project or the Consultant's services are resumed, the Consultant shall be compensated for expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 7.3 If the Owner suspends the Project or the Consultant's services for more than 90 cumulative days for reasons other than the fault of the Consultant, the Consultant may terminate this Agreement by giving not less than seven days' written notice.

§ 7.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 7.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Consultant for the Owner's convenience and without cause.

§ 7.6 In the event of termination not the fault of the Consultant, the Consultant shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 7.7.

§ 7.7 Termination Expenses are in addition to compensation for the Consultant's services and include expenses directly attributable to termination for which the Consultant is not otherwise compensated, plus an amount for the Consultant's anticipated profit on the value of the services not performed by the Consultant.

§ 7.8 The Owner's rights to use the Consultant's Instruments of Service in the event of a termination of this Agreement are set forth in Article 5 and Section 8.7.

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ARTICLE 8 COMPENSATION

§ 8.1 The Owner shall compensate the Consultant for services described in Article 2 as follows:
(Insert amount of, or basis for, compensation)

Per attached fee proposal: Basic Services \$675,000 Allowances & Reimbursables (if required) \$50,000
TOTAL MAXIMUM FEE: \$725,000

Total compensation shall not exceed amounts published in the Florida Department of Management Services' Design Professional Fee Guideline.

§ 8.2 The Owner shall compensate the Consultant for Additional Services that may arise during the course of the Project as follows:
(Insert amount of, or basis for, compensation.)

The Consultant shall carry a "Design Contingency Allowance" listed separately on their fee proposal. This allowance is to be used for additional design fees necessary for added scope associated with any owner changes to scope or unforeseen conditions that could not be verified by normal engineering survey during the design. Consultant to provide an individual proposal for each use of this allowance and each proposal must be approved by owner in writing prior to commencing additional design work. Any other additional services outside of the "Design Contingency Allowance" shall be on a mutually agreed upon fee or time and materials per rates in consultants fee proposal.

§ 8.3 The hourly billing rates for services of the Consultant and the Consultant's subconsultants, if any, are set forth below. The rates shall be adjusted in accordance with the Consultant's and Consultant's subconsultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

According to Exhibit C

(Table deleted)

§ 8.4 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Consultant's invoice. Amounts unpaid Sixty (60) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Consultant.
(Insert rate of monthly or annual interest agreed upon.)

Two percent (2 %)

§ 8.5 The Owner shall not withhold amounts from the Consultant's compensation to impose a penalty or liquidated damages on the Consultant, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Consultant agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 8.6 Reimbursable Expenses

§ 8.6.1 Reimbursable Expenses are in addition to compensation for the Consultant's professional services and include expenses incurred by the Consultant directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Consultant's subconsultants expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Consultant's subconsultants;
- .8 All taxes levied on professional services and on reimbursable expenses;

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.9 Other similar Project-related expenditures, if authorized in advance by the Owner.

§ 8.6.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Consultant plus an administrative fee of Five percent (5 %) of the expenses incurred.

§ 8.6.3 If the insurance requirements listed in Section 2.7 exceed the types and limits the Consultant normally maintains and the Consultant incurred or will incur additional costs to satisfy such requirements, the Owner shall reimburse the Consultant for such costs as set forth below:

Consultant shall maintain insurance as set forth in "Exhibit A - Consultant's Insurance Requirements." If there are conflicts between requirements in this document and Exhibit A, the most stringent requirement shall apply.

§ 8.6.4 Records of Reimbursable Expenses and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

§ 8.7 Compensation for Use of Consultant's Instruments of Service

If the Owner terminates the Consultant for its convenience under Section 7.5, or the Consultant terminates this Agreement under Section 7.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Consultant's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

Zero dollars \$(0)

ARTICLE 9 MISCELLANEOUS PROVISIONS

§ 9.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 6.3.

§ 9.2 The Owner and Consultant, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Consultant shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 9.3 If the Owner requests the Consultant to execute certificates, the proposed language of such certificates shall be submitted to the Consultant for review at least 14 days prior to the requested dates of execution. If the Owner requests the Consultant to execute consents reasonably required to facilitate assignment to a lender, the Consultant shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Consultant for review at least 14 days prior to execution. The Consultant shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 9.4 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Consultant.

§ 9.5 Unless otherwise required in this Agreement, the Consultant shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 9.6 Confidential Information is information containing confidential or business proprietary information that is clearly marked as "confidential." If the Owner or Consultant transmits Confidential Information, the transmission of such Confidential Information constitutes a warranty to the party receiving such Confidential Information that the transmitting party is authorized to transmit the Confidential Information. If a party receives Confidential Information, the receiving party shall keep the Confidential Information strictly confidential and shall not disclose it to any other person or entity except as set forth in Section 9.6.1.

§ 9.6.1 A party receiving Confidential Information may disclose the Confidential Information as required by law or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity. A party receiving Confidential Information may also disclose the Confidential Information to its employees,

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consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants, and contractors are subject to the restrictions on the disclosure and use of Confidential Information as set forth in this Agreement.

ARTICLE 10 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

Articles 2,4 & 5 of AIA Document B201-2017 are incorporated herein by reference.

ARTICLE 11 SCOPE OF THE AGREEMENT

§ 11.1 This Agreement represents the entire and integrated agreement between the Owner and the Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Consultant. In the event of a conflict between the terms and conditions of this C103™-2015, Standard Form Agreement between Owner and Consultant and an attached exhibit, the terms and conditions of the C103-2015, Standard Form Agreement between Owner and Consultant shall take precedence.

§ 11.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document C103™-2015, Standard Form of Agreement Between Owner and Consultant.
- .2 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or the following:
 - .3 Scope of Services Exhibit(s) listed in section 2.1
 - .4 Other documents:
(List other documents hereby incorporated into the Agreement.)

Exhibit A - Consultant's Insurance Requirements
Exhibit B - HCSD Standard Addendum to Agreements
Articles 2,4 & 5 of AIA Document B201-2017 are incorporated herein by reference.
Exhibit C -Fee Proposal and Hourly Billing Rates

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONSULTANT (Signature)

Chad West CFO

(Printed name and title)

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A. GENERAL

1. The Architect/Engineer shall procure and maintain all insurance requirements and limits as set forth below, at his or her own expense, for the length of time set forth in Contract requirements. The Architect/Engineer shall continue to provide evidence of such coverage to State of Florida on an annual basis during the aforementioned period including all of the terms of the insurance and indemnification requirements of this agreement. All below insurance policies shall include a provision preventing cancellation without thirty (30) days’ prior notice by certified mail. A completed Certificate of Insurance shall be filed with the Owner and Facilities & Construction within ten (10) days after the date of the Notice of Award, said Certificate to specifically state the inclusion of the coverages and provisions set forth herein and shall state whether the coverage is “claims made” or “per occurrence”.

B. COMMERCIAL GENERAL LIABILITY INSURANCE (CGL)

1. This insurance must protect the Architect/Engineer from all claims for bodily injury, including death and all claims for destruction of or damage to property (other than the Work itself), arising out of or in connection with any operations under this Contract, whether such operations be by the Architect/Engineer or by any Subcontractor under him or anyone directly or indirectly employed by the Architect/Engineer or by a Subcontractor. All such insurance shall be written with limits and coverages as specified below and shall be written on an occurrence form.

| | |
|---|-------------|
| General Aggregate | \$1,000,000 |
| Products – Completed Operations Aggregate | \$1,000,000 |
| Each Occurrence | \$1,000,000 |
| Personal Injury | \$1,000,000 |

The following coverages shall be included in the CGL:

- a. Additional Insured status in favor of the Hernando County School Board
- b. The policy shall be endorsed to be **primary and non-contributory** with any insurance maintained by Additional Insureds.
- c. A waiver of Subrogation in favor of all Additional Insured parties.

C. AUTOMOBILE LIABILITY INSURANCE – Includes business auto liability covering liability arising out of any auto (including owned, hired and non-owned autos.

1. Combined Bodily Injury and Property Damage Liability
 - a. Combined Single Limit (each accident): \$1,000,000

- b. Coverages: Specific waiver of subrogation

D. WORKERS' COMPENSATION INSURANCE

1. The Architect/Engineer shall procure and maintain Workers' Compensation Insurance at his or her own expense during the life of this Contract, including occupational disease provisions for all employees per statutory requirements. Policy shall contain a waiver of subrogation in favor of the Hernando County School Board.
2. The Architect/Engineer shall also require each Subcontractor to furnish Workers' Compensation Insurance, including occupational disease provisions for all of the latter's employees, and to the extent not furnished, the Architect/Engineer accepts full liability and responsibility for Subcontractor's employees.
3. In cases where any class of employees engaged in hazardous work under this Contract at the site of the Project is not protected under the Workers' Compensation statute, the Architect/Engineer shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise protected.

E. PROFESSIONAL ERRORS AND OMISSIONS LIABILITY INSURANCE –

The Architect/Engineer promises and agrees to maintain in full force and effect an Errors and Omissions Professional Liability Insurance Policy in the amounts (indicated in the following table) as minimum coverage or such other minimum coverage as determined by the Owner and approved by the Facilities Operations. The policy, including claims made forms, shall remain in effect for the duration of this Agreement and for at least three years beyond the completion and acceptance of the Work. The Architect/Engineer shall be responsible for all claims, damages, losses or expenses, including attorney's fees, arising out of or resulting from the performance of Professional Services contemplated in this Agreement, provided that any such claim, damage, loss or expense is caused by any negligent act, error or omission of the Architect/Engineer, any consultant or associate thereof, or anyone directly or indirectly employed by Architect/ Engineer. The Architect/Engineer shall submit a Certificate of Insurance verifying said coverage at the signing of this Agreement and also any notices of Renewals of said policy as they occur.

| For a Fixed Limit of Construction Cost | Minimum Coverage per Claim | Minimum Coverage in the Aggregate |
|---|-----------------------------------|--|
| \$999,999 and under | \$1,000,000 | \$1,000,000 |
| \$1,000,000 to \$4,999,999 | \$1,000,000 | \$1,000,000 |
| \$5,000,000 to \$19,999,999 | \$1,000,000 | \$2,000,000 |
| \$20,000,000 and Above | \$2,000,000 | \$2,000,000 |

**STANDARD ADDENDUM TO AGREEMENTS WITH
THE HERNANDO COUNTY SCHOOL BOARD**

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes, and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the officer's/employee's office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes, if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. The parties agree to each pay their own attorneys' fees and costs relating to the negotiation of the Agreement and this Addendum, and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

5. If the Agreement requires the expenditure of funds for more than one fiscal year,

the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida.. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida, hereinafter (“Court”) have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court. Neither Party shall waive the right to a trial by jury.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement to the extent that such party’s performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term “force majeure” means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions of Chapter 218, Florida Statutes.

13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in Section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland Security's E-Verify system <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes, and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and Contractor will indemnify and hold the School Board harmless for any and all damages and

expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

- a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and
- b. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and
- d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Ellerman_a@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties who are essential to Contractor's delivery of its services to the School Board and who are bound to maintain the confidentiality of student information/records, and prohibited from unauthorized redisclosure of such information. Furthermore, Contractor agrees to maintain and utilize all such

student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(14), Florida Statutes.

20. If the Contractor receives access to an individual s personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor: Phoenix Engineering Group, Inc.


Printed Name: Chad West
Title: CFO
Date: 3/5/26

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Phoenix Engineering Group, Inc.
 Vendor FEIN: 57-1229595
 Vendor's Authorized Representative Name and Title: Chad West, CFO
 Address: 10012 N. Dale Mabry Ste. 102
 City: Tampa State: FL ZIP: 33618
 Phone Number: 813 963 0888
 Email Address: cwest@Phoenixeng.us

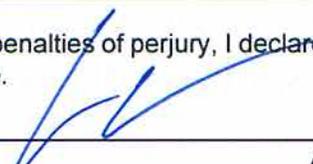
Section 787.06(14), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By:  _____
 AUTHORIZED SIGNATURE

Print Name and Title: Chad West, CFO

Date: 3/5/26

**FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)**

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in [Rule 60A-1.020, F.A.C.](#)

Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Chad West

Title: CFO

Signature: 

Date: 3/5/26

Approved as to Content & Form
CarolineMockler, Esq.
Staff Counsel, HCSD
8:49 am, 04/25/2025



AIA[®] Document B201[™] – 2017

Standard Form of Architect's Services: Design and Construction Contract Administration

for the following PROJECT:

(Name and location or address)

Powell Middle School HVAC Replacement
4100 Barclay Avenue
Brooksville, FL 34609

Campus wide HVAC replacement

THE OWNER:

(Name, legal status and address)

School District of Hernando County Florida »« »
« 8016 Mobley Road »
« Brooksville, FL 34601

THE ENGINEER:

(Name, legal status and address)

Phoenix Engineering Group, Inc. »« »
« 10012 N. Dale Mabry Highway »
« Suite 102 »
« Tampa, FL 33618

THE AGREEMENT

This Standard Form of Engineer's Services is part of the accompanying Owner-Engineer Agreement (hereinafter, together referred to as the Agreement) dated the Twenty-fourth day of March in the year Two-thousand Twenty-six.
(In words, indicate day, month and year.)

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 SCOPE OF ENGINEER'S BASIC SERVICES
- 3 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 4 OWNER'S RESPONSIBILITIES
- 5 COST OF THE WORK
- 6 COMPENSATION
- 7 ATTACHMENTS AND EXHIBITS

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services only and must be used with an owner-architect agreement. It may be used with AIA Document B102[™]-2017, Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect's Services, to provide the Architect's sole scope of services, or with B102 in conjunction with other standard form services documents. It may also be used with G802[™]-2017, Amendment to the Professional Services Agreement, to create a modification to any owner-architect agreement.

ARTICLE 1 INITIAL INFORMATION

§ 1.1 The Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as “not applicable” or “unknown at time of execution.”)

§ 1.1.1 The Owner’s program for the Project:

(Insert the Owner’s program, identify documentation that establishes the Owner’s program, or state the manner in which the program will be developed.)

Campus wide HVAC replacement to be either a new chilled water system or replacement of existing DX equipment

§ 1.1.2 The Project’s physical characteristics:

(Identify or describe pertinent information about the Project’s physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

Powell Middle School site located at 4100 Barclay Avenue
Brooksville, FL 34609

§ 1.1.3 The Owner’s budget for the Cost of the Work, as defined in Section 5.1:

(Provide total and, if known, a line item breakdown.)

Eight-million Five-hundred thousand dollars

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:

(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

Construction Manager at Risk

§ 1.1.7 The persons or entities, in addition to the Owner’s representative, who are required to review the Engineer’s submittals to the Owner are as follows:

(List name, address, and other contact information.)

Fire Official and Building Official

§ 1.1.8 The Owner shall retain the following consultants and contractors:

(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

TBD

.2 Civil Engineer:

N/A

- .3 Other, if any:
(List any other consultants and contractors retained by the Owner.)

TBD

§ 1.1.9 The Engineer shall retain the consultants identified in Sections 1.1.9.1 and 1.1.9.2:
(List name, legal status, address, and other contact information.)

§ 1.1.9.1 Consultants retained under Basic Services:

- .1 Structural Engineer:

- .2 Mechanical Engineer:

- .3 Electrical Engineer:

§ 1.1.9.2 Consultants retained under Supplemental Services:

§ 1.1.10 Other Initial Information on which the Agreement is based:

As further defined by Hernando County School District RFQ# 9009-2512-606. Owner may elect to direct purchase or pre-purchase material and require early purchase design package. Consultant to provide MEP, Architectural and other sub-consultants as required within the projects budget and scope. The Owner intends to use the Construction Manager method of project execution. Additional services related to the project, which may be required, are listed in the attached fee proposal

§ 1.2 The Owner and Engineer may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Engineer shall appropriately adjust the schedule, the Engineer's services, schedule for the Engineer's services, and the Engineer's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2 SCOPE OF ENGINEER'S BASIC SERVICES

§ 2.1 The Engineer's Basic Services consist of those described in this Article 2 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 2 are Supplemental or Additional Services.

§ 2.1.1 The Engineer shall manage the Engineer's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 2.1.2 The Engineer shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Engineer shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Engineer shall provide prompt written notice to the Owner if the Engineer becomes aware of any error, omission, or inconsistency in such services or information.

§ 2.1.3 As soon as practicable after the date of the Agreement, the Engineer shall submit for the Owner's approval a schedule for the performance of the Engineer's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Engineer or Owner. With the Owner's approval, the Engineer shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 2.1.4 The Engineer shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Engineer's written approval.

§ 2.1.5 The Engineer shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Engineer shall respond to applicable design requirements imposed by those authorities and entities.

§ 2.1.6 The Engineer shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 2.2 SCHEMATIC DESIGN PHASE SERVICES

§ 2.2.1 The Engineer shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Engineer's services.

§ 2.2.2 The Engineer shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Engineer shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 2.2.3 The Engineer shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Engineer shall reach an understanding with the Owner regarding the requirements of the Project.

§ 2.2.4 Based on the Project requirements agreed upon with the Owner, the Engineer shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 2.2.5 Based on the Owner's approval of the preliminary design, the Engineer shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 2.2.5.1 The Engineer shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 3.1.1.

§ 2.2.5.2 The Engineer shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent

with the Owner's program, schedule, and budget for the Cost of the Work.

§ 2.2.6 The Engineer shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 5.3.

§ 2.2.7 The Engineer shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 2.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 2.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Engineer shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to Engineerural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 2.3.2 The Engineer shall update the estimate of the Cost of the Work prepared in accordance with Section 5.3.

§ 2.3.3 The Engineer shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 2.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 2.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Engineer shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Engineer acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Engineer shall review in accordance with Section 2.6.4.

§ 2.4.2 The Engineer shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

~~§ 2.4.3 During the development of the Construction Documents, the Engineer shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Engineer shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.~~

§ 2.4.4 The Engineer shall update the estimate for the Cost of the Work prepared in accordance with Section 5.3.

§ 2.4.5 The Engineer shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 5.5, and request the Owner's approval.

§ 2.5 PROCUREMENT PHASE SERVICES

§ 2.5.1 General

The Engineer shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Engineer shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 2.5.2 Competitive Bidding

§ 2.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 2.5.2.2 The Engineer shall assist the Owner in bidding the Project by:

- ~~.1 facilitating the distribution of Bidding Documents to prospective bidders;~~
- ~~.2 organizing and conducting a pre-bid conference for prospective bidders;~~
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- ~~.4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.~~

§ 2.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Engineer shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 2.5.3 Negotiated Proposals

§ 2.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 2.5.3.2 The Engineer shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 2.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Engineer shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 2.6 CONSTRUCTION PHASE SERVICES

§ 2.6.1 General

§ 2.6.1.1 The Engineer shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Engineer's services under the Agreement unless the Owner and the Engineer amend the Agreement.

§ 2.6.1.2 The Engineer shall advise and consult with the Owner during the Construction Phase Services. The Engineer shall have authority to act on behalf of the Owner only to the extent provided in the Agreement. The Engineer shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Engineer be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Engineer shall be responsible for the Engineer's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 2.6.1.3 Subject to Section 3.2 and except as provided in Section 2.6.6.5, the Engineer's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Engineer issues the final Certificate for Payment.

§ 2.6.2 Evaluations of the Work

§ 2.6.2.1 The Engineer shall visit the site at intervals as required in Section 3.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Engineer shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed as described in Section 3.2.3, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 2.6.2.2 The Engineer has the authority to reject Work that does not conform to the Contract Documents. Whenever the Engineer considers it necessary or advisable, the Engineer shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Engineer nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Engineer to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 2.6.2.3 The Engineer shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Engineer's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 2.6.2.4 Interpretations and decisions of the Engineer shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Engineer shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Engineer's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 2.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Engineer shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 2.6.3 Certificates for Payment to Contractor

§ 2.6.3.1 The Engineer shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Engineer's certification for payment shall constitute a representation to the Owner, based on the Engineer's evaluation of the Work as provided in Section 2.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Engineer's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Engineer.

§ 2.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Engineer has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 2.6.3.3 The Engineer shall maintain a record of the Applications and Certificates for Payment.

§ 2.6.4 Submittals

§ 2.6.4.1 The Engineer shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Engineer's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Engineer's professional judgment, to permit adequate review.

§ 2.6.4.2 The Engineer shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Engineer's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Engineer's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 2.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Engineer shall specify the appropriate performance and design criteria that such services must satisfy. The Engineer shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Engineer. The Engineer's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Engineer shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 2.6.4.4 Subject to Section 3.2, the Engineer shall review and respond to requests for information about the Contract Documents. The Engineer shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Engineer's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Engineer shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 2.6.4.5 The Engineer shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 2.6.5 Changes in the Work

§ 2.6.5.1 The Engineer may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 3.2, the Engineer shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 2.6.5.2 The Engineer shall maintain records relative to changes in the Work.

Engineer shall review all Change Orders requested by the Contractor for compliance with the Contract Documents, and shall approve or reject any such request in writing, with stated reasons in the event that such a request is rejected.

§ 2.6.6 Project Completion

§ 2.6.6.1 The Engineer shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Engineer's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 2.6.6.2 The Engineer's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 2.6.6.3 When Substantial Completion has been achieved, the Engineer shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 2.6.6.4 The Engineer shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 2.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Engineer shall, without additional compensation, conduct a meeting with the Owner to review the

facility operations and performance.

ARTICLE 3 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 3.1 SUPPLEMENTAL SERVICES

§ 3.1.2 Description of Supplemental Services

§ 3.1.2.1 A description of each Supplemental Service is provided below.

Engineer shall create a report documenting work progress and identifying any delays or defects in the work on a Bi-Weekly basis. This report should be emailed to Owner within two (2) business days of the bi-weekly on site meetings required by **§ 2.1** of the AIA C103-2015 portion of this Agreement.

§ 3.2.2 To avoid delay in the Construction Phase, the Engineer shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Engineer's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Engineer of the Owner's determination. The Owner shall compensate the Engineer for the services provided prior to the Engineer's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Engineer;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 3.2.3 The Engineer shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Engineer shall notify the Owner:

- .1 Three (3) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Bi-weekly (↔) visits to the site by the Engineer during construction
- .3 One (1) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion

§ 3.2.4 Except for services required under Section 2.6.6.5 and those services that do not exceed the limits set forth in Section 3.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Engineer incurs additional cost in providing those Construction Phase Services.

§ 3.2.5 If the services covered by the Agreement have not been completed within 24 (24) months of the date of the Agreement, through no fault of the Engineer, extension of the Engineer's services beyond that time shall be compensated as Additional Services.

ARTICLE 4 OWNER'S RESPONSIBILITIES

§ 4.1 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 5.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Engineer. The Owner and the Engineer shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 4.2 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 4.3 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 4.4 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 4.5 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 4.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 3.1.1.

§ 4.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to the Agreement.

§ 4.8 The Owner shall include the Engineer in all communications with the Contractor that relate to or affect the Engineer's services or professional responsibilities. The Owner shall promptly notify the Engineer of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Engineer's consultants shall be through the Engineer.

§ 4.9 Before executing the Contract for Construction, the Owner shall coordinate the Engineer's duties and responsibilities set forth in the Contract for Construction with the Engineer's services set forth in the Agreement. The Owner shall provide the Engineer a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 4.10 The Owner shall provide the Engineer access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Engineer access to the Work wherever it is in preparation or progress.

ARTICLE 5 COST OF THE WORK

§ 5.1 For purposes of the Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Engineer and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Engineer; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 5.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 4.1, 5.4 and 5.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Engineer, represent the Engineer's judgment as a design professional. It is recognized, however, that neither the Engineer nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Engineer cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Engineer.

§ 5.3 In preparing estimates of the Cost of Work, the Engineer shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Engineer's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Engineer shall provide such an estimate, if identified as the Engineer's responsibility in Section 3.1.1, as a Supplemental Service.

~~§ 5.4 If, through no fault of the Engineer, the Procurement Phase has not commenced within 90 days after the Engineer submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.~~

§ 5.5 If at any time the Engineer's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Engineer shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Engineer in making such adjustments.

§ 5.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 5.5 of AIA Document B102™-2017;
- .4 in consultation with the Engineer, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 5.7 If the Owner chooses to proceed under Section 5.6.4, the Engineer shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 5.6.1. If the Owner requires the Engineer to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Engineer could not reasonably anticipate, the Owner shall compensate the Engineer for the modifications as an Additional Service pursuant to Section 6.3; otherwise the Engineer's services for modifying the Construction Documents shall be without additional compensation. In any event, the Engineer's modification of the Construction Documents shall be the limit of the Engineer's responsibility under this Article 5.

ARTICLE 7 ATTACHMENTS AND EXHIBITS

The following attachments and exhibits, if any, are incorporated herein by reference:
(List other documents, if any, including any exhibits relied on in Section 3.1.)



March 3, 2026

Mr. Brian Ragan
Director of Facilities and Construction
Facilities & Construction Department
8016 Mobley Road
Brooksville, FL 34601

RE: HVAC Replacement at Powell MS – Phoenix Professional Fee Proposal Rev 1

Dear Mr. Ragan:

Phoenix Engineering Group, Inc. (Phoenix) is pleased to present our fee proposal for the Phoenix awarded HVAC Replacement project at Powell Middle School located at 4100 Barclay Ave in Spring Hill, Florida.

Our proposal is based on the Request for Qualifications For Engineering Services, RFQ No. 9009-2512-606 and it's Appendices and Exhibits. We have also reviewed the "Scope of Work" document provided by John Williams. Phoenix understands the project requirements of said document and all other site conditions shall be verified independently by Phoenix and coordinated with the Facilities and Construction Department and the awarded Construction Manager to develop the final scope.

We acknowledge the School District of Hernando County's construction budget of Eight-Million Five-hundred thousand dollars (\$8,500,000). Our professional fees outlined on the following page are commensurate to the stated budget.

Professional Fees Summary:

Professional Building Only "Basic Services" Fixed Fee: \$675,000
Professional basic services to include Architectural, Structural, Mechanical, Electrical, Plumbing and Fire Protection performance specification, as required by defined scope.

1. Proposed Fixed Fee Invoice schedule by Project Milestone:

| | | |
|---|--------|-----------|
| • Schematic Design/Design development Phase (SD/DD) | 15% | \$101,250 |
| • 50% Construction Document Phase (50CD) | 15% | \$101,250 |
| • 100% Construction Document Phase (100CD) | 30% | \$202,500 |
| • Bid/Permit Phase | 10% | \$67,500 |
| • Construction Administration (CA) | 20% | \$202,500 |
| • Project Close-out | 10% | \$67,500 |
| | Total: | \$675,000 |

Allowances and Reimbursable Expenses Summary:

1. Professional Services Contingency Allowance \$50,000
For unforeseen Professional services. Use of this allowance must be mutually agreed upon by Phoenix and HCSD Facilities and construction department for each instance and based on time and expenses as outlined in Phoenix hourly rates in this proposal and in Exhibit C of the C103-2015 agreement between School District of Hernando County Florida and Phoenix Engineering Group, Inc.

Total Allowances and Reimbursable Expenses \$50,000

Assumptions and Clarifications:

1. HCSB shall provide a single point of contact to coordinate meetings, facilitate information gathering, and review/approve designs at defined stages of completion. The point of contact will have decision making authority for all aspects of the project.
2. Estimated project schedule is attached. Start date shall be considered the date in which Phoenix has received notice to proceed.
3. HVAC control design will be limited to defining sequence of operation, performance specifications, and block diagrams.

4. Cost Estimating will be done by the CM at each design phase submission. Phoenix will provide milestone design documents to the CM for estimating with reasonable time to provide a cost estimate at each milestone delivery to HCSD.
5. It is assumed the project will be bid, permitted, and constructed under a single building permit.
6. Phoenix understands permit review will be performed by an independent third party under contract with HCSB and the District's safety officer.
7. Commissioning and Training services are not included in the base services and shall be considered additional services.
8. Professional services excludes any form of public safety communication system signal strength testing or design of any type of radio system Bi-direction Amplifier (BDA) and/or Distributed Antenna System (DAS) as required by current editions of NFPA 1 Chapter 11.10; Florida Statute 633.202; and NFPA 72, Chapter 10.
9. Engineering/Design and consulting services not specifically listed in scope of work would be excluded.
10. Fee does not include services for LEED Certification. LEED certification and specialty system(s) design to obtain LEED certification shall be considered additional services.
11. Design of any form of lightning protection system is excluded.
12. Fault Current Analysis is included in the base scope of work but an Electrical Coordination Study and Arc Flash Analysis shall be considered an additional services.
13. Destructive testing or demolition will not be performed to observe structural components or concealed building systems.
14. Engineering or design of site or exterior lighting is excluded. If required it will be provided as an additional service
15. Low Voltage systems design is excluded. This includes but is not limited to: security (intrusion detection/access control/video surveillance), communications (data and voice), public address, point of sale, or radio. Phoenix will show power to control panels and power supplies and conduit stub-ups for communications outlets. It shall be the Owner's or Owner's consultants responsibility to provide all communications outlet and panel locations as well as all power requirements for control panels and power supplies."

16. The following items are not included in our Design Services:

- Environmental Services
- Geotechnical Services
- Subsurface Utility Engineering Services
- Landscape Design
- Construction Testing Services
- EHPA (Enhanced Hurricane Protection Area) design or modification
- Threshold Inspections
- LEED or Green Globes Certification or Building Commissioning
- Monumental Campus Signage (Classroom Signage Included)
- Engineering Services not identified in the proposal or RFQ document

17. Invoices will be sent at the beginning of each month based on services rendered for the previous month.

18. Each design deliverable includes (1) full size printed copy of design deliverable. If additional sets are required, additional cost will be invoiced at cost as reimbursable expense.

19. Construction administration field visits assume site field observations and OAC meetings will occur biweekly and on the same day. If additional visits are necessary by HCSD or their awarded CM, additional time and expense fees may be required. If so required, Phoenix will seek approval by HCSD prior to incurring such expenses.

Phoenix is very much looking forward to working with the School District of Hernando County on another successful project! If you have any questions or need any additional information please contact me at any time.

Sincerely,



Chad West, P.E.
Principal/CFO

Phoenix Engineering Group, Inc.
10012 N Dale Mabry Hwy, Ste 102
Tampa, FL 33618

10012 N. Dale Mabry Hwy • Suite 102 • Tampa • FL • 33618
t.813.963.0888 • f.866.335.0109 • www.phoenixeng.us

| SCHEDULE OF PROFESSIONAL FEES & EXPENSES | |
|---|-----------------------------|
| Resource / Function | Hourly Rate |
| Principal, PE | \$200.00 |
| Senior Engineer, PE | \$175.00 |
| Field Engineer | \$150.00 |
| Engineer, EI | \$145.00 |
| Junior Engineer | \$115.00 |
| Sr. Designer (Tech III) | \$140.00 |
| Designer (Tech II) | \$105.00 |
| Estimator | \$125.00 |
| Project Manager | \$175.00 |
| CAD Technician | \$95.00 |
| Administration | \$75.00 |
| Subject Matter Expert (SME) | TBD |
| REIMBURSABLE EXPENSES | |
| Shipping or Courier Charges: | At Cost |
| Drawing Plotting and Reproduction (Out-of-House): | At Cost |
| Drawing Plotting and Reproduction (In-House): | \$1.00 per SF |
| Expended materials for field or office use, equipment rental, fees advanced on client's behalf | At Cost |
| Airfare, Automobile Rental, Parking, Tolls, Fuel, and Incidental Expenses incurred during travel. | At Cost |
| Vinyl Arc Flash Labels | \$6.00 Each |
| All other expenses not specifically listed herein | At Cost |
| Use of Personal or Company Automobiles, per mile | Current IRS Government Rate |
| USB or Computer Disk (CD) Duplication, each | \$25.00 |

| A. Item Currently Budgeted - | | | | | | | | | | | | | |
|--|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name <u>1/2 Cent Funds- Powell Middle School HVAC Replacement Project</u> | | | | | | | | | | | | | |
| Account Number <u>3983E 7400 6800 0021 M2010</u> | | | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ 725,000.00 | | \$ 0.00 | | \$ 0.00 | | \$ 725,000.00 | | \$ 725,000.00 | | \$ 0.00 | | | |

| | | | | | | | | | | | | | |
|--------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| Account Name _____ | | | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
|------------------------------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source _____ | | | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|----------------------|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| Funding Source _____ | | | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | | | |
| | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| C. History | |
|-----------------------------------|-----------------------|
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: _____ | |
| Prior Year Actual Spent: _____ | |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 31. 26-3648

3/24/2026

Title and Board Action Requested

Award Bid #9009-2601-2002, Roof and Soffit Replacement Phase 2 for D.S. Parrott Middle School, to Old World Craftsmen, Inc., and approve the contract and the purchase of construction goods and services for \$1,611,535.00 using half-cent funds.

Executive Summary

The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board award #9009-2601-2002, Roof and Soffit Replacement Phase 2 for D.S. Parrott Middle School, to Old World Craftsmen, Inc., and approve the contract and the purchase of construction goods and services for \$1,611,535.00 using half-cent funds.

My Contact

Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

ADVERTISEMENT FOR BIDS

PROJECT NAME: D.S. Parrott Middle School: Gym Building & Cafeteria Building Roof & Soffit Replacement Project - Phase II

PROJECT ADDRESS. 19220 Youth Drive
Brooksville, FL 34601

OWNER: HERNANDO COUNTY SCHOOL BOARD
919 Broad Street
Brooksville, FL 34601

ESTIMATED COST: \$2,300,000.

PROJECT DESCRIPTION: Gym Building & Cafeteria Building Roof & Soffit Replacement - Phase II

BID DATE: Sealed Bids are due from PRE-QUALIFIED **General Contractors and Roofing Contractors** on **Wednesday, February 18, 2026, 11:00 AM** at the Facilities & Construction Department, Hernando County School Board, 8016 Mobley Rd., Brooksville, FL 34601, where they will be opened publicly and read aloud. Late bids will be considered non-responsive. Sealed bids shall clearly display the Project Name, Project Address, and Owner's name and address. When required by the Bid Documents, bids shall contain a bid bond or other bid security in the amount of 5% of the base bid.

Drawings, Specifications, Addenda and other bidding documents may be viewed and/or downloaded as Adobe.pdf files through the internet, free of charge, by contacting the Design Professional shown below and obtaining the internet link needed to access the project information. **All prospective bidders must register as a plan-holder with the Design Professional shown below**, to be notified by email of any future announcements or addenda which may affect bidding for this project.

In addition, prospective bidders are encouraged to register on the school district's BidNet Direct web page at www.bidnetdirect.com/florida/hermandoschools to receive information related to this bid.

Only full sets will be issued and can be obtained, starting on the initial Advertisement for Bid date, by a written or emailed request to:

Sherry Newsome
PBA Design Group - 2742 Jason Street -Tampa, FL 33619
SNewsome@PBADesignGroup.com
(813) 626-2540

No partial sets will be issued; no sets will be issued to sub-bidders by the Design Professional.

Prospective bidders or their representatives are required to attend a **MANDATORY PRE-BID MEETING** at the Project Address on **Thursday, January 29, 2026 at 10:30 AM**. Existing conditions may be observed immediately afterward. All questions must go to the Design Professional shown above. **The last day for prospective bidders to submit questions is Friday, February 6, 2026.**

The Design Professional will conduct the meeting, and the Owner will review the eligibility of prospective bidders. **Prospective bidders who have not contracted with the School Board within two years prior to the scheduled bid opening date are encouraged to bring a completed Contractor's Qualification Statement (AIA Form A305) to this meeting.**

The Hernando County School Board reserves the right to waive any minor irregularities and technicalities. Bidders are hereby notified that failure to file a bid protest within the time and manner prescribed by the Florida Statutes shall constitute a waiver of any right to protest the award.

Published in the Tampa Bay Times: 1/11/26 1/18/26 1/25/26

PUBLIC BID OPENING – BID TABULATION

BID TITLE: DSPMS Gym & Cafeteria Bldgs. Roof & Soffit Replacement PH 2

BID NUMBER: 9009-2601-2002

DATE & TIME: February 18, 2026 @ 11:00 am

| BIDDER'S NAME | BID BOND (Y/N) | ALL ADDENDA (Y/N) | BASE BID | UNIT COSTS / ALLOWANCES (INCLUDED IN BASE BID) | | ALTERNATES (ADDED TO OR DEDUCTED FROM BASE BID) | |
|--|----------------|-------------------|-----------|--|--------------|---|--------|
| | | | | Unit Cost #1 | Unit Cost #2 | Alt #1 | Alt #2 |
| 1. RYMAN ROOFING | Y | Y | 1,987,350 | | | 1,999,879 | |
| 2. SPRINGER PETERSON | Y | Y | 2,824,838 | | | 2,829,876 | |
| 3. OLD WORLD CRAFTSMEN | Y | Y | 1,410,735 | | | 169,000 | |
| 4. ADVANCED ROOFING | Y | Y | 2,514,523 | | | 2,579,827 | |
| 5. P&A ROOFING and SHEET METAL | Y | Y | 2,218,569 | | | 56,250 | |
| 6. ADVANCED ROOFING and SHEET METAL, LLC | Y | Y | NONE | | | 2,947,037 | |

PUBLIC BID OPENING – BID TABULATION

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|---------------------|----------------|-------------------|--------------|--|--------------|---|--------|
| | | | | Unit Cost #1 | Unit Cost #2 | Alt #1 | Alt #2 |
| 7. HOLY DEVELOPMENT | Y | Y | 2,078,751.78 | | | 205,000 | |
| | | | | | | | |
| 8. ARCHITECTURAL | Y | Y | 1,684,600 | | | NONE | |
| SHEET METAL & CO. | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Opened and read aloud by:

John Williams
(Printed Name)

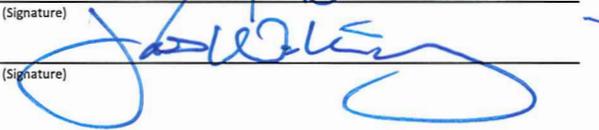
(Signature)



Witnessed and tabulated by:

JAMES LIPSEY
(Printed Name)

(Signature)



No. of bids solicited: _____
 No. of bids received: 8
 No. of late bids: 0
 No. of declined bids: 0

| Contractor Name | Bid Amount | Alt. bid | Allowance Amount | Substiution Noted | No Sub. Contractor For | Final Bid Amount | Rating |
|------------------------------------|--|--------------|------------------|--------------------|---------------------------|--|--------|
| Old World Craftsmen Inc. | 1,410,735.00 | 156,000.00 + | 44,800.00 + | None- Bid to Spec. | OWC Staff Only | Base: 1,410,735 + 44,800=1,455,535.00 Alt. amount + Allowance= 1,611,535.00 | 1 |
| Architectural Sheet Metal Inc. | 1,684,600.00 | not provided | 39,396.37 + | None- Bid to Spec. | ASM Staff Only | Base: 1,684,600 + 39,397=1,723,997.00 | 2 |
| Ryman Roofing | 1,987,356.00 | 1,999,879.00 | 24,376.00 + | N/A | N/A | Base: 1,987,356 = 24,376.00= 2,011,732.00 Alt. amount +Allowance= 2,024,255.00 | 3 |
| Holley Development | 2,078,751.78 | 205,000.00 + | 31,809.38 + | N/A | N/A | Base: 2,078,751.78 + 31,809.38=2,110,561.16 Alt. amount + Allowance= 2,315,561.16 | 4 |
| P& A Roofing and Sheet Metal | 2,218,569.00 | 56,250.00 + | 43,452.00 + | N/A | N/A | Base: 2,218,569 + 42,452=2,262,021.00 Alt. amount + Allowance= 2,318,271.00 | 5 |
| Advanced Roofing Inc. | 2,514,523.00 | 2,579,827.00 | 22,625.00 + | N/A | N/A | Base: 2,514,523 + 22,625= 2,537,148.00 Alt. amount + Allowance = 2602452.00 | 6 |
| Springer Peterson | 2,824,838.00 | 2,829,876.00 | 24,280.00 + | N/A | N/A | Base: 2,824,838 + 24,280= 2,849,118.00 Alt. amount + Allowance= 2,854,156.00 | 7 |
| Advanced Roofing & Sheetmetal, LLC | Not Provided | 2,947,037.00 | 45,375.00 + | N/A | N/A | Base: 2,947,037.00+ 45,375= 2,992,412.00 | 8 |
| Notes: | | | | | | | |
| Old World Craftsmen Inc. | Large State projects- No substutions-Alternate bid is below next base bid amount. Lowest provided Bid. | | | | | | |
| | | | | | | | |

DATE: 02/18/2026
(Date of Proposal)

FROM: Old World Craftsmen, Inc.
(Name of Bidder's Company)

P.O. Box 710,
(Mailing Address)

Lake City, FL 32056
(City, State, Zip)

danny@roof.co
(E-mail Address of Contact Person)

386-758-3264
(Phone Number of Contact Person)

TO: **Hernando County School Board**
Attn: Facilities & Construction Department
8016 Mobley Road
Brooksville, Florida 34601

The undersigned Bidder, having carefully examined the premises and conditions affecting the Work, the Instructions to Bidders, the Form of Agreement and Conditions of the Contract, and other Contract Documents for:

Project: **D.S. Parrott Middle School Roof and Soffit Replacement – Phase II**
19220 Youth Drive, Brooksville, Florida 34601

Issue Date: **December 22, 2025**

as prepared by: **PBA Design Group** does hereby propose to furnish all labor, materials, equipment and services required for the proper execution and completion of the work described and called for in said Documents for the lump sum(s) as indicated herein below:

BASE BID:

One-Million Four Hundred Ten and Seven Hundred Thirty-Five and 00/100 Dollars \$ 1,410,735.00
(State amount in words)

The Base Bid amount above **includes** an allowance for **Owner's Contingency** in the amount of: **\$30,000**

This proposal covers all expenses, including applicable license fees and all taxes levied in connection with the Work.

ALTERNATE BID: Addendum -1, Mechanical attachment of 5/8" plywood

ADD TO BASE BID: One Hundred Fifty-Six Thousand and 00/100 Dollars \$ +156,000.00
(State amount in words)

The Alternate Bid amount above **includes** an allowance for **Owner's Contingency** in the amount of: **\$30,000**

This proposal covers all expenses, including applicable license fees and all taxes levied in connection with the Work.

UNIT PRICE ALLOWANCES

Refer to the Allowances Section of the Specification for a complete description of items requiring unit pricing. The undersigned bidder agrees that, if awarded the Contract for the Work, this unit pricing shall be the basis for determining the cost of any proposed changes to the Work and for determining the amount of final payment.

Unit Price 01 - Provide & install new 2x4 wood blocking, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|-------------------------------------|
| \$ <u>10.00</u> (Unit Cost) | 500 lf (Est. Qty.) | \$ <u>5000.00</u> (Total Amount) |
|--------------------------------|-----------------------|-------------------------------------|

Unit Price 02 - Provide & install new 2x6 wood blocking, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|--------------------------------------|
| \$ <u>15.00</u> (Unit Cost) | 600 lf (Est. Qty.) | \$ <u>9,000.00</u> (Total Amount) |
|--------------------------------|-----------------------|--------------------------------------|

Unit Price 03 - Provide & install new 1x8 wood blocking, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|--------------------------------------|
| \$ <u>12.00</u> (Unit Cost) | 400 lf (Est. Qty.) | \$ <u>4,800.00</u> (Total Amount) |
|--------------------------------|-----------------------|--------------------------------------|

Unit Price 04 - Provide & install new 3/4" plywood decking, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|--------------------------------------|
| \$ <u>15.00</u> (Unit Cost) | 500 sf (Est. Qty.) | \$ <u>7,500.00</u> (Total Amount) |
|--------------------------------|-----------------------|--------------------------------------|

Unit Price 05 - Provide & install new downspouts, in addition to quantity shown on Drawings

| | | |
|---------------------------------|------------------|--------------------------------------|
| \$ <u>300.00</u> (Unit Cost) | 5 (Est. Qty.) | \$ <u>1,500.00</u> (Total Amount) |
|---------------------------------|------------------|--------------------------------------|

Unit Price 06 - Provide & install new gutter w/ screen, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|--------------------------------------|
| \$ <u>30.00</u> (Unit Cost) | 100 lf (Est. Qty.) | \$ <u>3,000.00</u> (Total Amount) |
|--------------------------------|-----------------------|--------------------------------------|

Unit Price 07 - Provide & install new metal roof deck, in addition to quantity shown on the Drawings

| | | |
|---------------------------------|-----------------------|---------------------------------------|
| \$ <u>100.00</u> (Unit Cost) | 100 sf (Est. Qty.) | \$ <u>10,000.00</u> (Total Amount) |
|---------------------------------|-----------------------|---------------------------------------|

Unit Price 08 - Provide & install new structural wood fiber deck, in addition to quantity shown on Drawings

| | | |
|--------------------------------|-----------------------|--------------------------------------|
| \$ <u>20.00</u> (Unit Cost) | 200 sf (Est. Qty.) | \$ <u>4,000.00</u> (Total Amount) |
|--------------------------------|-----------------------|--------------------------------------|

ADDENDA

Receipt of the following Addenda are hereby acknowledged as follows:

- ADDENDUM NO. 1, dated 02/11/2026
- ADDENDUM NO. _____, dated _____
- ADDENDUM NO. _____, dated _____
- ADDENDUM NO. _____, dated _____

LIST OF SUBCONTRACTORS

The undersigned Bidder hereby indicates their intent to either self-perform the work OR subcontract with each of the major subcontractors listed below.

| TRADE | CHECK IF SELF-PERFORMED | SUBCONTRACTOR NAME/ADDRESS | LICENSE No. |
|-------------------------|-------------------------------------|-----------------------------|-------------|
| Sheet Metal Fabrication | <input checked="" type="checkbox"/> | Old World Craftsmen, Inc. | CCC057557 |
| Mechanical/Plumbing | <input type="checkbox"/> | Express Plumbing Inc. | CFC1428040 |
| Electrical | <input type="checkbox"/> | Line Electric Company, LLC | EC13009101 |
| Lightning Protection | <input type="checkbox"/> | Bonded Lightning Protection | EC13011392 |

COMPLETION TIME

The undersigned Bidder agrees to substantially complete the Work within **one hundred and twenty (120) calendar days**, Sundays and Holidays included. Refer to Specification Section 01 11 00 Summary of Work for work restrictions.

Bidder further agrees that the Work shall be fully completed and ready for **final acceptance** in accordance with the contract documents within **thirty (30) calendar days**, Sundays and Holidays included, such time to commence on the date of substantial completion or receipt of the punch list, whichever date occurs last.

Bidder acknowledges that if Bidder fails to satisfy all requirements for Substantial Completion of the Work as described in the Contract Documents within the required time period, Owner shall be entitled to assess, as liquidated damages, but not as a penalty, **Three Hundred Dollars (\$300)** for each calendar day thereafter until substantial completion of the Work is achieved.

Bidder acknowledges that if Bidder fails to satisfy all requirements for Final Completion of the Work as described in the Contract Documents within the required time period, Owner shall be entitled to assess, as liquidated damages, but not as a penalty, **Twenty Five Dollars (\$25)** for each calendar day thereafter until the final acceptance requirements are met.

 **AIA** Document A305™ – 1986

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO:

HERNANDO COUNTY SCHOOL BOARD

ADDRESS:

919 N. Broad Street, Brooksville, FL. 34601

SUBMITTED BY:

OLD WORLD CRAFTSMEN INC.

NAME:

ADDRESS: 343 SW HAMLET CIRCLE, LAKE CITY, FL. 32024 P.O. B

PRINCIPAL OFFICE:

- Corporation
- Partnership
- Individual
- Joint Venture
- Other

NAME OF PROJECT (if applicable):

TYPE OF WORK (file separate form for each Classification of Work):

- General Construction
- HVAC
- Electrical
- Plumbing
- Other (please specify)

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

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User Notes:

(2533789901)

§ 1. ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor? **30 Years Roofing/ 16 Years GC**

§ 1.2 How many years has your organization been in business under its present business name? **23 Years**

§ 1.2.1 Under what other or former names has your organization operated?

FI Ltd. Partnership (1996-07-01-2003)

§ 1.3 If your organization is a corporation, answer the following:

§ 1.3.1 Date of incorporation: **07-01-2003**

§ 1.3.2 State of incorporation: **Florida**

§ 1.3.3 President's name: **Jeffrey L. Ganskop**

§ 1.3.4 Vice-president's name(s)

Linda J. Ganskop

§ 1.3.5 Secretary's name: **Linda J. Ganskop**

§ 1.3.6 Treasurer's name: **Linda J. Ganskop**

§ 1.4 If your organization is a partnership, answer the following:

§ 1.4.1 Date of organization:

§ 1.4.2 Type of partnership (if applicable):

§ 1.4.3 Name(s) of general partner(s)

§ 1.5 If your organization is individually owned, answer the following:

§ 1.5.1 Date of organization:

§ 1.5.2 Name of owner:

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

§ 2. LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

Florida, Alabama and Georgia

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

All Roofing 100% using own forces

§ 3. EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

100% All roofing

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

No

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

No

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

No

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

No

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

Please see attached list of current and notable projects.

§ 3.4.1 State total worth of work in progress and under contract:

\$8,800,000.00

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

Please see attached list which includes name of project etc..

§ 3.5.1 State average annual amount of construction work performed during the past five years:

\$11,500,000.00

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

Please see attached list of staff resumes.

§ 4. REFERENCES

§ 4.1 Trade References:

Culpepper Construction Co.- Ted Brodley E: ted@culpepercc.com (850)-528-6588

Ajax Building Corporation _ James Marini E: jmarini@ajaxbuilding.com (352) 258-3872

§ 4.2 Bank References:

TD Bank- Karen Rath E: Karen@td.com (386) 682-5440

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

Ohio Casualty -Acrisure Southeast

§ 4.3.2 Name and address of agent:

Jessica Reno E: jreno@acrisure.com

§ 5. FINANCING

§ 5.1 Financial Statement.

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

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User Notes: (2533789901)

Odom Moses & Company ~~08-22-2019~~ 11-04-2025

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?
Yes

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?
Yes

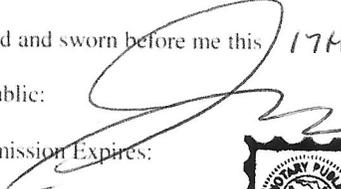
§ 6. SIGNATURE 

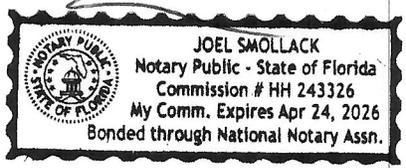
§ 6.1 Dated at this 17th day of February, 2026
Name of Organization: Old World Craftsmen Inc
By: Jeff L. Ganskop
Title: President

§ 6.2

Jeff L. Ganskop being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this 17th day of February 2026

Notary Public: 
My Commission Expires:



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

GANSKOP, JEFFREY L

OLD WORLD CRAFTSMEN INC
334 SW HAMLET CIRCLE
LAKE CITY FL 32024

LICENSE NUMBER: CGC1518223

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com



ISSUED: 08/27/2024

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Ron DeSantis, Governor



Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE ROOFING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

GANSKOP, JEFFREY L

OLD WORLD CRAFTSMEN INC
334 SW HAMLET CIRCLE
LAKE CITY FL 32024

LICENSE NUMBER: CCC057557

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com



ISSUED: 08/27/2024

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Date: January 14, 2026

CURRENT PROJECTS

1. Estimated Completion Date: March 31, 2025,
Project: FL State College at Jax – Roof Replacement

General Contractor: Old World Craftsmen, Inc.
Project Manager: Matt Ganskop
Architect: TTV Architects

Contract Date: May 8, 2024
Contract Amount Billed: \$1,142,500.00
Contract Amount Remaining: \$42,500.00
Total Contract Amount: \$1,185,000.00
Phone: 386-867-0292
Email: matt@roof.co
Phone: 904-798-8333

2. Estimated Completion Date: September 25, 2025,
Project: FSU Doak Campbell Stadium Renovation

General Contractor: Manhattan-Culpepper Construction
Project Manager: Pierce Valdes
Architect: Populous

Contract Date: March 7, 2024
Contract Amount Billed: \$458,475.00
Contract Amount Remaining: \$245,525.00
Total Contract Amount: \$704,000.00
Phone: 404-735-2167
Email: PValdes@manhattanconstruction.com
Email: denver.finlinson@populous.com

3. Estimated Completion Date: September 15, 2025,
Project: Julington Creek Plantation & Aquatics Center

General Contractor: Ajax Building Company, LLC
Project Manager: Allen Tutt
Architect: ELM, Inc.

Contract Date: September 4, 2024
Contract Amount Billed: \$0.00
Contract Amount Remaining: \$348,979.59
Total Contract Amount: \$348,979.59
Phone: 904-451-5463
Email: allen.tutt@ajaxbuilding.com
Phone: 904-296-8066

4. Estimated Completion Date: June 20, 2025,
Project: FSU Rovetta Building Main Roof

General Contractor: Roof Connect
Project Manager: Dale Walters
Architect: MLD Architects

Contract Date: August 8, 2024
Contract Amount Billed: \$227,527.00
Contract Amount Remaining: \$68,736.00
Total Contract Amount: \$296,263.00
Phone: 877-942-5613
Email: Kelly
Phone: 850-385-9200

5. Estimated Completion Date: May 19, 2025,
Project: FSU Immokalee Clinic Roof Replacement

General Contractor: Ajax Building Company, LLC

Contract Date: August 23, 2024
Contract Amount Billed: \$567,127.00
Contract Amount Remaining: \$84,500.00
Total Contract Amount: \$651,627.00
Phone: 813-792-3930

Project Manager: Brian Jones
Architect: Sweet Sparkman Architecture & Interiors

Email: brian.jones@ajaxbuilding.com
Phone: 941-952-0084

6. Estimated Completion Date: August 23, 2025
Project: Okefenokee RESA Reroof & Renovation

Contract Date: August 28, 2024
Contract Amount Billed: \$235,492.00
Contract Amount Remaining: \$99,108.00
Total Contract Amount: \$334,600.00
Phone: 386-758-3264
Email: matt@roof.co
Phone: 229-585-9018

General Contractor: Old World Craftsmen, Inc.
Project Manager: Matt Ganskop
Architect: Altman + Barrett Architects

7. Estimated Completion Date: July 20, 2025
Project: FSU UCA-D 05/10 Storm Damage Repairs

Contract Date: August 12, 2024
Contract Amount Billed: \$362,479.00
Contract Amount Remaining: \$277,710.00
Total Contract Amount: \$640,189.00
Phone: 877-942-5613
Email: dale.walters@roofconnect.com
Phone: 850-385-9200

General Contractor: Roof Connect
Project Manager: Dale Walters
Architect: MLD Architects

8. Estimated Completion Date: September 15, 2025,
Project: FL DMS EOC – New Construction

Contract Date: March 25, 2024
Contract Amount Billed: \$2,828,113.00
Contract Amount Remaining: \$1,431,887.00
Total Contract Amount: \$4,260,000.00
Phone: 904-292-2645
Email: dschulte@perry-mccall.com
Phone: 850-385-9200

General Contractor: Perry McCall Construction, Inc.
Project Manager: Doug Schulte
Architect: CRA Architects

9. Estimated Completion Date: July 31, 2025,
Project: Niblack Elementary School Redesign

Contract Date: August 26, 2024
Contract Amount Billed: \$593,000.00
Contract Amount Remaining: \$92,000.00
Total Contract Amount: \$685,000.00
Phone: 904-485-1073
Email: MJenkins@GilbaneCo.com
Phone: 904-489-2204

General Contractor: Gilbane Building Company
Project Manager: Michael Jenkins
Architect: Zyscovich, LLC

NOTABLE PROJECTS

1. Completion Date: February 24, 2025,
Project: UNF Osprey Crossings Skylight & Roof
Replacement
General Contractor: Roof Connect
Project Manager: Dale Walters
Architect: TTV Architects

Contract Date: January 30, 2024
Contract Amount: \$1,604,316.10
Phone: 877-942-5613
Email: dale.walters@roofconnect.com
Phone: 904-798-8333

2. Completion Date: March 20, 2024
Project: FSU Housewright Building
General Contractor: RoofConnect

Contract Date: September 22, 2023
Contract Amount: \$1,575,000.00
Phone: 877-942-5613

Project Manager: Dale Walters
Architect: MLD Architect

Email: dale.walters@roofconnect.com
Phone: 850-385-9200

3. Completion Date: March 5, 2024,
B

Contract Date: August 16, 2021

4. Completion Date: July 31, 2023,
Project: FSU Keen Physics Reroof
General Contractor: Old World Craftsmen, Inc.
Project Manager: Matt Ganskop
Architect: FSU Facility Design Office

Contract Date: June 15, 2021
Contract Amount: \$465,900.00
Phone: 386-758-3264
Email: matt@roof.co
Phone: 850-644-6801

5. Completion Date: October 23, 2023,
Project: BHC - Health and Wellness Center
General Contractor: Brasfield & Gorrie
Project Manager: Anthony Bosner
Architect: Gresham Smith and Partners

Contract Date: June 27, 2021
Contract Amount: \$823,108.00
Phone: 205-328-4000
Email: ABosner@brasfieldgorrie.com
Phone: 904-332-6699

6. Completion Date: October 23, 2023,
Project: BHC - CEP
General Contractor: Brasfield & Gorrie
Project Manager: Brennan Glynn
Architect: Gresham Smith and Partners

Contract Date: July 1, 2021
Contract Amount: \$410,000.00
Phone: 205-328-4000
Email: BGLYNN@brasfieldgorrie.com
Phone: 904-332-6699

7. Completion Date: October 23, 2023,
Project: BHC – Behavioral Health
General Contractor: Brasfield & Gorrie
Project Manager: Lawton Powell
Architect: Gresham Smith and Partners

Contract Date: May 25, 2022
Contract Amount: \$1,317,300.00
Phone: 205-328-4000
Email: lpowell@brasfieldgorrie.com
Phone: 904-332-6699

8. Completion Date: June 10, 2022,
Project: FSU Student Union Replacement
General Contractor: Ajax Building Company
Project Manager: Roy Kenski
Architect: Lewis & Whitlock – Tallahassee, FL

Contract Date: May 26, 2020
Contract Amount: \$3,765,170.00
Phone: 850-224-9571
Email: roy.kenski@ajaxbuilding.com
Phone: (850) 942-1718

9. Completion Date: December 31, 2021,
Project: FSU King Life Sciences Reroofing
General Contractor: Mad Dog Construction
Project Manager: Scott Rowse
Architect: Seth Campbell with BKJ Architecture

Contract Date: September 23, 2020
Contract Amount: \$1,030,000.00
Phone: 850-878-8272
Email: Scott@MoreThanBuildings.com
Phone: 850-778-8007

10. Co
-385-9200

11. Completion Date: De

12. Completion Date: December 2019

Project: FSU Earth Ocean & Atmospheric Sciences Bldgs. Original Contract: \$1,420,860.00

Contract Date: March 1, 2017

General Contractor: Ajax Building Corporation
Project Manager: Roy Kenski
Architect: Bohlin Cywinski Jackson Pittsburgh, PA

Phone: 850-224-9571
Email: roy.kenski@ajaxbuilding.com
Phone: 412-765-3890

Old World Craftsmen, Inc.

Staff Resumes

Jeff Ganskop, President Project Executive

Jeff has been in the roofing industry for 39 years. He has worked extensively with copper, tile, slate, cedar shingles and shakes, EPDM, SBS roofs, and roof overs. Jeff has worked on projects designed by renowned architectural firms such as Robert A. Stern Architects, Ike & Klingerman, and Shope, Reno & Wharton. Roofing projects Jeff oversaw have been featured in national publications.

In 1996, Jeff received his Florida State Certified Roofing License and established Old World Craftsmen, Inc. Over the past twenty years, the focus of the company has been commercial roofing. Jeff oversees all major project operations. He is involved with the estimating and bidding of all major projects.

Matthew Ganskop, Executive Superintendent and Project Manager

Matthew has worked for the company for 24 years. Matt's responsibilities include estimating and bidding major projects, plans and specifications review, product submittals to architects and customer relations with architects, general contractors, owners, other trades and suppliers. Matt has also worked extensively on various Florida university projects and is experienced with commercial project schedules, weekly job meetings, and resolving design and product specification issues on projects.

Matt has been the project manager for most large commercial projects for the last fifteen years. He is also a CERTA Trainer and is certified for copper roof work by the Copper Development Association, Inc.

Pat Ganskop, Head Projects Superintendent

Pat has worked for the company for 17 years. Pat's responsibilities include complete job-site management. Pat oversees proper installation of all roofing materials by employees, job site safety and customer relations. Pat has worked extensively on Florida university projects and is familiar with commercial project schedules, weekly job meetings and resolving job site issues with other trades. Pat is certified for copper roof work by the Copper Development Association, Inc.

On-site Management Personnel

Joel Smollack has been an employee of Old-World Craftsmen Inc since 2013 and has worked his way up from a roofing installer and equipment operator to a jobsite supervisor. Joel is currently in charge of the FSU College of Medicine Thrasher reroof project in Tallahassee, FL. This is a \$2.3 million roofing project. Joel was an assistant jobsite supervisor for the University of Florida Data Science Information & Technology new construction roofing project in Gainesville, FL. This was a \$1.4 million project with several challenging features that included pent-house wall panel and roof paver system installations.

Kerry Fontenot has been an employee of Old-World Craftsmen Inc since 2013 and has worked his way up from a flat roof installation technician to a major project jobsite supervisor. He has just completed management of an \$800,000 renovation at the FSU Doak Campbell Stadium in Tallahassee, FL. Kerry has worked extensively on both new construction and reroof projects at the FSU Campus in Tallahassee, Florida.

Old World Craftsmen, Inc.
Reviewed Financial Statements
For the Years Ended December 31, 2024 and 2023

Old World Craftsmen, Inc.
Table of Contents

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Independent Accountant's Review Report

To Management
Old World Craftsmen, Inc.
Lake City, Florida

We have reviewed the accompanying financial statements of Old World Craftsmen, Inc. (an S corporation), which comprise the balance sheet as of December 31, 2024 and 2023, and the related statements of income and retained earnings and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statement on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Supplementary Information

The supplementary information included is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have not audited or reviewed such information and, accordingly, we do not express an opinion, a conclusion, or provide any assurance on it.

Odom, Moses & Company, LLP

Certified Public Accountants

Lake City, FL

November 4, 2025

4641 W US Hwy 90, Lake City, Florida 32055

Phone: (386) 752-4621 Fax: (386) 752-8966

Serving As Your Trusted Advisors Since 1951

MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS

Old World Craftsmen, Inc.
Balance Sheet
December 31, 2024 and 2023

| | 2024 | 2023 |
|---|--------------|--------------|
| Assets | | |
| Current Assets | | |
| Cash | \$ 737,897 | \$ 409,382 |
| Accounts Receivable - Note B | 4,335,875 | 2,631,962 |
| Costs and Earnings in Excess of Billings - Note C | 1,487,257 | 482,691 |
| Prepaid Expenses - Note D | 44,623 | 29,439 |
| Inventory - Note A | 378,841 | 342,377 |
| Total Current Assets | 6,984,493 | 3,895,851 |
| Fixtures & Equipment, At Cost - Note E | 3,272,676 | 2,744,335 |
| Less Accumulated Depreciation | 1,882,283 | 1,692,989 |
| Net Fixtures & Equipment | 1,390,393 | 1,051,346 |
| Other Assets | | |
| Deposit | 2,183 | 2,183 |
| Total Other Assets | 2,183 | 2,183 |
| Total Assets | \$ 8,377,069 | \$ 4,949,380 |
| Liabilities and Stockholders' Equity | | |
| Current Liabilities | | |
| Accounts Payable | \$ 2,750,565 | \$ 292,107 |
| Line of Credit - Note K | - | - |
| Current Maturities of Long Term Debt | 29,500 | 25,100 |
| Due to Related Parties | - | 142,992 |
| Accrued Liabilities | 256,911 | 321,572 |
| Total Current Liabilities | 3,036,976 | 781,771 |
| Long Term Debt, less current maturities - Note H | 41,837 | 84,488 |
| Total Liabilities | 3,078,813 | 866,259 |
| Stockholders' Equity | | |
| Common Stock; \$1 par value; 100 shares authorized, issued and outstanding | 100 | 100 |
| Retained Earnings | 5,298,156 | 4,083,021 |
| Total Stockholders' Equity | 5,298,256 | 4,083,121 |
| | \$ 8,377,069 | \$ 4,949,380 |

See independent accountants' review report and notes to financial statements.

Old World Craftsmen, Inc.
Statement of Income and Retained Earnings
For the Years Ended December 31, 2024 and 2023

| | 2024 | 2023 |
|--|---------------|--------------|
| Sales | \$ 15,398,071 | \$ 9,916,745 |
| Cost of Goods Sold | 11,696,422 | 6,161,022 |
| Gross Profit | 3,701,649 | 3,755,723 |
| Operating Expenses | | |
| Repairs and Maintenance | 486,776 | 233,491 |
| Insurance | 445,070 | 458,817 |
| Rental Expense | 412,431 | 150,335 |
| Travel Expense | 407,351 | 305,763 |
| Depreciation Expense | 207,902 | 159,126 |
| Payroll Expense | 139,886 | 93,938 |
| Freight & Delivery | 81,959 | 33,225 |
| Dues & Subscriptions | 78,529 | 27,936 |
| Utilities | 48,644 | 42,662 |
| Officer Salary | 47,000 | 64,500 |
| Telephone | 34,655 | 35,636 |
| Office Expense | 34,343 | 56,379 |
| Advertising | 28,027 | 20,901 |
| Taxes & Licenses | 25,782 | 27,960 |
| Training & Certification | 11,780 | 13,606 |
| Interest Expense | 7,158 | 27,812 |
| Professional Fees | 4,705 | 21,254 |
| Bank Charges | 4,010 | - |
| Miscellaneous | 1,526 | 5,434 |
| Bad Debt | - | 12,400 |
| Total Operating Expenses | 2,507,534 | 1,791,175 |
| Income From Operations | 1,194,115 | 1,964,548 |
| Other Income (Expense) | 85,694 | 105,527 |
| Net Income (Loss) | 1,279,809 | 2,070,075 |
| Retained Earnings - Beginning of Period | 4,083,023 | 2,012,948 |
| Distributions During the Period | (64,675) | - |
| Retained Earnings - End of Period | \$ 5,298,157 | \$ 4,083,023 |

See independent accountants' review report and notes to financial statements.

Old World Craftsmen, Inc.
Statement of Cash Flows
For the Years Ended December 31, 2024 and 2023

| | 2024 | 2023 |
|--|-------------------|--------------------|
| Cash Flows from Operating Activities | | |
| Net Income | \$ 1,279,809 | \$ 2,070,075 |
| Adjustments to Reconcile Net Income (Loss) to Net Cash Provided by Operating Activities | | |
| Depreciation and Amortization Expense | 207,902 | 150,335 |
| Gain on Sale of Equipment | 386 | - |
| (Increase) Decrease in Accounts Receivable | (1,703,913) | (1,366,440) |
| (Increase) Decrease in Inventories | (36,464) | 3,438 |
| (Increase) Decrease in Prepaid Assets | (15,184) | 15,414 |
| (Increase) Decrease in Costs & Earnings in Excess | (1,004,566) | (187,692) |
| (Increase) Decrease in Deposits | - | (1,685) |
| Increase (Decrease) in Accounts Payable | 2,458,458 | (112,384) |
| Increase (Decrease) in Accrued Liabilities | (64,661) | 89,744 |
| Total Adjustments | <u>(158,042)</u> | <u>(1,409,270)</u> |
| Net Cash Provided by (Used in) Operating Activities | 1,121,767 | 660,805 |
| Cash Flows from Investing Activities | | |
| Proceeds from Sale of Fixed Assets | - | - |
| Payments for Purchase of Fixed Assets | <u>(580,326)</u> | <u>(376,246)</u> |
| Net cash Provided by (Used in) Investing Activities | (580,326) | (376,246) |
| Cash Flows from Financing Activities | | |
| Proceeds from the Issuance of Long Term Debt | - | 67,280 |
| Net Borrowing (Repayment) under Line of Credit | - | (480,000) |
| Principal Payments on Long Term Debt | (38,251) | (43,764) |
| Distributions to Shareholder | (64,675) | - |
| Net Loans to Related Parties | <u>(110,000)</u> | <u>142,992</u> |
| Net cash Provided by (Used in) Financing Activities | <u>(212,926)</u> | <u>(313,492)</u> |
| Net Increase (Decrease) in Cash and Cash Equivalents | 328,515 | (28,933) |
| Cash and Cash Equivalents, Beginning of Year | 409,382 | 438,315 |
| Cash and Cash Equivalents, End of Year | <u>\$ 737,897</u> | <u>\$ 409,382</u> |
| Supplemental Cash Flow Disclosures | | |
| Interest Expense | \$ 7,158 | \$ 21,254 |

See independent accountants' report and notes to financial statements.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Old World Craftsmen, Inc.
334 SW Hamlet Circle
Lake City, FL 32024

SURETY:

(Name, legal status and principal place of business)

The Ohio Casualty Insurance Company
175 Berkeley Street
Boston, MA 02116

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Hernando County School Board
919 Broad St
Brooksville, FL 34601

BOND AMOUNT: \$ 5%

Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Bid 9009-2601-2002 DS Parrott Middle School Gym & Cafeteria Buildings Roof & Soffit Replacement, Ph 2, 19220 Youth Dr., Brooksville FL 34601

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

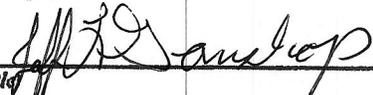
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 18th day of February, 2026



(Witness)

Old World Craftsmen, Inc.
(Principal) _____ (Seal)

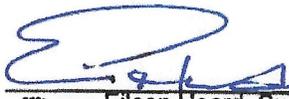
By: 

(Title)

The Ohio Casualty Insurance Company
(Surety) _____ (Seal)

By: 

(Title) Kevin R. Wojtowicz Attorney-in-Fact
and Florida Licensed Resident
Agent



(Witness) Eileen Heard, Surety Witness



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8212251-964008

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Brett Rosenhaus; Kevin R. Wojtowicz; Laura D. Mosholder; Robert H. Bond; Tracey Boone-Brown

all of the city of Saint Petersburg state of FL each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 8th day of August, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 8th day of August, 2024 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1128044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 18th day of August, 2024



By: Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.



AR97270

February 19, 2026

Mr. John Williams, AIA
Manager Design and Construction
Hernando School District
8016 Mobley Rd.
Brooksville, FL 34601

Re: Recommendation for Board Approval
Phase II
D S Parrott Middle School
19220 Youth Dr.
Brooksville, FL 34601

Via Email

Dear Mr. Williams:

PBA Design Group has tabulated bids for the D S Parrott Middle School Phase II Replacement project and recommends that the Hernando School District Board approve the apparent low bidder Old World Craftsmen Inc. to complete the project for building 2 and 3. The contractor has confirmed commitment to completing the project with the provided bid.

Sincerely,
PBA Design Group, Inc.

A handwritten signature in blue ink that reads "H. Howard Piper".

Howard Piper
PBA Design Group, Inc.
2742 Jason St.
Tampa, FL 33619
(O) 813-626-2540
Cell 813-610-0105
hpiper@pbadesigngroup.com

Cc: (Electronic) Brian Ragan, Jim Lipsey, Richard Oakley, Jimmy Beckham, Jill Edwards, Sergio Flores
Projects/2025 Parrott MS/Recommendation for Board Approval 2/19/2026



**HERNANDO
SCHOOL DISTRICT**

Learn it. Love it. Live it.

Superintendent: Ray Pinder
Board Chairperson: Kayce Hawkins
Vice Chairperson: Shannon Rodriguez
Board Members: Michelle Bonczek
Susan Duval
Mark Johnson

NOTICE OF INTENT TO AWARD

The Hernando County School Board, represented by the undersigned, has considered the Proposals submitted for the work described herein:

SCHOOL / SITE: D.S Parrott Middle School **DATE:** 02/19/2026

PROJECT NAME: D.S Parrott Middle School Phase II Roof and Soffit Replacement

CONTRACTOR: Old World Craftsmen Inc.

ADDRESS: P.O Box 710
Lake City, FL 32056

PROPOSAL: \$1,410,735.00
(Dollar amount in numerals)

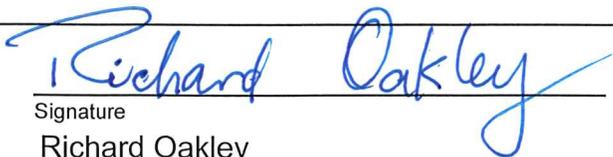
One-Million Four Hundred Ten Thousand Seven Hundred Thirty Five Dollars.

(Dollar amount in words)

TO THE CONTRACTOR NAMED HEREIN: Your Proposal, deemed to be in the best interest of the Hernando County School Board, is hereby accepted, pending final execution of the agreement.

You are required, as applicable, to execute the approved Agreement and to furnish the Performance Bond, Labor and Material Payment Bond, Insurance Policy and Certificates of Insurance within ten (10) days from the date of this Notice.

Your failure to execute said Agreement or to furnish said Bonds and Insurance, within ten (10) days from the date of this Notice, shall entitle the Hernando County School Board to: 1) Retain as liquidated damages the entire amount of the Bid Security submitted with your Proposal, 2) Consider as relinquished your rights arising from our acceptance of your Proposal, and 3) Award the Work covered by your Proposal to another bidder, or to re-advertise the Project.

BY: 
Signature
Richard Oakley
Printed Name
Project Manager
Title

Notice is hereby given of the District's Intent to Award as indicated above. Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.

It is the policy of the Hernando County School District not to illegally discriminate or allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability or GINA in its educational programs or employment practices.



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Twenty-fourth day of March in the year Two-thousand Twenty-four
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Hernando County School District
8016 Mobley Road
Brooksville, FL 34601

and the Contractor:
(Name, legal status, address and other information)

Old World Craftsmen, Inc.
PO Box 710
Lake City, FL 32056

for the following Project:
(Name, location and detailed description)

D.S. Parrott Middle School
19220 Youth Drive, Brooksville, FL
Roof and Soffit Replacement Phase 2

The Architect:
(Name, legal status, address and other information)

PBA Design Group
2542 Jason Street
Tampa, FL 33602

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than One-hundred twenty (120) calendar days from the date of commencement of the Work.

By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

| Portion of Work | Substantial Completion Date |
|-----------------|-----------------------------|
| N/A | |

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be One-million Six-hundred eleven thousand Five-hundred thirty-five dollars and zero cents (\$ 1,611,535.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

| Item | Price |
|----------------------|--------------|
| Alternate Number One | \$156,000.00 |

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. *(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

| Item | Price | Conditions for Acceptance |
|------|-------|---------------------------|
|------|-------|---------------------------|

§ 4.3 Allowances, if any, included in the Contract Sum: *(Identify each allowance.)*

| Item | Price |
|---------------------|-------------|
| Owner's Contingency | \$30,000.00 |

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

| Item | Units and Limitations | Price per Unit (\$0.00) |
|---------------|-----------------------|-------------------------|
| Unit Price 01 | 500 LF | \$10.00 |
| Unit Price 02 | 600 LF | \$15.00 |
| Unit Price 03 | 400 LF | \$12.00 |
| Unit Price 04 | 500 SF | \$15.00 |
| Unit Price 05 | 5 EA | \$300.00 |
| Unit Price 06 | 100 LF | \$30.00 |
| Unit Price 07 | 100 SF | \$100.00 |
| Unit Price 08 | 200 SF | \$20.00 |

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

Should the Contractor fail to substantially complete the Work on or before the date stipulated as the Substantial Completion Date in Section 3.3.1 above, (or such later date as may result from a written extension of time granted by the Owner), the Contractor shall pay the Owner, as liquidated damages, the sum of \$750 for each consecutive calendar day that terms of the Contract remain unfulfilled beyond the date allowed by the Contract, which sum is agreed upon as a reasonable and proper measure of damages which the Owner will sustain per day by failure of the Contractor to complete within time as stipulated; it being recognized by the Owner and the Contractor that the injury to the Owner which could result from a failure of the Contractor to complete on schedule is uncertain and cannot be computed exactly. In no way shall cost for liquidated damages be construed as a penalty on the Contractor.

The above referenced liquidated damages shall provide the sole and exclusive remedy for the Owner for damages incurred as a result of the Contractor's delay in completing the Work as described in Contract Documents. However, the Owner retains all rights to seek and recover its actual damages for all other injuries that may arise, including but not limited to construction defects.

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

The twenty-fifth (25th) day of the month

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the twenty-fifth day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than forty-five (45) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's

professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Five percent (5.0%)

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Retainage shall not be reduced prior to Substantial Completion

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

Within 10 days following Final Acceptance at a regularly scheduled School Board meeting.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

2 %APR calculated with simple, non-compounding interest.

ARTICLE 6 DISPUTE RESOLUTION**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction

Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

The Owner shall pay reasonable and documented costs only for that portion of Work completed at the time of termination, as determined by the Architect/Engineer of Record. Such costs shall be based on a subsequent Schedule of Values approved by the Architect/Engineer of Record.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Brian Ragan
Director of Facilities & Construction
Hernando County School District
8016 Mobley Road
Brooksville, FL 34601
Ragan_b@hcsb.k12.fl.us

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Jeffrey Ganskop, President
334 SW Hamlet Circle
Lake City, FL 32024
Phone: 386-758-3264
Email: sales@roof.co

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 Building information modeling exhibit, dated as indicated below:
(Insert the date of the building information modeling exhibit incorporated into this Agreement.)

- .5 Drawings

| Number | Title | Date |
|------------------------|--------------------------|------|
| See attached Exhibit B | Enumeration of Documents | |

.6 Specifications

| Section | Title | Date | Pages |
|------------------------|--------------------------|------|-------|
| See attached Exhibit B | Enumeration of Documents | | |

.7 Addenda, if any:

| Number | Date | Pages |
|--------|-------------------|-------|
| One | February 11, 2026 | 15 |

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

- AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

- The Sustainability Plan:

| Title | Date | Pages |
|-------|------|-------|
|-------|------|-------|

- Supplementary and other Conditions of the Contract:

| Document | Title | Date | Pages |
|-----------|---|------|-------|
| Exhibit A | AIA Insurance & Bonds | | |
| Exhibit B | Enumeration of Documents | | |
| Exhibit C | HCSB Contractor Insurance & Bond Requirements | | |
| Exhibit D | Standard Addendum to Agreements | | |
| Exhibit E | Conflict of Interest Form | | |

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

AIA A 201-2017 General Conditions of the Contract for Construction

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)

CONTRACTOR (Signature)

(Printed name and title)

John H. Gausky

John H. Gausky president



General Conditions of the Contract for Construction

for the following PROJECT:
(Name and location or address)

D.S. Parrott Middle School
19220 Youth Drive, Brooksville, FL
Roof and Soffit Replacement Phase 2

THE OWNER:
(Name, legal status and address)

Hernando County School District
8016 Mobley Road
Brooksville, FL 34607

THE ARCHITECT:
(Name, legal status and address)

PBA Design Group
2542 Jason Street
Tampa, FL 33602

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This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

For guidance in modifying this document to include supplementary conditions, see AIA Document A503™–2017, Guide for Supplementary Conditions.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Initial Decision Maker

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or

contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 Evidence of the Owner's Financial Arrangements

§ 2.2.1 Prior to commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

§ 2.2.2 Following commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Contract Documents.

§ 2.2.3 After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.4 Where the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person. However, the Contractor may disclose "confidential" information, after seven (7) days' notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose "confidential" information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor

has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.3.6 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any

existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and

similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

§ 3.13 Use of Site

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term “Subcontractor” is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term “Subcontractor” does not include a Separate Contractor or the subcontractors of a Separate Contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term “Sub-subcontractor” is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor’s Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 Subcontractual Relations

By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor’s Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and

- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 Owner's Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless

otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and
- .5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term “day” as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor’s control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor’s Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor’s subsequent Applications for Payment.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor’s right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a Separate Contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or

entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

9.6.9 If at any time there shall be evidence of any lien, claim or damage for which, if established, would be chargeable to Contractor, including all claims for delay or construction defects made by the Owner, the Owner shall have the right to retain out of any payment due

or to become due from this contract or any other contract or other form of agreement which the Owner has with this Contractor, an amount sufficient to fully cure any damages which Owner may incur as a result of such lien, claim or damage, including estimates to correct deficiencies or cure delay, and charge or deduct all the cost of defense thereunder, including reasonable attorneys' fees. Owner reserves the right, at its own and sole discretion, to satisfy liens, claims or damage for which by paying directly to materialmen, lower tier subcontractors or any other claimant the amounts due, once established, from the remaining proceeds due Contractor under this agreement or any other contract or other form of agreement which the Owner has with this Contractor. Nothing in this section should be interpreted as limiting any of Owner's other rights and remedies under this Agreement or available at law or in equity, and the Parties agree that Owner expressly reserves all other rights and remedies available under this Agreement, or at law or in equity.

§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for

that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

- § 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from
- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
 - .2 failure of the Work to comply with the requirements of the Contract Documents;
 - .3 terms of special warranties required by the Contract Documents; or
 - .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or

create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall reimburse the Contractor for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Notice of Cancellation or Expiration of Contractor's Required Insurance. Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 Failure to Purchase Required Property Insurance. If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance. Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's

expense.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

§ 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate the parties agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and

not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all Claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

§ 15.1.7 Waiver of Claims for Consequential Damages

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 Initial Decision

§ 15.2.1 Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial

Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both parties waive

their rights to binding dispute resolution proceedings with respect to the initial decision.

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 Arbitration

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Contractor under this Agreement.

Additions and Deletions Report for **AIA® Document A201® – 2017**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

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Changes to original AIA text

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~~3.14, 6.2.5-~~

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9.6.9 If at any time there shall be evidence of any lien, claim or damage for which, if established, would be chargeable to Contractor, including all claims for delay or construction defects made by the Owner, the Owner shall have the right to retain out of any payment due

or to become due from this contract or any other contract or other form of agreement which the Owner has with this Contractor, an amount sufficient to fully cure any damages which Owner may incur as a result of such lien, claim or damage, including estimates to correct deficiencies or cure delay, and charge or deduct all the cost of defense thereunder, including reasonable attorneys' fees. Owner reserves the right, at its own and sole discretion, to satisfy liens, claims or damage for which by paying directly to materialmen, lower tier subcontractors or any other claimant the amounts due, once established, from the remaining proceeds due Contractor under this agreement or any other contract or other form of agreement which the Owner has with this Contractor. Nothing in this section should be interpreted as limiting any of Owner's other rights and remedies under this Agreement or available at law or in equity, and the Parties agree that Owner expressly reserves all other rights and remedies available under this Agreement, or at law or in equity.

Variable Information

PAGE 1

D.S. Parrott Middle School

19220 Youth Drive, Brooksville, FL

Roof and Soffit Replacement Phase 2

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Hernando County School District

8016 Mobley Road

Brooksville, FL 34607

PBA Design Group

2542 Jason Street

Tampa, FL 33602



Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 08:12:48 EST on 03/04/2026 under Order No. 20250152486 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A201™ - 2017, General Conditions of the Contract for Construction, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

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AIA Document A101® – 2017 Exhibit A

Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the Twenty-fourth day of March in the year Two-thousand Twenty-six
(In words, indicate day, month and year.)

for the following **PROJECT:**
(Name and location or address)

D.S. Parrott Middle School
19220 Youth Drive, Brooksville, FL
Roof and Soffit Replacement Phase 2

THE OWNER:
(Name, legal status and address)

Hernando County School District
8016 Mobley Road
Brooksville, FL 34607

THE CONTRACTOR:
(Name, legal status and address)

Old World Craftsmen, Inc.
PO Box 710
Lake City, FL 32056

TABLE OF ARTICLES

- A.1 GENERAL**
- A.2 OWNER'S INSURANCE**
- A.3 CONTRACTOR'S INSURANCE AND BONDS**
- A.4 SPECIAL TERMS AND CONDITIONS**

ARTICLE A.1 GENERAL

The Owner and Contractor shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201™–2017, General Conditions of the Contract for Construction.

ARTICLE A.2 OWNER'S INSURANCE

§ A.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the property insurance policy or policies required by Section A.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Document A201®–2017, General Conditions of the Contract for Construction. Article 11 of A201®–2017 contains additional insurance provisions.

§ A.2.2 Liability Insurance

The Owner shall be responsible for purchasing and maintaining the Owner's usual general liability insurance.

§ A.2.3 Required Property Insurance

§ A.2.3.1 Unless this obligation is placed on the Contractor pursuant to Section A.3.3.2.1, the Owner shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner's property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section A.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Contractor, Subcontractors, and Sub-subcontractors in the Project as insureds. This insurance shall include the interests of mortgagees as loss payees.

§ A.2.3.1.1 **Causes of Loss.** The insurance required by this Section A.2.3.1 shall provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:

(Indicate below the cause of loss and any applicable sub-limit.)

Causes of Loss

Sub-Limit

§ A.2.3.1.2 **Specific Required Coverages.** The insurance required by this Section A.2.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect's and Contractor's services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:

(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)

Coverage

Sub-Limit

§ A.2.3.1.3 Unless the parties agree otherwise, upon Substantial Completion, the Owner shall continue the insurance required by Section A.2.3.1 or, if necessary, replace the insurance policy required under Section A.2.3.1 with property insurance written for the total value of the Project that shall remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

§ A.2.3.1.4 **Deductibles and Self-Insured Retentions.** If the insurance required by this Section A.2.3 is subject to deductibles or self-insured retentions, the Owner shall be responsible for all loss not covered because of such deductibles or retentions.

§ A.2.3.2 **Occupancy or Use Prior to Substantial Completion.** The Owner's occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section A.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

§ A.2.3.3 Insurance for Existing Structures

If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner shall purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, "all-risks" property insurance, on a replacement cost basis, protecting the existing structure against direct physical loss or damage from the causes of loss identified in Section A.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

§ A.2.4 Optional Extended Property Insurance.

The Owner shall purchase and maintain the insurance selected and described below.

(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)

- § **A.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance**, to reimburse the Owner for loss of use of the Owner's property, or the inability to conduct normal operations due to a covered cause of loss.

- § **A.2.4.2 Ordinance or Law Insurance**, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.

- § **A.2.4.3 Expediting Cost Insurance**, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.

- § **A.2.4.4 Extra Expense Insurance**, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.

- § **A.2.4.5 Civil Authority Insurance**, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.

- § **A.2.4.6 Ingress/Egress Insurance**, for loss due to the necessary interruption of the insured's business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.

- § **A.2.4.7 Soft Costs Insurance**, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional interest on loans, realty taxes, and insurance premiums over and above normal expenses.

§ A.2.5 Other Optional Insurance.

The Owner shall purchase and maintain the insurance selected below.

(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)

- § **A.2.5.1 Cyber Security Insurance** for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information.
(Indicate applicable limits of coverage or other conditions in the fill point below.)

[X] § A.2.5.2 Other Insurance

(List below any other insurance coverage to be provided by the Owner and any applicable limits.)

| Coverage | Limits |
|---------------|---------------|
| Per Exhibit C | Per Exhibit C |

ARTICLE A.3 CONTRACTOR'S INSURANCE AND BONDS

§ A.3.1 General

§ A.3.1.1 Certificates of Insurance. The Contractor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor's Commercial General Liability and excess or umbrella liability policy or policies.

§ A.3.1.2 Deductibles and Self-Insured Retentions. The Contractor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Contractor.

§ A.3.1.3 Additional Insured Obligations. To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

§ A.3.2 Contractor's Required Insurance Coverage

§ A.3.2.1 The Contractor shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ A.3.2.2 Commercial General Liability

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than One-million dollars (\$ 1,000,000) each occurrence, Two-million dollars (\$ 2,000,000) general aggregate, and Two-million dollars (\$ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal injury and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

§ A.3.2.2.2 The Contractor's Commercial General Liability policy under this Section A.3.2.2 shall not contain an

exclusion or restriction of coverage for the following:

- .1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
- .2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
- .3 Claims for bodily injury other than to employees of the insured.
- .4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
- .5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
- .6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
- .7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
- .8 Claims related to roofing, if the Work involves roofing.
- .9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
- .10 Claims related to earth subsidence or movement, where the Work involves such hazards.
- .11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One-million dollars (\$ 1,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.4 The Contractor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ A.3.2.5 Workers' Compensation at statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than (\$) each accident, (\$) each employee, and (\$) policy limit.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

§ A.3.2.10 Coverage under Sections A.3.2.8 and A.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than (\$) per claim and (\$) in the aggregate.

§ A.3.2.11 Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than (\$) per claim and (\$) in the aggregate.

§ A.3.2.12 Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities,

with policy limits of not less than (\$) per claim and (\$) in the aggregate.

§ A.3.3 Contractor's Other Insurance Coverage

§ A.3.3.1 Insurance selected and described in this Section A.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ A.3.3.2 The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.3.1.

(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)

- § A.3.3.2.1** Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:
- (Where the Contractor's obligation to provide property insurance differs from the Owner's obligations as described under Section A.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)*

Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply

- § A.3.3.2.2 Railroad Protective Liability Insurance**, with policy limits of not less than (\$) per claim and (\$) in the aggregate, for Work within fifty (50) feet of railroad property.
- § A.3.3.2.3 Asbestos Abatement Liability Insurance**, with policy limits of not less than (\$) per claim and (\$) in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.
- § A.3.3.2.4** Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.
- § A.3.3.2.5** Property insurance on an "all-risks" completed value form, covering property owned by the Contractor and used on the Project, including scaffolding and other equipment.
- § A.3.3.2.6 Other Insurance**
(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

| Coverage | Limits |
|---------------|--------|
| Per Exhibit C | |

§ A.3.4 Performance Bond and Payment Bond

The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:
(Specify type and penal sum of bonds.)

| Type | Penal Sum (\$0.00) |
|------------------|----------------------|
| Payment Bond | 100% of Contract Sum |
| Performance Bond | 100% of Contract Sum |

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

ARTICLE A.4 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply

Additions and Deletions Report for AIA® Document A101® – 2017 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 08:11:33 EST on 03/04/2026.

Changes to original AIA text

PAGE 1

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the Twenty-fourth day of March in the year Two-thousand Twenty-six

PAGE 4

Coverage Per Exhibit C

Limits Per Exhibit C

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than One-million dollars (\$ 1,000,000) each occurrence, Two-million dollars (\$ 2,000,000) general aggregate, and Two-million dollars (\$ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

PAGE 5

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One-million dollars (\$ 1,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

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~~Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply~~

[] § A.3.3.2.2 Railroad Protective Liability Insurance, with policy limits of not less than (\$) per claim and (\$) in the aggregate, for Work within fifty (50) feet of railroad property.

PAGE 7

| Type | Penal Sum (\$0.00) |
|------------------|-----------------------------|
| Payment Bond | <u>100% of Contract Sum</u> |
| Performance Bond | <u>100% of Contract Sum</u> |

Variable Information

PAGE 1

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the Twenty-fourth day of March in the year Two-thousand Twenty-six

D.S. Parrott Middle School

19220 Youth Drive, Brooksville, FL

Roof and Soffit Replacement Phase 2

Hernando County School District

8016 Mobley Road

Brooksville, FL 34607

Old World Craftsmen, Inc.

PO Box 710

Lake City, FL 32056

PAGE 4

[] § A.2.5.2 Other Insurance

| Coverage | Limits |
|----------------------|----------------------|
| <u>Per Exhibit C</u> | <u>Per Exhibit C</u> |

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than One-million dollars (\$ 1,000,000) each occurrence, Two-million dollars (\$ 2,000,000) general aggregate, and Two-million dollars (\$ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

PAGE 5

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One-million dollars (\$ 1,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than One-million dollars (\$ 1,000,000) per claim and One-million dollars (\$ 1,000,000) in the aggregate.

PAGE 6

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ A.3.3.2.1 Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:

~~Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply~~

§ A.3.3.2.6 Other Insurance

| <u>Coverage</u> Per Exhibit C | Limits |
|----------------------------------|--------|
|----------------------------------|--------|

PAGE 7

| Type | Penal Sum (\$0.00) |
|------------------|-----------------------------|
| Payment Bond | <u>100% of Contract Sum</u> |
| Performance Bond | <u>100% of Contract Sum</u> |

Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply

EXHIBIT B

LIST OF DOCUMENTS TO BE PART OF THIS CONTRACT

Project Manual Dated January 8, 2026

Drawings Dated January 8, 2026

- A0.0 Cover Sheet
- A1.1 Notes and Specifications
- A1.2 Notes and Specifications
- A2.1 Photographs of Existing Conditions
- A2.2 Photographs of Existing Conditions
- A2.3 Photographs of Existing Conditions
- A2.4 Photographs of Existing Conditions
- A2.5 Photographs of Existing Conditions
- A2.6 Photographs of Existing Conditions
- A2.7 Photographs of Existing Conditions
- A2.8 Photographs of Existing Conditions
- A3.1 Overall Dimension Plan
- A4.1 Existing and Demolition Construction Roof Plan
- A4.2 Existing and Demolition Construction Roof Plan
- A4.3 Existing and Demolition Construction Roof Plan
- A4.4 Existing and Demolition Construction Roof Plan
- A5.1 New Construction Roof Plan
- A5.2 New Construction Roof Plan
- A5.3 New Construction Roof Plan
- A5.4 New Construction Roof Plan
- A5.5 New Construction Soffit Plan
- A6.1 Roof Details
- A6.2 Roof Details
- A6.3 Roof Details
- A6.4 Roof Details
- A6.5 Roof Details
- A6.6 Roof Details
- A6.7 Roof Details
- A6.8 Roof Details
- A6.9 Roof Details
- A6.10 Roof Details
- A6.11 Roof Details
- A6.12 Roof Details
- S-1.01 Wind Zone Plan Building 01
- S-1.02 Wind Zone Plan Building 02, 02A, & 03
- E1 Electrical Lead In Sheet
- E2 Lighting Protection – Site Plan
- E3 Lighting Protection – Cafeteria and Gym
- E4 Electrical Details

Addendum 1 Dated February 11, 2026

Specifications Dated January 8, 2026

DIVISION 0 - HCSB BIDDING AND CONTRACTING DOCUMENTS

Section 00 11 00 HCSB Advertisement for Bids
Section 00 21 00 HCSB Instructions to Bidders
Section 00 40 00 HCSB Bid Proposal Form
Section 00 40 10 HCSB Notice of Intent to Award (Sample Document)
Section 00 52 00 HCSB Form of Agreement Between Owner and Contractor (Sample Document)
Section 00 70 00 HCSB General Conditions of the Contract (Sample Document)
Section 00 80 00 HCSB Notice to Proceed Form (Sample Document)

DIVISION 1 - GENERAL REQUIREMENTS

Section 01 11 00 Summary of Work
Section 01 17 10 Grounds Cleaning
Section 01 21 00 Allowances
Section 01 25 00 Substitution Procedures
Section 01 26 00 Change and Clarification Procedures
Section 01 29 00 Payment Procedures
Section 01 32 33 Photographic Documentation
Section 01 33 00 Submittal Procedures
Section 01 45 00 Quality Control Requirements
Section 01 51 00 Temporary Facilities and Controls
Section 01 56 90 Asbestos Handling and Certification
Section 01 58 00 Project Sign
Section 01 77 00 Closeout Procedures

ISSUE RECORD:



DIVISION 2 - SITE WORK

Section 02 06 00 Demolition – Roofing and Sheet Metal

DIVISIONS 3 – 5

NOT USED

DIVISION 6 - CARPENTRY

Section 06 10 00 Rough Carpentry

DIVISION 7 - THERMAL AND MOISTURE PROTECTION

Section 07 22 01 Rigid Insulation Board
Section 07 41 14 Standing Seam Metal Roof System
Section 07 42 13 Formed Metal Soffit Panels
Section 07 50 00 Roof Warranties
Section 07 54 16 Single Ply Roofing
Section 07 62 00 Sheet Metal Flashing and Trim
Section 07 72 00 Roofing Accessories and Interior Ladders
Section 07 90 00 Sealant

DIVISION 8 - OPENINGS

NOT USED

DIVISION 09 – FINISHES

Section 09 91 23 Exterior Paint Systems

DIVISIONS 10-15

NOT USED

DIVISION 16 - ELECTRICAL

Refer to Electrical Drawings for Lightning Protection Requirements

SUPPORTING DOCUMENTS BY OTHERS

Limited Asbestos Survey Report
Fastener Pullout Resistance Test Report

HERNANDO COUNTY SCHOOL BOARD

CONSTRUCTION CONTRACTOR’S INSURANCE AND BOND REQUIREMENTS

A. GENERAL

1. The Contractor shall procure and maintain all insurance requirements and limits, as set forth below, at his or her own expense, until completion of the project or as specified herein. The Contractor shall continue to provide evidence of such coverage to Hernando County School Board on an annual basis during the aforementioned period including all of the terms of the insurance and indemnification requirements of this agreement. All below insurance policies shall include a provision preventing cancellation without thirty (30) days’ prior notice by certified mail. A completed Certificate of Insurance shall be filed with the Facilities & Construction Representative within ten (10) days after the date of the Notice of Award, said Certificate to specifically Owner the inclusion of the coverages and provisions set forth herein and shall Owner whether the coverage is “claims made” or “per occurrence”.

B. COMMERCIAL GENERAL LIABILITY INSURANCE (CGL)

1. This insurance must protect the Contractor from all claims for bodily injury, including death and all claims for destruction of or damage to property (other than the Work itself), arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor or by any Subcontractor under him or anyone directly or indirectly employed by the Contractor or by a Subcontractor. All such insurance shall be written with limits and coverages as specified below and shall be written on an occurrence form.

| | |
|--|-------------|
| a. General Aggregate | \$2,000,000 |
| b. Products – Completed Operations Aggregate | \$2,000,000 |
| | \$1,000,000 |
| c. Each Occurrence | \$1,000,000 |
| d. Personal Injury | |

2. The following coverages shall be included in the CGL:
 - a. Per project general aggregate (CG 25 03 or similar)
 - b. Additional Insured status in favor of the Hernando County School Board and any other parties as outlined in The Contract and must include both ONGOING Operations AND COMPLETED Operations per CG 20 10 10/01 and CG 20 37 10/01 or equivalent as permitted by law.
 - c. The policy shall be endorsed to be primary and non-contributory with any insurance maintained by Additional Insureds.
 - d. A waiver of Subrogation in favor of all Additional Insured parties.
 - e. Personal Injury Liability
 - f. Contractual Liability coverage to support indemnification obligation per Article 53.I
 - g. Explosion, collapse and underground (xcu)

CONSTRUCTION CONTRACTOR’S INSURANCE AND BOND REQUIREMENTS

3. The following exclusionary endorsements are prohibited in the CGL policy:
 - a. Damage to Work performed by Subcontract/Vendor (CG 22-94 or similar)
 - b. Contractual Liability Coverage Exclusion modifying or deleting the definition of an “insured contract” from the unaltered SO CG 0001 1001 policy from (CG 24 26 or similar)
 - c. If applicable to the Work to be performed: Residential or multi-family
 - d. If applicable to the Work to be performed: Exterior insulation finish systems
 - e. If applicable to the Work to be performed: Subsidence or Earth Movement

 4. The Contractor shall maintain general liability coverage including Products and Completed Operations insurance, and the Additional Insured with primary and non-contributory coverage as specified in this Contract for three (3) years after completion of the project.
- C. AUTOMOBILE LIABILITY INSURANCE – Includes business auto liability covering liability arising out of any auto (including owned, hired and non-owned autos).
1. Combined Bodily Injury and Property Damage Liability
 - a. Combined Single Limit (each accident): \$1,000,000

 - b. Coverages: Specific waiver of subrogation
- D. WORKERS' COMPENSATION INSURANCE
1. The Contractor shall procure and maintain Workers' Compensation Insurance at his or her own expense during the life of this Contract, including occupational disease provisions for all employees per statutory requirements. Policy shall contain a waiver of subrogation in favor of the Hernando County School Board.

 2. The Contractor shall also require each Subcontractor to furnish Workers' Compensation Insurance, including occupational disease provisions for all of the latter’s employees, and to the extent not furnished, the Contractor accepts full liability and responsibility for Subcontractor’s employees.

 3. In cases where any class of employees engaged in hazardous work under this Contract at the site of the Project is not protected under the Workers’ Compensation statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise protected.
- E. UMBRELLA LIABILITY INSURANCE – For construction projects exceeding \$10,000,000, provide the following coverage:

CONSTRUCTION CONTRACTOR’S INSURANCE AND BOND REQUIREMENTS

1. The Contractor shall maintain umbrella/excess liability insurance on an occurrence basis in excess of the underlying insurance described in Section B-D above. Coverage shall follow the terms of the underlying insurance, included the additional insured and waiver of subrogation provisions. The amounts of insurance required in Sections above may be satisfied by the Contractor purchasing coverage for the limits specified or by any combination of underlying and umbrella limits, so long as the total amount of insurance is not less than the limits specified in each section previously mentioned.

- | | |
|--------------------|-------------|
| a. Each occurrence | \$5,000,000 |
| b. Aggregate | \$5,000,000 |

F. BUILDER’S RISK INSURANCE – For any construction project, provide the following coverage:

1. Unless waived in writing by the Facilities & Construction Representative, the Contractor shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder’s risk “all-risk” or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made and no person or entity other than the Owner has an insurable interest in the property, or the date of substantial completion specified on the fully signed and executed Certificate of Substantial Completion (AIA G704).
 - a. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub- subcontractors in the Project as named insureds.
 - b. All associated deductibles shall be the responsibility of the Contractor. Such policy may have a deductible clause but not to exceed ten thousand dollars (\$10,000.00).
 - c. Property insurance shall be on an “all risk” or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, false work, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect’s and Contractor’s services and expenses required as a result of such insured loss.
2. Contractor shall maintain Builders Risk coverage including partial use by Owner.

CONSTRUCTION CONTRACTOR'S INSURANCE AND BOND REQUIREMENTS

3. The Contractor shall waive all rights of subrogation as regards the Hernando County School Board and the Owner, its officials, its officers, its agents and its employees, all while acting within the scope and course of their employment For damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section or other property insurance applicable to the Work. The Contractor shall require all Subcontractors at any tier to similarly waive all such rights of subrogation and shall expressly include such a waiver in all subcontracts.
4. Upon request, the amount of such insurance shall be increased to include the cost of any additional work to be done on the Project, or materials or equipment to be incorporated in the Project, under other independent contracts let or to be let. In such event, the Contractor shall be reimbursed for this cost as his or her share of the insurance in the same ratio as the ratio of the insurance represented by such independent contracts let or to be let to the total insurance carried.
5. The Owner, shall have the power to adjust and settle any loss. Unless it is agreed otherwise, all monies received shall be applied first on rebuilding or repairing the destroyed or injured work.

G. POLLUTION LIABILITY INSURANCE

1. If Contractor is providing directly or indirectly work with pollution/environmental hazards, the Contractor must provide or cause those conducting the work to provide Pollution Liability Insurance coverage.
 - a. Pollution Liability policy must include contractual liability coverage.
 - b. Hernando County School Board must be included as additional insureds on the policy.
 - c. The policy limits shall be in the amount of \$1,000,000 with maximum deductible of \$25,000 to be paid by the Subcontractor/Vendor.

H. ADDITIONAL MISCELLANEOUS INSURANCE PROVISIONS – Certificates of Insurance and/or insurance policies required under this Contract shall be subject to the following stipulations and additional requirements:

1. Any and all deductibles or self-insured retentions contained in any Insurance policy shall be assumed by and at the sole risk of the Contractor;
2. If any of the said policies shall fail at any time to meet the requirements of the Contract Documents as to form or substance, or if a company issuing any such policy shall be or at any time cease to be approved by the Division of Insurance of the Hernando County School Board, or be or cease to be in compliance with any stricter requirements of the Contract Documents, the Contractor shall promptly obtain a new policy, submit the same to the Owner and Owner Building Programs for approval if requested, and submit a

CONSTRUCTION CONTRACTOR'S INSURANCE AND BOND REQUIREMENTS

Certificate of Insurance as hereinbefore provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as provided herein, this Contract, in the sole discretion of the Hernando County School Board, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under the Contract, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification;

3. All requisite insurance shall be obtained from financially responsible insurance companies, authorized to do business in the State of Florida and acceptable to the Owner;
4. Receipt, review or acceptance by the Facilities & Construction Representative of any insurance policies or certificates of insurance required by this Contract shall neither be construed as a waiver nor relieve the Contractor from its obligation to meet the insurance requirements contained herein.

I. PAYMENT AND PERFORMANCE BOND

1. The Contractor shall procure surety bonds, from a company or companies lawfully authorized to issue surety bonds in the state of Florida and listed in the Federal Register of the U.S. Department of Treasury for Surety Companies Acceptable on Federal Bonds, as follows:
 - a. Before commencing the Work on any individual project having a Contract Sum of \$200,000 or more, the Contractor shall execute and record in the public records of Hernando County, Florida, a payment and performance bond. The bond must state on its front page:
 - i. The names, principal business addresses, and phone numbers of the Contractor, the surety, and the Owner
 - ii. The project number assigned by the Owner
 - iii. The bond number assigned by the surety
 - iv. A description of the project sufficient to identify it, such as a legal description or the street address of the property being improved, and a general description of the improvement
 - b. The amount of the bond shall equal the full amount of the Contract Sum.
 - c. The bond shall be conditioned upon the contractor's performance of the Work in the time and manner prescribed in the contract and promptly making payments to all persons who furnish labor, services, or materials for the Work provided for in the contract.

CONSTRUCTION CONTRACTOR'S INSURANCE AND BOND REQUIREMENTS

- d. A copy of the recorded bond shall be filed with the Facilities & Construction Representative prior to issuance of any payment.

- e. If, prior to completion of the Work, the Contractor receives a notice that the company or companies that issued the bond has lost or had revoked its license or authority to do business in Florida as a surety insurer, the Contractor shall, within ten (10) calendar days following receipt of such notice, execute and record in the public records a replacement payment and performance bond from a duly authorized surety. The amount of the replacement bond shall equal the full amount of the Contract Sum less the value of the Work in place and accepted at the time such bond is issued.

EXHIBIT D

**STANDARD ADDENDUM TO AGREEMENTS WITH
THE HERNANDO COUNTY SCHOOL BOARD**

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes, and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the officer's/employee's office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes, if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. The parties agree to each pay their own attorneys' fees and costs relating to the negotiation of the Agreement and this Addendum, and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

5. If the Agreement requires the expenditure of funds for more than one fiscal year,

EXHIBIT D

the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida.. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida, hereinafter (“Court”) have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court. Neither Party shall waive the right to a trial by jury.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement to the extent that such party’s performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term “force majeure” means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions of Chapter 218, Florida Statutes.

EXHIBIT D

13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in Section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland Security's E-Verify system <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes, and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and Contractor will indemnify and hold the School Board harmless for any and all damages and

EXHIBIT D

expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

- a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and
- b. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and
- d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Ellerman_a@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties who are essential to Contractor's delivery of its services to the School Board and who are bound to maintain the confidentiality of student information/records, and prohibited from unauthorized redisclosure of such information. Furthermore, Contractor agrees to maintain and utilize all such

EXHIBIT D

student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(14), Florida Statutes.

20. If the Contractor receives access to an individual's personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor:


Printed Name: Jeff L Gausky
Title: president
Date: 03-04-2026

Approved as to Legal Sufficiency
Caroline I. Mockler, Esq.
Staff Counsel, HCSD
1:58 pm, 02/17/2026

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Old World Craftsmen, Inc.
 Vendor FEIN: 76-0735258
 Vendor's Authorized Representative Name and Title: Jeffrey Ganskop
 Address: 334 SW Hamlet Circle
 City: Lake City State: FL ZIP: 32024
 Phone Number: 386-758-3264
 Email Address: sales@soofi.co

Section 787.06(14), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By:  AUTHORIZED SIGNATURE

Print Name and Title: Jeffrey Ganskop president

Date: March 4 2026

Approved as to Content & Form
 Caroline Mockler, Esq.
 Staff Counsel, HCSD
 8:46 am, 04/25/2025

EXHIBIT D

FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in [Rule 60A-1.020, F.A.C.](#)

Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: *Jill H Ganskop*

Title: *president*

Signature: *Jill H Ganskop*

Date: *March 4 2026*

Approved as to Content & Form
CarolineMockler, Esq.
Staff Counsel, HCSD
8:49 am, 04/25/2025

CONFLICT OF INTEREST

EXHIBIT E

Bidder must execute either Section I or Section II hereunder, relative to Florida State Statute 112. Failure to execute either section may result in rejection of your bid/proposal. All Proposers must disclose, with their bid/proposal, the name of any officer, director, or agent who is also an employee of the Hernando County School District. Further, all Proposers must disclose the name of any HCSB employee(s) who own directly, or indirectly, an interest in the Proposer or any of its branches or subsidiaries.

SECTION I

I hereby certify that no official or employee of Hernando County School Board, requiring the goods or services described in these specifications, has a material financial interest in this company.

J. Gauske president
Signature of Officer/Agent authorized

Old World Craftsmen, Inc.
Company Name

Jell H Gauske
Print Name

334 SW Hamlet Circle
Business Address

Lake City, FL 32024
City, State, Zip Code

SECTION II

I hereby certify that the following named Hernando County School Board official(s) and/or employee(s) having material financial interest(s) in this company. *(Please use separate sheet if needed)*

Approved as to form
Nancy McClain Alfonso

General Counsel, HCSB

Name

Title or Position

Name

Title or Position

Signature of Officer/Agent authorized

Company Name

Print Name

Business Address

City, State, Zip Code

| A. Item Currently Budgeted - | | | | | | | | | | |
|------------------------------|--|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | DSPMS ROOF AND SOFFIT PHASE II PROJECT | | | | | | | | | |
| Account Number | 3983E | 7400 | 6800 | 0241 | M2090 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 1,611,535.00 | | \$ 0.00 | | \$ 0.00 | | \$ 1,611,535.00 | | \$ 1,611,535.00 | | \$ 0.00 |

| | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|-------|-----------------|---|-----------------------------|
| Account Name | _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | _____ | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ |

| B. Item Currently Not Budgeted -** | | | | | | | |
|------------------------------------|-------|----------|--------|-------------|---------|-------------|-------|
| Funding Source | _____ | | | | | | |
| Account Name | _____ | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount \$ | _____ | | | | | | |
| Funding Source | _____ | | | | | | |
| Account Name | _____ | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount \$ | _____ | | | | | | |

| C. History | |
|-----------------------------|-----------------------|
| Check one: | |
| Prior Year Budget: | <input type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | _____ |
| Prior Year Actual Spent: | _____ |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 32. 26-3649

3/24/2026

Title and Board Action Requested

Award Bid No. 26-360-32 - Carpet, VCT & LVT: Installation, Removal & Repairs, to Mark's Flooring, Inc, for flooring needs, goods and services and authorize the purchase for an estimated annual spending of \$55,000.00.

Executive Summary

The Manager of Environmental Services, on behalf of the Superintendent of Schools, hereby requests the Board to award Bid No. 26-360-32 - Carpet, VCT & LVT: Installation, Removal & Repairs, to Mark's Flooring Inc. for flooring needs, goods and services and authorize an estimated annual spending of \$55,000.00.

This solicitation for services was publicly posted in accordance with procurement procedures, for a total of eight (8) weeks, which included an extension. Although efforts were made to notify potential vendors, only one (1) bid was received.

After careful review of the bid, it has been determined that the vendor's submittal is responsive and responsible, and the price is reasonable and comparable to current market rates. The vendor also meets all required qualifications, licensing, insurance and complies with the District's specifications.

This vendor has provided installation services for the District for over 20 years and has demonstrated reliability, technical expertise, and a strong understanding of our expectations. Their long-standing relationship with the District reflects a proven track record of quality workmanship, responsiveness, and adherence to project timelines and budget requirements.

Re-solicit would cause a delay in possible projects across the District.

For these reasons, we feel it is in the best interest of the District to award the contract to this bidder.

My Contact

Robert Kublick

Manager of Environmental Services

352-797-7063 Ext: 71439

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 26-360-32

**Bid Title: Carpet, VCT & LVT: Installation,
Removal & Repairs**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input checked="" type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Bid Termination | <input type="checkbox"/> Revisions/Amendments to Bid | <input type="checkbox"/> Bid Extension | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input type="checkbox"/> Piggyback Cooperative | | |

Bid Contract Period:

03/24/2026 through 03/23/2028

N/A – One Time Purchase

Contract Type:

Estimated
Dollar Amount

Firm, Fixed
Dollar Amount

Firm, Fixed
Unit Prices

Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages

Renewal Options:

No. of Terms
Remaining
3

Length of
Each Term (month)

Length of
Each Term (year)
1

None

Rationale/Reason:

Bidders Electronically
Downloaded From Bidnet
Direct Website: 27

Bids Received:
- 1 -

No Bids:
- 0 -

Late Bids:

Rejected Bids:

N/A – Bids Not
Required:

Submitted By:

Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By:

Robert Kublick
Manager of Environment Services

Department(s): Support Operations

Recommended award, description of items and prices: (See attached)

T/C CODE: 2632

This tabulation established a contract to provide for the purchase and installation of new carpet, vinyl composition tile (VCT), luxury vinyl tile (LVT) and VCT wall base as well as repairs services, as needed district-wide. Pricing is firm, net and **all-inclusive** of delivery, installation, labor, supervision, materials, equipment, personnel, vehicles, travel, fuel, profit, fees, surcharges, etc. **No additional charges will be allowed except as noted.**

Carpet manufacturer for building/classroom areas shall be Tandus; for portables, shall be Shaw, unless directed otherwise by authorized personnel. Patterns, color, etc. may vary according to site and matching existing carpet. VCT and LVT manufacturer shall be Armstrong or equal. Regardless of the manufacturer’s product line, the unit of measure pricing shall remain the same, as indicated below.

Mark’s Flooring Inc.

| Item No. | Description | Unit of Measure | Firm Net All Inclusive Unit Prices |
|---------------------------------------|---|--------------------|------------------------------------|
| CARPET | | | |
| 1. | Carpet, Furnish Only | Sq. Yard | \$ 28.00 |
| 2. | Carpet, Furnish & Install | Sq. Yard | \$ 36.00 |
| 3. | Furnish and Install Cove Base | Lin. Foot | \$ 4.25 |
| 4. | Cove Base Install | Foot | \$ 1.50 |
| 5. | Complete Removal and Disposal of Existing Carpet and Cove Base | Sq. Yard | \$ 7.75 |
| 6. | Floor Preparation | Sq. Foot | \$ 0.40 |
| VINYL COMPOSITION TILE (VCT) | | | |
| 7. | VCT Furnish and Install | Sq. Foot | \$ 7.00 |
| 8. | Vinyl Wall Base | Lin. Foot | \$ 2.75 |
| LUXURY VINYL TILE (LVT) | | | |
| 9. | LVT Furnish and Install | Sq. Foot | \$ 9.50 |
| ADDITIONAL PRICING - AS NEEDED | | | |
| 10. | Miscellaneous Repairs | Hourly | \$ 35.00 |
| 11. | Percentage Mark-Up for Additional Materials and Supplies that May be Required, if Not Included in Above pricing, Regardless of the Manufacturer’s Product | Percentage (%) (+) | 25% |

Note: On smaller repair/replacement carpet projects, where vendor’s facility may contain remnants in sufficient quantity to complete a job, costs for labor and materials will be charged according to the above additional pricing section.

Warranty Information:

Workmanship: 2 years
 Manufacturer’s: Tarkett limited lifetime warranty
 Delivery/Completion (ARO): 14 days

Vendor Contact Information:

LeeRoy Marks
 (352) 400-1327
marksflooring@gmail.com

| A. Item Currently Budgeted - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|------------|----------------|--------------|--------------|-----------|-------------|--|--|--|--|--------|----------------|---------|-------------|-----------|-------------|--|--|--|---------------|------------|--------------|--------------|--------------|---------|--|--|--|--|--|---|---------|--------|---|-----------|--|--|--|--|--|---|---|---|---|---|--|--|--|--|
| Account Name <u>2025-2026 1/2 Cent County Wide Flooring</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Account Number <u>3983 E</u> <u>7400</u> <u>6800</u> <u>0241</u> <u>M2100</u> _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table style="width:100%; border:none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">Fund</td> <td style="width:15%; text-align:center;">Function</td> <td style="width:15%; text-align:center;">Object</td> <td style="width:15%; text-align:center;">Cost Center</td> <td style="width:15%; text-align:center;">Project</td> <td style="width:15%; text-align:center;">Sub Project</td> <td colspan="3"></td> </tr> </table> | | | | | | | | | | | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table style="width:100%; border:none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">Budget</td> <td style="width:15%; text-align:center;">Expenditures /</td> <td style="width:15%; text-align:center;">Current</td> <td style="width:15%; text-align:center;">Present</td> <td style="width:15%; text-align:center;">Remaining</td> <td colspan="4"></td> </tr> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">Amendments</td> <td style="width:15%; text-align:center;">Encumbrances</td> <td style="width:15%; text-align:center;">Available</td> <td style="width:15%; text-align:center;">Request</td> <td style="width:15%; text-align:center;">Balance</td> <td colspan="4"></td> </tr> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">-</td> <td style="width:15%; text-align:center;">To Date</td> <td style="width:15%; text-align:center;">Budget</td> <td style="width:15%; text-align:center;">=</td> <td style="width:15%; text-align:center;">Available</td> <td colspan="4"></td> </tr> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">-</td> <td style="width:15%; text-align:center;">=</td> <td style="width:15%; text-align:center;">-</td> <td style="width:15%; text-align:center;">=</td> <td style="width:15%; text-align:center;">-</td> <td colspan="4"></td> </tr> </table> | | | | | | | | | | | Budget | Expenditures / | Current | Present | Remaining | | | | | | Amendments | Encumbrances | Available | Request | Balance | | | | | | - | To Date | Budget | = | Available | | | | | | - | = | - | = | - | | | | |
| | Budget | Expenditures / | Current | Present | Remaining | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Amendments | Encumbrances | Available | Request | Balance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | - | To Date | Budget | = | Available | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | - | = | - | = | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table style="width:100%; border:none;"> <tr> <td style="width:15%;"></td> <td colspan="3"></td> </tr> <tr> <td style="width:15%;">\$ 100,000.00</td> <td style="width:15%;">\$</td> <td style="width:15%;">\$ 69,904.41</td> <td style="width:15%;">\$ 19,795.70</td> <td style="width:15%;">\$ 19,795.70</td> <td style="width:15%;">\$ 0.00</td> <td colspan="4"></td> </tr> </table> | | | | | | | | | | | | | | | | | | | | \$ 100,000.00 | \$ | \$ 69,904.41 | \$ 19,795.70 | \$ 19,795.70 | \$ 0.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| \$ 100,000.00 | \$ | \$ 69,904.41 | \$ 19,795.70 | \$ 19,795.70 | \$ 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | | | | | | | |
|--|------|----------|--------|-------------|---------|-------------|--|--|--|--|------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source _____ | | | | | | | | | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | | | | | | | | | |
| <table style="width:100%; border:none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">Fund</td> <td style="width:15%; text-align:center;">Function</td> <td style="width:15%; text-align:center;">Object</td> <td style="width:15%; text-align:center;">Cost Center</td> <td style="width:15%; text-align:center;">Project</td> <td style="width:15%; text-align:center;">Sub Project</td> <td colspan="3"></td> </tr> </table> | | | | | | | | | | | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | | | | | | | | | |
| Amount \$ _____ | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | |
|--|------|----------|--------|-------------|---------|-------------|--|--|--|--|------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source _____ | | | | | | | | | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | | | | | | | | | |
| <table style="width:100%; border:none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align:center;">Fund</td> <td style="width:15%; text-align:center;">Function</td> <td style="width:15%; text-align:center;">Object</td> <td style="width:15%; text-align:center;">Cost Center</td> <td style="width:15%; text-align:center;">Project</td> <td style="width:15%; text-align:center;">Sub Project</td> <td colspan="3"></td> </tr> </table> | | | | | | | | | | | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | | | | | | | | | | |
| Amount \$ _____ | | | | | | | | | | | | | | | | | | | |

| C. History | |
|-----------------------------|-------------------------------------|
| Check one: | |
| Prior Year Budget: | <input checked="" type="checkbox"/> |
| New for Current Year: | <input type="checkbox"/> |
| Prior Year Approved Budget: | \$ 1956.00 |
| Prior Year Actual Spent: | \$ 1956.00 |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 33. 26-3652

3/24/2026

Title and Board Action Requested

Award Bid No. 26-645-24, Specialty Papers, Envelopes and Ink for Central Printing Services, to MAC Papers, LLC and Veritiv Operating Company, and authorized the purchase of goods for an estimated annual spending of \$55,000.00

Executive Summary

The Executive Director of Support Operations, on behalf of the Superintendent of Schools, hereby requests the Board award Bid No. 26-645-24: Specialty Papers, Envelopes and Ink for Central Printing Services to MAC Papers, LLC and Veritiv Operating Company (as per the attached tabulation), for the purchase of specialty papers, envelopes and ink for use in the District's Print Shop, and authorize expenditures for an estimated annual spending of \$55,000.00.

Purchases will be made using the department's approved annual budget.

My Contact

Steve Crognale
Executive Director of Support Operations
(352) 797-7063

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 26-645-24

**Bid Title: Specialty Papers, Envelopes
and Ink for Central Printing Services**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input checked="" type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole/Single Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract | <input type="checkbox"/> Extension of Contract | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input type="checkbox"/> Piggyback | <input type="checkbox"/> Responsive/Responsible Bidders | |

Bid Contract Period: 03/24/2026 through 03/23/2028

N/A – One Time Purchase

Contract Type:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Estimated Dollar Amount | <input type="checkbox"/> Firm, Fixed Dollar Amount | <input type="checkbox"/> Firm, Fixed Unit Prices | <input checked="" type="checkbox"/> Firm, Fixed Unit Prices, Hourly Rates, Fees and/or Percentages |
|---|---|---|--|

Renewal Options:

- | | | | |
|---------------------------------------|--|---|-------------------------------|
| No. of Terms <u>Remaining</u> 3 | <input type="checkbox"/> Length of <u>Each Term (month)</u> | <input checked="" type="checkbox"/> Length of <u>Each Term (year)</u> 1 | <input type="checkbox"/> None |
|---------------------------------------|--|---|-------------------------------|

Rationale/Reason: Award of new contract. Primary and Secondary vendors.

| | | | | | |
|---|----------------------------|-----------------|------------------------|----------------------------|--|
| Bidders Electronically Downloaded From Bidnet Direct Website: 75 | Bids Received: 3 | No Bids: | Late Bids: 0 | Rejected Bids: 1 | <input type="checkbox"/> N/A – Bids Not Required: |
|---|----------------------------|-----------------|------------------------|----------------------------|--|

Submitted By: Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By: HCSB - Printing Department

Recommended award: (See attached)

T/C CODE: 2624

MAC Papers, Inc.

| SECTION I: BOND OFFSET AND COVER STOCK | | | |
|--|--|---------------------|-----------------------|
| Item No. | Description | Brand | Cost per Thousand (M) |
| 1. | CERTIFICATE BOND 8.5" x 11" 24# White | Neenah | \$62.40 |
| 3. | CLASSIC LINEN COVER 8.5" x 11" 80# Avon White | Neenah | \$156.80 |
| 4. | CLASSIC LINEN COVER 18" x 12" 80# Avon White | Neenah | \$401.30 |
| 5. | CLASSIC LINEN COVER 11" x 17" 80# Monterey Sand | Neenah | \$393.84 |
| 9. | ROYAL SUNDANCE COVER 8.5" x 11" 80# Thyme | Neenah | \$118.90 |
| 10. | ROYAL SUNDANCE COVER 23" x 35" 80# Thyme | Neenah | \$1,238.10 |
| 14. | PAPER, VELLUM BRISTOL COVER 11" x 17" 67# Pink | Sylvamo Corporation | \$70.90 |
| 16. | PAPER, VELLUM BRISTOL COVER 11" x 17" 67# Bright Orange | Sylvamo Corporation | \$70.90 |
| 18. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Bright Purple | Sylvamo Corporation | \$70.90 |
| 19. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Bright Blue | Sylvamo Corporation | \$70.90 |
| 20. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Sunburst/Bright Yellow | Sylvamo Corporation | \$70.90 |
| 21. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Bright Aqua | Sylvamo Corporation | \$70.90 |
| 22. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Bright Pink | Sylvamo Corporation | \$70.90 |
| 23. | PAPER, VELLUM BRISTOL COVER 11" x 17" 65# Bright Green | Sylvamo Corporation | \$70.90 |
| 24. | PAPER, VELLUM BRISTOL COVER 11" x 17" 80# Eclipse Black | Sylvamo Corporation | \$84.70 |
| 27. | PAPER, VELLUM BRISTOL COVER 23" X 35" 67# Lavendar | Sylvamo Corporation | \$70.90 |

SECTION II: PARCHMENTS AND ASTROBRIGHTS

| Item No. | Description | Brand | Cost per Thousand (M) |
|-----------------|---|--------------|------------------------------|
| 28. | ASTROPARCHE PARCHMENT 8.5" x 11" 65# Cover Blue - Wausau or Equal | Neenah | \$102.10 |
| 29. | ASTROPARCHE PARCHMENT 8.5" x 11" 65# Cover Natural, Wausau or Equal | Neenah | \$102.10 |
| 30. | ASTROPARCHE PARCHMENT 8.5" x 11" 65# Cover Aged, Wausau or Equal | Neenah | \$102.10 |
| 31. | ASTROPARCHE PARCHMENT 8.5" X 11" 65# Cover Ancient Gold, Wausau or Equal | Neenah | \$102.10 |
| 32. | ASTROPARCHE PARCHMENT 8.5" X 11" 65# Cover Gray, Wausau or Equal | Neenah | \$102.10 |
| 33. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Re -Entry Red | Neenah | \$695.30 |
| 34. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Celestial Blue | Neenah | \$695.30 |
| 35. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Vulcan Green | Neenah | \$695.30 |
| 36. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Terra Green | Neenah | \$695.30 |
| 37. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Planetary Purple | Neenah | \$695.30 |
| 38. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Venus Violet | Neenah | \$695.30 |
| 39. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Neptune Blue | Neenah | \$695.30 |
| 40. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Orbit Orange | Neenah | \$695.30 |
| 41. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Solar Yellow | Neenah | \$695.30 |
| 42. | ASTROBRIGHTS COVER SMOOTH 23" X 35" 65# Pulsar Pink | Neenah | \$695.30 |
| 43. | ASTROPARCHE PARCHMENT TEXT 23" X 35" 60# Text Ancient Gold, Wausau or Equal | Neenah | \$453.50 |
| 44. | EARTHCHOICE COVER SMOOTH 23" x 35" 65# Cream | Domtar | \$972.00 |

SECTION III: GUM LABELS, LINES AND ENVELOPES

| Item No. | Description | Brand | Cost per Thousand (M) |
|----------|---|---------------------------------|-----------------------|
| 52. | CATALOG ENVELOPES 10"x 13", White Side Seal, Self-Adhere | Mac Paper Envelop Converters | \$113.00 |
| 55. | WINDOW ENVELOPES Left #10 – 083450, 2,500/carton, #10 Digimac only | Mac-a-Peel | \$80.01 |

SECTION IV: CARBONLESS PAPER STOCK

See Primary/Secondary Award on following pages.

SECTION V: MISCELLANEOUS STOCK

| Item No. | Description | Brand | Cost per Thousand (M) |
|----------|---|------------|-----------------------|
| 65. | CLASSIC LINEN COVER 8.5" X 11" 80# Avon White | Neenah | \$156.80 |
| 66. | ROYAL FIBER WRITING 8.5" X 11" 24# Smooth Gray | Neenah | \$52.00 |
| 67. | ROYAL FIBER WRITING 8.5" x 11" 24# Monterey Sand | Neenah | \$52.00 |
| 68. | ROYAL FIBER WRITING, 8.5" x 11" 24# Thyme | Neenah | \$52.00 |
| 69. | KAN'T KOPY, VOID BLUE, 8.5" x 11" 60# | Blanks USA | \$65.30 |
| 71. | PAPER 8.5" x 11" 24# Neenah Classic Linen, Baronial Ivory Writing | Neenah | \$68.00 |

SECTION VI: WIDE FORMAT MEDIA

| Item No. | Description | Brand | Roll |
|----------|--|----------------------|-----------------|
| 73. | Frontlit BannerAB-135 38" x 120' 13 oz. Matte | Argent Banner | \$99.49 (Roll) |
| 74. | Frontlit Banner 54" x 164' 13 oz. Matte | Argent Banner | \$130.49 (Roll) |
| 75. | Roll Up Banner 39" x 164' 12 oz. Matte Gray, Vinyl | Argent Banner | \$175.90 (Roll) |
| 76. | Air Egress 54" x 150' 4 mil, Gloss Vinyl | General Formulations | \$365.44 (Roll) |
| 77. | Gloss Calendared (permanent) 54" x 150' 3.2 mil | Argent Banner | \$155.15 (Roll) |
| 78. | Printable Magnetic Sheeting 24.375" x 50' 30 mil, Matt White | Newlife Magnetics | \$211.46 (Roll) |
| 79. | Static Cling 54" x 150' 7 mil, White | General Formulations | \$273.29 (Roll) |

| SECTION VII: INK | | | |
|------------------|---|----------------------------|-----------------|
| Item No. | Description | Brand | Each |
| 80. | Roland TrueVis tr2 ink 500 ml LT Magenta Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 81. | Roland TrueVis tr2 ink 500 ml Magenta Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 82. | Roland TrueVis tr2 ink 500 ml LT Cyan Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 83. | Roland TrueVis tr2 ink 500 ml Cyan Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 84. | Roland TrueVis tr2 ink 500 ml LT Black Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 85. | Roland TrueVis tr2 ink 500 ml Black Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 86. | Roland TrueVis tr2 ink 500 ml Yellow Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 87. | Roland TrueVis tr2 ink 500 ml Orange Ink Pouch | Roland EcoSolvent Truvis2 | \$156.19 (each) |
| 88. | Roland TrueVis tr2 ink 500 ml Cleaning Cartridge Pouch | Roland – TrueVis Version 2 | \$75.48 (each) |

| SECTION VIII: YARD SIGNS | | | |
|--------------------------|------------------------------|-------------------------------|---------------------|
| Item No. | Description | Brand | Carton |
| 89. | 10" X 30" H Sign Stakes | Plastic Trading International | \$43.75 (carton) |
| 90. | 24" x 18" Corrugated Plastic | Mac Papers Brand | \$1,067.60 (carton) |

Primary/Secondary Award

| SECTION I: BOND OFFSET AND COVER STOCK | | | | | | | |
|--|---|---------------------------|-----------------|------------|------------------|--------------------------------------|------------|
| | | Primary Vendor | | | Secondary Vendor | | |
| Item No. | Description | Vendor | Brand | Cost per M | Vendor | Brand | Cost per M |
| 2. | ACCENT OPAQUE DIGITAL 11" X 17", 80# White, International 068613 Accent Opaque cover | Veritiv Operating Company | Accent Opaque | \$71.97 | MAC Papers, LLC | Sylvamo Corporation Accent Opaque | \$103.70 |
| 6. | VELVET COVER 11 x 17, White, 100# MacGregor Plus or Equal | Veritiv Operating Company | Endurance Silk | \$96.50 | MAC Papers, LLC | Hankuk | \$108.90 |
| 7. | GLOSS COVER 11 x 17, White, 80# Blazer Digital or Equal | Veritiv Operating Company | Endurance Gloss | \$76.75 | MAC Papers, LLC | Billerud – Blazer | \$99.70 |
| 8. | GLOSS TEXT 11 x 17, White, 80# Blazer Digital or Equal | Veritiv Operating Company | Endurance Gloss | \$35.30 | MAC Papers, LLC | Hankuk | \$40.80 |
| 11. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67#, White | Veritiv Operating Company | Exact | \$56.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 12. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67#, Yellow | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 13. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67# Blue | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 15. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67# Green | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 17. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67# Tan | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 25. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67# Goldenrod | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |
| 26. | PAPER, VELLUM BRISTOL, COVER 11 x 17, 67# Cream/Manila | Veritiv Operating Company | Exact | \$61.90 | MAC Papers, LLC | Sylvamo Corporation | \$70.90 |

SECTION II: PARCHMENTS AND ASTROBRIGHTS
This section is awarded to MAC Papers, LLC – see above

M=Thousand

SECTION III: GUM LABELS, LINENS AND ENVELOPES

| Item No. | Description | Primary Vendor | | | Secondary Vendor | | |
|----------|---|---------------------------|--------------------------------|------------|---------------------------|--------------------------------|------------|
| | | Vendor | Brand | Cost per M | Vendor | Brand | Cost per M |
| 45. | PRESSURE-SENSITIVE OFFSET 8-1/2 x 11, 60# White, Fasson or Equal | Veritiv Operating Company | Showcase | \$236.00 | MAC Papers, LLC | Mac-Tac Starboard | \$257.30 |
| 46. | PRESSURE-SENSITIVE OFFSET 8-1/2 x 11, 60# Fluorescent Pink Fasson or Equal | MAC Papers, LLC | Mac-Tac Starboard | \$257.30 | Veritiv Operating Company | Showcase | \$281.00 |
| 47. | PRESSURE-SENSITIVE OFFSET 8-1/2 x 11 60# Fluorescent Green Fasson or Equal | MAC Papers, LLC | Mac-Tac Starboard | \$257.30 | Veritiv Operating Company | Showcase | \$281.00 |
| 48. | PRESSURE-SENSITIVE OFFSET 8-1/2 x 11, 60# Fluorescent Yellow Fasson or Equal | MAC Papers, LLC | Mac-Tac Starboard | \$257.30 | Veritiv Operating Company | Showcase | \$257.50 |
| 49. | PRESSURE-SENSITIVE OFFSET 8-1/2 x 11, 60# Fluorescent Orange Fasson or Equal | MAC Papers, LLC | Mac-Tac Starboard | \$257.30 | Veritiv Operating Company | Showcase | \$281.00 |
| 50. | CLASSIC SMOOTH TEXT ENVELOPES, A-2, 70# Avon White | Veritiv Operating Company | Accent | \$38.50 | MAC Papers, LLC | Mac Papers Envelope Converters | \$179.00 |
| 51. | CATALOG ENVELOPES 9" x 12", White Side Seal, Self-Adhere | MAC Papers, LLC | Mac Papers Envelope Converters | \$112.68 | Veritiv Operating Company | Seville | \$158.50 |
| 53. | ENVELOPES Plain Size # 10, White, 500/box Signet Brand or Equal | Veritiv Operating Company | Seville | \$23.85 | MAC Papers, LLC | Mac Papers Envelope Converters | \$32.60 |
| 54. | ANNOUNCEMENT ENVELOPES A-6, 28#, White, ENV FSC Mix 50% (PCW 10) Waverly Hall or Equal | Veritiv Operating Company | Accent | \$63.25 | MAC Papers, LLC | Mac Papers Envelope Converters | \$174.60 |

M=Thousand

SECTION IV: CARBONLESS PAPER STOCK

| Item No. | Description | Primary Vendor | | | Secondary Vendor | | |
|----------|---|-----------------|----------------------------|---------------------|---------------------------|----------------------|----------------------|
| | | Vendor | Brand | Cost per M | Vendor | Brand | Cost per M |
| 56. | CARBONLESS PRECOLLATED REVERSE 8.5 x 11 2-Part W/Y Glatfelter Excel One Only | MAC Papers, LLC | Pixelle – Excel One | \$34.34 | Veritiv Operating Company | Excel One | \$34.90 |
| 57. | CARBONLESS PRECOLLATED FORWARD 8.5 x 11 3-Part W/Y/P Glatfelter Excel One Only | MAC Papers, LLC | Pixelle – Excel One | \$39.71 | Veritiv Operating Company | Excel One | \$46.55 |
| 58. | CARBONLESS PRECOLLATED FORWARD 8.5 x 11 4-Part W/Y/P/Gold Glatfelter Excel One Only | MAC Papers, LLC | Pixelle – Excel One | \$39.71 | Veritiv Operating Company | Excel One | \$51.50 |
| 59. | CARBONLESS PRECOLLATED 4-PART FORWARD – 050862 8.5” x 11” Glatfelter Glatfelter Excel One Only | MAC Papers, LLC | Pixelle – Excel One | \$42.45 | Veritiv Operating Company | Excel One | \$51.50 |
| 60. | NCR GLUE 109890 – HAR fan apart (for carbonless padding) | MAC Papers, LLC | Har Adhesives Technologies | \$42.08 (Gallon) | Veritiv Operating Company | Excel One – Fanapart | \$164.80 (Gallon) |

SECTION V: MISCELLANEOUS STOCK

| Item No. | Description | Primary Vendor | | | Secondary Vendor | | |
|----------|--|---------------------------|------------|------------|------------------|------------|------------|
| | | Vendor | Brand | Cost per M | Vendor | Brand | Cost per M |
| 61. | COLOR COPY PAPER 8.5 X 11 28# Smooth Photo White Hammermill or Equal | Veritiv Operating Company | Hammermill | \$26.50 | MAC Papers, LLC | Hammermill | \$31.00 |
| 62. | COLOR COPY PAPER 11 X 17 32# Smooth Photo White Hammermill or Equal | Veritiv Operating Company | Hammermill | \$54.50 | MAC Papers, LLC | Hammermill | \$75.20 |
| 63. | COLOR COPY PAPER 8.5 x 11, 32# Smooth, Photo White Hammermill or Equal | Veritiv Operating Company | Hammermill | \$31.50 | MAC Papers, LLC | Hammermill | 35.50 |
| 64. | BOND BRIGHT WHITE 8.5 X 11, 24# Cockle Capital or Equal | Veritiv Operating Company | Hammermill | \$49.90 | MAC Papers, LLC | Neenah | \$62.40 |
| 70. | PAPER 18” x 12” – 90M, 14 PT, White Tango C2s Digital Cover | Veritiv Operating Company | Tango | \$130.87 | MAC Papers, LLC | Tango | \$176.60 |

SECTION VI to VIII
Awarded to MAC Papers, LLC – see above.

M=Thousand

Vendor Contact Information

Mac Papers & Packaging LLC DAB Mac Papers LLC

Richard M Hennessy

(978)807-0629

matt.hennessy@macpapers.com

Veritiv Operating Company

Debbi Smith

(904)337-2333

papertsb@veritiv.com

| A. Item Currently Budgeted - | | | | | | | |
|------------------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|-----------------------------|
| General Fund - Printing Department | | | | | | | |
| Account Name | | | | | | | |
| Account Number | 1100E | 7700 | 5100 | 9525 | 40100 | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - |
| | | | | | | Present Request | = |
| | | | | | | | Remaining Balance Available |
| \$ 26,267.31 | | \$ 22,861.52 | | \$ 4,142.46 | | \$ 4,142.46 | \$ 0 |

| | | | | | | | |
|--------------------------|------|-------------------|--------|-------------------------------------|---------|--------------------------|-----------------------------|
| Account Name | | | | | | | |
| Account Number | | | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - |
| | | | | | | Present Request | = |
| | | | | | | | Remaining Balance Available |
| \$ | | \$ | | \$ | | \$ | \$ |

| B. Item Currently Not Budgeted -** | | | | | | | |
|---|-----------|----------|--------|-------------|---------|-------------|--|
| General Fund | | | | | | | |
| Include in the 2026-2027 Requested Budget for SDC Central Printing Supplies | | | | | | | |
| Funding Source | | | | | | | |
| Account Name | | | | | | | |
| Account Number | 1100E | 7700 | 5100 | 9525 | 40100 | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount \$ | 50,857.54 | | | | | | |
| Funding Source | | | | | | | |
| Account Name | | | | | | | |
| Account Number | | | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount \$ | | | | | | | |

| C. History | |
|-----------------------------|----------------------------------|
| Check one: | |
| Prior Year Budget: | <input checked="" type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| Prior Year Approved Budget: | \$ 50,000.00 |
| Prior Year Actual Spent: | \$ 37,564.87 |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 34. 26-3653

3/24/2026

Title and Board Action Requested

Approve the Memorandum of Understanding between Pasco-Hernando State College and Hernando County School District for Wilton Simpson Technical College for the Perkins V Comprehensive Local Needs Assessment and authorize expenditures for an estimated \$20,000.

Executive Summary

The Director of Adult and Technical Education, on behalf of the Superintendent of Schools, hereby requests the Board approval for the Contractual Services Agreement between Pasco-Hernando State College and Hernando County School District for Wilton Simpson Technical College for utilizing Perkins V funding and authorize expenditures for an estimated \$20,000.

My Contact

Dr. Radiah Dent
Director, Adult and Technical Education
352-797-7018

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PERKINS V COMPREHENSIVE LOCAL NEEDS ASSESSMENT
MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (hereinafter "CONTRACT") is made this _____ day of December 2025, by and between the BOARD OF TRUSTEES OF PASCO-HERNANDO STATE COLLEGE (hereinafter "PHSC"), the DISTRICT SCHOOL BOARD OF HERNANDO COUNTY (hereinafter "HCSD"), and the WILTON SIMPSON TECHNICAL COLLEGE (hereinafter "WSTC").

WHEREAS, the Carl D. Perkins Career and Technical Education Act of 2006 (PERKINS), as amended by the Strengthening Career and Technical Education for the 21st Century Act (PERKINS V) enacted in 2018, is a principal source of federal funding to states and discretionary grantees for the improvement of secondary and postsecondary career and technical education programs across the nation. The purpose of the Act is to develop more fully the academic, career, and technical skills of secondary and postsecondary students who elect to enroll in career and technical education programs.

WHEREAS, PERKINS V requires eligible recipients to complete a Comprehensive Local Needs Assessment (hereinafter "CLNA") and allows for eligible recipients to partner with one or more local educational agencies to conduct a Multi-Agency CLNA;

WHEREAS, under the general direction of the Florida Department of Education, PHSC is the Florida College System Institution serving Florida's Hernando and Pasco counties.

WHEREAS PERKINS V allows agencies to allocate some of their PERKINS V Required Use of Funds (direct costs) for evaluations of Perkins activities in their Local Application to cover any costs for coordinating and conducting the CLNA. These direct costs may include contractual services for consultants; and

WHEREAS this CONTRACT establishes PHSC, HCSD, and WSTC as a partnership (hereinafter referred to as the "Partnership") that will pool funds to contract with a third-party consultant, Southern Regional Education Board (SREB), to assist to develop a multi-agency CLNA; and

WHEREAS this CONTRACT designates PHSC as fiscal agent of the Partnership, and

WHEREAS the Partnership is committed to a collaborative process and to active involvement and input from all of the signatory agencies for the development of the content of the multiagency CLNA. Recognizing that all of the Partnership Members are involved in the design, development, implementation and administration of program areas with which they have experience and interest; and

WHEREAS, the CONTRACT has been signed by authorized representatives of the three partner institutions that comprise the Partnership to demonstrate a commitment to procure a contract with a third-party consultant who will facilitate the development of a multi-agency

CLNA by completing the deliverables as outlined in the Statement of Work, Attachment "A" to this CONTRACT; and

WHEREAS, all Partnership Members will have the opportunity to be involved in the design and development of the multi-agency CLNA; and

NOW, THEREFORE, Partnership Members agree to the content of the multi-agency CLNA Statement of Work as written in Attachment "A" and the following:

1. RESPONSIBILITIES OF PHSC AS FISCAL AGENT:

- 1.2. PHSC shall act as Fiscal Agent overseeing the expenditure of pooled funds.
- 1.3. The Third-Party Consultant will invoice PHSC according to the contract with the Consultant and PHSC will remit payment to the Consultant accordingly and timely.
- 1.4. PHSC will provide all Partner members with a copy of invoices and remittances.
- 1.5. PHSC shall act as Fiscal Agent returning any pooled unused funds to partner members. Partner members are required to contribute funds as outlined in 2.3 and any uncommitted pooled funds would be returned as applicable to a partner member on or before thirty (30) days after termination of this CONTRACT.
- 1.6. PHSC shall serve as the facilitator to procure contract services for the development of the multi-agency CLNA and will be responsible for coordinating with and between Partnership Members.
- 1.7. PHSC shall also be represented as a Partnership Member with additional responsibilities detailed herein.

2. RESPONSIBILITIES OF PARTNERSHIP MEMBERS:

- 2.1. Partnership Members shall continue involvement in the development of the multi-agency CLNA as described in Attachment "A" at a minimum.
- 2.2. Partnership Members shall contribute expertise, experiences, and guidance to address challenges identified in the multi-agency CLNA.
- 2.3. Partnership Members shall contribute to the cost of the multi-agency CLNA at the rate of \$10,000 for HCSD, \$10,000 for WSTC, and \$10,000 for PHSC.

Entire Agreement. Except as otherwise provided herein, the provisions of this CONTRACT may be amended, modified, or waived only by a writing executed by each Partnership Member hereto.

Term. This CONTRACT shall be in effect from the date signed by all parties until the Request for Application period for the Perkins V closes in June 2026.

Governing Law. This CONTRACT shall be governed in all respects by, and be construed in accordance with, the laws of the State of Florida.

Termination. This CONTRACT may be terminated prior to the end of its Term by mutual written consent of all Partnership Members hereto. Any pooled funds remaining after payment of any invoices or debts will be returned to each Member in equal shares.

Political Subdivision. Each Partnership Member is a political subdivision of the State of Florida. As such, the Partnership Member's performance under this CONTRACT and any amendments hereto or attachments herewith, shall always be subject to any and all Florida laws, Florida regulations and respective District Board of Trustees Rules and School Board Rules which are applicable to the respective Partner Member's operations, commitments and/or activities in furtherance of any terms specified herein.

The parties acknowledge that each Partner Member's performance under this CONTRACT is subject to the provisions and limitations of Section 768.28, F. S. (the provisions and limitations of which are not waived, altered, or expanded by anything herein). Furthermore, nothing contained herein shall be construed or interpreted as: (i) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (ii) the consent of each Partner Member to be sued; or (iii) a waiver of sovereign immunity of the Consortium Member beyond the waiver provided in Section 76828, F. S. or other applicable law.

Disputes. In the event of a dispute among one or more of the Members relating to the partnership or the responsibilities under this CONTRACT, the Members agree that the dispute is best resolved between them without involving third parties, including mediators, arbitrators or the judicial system, whenever possible. In order to resolve disputes, the parties agree that each will appoint an administrator who is familiar with the terms and implementation of this CONTRACT. These individuals shall meet within 10 days of notice to the other of a dispute and attempt to resolve the issues. Each administrator so appointed shall appear at the meeting with full authority to resolve the issue. In the event the appointed administrators determine that they are unable to reach an agreement, then the School District Superintendents and the President of the College shall meet and attempt to resolve the issue. The School District Superintendents and President may bring such administrators as they deem appropriate to the resolution meeting. In the event no resolution is achieved at this level then either party may elect to file a civil action in a court of competent jurisdiction.

Signatures. This CONTRACT may be executed and delivered by facsimile, electronic mail, or any other suitable electronic means, and the Parties agree that signatures delivered by any of the aforementioned means shall be deemed to be original, valid, and binding upon the Parties. This CONTRACT may be executed in one of more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same CONTRACT.

IN WITNESS WHEREOF, Partnership Members have executed this CONTRACT to become effective as of the date first written above as verified by the following signatures by the authorized representatives.

SIGNATURES ON NEXT PAGE

DISTRICT SCHOOL BOARD OF HERNANDO COUNTY
For the District School Board of Hernando County, Florida

Ray Pinder, Superintendent

Kayce Hawkins, Chair

Approved as to Legal Sufficiency
Caroline I. Mockler, Esq.
Staff Counsel, HCSD
10:52 am, 03/03/2026

PASCO-HERNANDO STATE COLLEGE

For the District Board of Trustees of Pasco-Hernando State College

 3/2/2026
Eric Hall, Ed.D., President

 3/2/2026
Nicole Newlon, Chair

Legal Language Previously Approved by PHSC Legal Counsel

Initials PAN

APPROVED
By nadolsp at 8:50 am, Jan 29, 2026

Attachment A
Multi-Agency Comprehensive Local Need Assessment Statement of Work

See Attached SREB Partnership with Pasco-Hernando State College and Hernando County School District, Florida: Agreement for Career Pathway Review December 1, 2025, to June 30, 2026

SREB Partnership with Pasco-Hernando State College (“PHSC) and Hernando County School District, Florida:

**Agreement for Career Pathway Review December 1, 2025, to June 30, 2026
(hereafter “Agreement”)**

The Southern Regional Education Board (SREB) will partner with Pasco-Hernando State College and Hernando County School District Career and Technical Education Centers to conduct a career needs assessment, referred to as a career pathway review. The purpose of SREB’s Career Pathway Review (CPR) is to provide a snapshot of district and school practices and provide feedback on the health of career, and technical education programs in each organization. This process helps leaders and teachers complete the comprehensive local needs assessments that are required by Perkins V – the *Strengthening Career and Technical Education For the 21st Century Act* (2018).

The essential elements of the comprehensive needs assessment include:

1. Student Performance Data. The comprehensive local needs assessment must contain an evaluation of CTE concentrators’ performance on core performance indicators.
2. Sufficient Size, Scope, and Quality
 - a. Size. The quantifiable evidence, physical parameters, and limitations of each approved program (e.g., number of required programs or programs of study offered, required class size, availability of facilities and equipment, etc.) that relate to the program’s ability to address all student learning outcomes.
 - b. Scope. The curricular expectations of each program and/or program of study (e.g., such as the ability of a curriculum to cover the full breadth of its subject, number of required courses in a sequence, early postsecondary opportunities for learners, role of advisory committees, etc.).
 - c. Quality. The expected outcomes and impact of each program and/or program of study (e.g., students’ ability to earn industry-recognized credentials, academic achievement, learner access to high-skill, high-wage, and in-demand programs, etc.).
3. Labor Market Alignment. The law requires an analysis of how CTE programs are meeting workforce needs and provide eligible recipients with multiple ways to demonstrate labor market demand from a combination of state and local sources.
4. Implementing CTE Program of Study. This evaluation will be both a backward and forward-looking review of programs and programs of study offered. In addition to meeting guidelines for size, scope and quality, this requirement addresses current and future plans to support the implantation of programs and programs of study.
5. Recruitment, Retention and Training of Faculty and Staff. Eligible recipients must evaluate their current and future recruitment, retention, and professional development needs. This may require root cause analyses of teacher or other professional shortages.

6. Access and Equity. The assessments shall include a description of progress toward equal access to high-quality CTE courses and programs of study for all students,

including strategies to overcome barriers that result in lower rates of access to, or performance gaps in, the courses and programs for special populations.

Expectations

SREB will:

- Work with district leadership to plan for the review visit. The planning team will (a) determine which team members need to participate in onsite visits, (b) develop plans to share data for SREB's desktop data analyses, and (c) address any unique district issues.
- Coordinate a team of educators and community partners to observe classrooms, review artifacts and conduct interviews with key shareholders.
- Administer student, teacher, counselor, parent, and business/industry perception surveys.
- Facilitate a short debriefing session, with district leadership, at the end of the onsite visit.
- Create a cumulative report that can be used to inform the completion of state's application for Perkins funding and adjust program offerings.
- Conduct an unpacking workshop with district and school leadership.

PHSC and the School District will:

- Identify a point of contact that will work with the SREB project manager.
- Provide SREB with data for each CTE program (enrollment, completer status, end of pathway assessments, transition, etc.).
- Identify a team of educator and community partners to participate in onsite reviews
- Identify shareholders to participate in perception surveys.
- Coordinate schedules for onsite visits with each school.
- Schedule and participate in an unpacking workshop.

The Southern Regional Education Board works with states to improve public education at every level, from early childhood through doctoral education. We help policymakers make informed decisions by providing independent, accurate data and recommendations. SREB helps educators strengthen student learning with professional development, proven practices, and curricula. And the organization helps policymakers, institutions and educators share scarce resources to accomplish more together than they could alone.

SREB is a nonpartisan, nonprofit interstate compact headquartered in Atlanta. Our 16 states are Alabama, Arkansas, Delaware, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia. Its work is funded by appropriations from compact states, as well as by contracts and grants from foundations and from local, state, and federal agencies.

Timeline:

| | |
|--------------------------|--|
| November - December 2025 | Selection of team members and data collection |
| November - January 2026 | Survey implementation SREB will provide survey links; the college district will push those out to targeted groups |
| January - February 2026 | Virtual interviews with principals, counselors, industry partners and/or personnel identified by PHSC and Hernando County Schools |
| February 2026 | Host virtual sessions for team members that will serve as a review of the collected data (by topic) and preparation for the on-site visits |
| March, 2026 | Host team member training and on-site visits for selected sites at PHSC and Hernando County School district |
| April, 2026 | SREB will generate two final reports: one for PHSC and one for Hernando County School district |
| May, 2026 | Host a strategic planning session to flesh out action plans for each priority area. Members will be divided into working groups for the priority areas. Members will use the recommendations from the report to generate a three-year action plan. |

Career Pathway Review Budget Summary

| Description of Work | Details | Cost |
|---|--|-----------------|
| Desktop Audit and Preparation Sessions | Organize and collect data needed for the team. Host two virtual preparation sessions to provide an overview of data and support visiting team members to become familiar with the tools and process used during the site visits | \$2,000 |
| Survey Administration | SREB will customize and coordinate the administration of on-line surveys associated with the CPR process. | \$2,000 |
| Career Pathway Review will be conducted in 2026 in conjunction with Hernando County schools' career and technical programs. | On-site visits at 6 school locations with data review and action writing for all participating schools One combined team debrief after on-site meetings Development of two final reports: one for PHSC and one for Hernando County School District | \$24,000 |
| Unpacking Workshop — 1 Day | To review final reports and develop action steps to address findings | \$2,000 |
| TOTAL | | \$30,000 |

**Services can be modified at the request of the district. The district is responsible for service fees for on-site events that are cancelled with less than two-weeks' notice.*

The Board of Control for Southern Regional Education, d/b/a Southern Regional Education Board (SREB), as a not-for-profit educational compact, must comply with OMB Circular A-133.

**Services can be modified at the request of the district. The district is responsible for service fees for on-site events that are cancelled with less than two-weeks' notice.*

The Board of Control for Southern Regional Education, d/b/a Southern Regional Education Board (SREB), as a not-for-profit educational compact, must comply with OMB Circular A-133. Please indicate with your remittance whether any of the funds are from Federal sources, including CFDA number. In the absence of any notification with remittance, SREB

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

| A. Item Currently Budgeted - | | | | | | | | | | |
|--|-------------|-------------------|-------------|-------------------------------------|--------------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name <u>Perkins Post-Secondary</u> | | | | | | | | | | |
| Account Number | <u>4210</u> | <u>5400</u> | <u>5100</u> | <u>8400</u> | <u>86266</u> | <u>00000</u> | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 10,000 | | \$ 0 | | \$ 0 | | \$ 10,000 | | \$ 10,000 | | \$ 0 |

| B. Item Currently Not Budgeted -** | | | | | | | | | |
|---|-------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source _____ | | | | | | | | | |
| Account Name _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Amount \$ | _____ | | | | | | | | |

| | | | | | | | | | |
|----------------------|-------|----------|--------|-------------|---------|-------------|--|--|--|
| Funding Source _____ | | | | | | | | | |
| Account Name _____ | | | | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | |
| Amount \$ | _____ | | | | | | | | |

C. History

Check one:
Prior Year Budget:
New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 35. 26-3654

3/24/2026

Title and Board Action Requested

Approve the renewal of the piggyback of Pinellas County School District, Bid No. 24-031-096: HVAC Filters & Frames, awarded to Andrews Filter & Supply Corporation for HVAC filters, frames and related goods or services and authorize the purchase for estimated annual spending amount of \$60,000.00.

Executive Summary

The Director of Maintenance, on behalf of the Superintendent of Schools, hereby requests the Board to approve the renewal of the Piggyback of Pinellas County School District, Bid No. 24-031-096 for HVAC filters, frames and related goods or services and authorize the purchase for an estimated annual spending amount of \$60,000.00.

HCSB Bid No. 24-031-34 PB RN has been assigned for internal tracking purposes.

My Contact

Director of Maintenance
Joseph Rychcik
8008 Mobley Road
Brooksville, FL 34601

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 24-031-34 PB RN

Bid Title: HVAC Filters & Frames

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole/Single Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Contract Termination | <input type="checkbox"/> Amendments to Contract | <input type="checkbox"/> Extension of Contract | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input checked="" type="checkbox"/> Piggyback (School District) | <input type="checkbox"/> Responsive/Responsible Bidders | <input type="checkbox"/> |

Bid Contract Period:

03/24/2026 through 02/27/2027

N/A – One Time Purchase

Contract Type:

Estimated
Dollar Amount

Firm, Fixed
Dollar Amount

Firm, Fixed
Unit Prices

Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages

Renewal Options:

No. of Terms
Remaining

Length of
Each Term (month)

Length of
Each Term (year)

None

Rationale/Reason: Renewal of the Piggyback of Pinellas County School District, Bid No. 24-031-096: HVAC Filters & Frames, awarded to Andrews Filter & Supply Corporation, for the purchase of various filters to use district wide. HCSB Bid No. 24-031-34 PB RN has been assigned for internal purposes.

**Bidders Electronically
Downloaded From**

Bidnet Direct Website: n/a

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

**N/A – Bids Not
Required: Piggyback**

Submitted By:

Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By:

Joseph Rychcik
Director of Maintenance

Department(s): Support Operations

Recommended award, description of items and prices: (See attached)

T/C CODE: 2434

Andrews Filter & Supply Corp.

Items and pricing on the following pages are per awarded Pinellas County School Contract #24-031-096:
 HVAC Filters & Frames

Section 1

Section 1A: Metal Filter Frames 1" Thick

| Manufacturer & Part Number | Depth | Area in Square Inches (no dimension to exceed 34") | Price per Frame |
|----------------------------|-------|---|-----------------|
| AFSF7 | 1" | 1"-199" | \$10.61 |
| AFSF7 | 1" | 200"-350" | \$13.81 |
| AFSF7 | 1" | 351"-499" | \$14.59 |
| AFSF7 | 1" | 500"-650" | \$17.26 |
| AFSF7 | 1" | 651"-800" | \$18.61 |
| AFSF7 | 1" | 801"-950" | \$21.19 |
| AFSF7 | 1" | 951"-1100" | \$31.63 |
| AFSF7 | 1" | 1101"-1250" | \$34.90 |

Section 1B: Metal Filter Frames 2" Thick

| Manufacturer & Part Number | Depth | Area in Square Inches (no dimension to exceed 34") | Price per Frame |
|----------------------------|-------|---|-----------------|
| AFSF7 | 2" | 1"-199" | \$14.89 |
| AFSF7 | 2" | 200"-350" | \$18.61 |
| AFSF7 | 2" | 351"-499" | \$19.66 |
| AFSF7 | 2" | 500"-650" | \$24.13 |
| AFSF7 | 2" | 651"-800" | \$24.36 |
| AFSF7 | 2" | 801"-950" | \$29.70 |
| AFSF7 | 2" | 951"- 1100" | \$48.83 |
| AFSF7 | 2" | 1101"-1250" | \$55.22 |

Section 2

Section 2A: Non-Woven Synthetic Filter Media; Rolls (Tacky Only)

| Manufacturer & Part Number Bid | Thickness | Maximum Roll Length and Width | Price per Square Foot |
|--------------------------------|-----------|-------------------------------|-----------------------|
| AN-500 | ½" | 78" x 135' | \$.30 |
| AN-1000T | 1" | 78" x 90' | \$.45 |
| AN-2000T | 2" | 78" x 60' | \$.55 |

Section 2A & 2B Price Calculation:
 Custom Size: 16 x 16 (256)
 Divide by 144
 Multiply by cost per square foot.
 = Cost of Filter

Section 2B: Non-Woven Synthetic Filter Media; Pre-Cut Pads (Tacky Only)

| Manufacturer & Part Number | Thickness | Price per Square Foot |
|----------------------------|-----------|-----------------------|
| AN-500 | ½" | \$.40 |
| AN-1000T | 1" | \$.50 |
| AN-2000T | 2" | \$.60 |

Section 2A & 2B Price Calculation:

Custom Size: 16 x 16 (256)
 Divide by 144
 Multiply by cost per square foot.
 = Cost of Filter

Section 3

Section 3A: Flat Panel Type 1" Thick Disposable Filter - Custom Sizes

| Manufacturer & Part Number | Thickness | Area (square inches) | Price per Filter |
|----------------------------|-----------|----------------------|------------------|
| AFSPSMT/A | 1" | 1"-199" | \$3.05 |
| AFSPSMT/A | 1" | 200"-350" | \$3.67 |
| AFSPSMT/A | 1" | 351"-499" | \$3.98 |
| AFSPSMT/A | 1" | 500"-650" | \$4.41 |
| AFSPSMT/A | 1" | 651"-800" | \$4.85 |
| AFSPSMT/A | 1" | 801"-950" | \$6.54 |
| AFSPSMT/A | 1" | 951"-1100" | \$7.30 |
| AFSPSMT/A | 1" | 1101"-1250" | \$7.52 |

Section 3B: Flat Panel Type 2" Thick Disposable Filter - Custom Sizes

| Manufacturer & Part Number | Thickness | Area (square inches) | Price per Filter |
|----------------------------|-----------|----------------------|------------------|
| AFSPSM T/A | 2" | 1" - 199" | \$3.79 |
| AFSPSMT/A | 2" | 200" - 350" | \$5.42 |
| AFSPSMT/A | 2" | 351" - 499" | \$5.56 |
| AFSPSMT/A | 2" | 500" - 650" | \$7.19 |
| AFSPSMT/A | 2" | 651" - 800" | \$7.55 |
| AFSPSMT/A | 2" | 801" - 950" | \$10.04 |
| AFSPSMT/A | 2" | 951" - 1100" | \$10.92 |
| AFSPSMT/A | 2" | 1101" - 1250" | \$11.94 |

Section 4

Section 4A: Pleated Disposable Filters, 1" Thick; MERV 9A - Camfil

| Manufacturer & Part Number | Thickness | Normal Size | Price per Filter |
|----------------------------|-----------|-------------|------------------|
| 406330-008 | 1" | 10" x 20" | \$7.65 |
| 406330-006 | 1" | 12" x 24" | \$8.23 |
| 406330-009 | 1" | 14" x 20" | \$7.67 |
| 406330-010 | 1" | 14" x 25" | \$10.24 |
| 406795-002 | 1" | 14" x 28" | \$17.41 |
| 406330-011 | 1" | 15" x 20" | \$8.91 |
| 406330-001 | 1" | 16" x 20" | \$7.99 |
| 406330-004 | 1" | 16" x 25" | \$9.77 |
| 406795-001 | 1" | 16" x 30" | \$19.17 |
| 406330-015 | 1" | 18" x 24" | \$12.22 |
| 406330-002 | 1" | 20" x 20" | \$9.90 |
| 406330-003 | 1" | 20" x 25" | \$11.70 |
| 406330-026 | 1" | 20" x 30" | \$13.64 |
| 406330-005 | 1" | 24" x 24" | \$13.27 |

Section 4B: Pleated Disposable Filters, 1" Thick; Custom Sizes /MERV 9A - Camfil/AFS

| Manufacturer & Part Number | Thickness | Nominal Size (Square Inches) | Price per Filter |
|----------------------------|-----------|------------------------------|------------------|
| Dual-9 Custom | 1" | 36-99 | \$12.17 |
| Dual-9 Custom | 1" | 100-199 | \$13.99 |
| Dual-9 Custom | 1" | 200-299 | \$14.36 |
| Dual-9 Custom | 1" | 300-399 | \$17.12 |
| Dual-9 Custom | 1" | 400-499 | \$17.35 |
| Dual-9 Custom | 1" | 500-599 | \$20.29 |
| Dual-9 Custom | 1" | 600-699 | \$28.69 |
| Dual-9 Custom | 1" | 700-799 | \$29.81 |
| Dual-9 Custom | 1" | 800-899 | \$30.92 |
| Dual-9 Custom | 1" | 900-999 | \$31.99 |
| Dual-9 Custom | 1" | 1000-1099 | \$33.80 |
| Dual-9 Custom | 1" | 1100-1199 | \$35.64 |
| Dual-9 Custom | 1" | 1200-1299 | \$37.64 |
| Dual-9 Custom | 1" | 1300-1399 | \$39.42 |

Section 4C: Pleated Disposable Filters, 2" Thick; MERV 9A - Camfil

| Manufacturer & Part Number | Thickness | Nominal Size | Price per Filter |
|----------------------------|-----------|--------------|------------------|
| 406331-007 | 2" | 12" x 20" | \$11.48 |
| 406331-006 | 2" | 12" x 24" | \$9.56 |
| 406331-009 | 2" | 14" x 20" | \$8.75 |
| 406331-010 | 2" | 14" x 25" | \$10.67 |
| 406331-011 | 2" | 15" x 20" | \$9.56 |
| 406331-019 | 2" | 16" x 16" | \$10.13 |
| 406331-001 | 2" | 16" x 20" | \$9.99 |
| 406331-016 | 2" | 16" x 24" | \$11.54 |
| 406331-004 | 2" | 16" x 25" | \$12.08 |
| 406331-013 | 2" | 18" x 20" | \$14.47 |
| 406331-015 | 2" | 18" x 24" | \$12.11 |
| 406331-014 | 2" | 18" x 25" | \$15.28 |
| 406331-002 | 2" | 20" x 20" | \$11.52 |
| 406331-012 | 2" | 20" x 24" | \$13.10 |
| 406331-003 | 2" | 20" x 25" | \$14.06 |
| 406331-005 | 2" | 24" x 24" | \$15.75 |
| 406331-018 | 2" | 25" x 25" | \$18.04 |

Section 4D: Pleated Disposable Filters, 2" Thick; Custom Sizes/MERV 9A - Camfil/AFS

| Manufacturer & Part Number | Thickness | Nominal Size (Square Inches) | Price per Filter |
|----------------------------|-----------|------------------------------|------------------|
| Dual-9 Custom | 2" | 36-99 | \$16.20 |
| Dual-9 Custom | 2" | 100-199 | \$18.68 |
| Dual-9 Custom | 2" | 200-299 | \$19.17 |
| Dual-9 Custom | 2" | 300-399 | \$22.84 |
| Dual-9 Custom | 2" | 400-499 | \$23.13 |
| Dual-9 Custom | 2" | 500-599 | \$27.05 |
| Oual-9 Custom | 2" | 600-699 | \$38.27 |
| Dual-9 Custom | 2" | 700-799 | \$39.76 |
| Dual-9 Custom | 2" | 800-899 | \$41.22 |
| Dual-9 Custom | 2" | 900-999 | \$42.66 |
| Dual-9 Custom | 2" | 1000-1099 | \$45.09 |
| Dual-9 Custom | 2" | 1100-1199 | \$47.52 |
| Dual-9 Custom | 2" | 1200-1299 | \$50.17 |
| Dual-9 Custom | 2" | 1300-1399 | \$52.58 |

Section 4E: Pleated Disposable Filters, 4" Thick; MERV 9A - Camfil

| Manufacturer & Part Number | Thickness | Nominal Size | Price per Filter |
|----------------------------|-----------|--------------|------------------|
| 406332-006 | 4" | 12" x 24" | \$18.34 |
| 406332-001 | 4" | 16" x 20" | \$19.30 |
| 406332-004 | 4" | 16" x 25" | \$22.39 |
| 406332-015 | 4" | 18" x 24" | \$22.22 |
| 406332-002 | 4" | 20" x 20" | \$20.45 |
| 406332-012 | 4" | 20" x 24" | \$25.85 |
| 406332-003 | 4" | 20" x 25" | \$27.40 |
| 406332-005 | 4" | 24" x 24" | \$26.86 |

Section 4F: Pleated Disposable Filters, 4" Thick, Custom Sizes; MERV 9A - Camfil/AFS

| Manufacturer & Part Number | Thickness | Nominal Size (Square Inch) | Price per Filter |
|----------------------------|-----------|----------------------------|------------------|
| Dual-9 Custom | 4" | 36-99 | \$21.13 |
| Dual-9 Custom | 4" | 100-199 | \$23.58 |
| Dual-9 Custom | 4" | 200-299 | \$24.19 |
| Dual-9 Custom | 4" | 300-399 | \$29.99 |
| Dual-9 Custom | 4" | 400-499 | \$30.31 |
| Dual-9 Custom | 4" | 500-599 | \$36.31 |
| Dual-9 Custom | 4" | 600-699 | \$48.89 |
| Dual-9 Custom | 4" | 700-799 | \$51.08 |
| Dual-9 Custom | 4" | 800-899 | \$53.28 |
| Dual-9 Custom | 4" | 900-999 | \$55.44 |
| Dual-9 Custom | 4" | 1000-1099 | \$59.22 |
| Dual-9 Custom | 4" | 1100-1199 | \$62.98 |
| Dual-9 Custom | 4" | 1200-1299 | \$67.03 |
| Dual-9 Custom | 4" | 1300-1399 | \$70.83 |

Section 5

Section 5A: Pleated Disposable Filters 1" Thick; MERV 13/10A - Camfil

| Manufacturer & Part Number | Thickness | Nominal Size (Square Inch) | Price per Filter |
|----------------------------|-----------|----------------------------|------------------|
| 407050-018 | 1" | 12" x 20" | \$9.49 |
| 407050-001 | 1" | 16" x 20" | \$11.97 |
| 407050-010 | 1" | 16" x 24" | \$12.42 |
| TBD | 1" | 16" x 30" | \$21.70 |
| 407050-007 | 1" | 20" x 24" | \$14.90 |
| 407050-003 | 1" | 20" x 25" | \$15.03 |
| 407050-029 | 1" | 20" x 30" | \$20.70 |
| 407050-005 | 1" | 24" x 24" | \$17.41 |

Section 5B: Custom Pleated Disposable Filters 1" Thick; MERV 13/10A - Camfil/AFS

| Manufacturer & Part Number | Thickness | Normal Size (Square Inches) | Price per Filter |
|----------------------------|-----------|-----------------------------|------------------|
| AQ13Custom | 1" | 36-99 | \$10.51 |
| AQ13Custom | 1" | 100-199 | \$15.05 |
| AQ13Custom | 1" | 200-299 | \$18.52 |
| AQ13Custom | 1" | 300-399 | \$21.46 |
| AQ13Custom | 1" | 400-499 | \$24.03 |
| AQ13Custom | 1" | 500-599 | \$26.35 |
| AQ13 Custom | 1" | 600-699 | \$28.49 |
| AQ13 Custom | 1" | 700-799 | \$30.49 |
| AQ13Custom | 1" | 800-899 | \$32.36 |
| A013Custom | 1" | 900-999 | \$34.15 |
| AQ13Custom | 1" | 1000-1099 | \$35.82 |
| AQ13Custom | 1" | 1100-1199 | \$37.42 |
| AQ13Custom | 1" | 1200-1299 | \$38.97 |
| AQ13Custom | 1" | 1300-1399 | \$40.46 |
| AQ13Custom | 1" | 1400-1499 | \$41.90 |
| AQ13Custom | 1" | 1500-1599 | \$43.29 |
| AQ13Custom | 1" | 1600-1699 | \$44.64 |
| AQ13 Custom | 1" | 1700-1799 | \$45.94 |
| AQ13 Custom | 1" | 1800-1899 | \$47.20 |
| AQ13Custom | 1" | 1900-1999 | \$48.44 |
| AQ13Custom | 1" | 2000-2099 | \$49.64 |
| AQ13 Custom | 1" | 2100-2186 | \$50.81 |

Section 5C: Pleated Disposable Filters 2" Thick; MERV 13/10A - Camfil

| Manufacturer & Part Number | Thickness | Nominal Size | Price per Filter |
|----------------------------|-----------|--------------|------------------|
| 407051-016 | 2" | 16" x 16" | \$13.70 |
| 407051-001 | 2" | 16" x 20" | \$14.24 |
| 407051-004 | 2" | 16" x 25" | \$14.89 |
| 407051-008 | 2" | 18" x 24" | \$16.24 |
| 407051-007 | 2" | 20" x 24" | \$17.73 |
| 407051-003 | 2" | 20" x 25" | \$17.86 |
| 407051-005 | 2" | 24" x 24" | \$20.68 |
| TBD | 2" | 24" x 30" | \$34.92 |

Section 5D: Custom Pleated Disposable Filters 2" Thick; Merv13/10A - Camfil/AFS

| Manufacturer & Part Number | Thickness | Nominal Size (Square Inches) | Price per Filter |
|----------------------------|-----------|------------------------------|------------------|
| AQ13Custom | 2" | 36-99 | \$16.43 |
| AQ13Custom | 2" | 100-199 | \$23.54 |
| AQ13Custom | 2" | 200-299 | \$28.98 |
| AQ13Custom | 2" | 300-399 | \$33.80 |
| AQ13Custom | 2" | 400-499 | \$37.58 |
| AQ13Custom | 2" | 500-599 | \$41.24 |
| AQ13Custom | 2" | 600-699 | \$44.59 |
| AQ13Custom | 2" | 700-799 | \$47.72 |
| AQ13Custom | 2" | 800-899 | \$50.63 |
| AQ13Custom | 2" | 900-999 | \$53.42 |
| AQ13Custom | 2" | 1000-1099 | \$56.05 |
| AQ13Custom | 2" | 1100-1199 | \$58.57 |
| AQ13Custom | 2" | 1200-1299 | \$61.00 |
| AQ13Custom | 2" | 1300-1399 | \$63.32 |
| AQ13Custom | 2" | 1400-1499 | \$65.56 |
| AQ13Custom | 2" | 1500-1599 | \$67.72 |
| AQ13Custom | 2" | 1600-1699 | \$69.82 |
| AQ13Custom | 2" | 1700-1799 | \$71.87 |
| AQ13Custom | 2" | 1800-1899 | \$73.85 |
| AQ13Custom | 2" | 1900-1999 | \$75.80 |
| AQ13Custom | 2" | 2000-2099 | \$77.69 |
| AQ13Custom | 2" | 2100-2186 | \$79.52 |

Section 6

Section 6: Extended surface mini-pleated filters 4" thick; MERV 11 - Glasfloss Ind.

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|----------------------|------------------|
| PUCB1212410X | 12" x 12" x 4" | \$45.41 |
| PUCB1220410X | 12" x 20" x 4" | \$45.41 |
| PURII122446 | 12" x 24" x 4" | \$37.62 |
| PUCB14D17F410X | 14.25" x 17.35" x 4" | \$58.07 |
| PURII162046 | 16" x 20" x 4" | \$48.00 |
| PURII162546 | 16" x 25" x 4" | \$54.16 |
| PURII182446 | 18" x 24" x 4" | \$58.11 |
| PURII202046 | 20" x 20" x 4" | \$48.00 |
| PURII202446 | 20" x 24" x 4" | \$50.56 |
| PURII202546 | 20" x 25" x 4" | \$58.35 |
| PUR11242446 | 24" x 24" x 4" | \$51.58 |

Section 7

Section 7: Extended surface mini-pleated filters 4" thick; MERV 13 - Glasfloss Ind.

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|----------------|------------------|
| PURII122448 | 12" x 24" x 4" | \$38.88 |
| PURII162048 | 16" x 20" x 4" | \$49.61 |
| PURII162548 | 16" x 25" x 4" | \$55.83 |
| PURII182448 | 18" x 24" x 4" | \$60.02 |
| PURII202048 | 20" x 20" x 4" | \$49.61 |
| PURII202448 | 20" x 24" x 4" | \$59.33 |
| PURII202548 | 20" x 25" x 4" | \$60.26 |
| PURII242448 | 24" x 24" x 4" | \$53.04 |

Section 8

Section 8A: Pleated Rigid Disposable Filter, 4" Deep with Header; MERV 11 - Camfil

| Manufacturer & Part Number Bid | Thickness | Nominal Size | Price per Filter |
|--------------------------------|-----------|--------------|------------------|
| 855144-003 | 4" | 12" x 24" | \$59.65 |
| TBD | 4" | 16" x 24" | \$80.00 |
| 855144-004 | 4" | 20" x 20" | \$66.63 |
| 855144-002 | 4" | 20" x 24" | \$84.21 |
| 855144-001 | 4" | 24" x 24" | \$87.37 |

Section 8B: Pleated Rigid Disposable Filter, 6" Deep with Header; MERV 11 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|----------------|------------------|
| 855086-013 | 12" x 24" x 6" | \$85.27 |
| TBD | 16" x 16" x 6" | \$85.00 |
| 855086-016 | 16" x 20" x 6" | \$91.43 |
| 855086-017 | 16" x 25" x 6" | \$106.71 |
| 855086-014 | 20" x 20" x 6" | \$95.97 |
| 855086-012 | 20" x 24" x 6" | \$101.33 |
| 855086-015 | 20" x 25" x 6" | \$110.96 |
| 855086-011 | 24" x 24" x 6" | \$112.03 |

Section 8C: Pleated Rigid Disposable Filter, 12" Deep with Header; MERV 11 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|-----------------|------------------|
| 402995-004 | 12" x 24" x 12" | \$101.66 |
| 402995-010 | 20" x 20" x 12" | \$114.29 |
| 402995-007 | 20" x 24" x 12" | \$124.07 |
| 402995-001 | 24" x 24" x 12" | \$134.79 |

Section 9

Section 9A: Pleated Rigid Disposable Filter, 4" Deep with Header; MERV 13 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|----------------|------------------|
| 855144-013 | 12" x 24" x 4" | \$64.34 |
| 855144-014 | 20" x 20" x 4" | \$71.91 |
| 855144-012 | 20" x 24" x 4" | \$90.88 |
| 855144-011 | 24" x 24" x 4" | \$94.29 |

Section 9B: Pleated Rigid Disposable Filter, 6" Deep with Header; MERV 13 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|----------------|------------------|
| 855086-013 | 12" x 24" x 6" | \$85.27 |
| 855086-014 | 20" x 20" x 6" | \$95.97 |
| 855086-012 | 20" x 24" x 6" | \$101.33 |
| 855086-011 | 24" x 24" x 6" | \$112.03 |

Section 9C: Pleated Rigid Disposable Filter, 12" Deep with Header; MERV 13 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|-----------------|------------------|
| 402995-005 | 12" x 24" x 12" | \$105.20 |
| 402995-011 | 20" x 20" x 12" | \$119.15 |
| 402995-008 | 20" x 24" x 12" | \$128.76 |
| 402995-002 | 24" x 24" x 12" | \$140.05 |

Section 10

Section 10: Non-Supported Extended Surface Bag Filter W/ Nominal 1" Header; MERV 11 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|--------------------|------------------|
| 405617-C15 | 12" x 24" x 15-25" | \$50.28 |
| 405617-A15 | 24" x 24" x 15-33" | \$93.87 |
| 405617-C22 | 12" x 24" x 22-31" | \$53.99 |
| 405617-A22 | 24" x 24" x 22-48" | \$100.77 |
| 405617-C30 | 12" x 24" x 30-38" | \$60.20 |
| 405617-A30 | 24" x 24" x 30-65" | \$113.14 |

Section 11

Section 11: Non-Supported Extended Surface Bag Filter W/ Nominal 1" Header; MERV 13 - Camfil

| Manufacturer & Part Number | Nominal Size | Price per Filter |
|----------------------------|--------------------|------------------|
| 405618-C15 | 12" x 24" x 15-25" | \$51.03 |
| 405618-A15 | 24" x 24" x 15-33" | \$95.27 |
| 405618-C22 | 12" x 24" x 22-31" | \$54.76 |
| 405618-A22 | 24" x 24" x 22-48" | \$102.29 |
| 405618-C30 | 12" x 24" x 30-38" | \$61.26 |
| 405618-A30 | 24" x 24" x 30-65" | \$115.22 |

Section 12

Section 12A: Aluminum Mesh Permanent Filters, Custom ½" Thick Sizes

| Manufacturer & Part Number | Thickness | Area in Square Inches (Height x Length) | Price per Filter |
|----------------------------|-----------|---|------------------|
| AFSP6 | ½" | 0" - 49" | \$13.34 |
| AFSP6 | ½" | 50" - 99" | \$13.78 |
| AFSP6 | ½" | 100" - 149" | \$14.91 |
| AFSP6 | ½" | 150" - 199" | \$16.29 |
| AFSP6 | ½" | 200" - 249" | \$19.37 |
| AFSP6 | ½" | 250" - 299" | \$21.11 |
| AFSP6 | ½" | 300" - 349" | \$23.03 |
| AFSP6 | ½" | 350" - 399" | \$24.63 |
| AFSP6 | ½" | 400" - 449" | \$27.73 |
| AFSP6 | ½" | 450" - 499" | \$28.94 |
| AFSP6 | ½" | 500" - 549" | \$30.59 |
| AFSP6 | ½" | 550" - 599" | \$31.97 |
| AFSP6 | ½" | 600" - 649" | \$33.64 |
| AFSP6 | ½" | 650" - 699" | \$35.56 |
| AFSP6 | ½" | 700" - 749" | \$37.46 |
| AFSP6 | ½" | 750" - 799" | \$39.37 |
| AFSP6 | ½" | 800" - 849" | \$41.24 |
| AFSP6 | ½" | 850" - 899" | \$45.43 |

Section 12B: Aluminum Mesh Permanent Filters, Custom 1" Thick Sizes

| Manufacturer & Part Number | Thickness | Area in Square Inches (Height x Length) | Price per Filter |
|----------------------------|-----------|---|------------------|
| AFSP6 | 1" | 0" - 49" | \$13.34 |
| AFSP6 | 1" | 50" - 99" | \$13.78 |
| AFSP6 | 1" | 100" - 149" | \$14.91 |
| AFSP6 | 1" | 150" - 199" | \$16.29 |
| AFSP6 | 1" | 200" - 249" | \$19.37 |
| AFSP6 | 1" | 250" - 299" | \$21.11 |
| AFSP6 | 1" | 300" - 349" | \$23.03 |
| AFSP6 | 1" | 350" - 399" | \$24.63 |
| AFSP6 | 1" | 400" - 449" | \$27.73 |
| AFSP6 | 1" | 450" - 499" | \$28.94 |
| AFSP6 | 1" | 500" - 549" | \$30.59 |
| AFSP6 | 1" | 550" - 599" | \$31.97 |
| AFSP6 | 1" | 600" - 649" | \$33.64 |
| AFSP6 | 1" | 650" - 699" | \$35.56 |
| AFSP6 | 1" | 700" - 749" | \$37.46 |
| AFSP6 | 1" | 750" - 799" | \$39.37 |
| AFSP6 | 1" | 800" - 849" | \$41.24 |
| AFSP6 | 1" | 850" - 899" | \$45.43 |

Section 12C: Aluminum Mesh Permanent Filters, Custom 2" Thick Sizes

| Manufacturer & Part Number | Thickness | Area in Square Inches (Height X Length) | Price per Filter |
|----------------------------|-----------|---|------------------|
| AFSP6 | 2" | 0" - 49" | \$26.13 |
| AFSP6 | 2" | 50" - 99" | \$28.94 |
| AFSP6 | 2" | 100" - 149" | \$30.75 |
| AFSP6 | 2" | 150" - 199" | \$31.91 |
| AFSP6 | 2" | 200" - 249" | \$35.97 |
| AFSP6 | 2" | 250" - 299" | \$40.60 |
| AFSP6 | 2" | 300" - 349" | \$44.29 |
| AFSP6 | 2" | 350" - 399" | \$48.06 |
| AFSP6 | 2" | 400" - 449" | \$53.41 |
| AFSP6 | 2" | 450" - 499" | \$55.95 |
| AFSP6 | 2" | 500" - 549" | \$58.55 |
| AFSP6 | 2" | 550" - 599" | \$70.05 |
| AFSP6 | 2" | 600" - 649" | \$72.89 |
| AFSP6 | 2" | 650" - 699" | \$80.20 |
| AFSP6 | 2" | 700" - 749" | \$82.64 |
| AFSP6 | 2" | 750" - 799" | \$87.97 |
| AFSP6 | 2" | 800" - 849" | \$93.00 |
| AFSP6 | 2" | 850" - 899" | \$99.00 |

| A. Item Currently Budgeted - | | | | | | | | | | |
|---|---------------|-------------------|-------------|-------------------------------------|--------------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name <u>2025-2026 Maintenance IAQ/HVAC Supplies Account</u> | | | | | | | | | | |
| Account Number | <u>1110 E</u> | <u>8100</u> | <u>5100</u> | <u>9502</u> | <u>49500</u> | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 157,000.00 | | \$ | | \$ 124,096.82 | | \$ 32,903.18 | | \$ 32,903.18 | | \$ 0.00 |

| B. Item Currently Not Budgeted -** | | | | | | | | | | |
|---|---------------|-------------------|------------------|-------------------------------------|------------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name <u>2025-2026 Maintenance Miscellaneous Supplies Accounts</u> | | | | | | | | | | |
| Account Number | <u>1100 E</u> | <u>8100</u> | <u>5100/5900</u> | <u>95XX</u> | <u>4XX</u> | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ | | \$ | | \$ | | \$ 27,096.82 | | \$ | | \$ |

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ | _____ | | | | |

| | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ |
| | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ | _____ | | | | |

| | |
|-----------------------------|-------------------------------------|
| C. History | |
| Check one: | |
| Prior Year Budget: | <input checked="" type="checkbox"/> |
| New for Current Year: | <input type="checkbox"/> |
| Prior Year Approved Budget: | \$ <u>55,270.24</u> |
| Prior Year Actual Spent: | \$ <u>55,270.24</u> |

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 36. 26-3660

3/24/2026

Title and Board Action Requested

Approve the contract and authorize the purchase of contracting an E-Rate Consultant from E-Rate Central for an estimated cost of \$119,700.00 with the annual fee for year one is \$13,300.00 and in the remaining four-years of \$26,600.00.

Executive Summary

The Director of Technology and Information Services, on behalf of the Superintendent of Schools, hereby requests the Board approve the purchase of contracting an E-Rate consultant from E-Rate Central. The federal E-Rate program provides discounts of up to 90% on Internet access, network upgrades, and other eligible technology services-representing one of the most impactful funding sources available to public schools. Hernando County Schools relies heavily on the federal E-Rate program (we currently receive an 80% discount) to offset the cost of critical technology infrastructure and Internet connectivity. The district currently manages approximately \$2,000,000.00 in annual E-Rate-eligible spending, making the program one of our largest and most consequential funding sources. Ensuring full compliance, accurate filings, and strategic maximization of all eligible reimbursements is essential to protecting district finances and supporting modern learning environments.

Over the last several years, the E-Rate program has grown increasingly complex, with detailed procurement rules, strict documentation requirements, multi-stage application filings, and heightened federal scrutiny through audits and Program Integrity Reviews. Even minor errors or omissions can jeopardize large portions of funding or lead to extensive financial recovery actions. For a district with Hernando's scale of technology investment, the risk exposure is substantial.

Hiring a professional E-Rate consultant will provide the district with expert oversight and management of this highly specialized program. A consultant will:

- Develop a multi-year E-Rate funding strategy aligned with Hernando's technology roadmap.
- Prepare all required forms, competitive bidding documentation, contract validations, and submissions across the full application lifecycle.
- Ensure full compliance with federal procurement rules, record-keeping mandates, and audit readiness standards.
- Monitor program updates, regulatory changes, and funding opportunities to maximize district reimbursement potential.
- Support district staff during audits, inquiries, and Program Integrity Reviews, mitigating financial and operational risk.

Given our \$2,000,000.00 in annual E-Rate-eligible expenditures, even a small percentage loss due to compliance issues could translate into hundreds of thousands of dollars in forfeited funding. By contrast, the

cost of a consultant is relatively modest and provides a strong fiscal return on investment. Districts that use E-Rate consultants consistently see higher reimbursement rates, reduced audit exposure, and less administrative burden on internal staff.

Partnering with a qualified E-Rate consultant is a fiscally responsible decision that ensures Hernando County Schools secures the maximum allowable federal funding while maintaining full compliance with all program requirements. This support will protect our financial interests, modernize our learning environment, and allow our internal teams to focus on serving students rather than navigating federal regulatory complexity.

My Contact

Joseph Amato
Director of Technology and Information Services
(352) 797-7006 ext. 70102

2023-28 Strategic Focus Area

Priority 5: Fiscal Transparency and Capital Planning

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

January 28, 2026

Mr. Joseph Amato
Hernando County Schools
919 Broad Street
Brooksville, FL 34601

Dear Mr. Amato

Thank you for accepting this proposal for E-Rate consulting services. When counter-signed, this letter can serve as a contract for the services described herein.

Tel/Logic Inc., d.b.a. E-Rate Central, is a specialized educational consulting firm dedicated to simplifying the E-Rate application and funding process for state education departments, educational service agencies, school districts, libraries and library systems, individual private and public schools, and all consortia. The firm has been involved with E-Rate at the local, state, and national levels since the program's inception.

In working with individual applicants, E-Rate Central has adopted an accountant-like approach to the E-Rate application process. We work with our clients in a strategic, operational, and tactical manner, similar to how an accounting firm provides assurance services to clients. We collect all necessary information from the applicants, prepare all E-Rate forms, serve as the first point of contact on all SLD reviews, prepare appeals if needed, and coordinate with suppliers on contract and billing issues.

Executive Summary

- E-Rate Central has provided nationally recognized E-Rate consulting services since the inception of the program.
- We are involved with all aspects of the E-Rate program at the **local, state, and national levels**.
- Our **reputation** is for providing **honest, expert, and timely support** to our E-Rate clients.
- Our **primary business** is to provide application, administrative, compliance, auditing, appeal, and technology review services.
- Services include statewide training, procurement assistance, E-Rate forms preparation, application review and appeals.
- Our client base ranges from **the largest consortia and public school districts across the nation** (Albuquerque, Chicago, Green Bay, New Orleans, and Richmond) to very **small districts, private schools and libraries**.
- Our services are used by more than 3,000 schools in 400 school districts and 300 libraries and library systems.
- We are the State E-Rate Coordinators for New York, New Mexico, Michigan, North Carolina, and Nevada.
- E-Rate Central also manages statewide programs to assist libraries and library systems for the Library of Virginia and the Texas State Library and Archives Commission (TSLAC)
- We are a member of the **State E-Rate Coordinators Alliance (SECA)**.
- We are a founding member of the **E-Rate Management Professionals Association (E-mpa®)** with three staff members who formerly served as President and one currently serving as Treasurer.
- E-Rate Central has either directly or indirectly (on behalf of our clients) filed comments in almost every E-Rate related rule making proceeding initiated by the FCC since the inception of the program.

Hernando County School District

- Our employees have professional backgrounds that include state E-Rate coordination, school district administration, telecommunications, and administrative leadership at USAC/SLD.

Full-year E-Rate Services

We are aware that at any one time, at a minimum, there are three active years with which any beneficiary deals. Below are the normally expected three concurrent year activities.

| | |
|-------------|--|
| Summer/Fall | <ul style="list-style-type: none">- Review of existing eligible services and contracts- RFP coordination and Form 470 (for next FY)- Competitive bid assessment documentation- Collection of consortium member LOAs and Form 479s- Reimbursement form completion (for previous FY)- Form 500 completion- Form 498 guidance- CIPA compliance |
| Winter | <ul style="list-style-type: none">- Vendor contract coordination- Discount rate calculations and optimization- Form 471 preparation- RFP coordination and Form 470 (if applicable) |
| Spring | <ul style="list-style-type: none">- PIA application reviews- Form 486 completion |

E-Rate Central's role throughout the E-Rate application and funding cycle is to prepare all necessary applicant forms (Forms 470, 471, 472, 486, and 500) and special requests (SPIN changes, service substitution requests, appeals, etc.). To facilitate its work, E-Rate Central typically works with a primary contact (designated by the applicant) to obtain required information. Although these forms are then sent to the applicant for their review, certification, and submission (and tracked for delivery to the SLD), E-Rate Central acts as the contact person for all forms (except for the Form 470 Request for Services) so that it can coordinate responses to any inquiries from the SLD. Please note that ultimate responsibility for the information contained in the forms and their timely submission remains with the applicant.

Capabilities - Secure Electronic Repository/Database

E-Rate Central's **web-based tools** simplify E-Rate data navigation and provide funding status and tracking of our clients' E-Rate data and supporting documentation. E-Rate Central's **website** (www.E-Ratecentral.com) and its **cloud-based** document and email management applications are valuable resources to support our clients. Both can be accessed 24/7, and are **secure, collaborative platforms** for E-Rate Central and our clients, not only to **access the USAC database dynamically**, but also to share E-Rate documents to clients, including emails, creating as detailed an archived record as the client and E-Rate Central concur to use. Storage space can be adjusted to the needs of the client. E-Rate consultancy clients, upon request, are provided with secure credentials for access to the Documents Repository, providing immediate access to the clients' E-Rate data.

Document and Asset Management

E-Rate rules require applicants to maintain documentation for 10 years after the last date to deliver service. Because the actual funding cycle is approximately three years long, this equates to a record keeping requirement in excess of 10 years. Although E-Rate Central provides its clients with copies of all forms and SLD correspondence, it assiduously maintains copies of all E-Rate records in paper (if provided) and electronic format. Ease of access to historical E-Rate information is provided by E-Rate Central's own internal database system, its own Web-based systems, and its knowledge of the SLD's databases and processes. In the event of audits, these records may prove critical.

Asset Management is a critical, yet often overlooked, component of a successful E-Rate program. An inadequate asset management system exposes the applicant to audit risk for failing to comply with the FCC rules relating to asset and inventory control. As applicants face shrinking enrollments and/or budgets and sites close, the ability to locate and identify equipment funded with E-Rate dollars is critical to ensure compliance with FCC rules. We have worked with both very large districts and small applicants to identify the best asset tracking practices.

Procurement of E-Rate Funded Services

We help ensure our clients are adopting best practices to facilitate a fair and open competitive bidding process. We provide training to the appropriate staff in the various competitive bidding requirements, so the client understands how E-Rate procurement rules dovetail with state and local procurement rules.

E-Rate Central then works closely with the client to develop a Statement of Work that will allow the client to meet its strategic goals while attempting to keep costs within budget. E-Rate Central will not endorse any vendor because it places undue risk on both parties. It is important for our clients to understand that E-Rate Central will not be an evaluator of bids. However, we may draft an E-Rate compliant notional evaluation matrix based on feedback from the client and/or will review the results of your competitive bidding process to identify arithmetic errors or other red flags that could pose potential problems from an E-Rate perspective.

Vendor Management, Invoicing and Billing

At E-Rate Central we have extensive experience managing relationships with our clients' vendors. A productive and respectful relationship with vendors helps to ensure that our clients receive timely funding decisions from USAC. Unlike some E-Rate consultants, we do NOT perform work for E-Rate vendors as we feel it could create a conflict of interest. Our focus is solely on providing consulting services to schools and libraries.

Invoicing and Billing: A critical and time-consuming activity of the E-Rate program is determining the charges that are eligible for E-Rate support. Our experienced team of experts is fully versed in understanding the intricacies of vendor billings, especially telecommunications bills.

Audit Support

E-Rate Central will work with the client to organize all materials required in all types of reviews and audits. We will also assist the applicant in completing any questionnaire requesting information on various aspects of the applicant's E-Rate process and practices. E-Rate Central will review all materials requested directly from the client and advise accordingly.

Hernando County School District

Service Fees

E-Rate Central charges a fixed fiscal year fee for its E-Rate consulting support services. Our fees vary according to the expected size and complexity of an applicant’s E-Rate application(s), but generally reflect a declining percentage of E-Rate funding (an effective proxy for the work involved). Except for onsite support, this fee is all inclusive. Please note if the FCC substantially modifies the E-Rate funding levels or processes, E-Rate Central reserves the right to negotiate in good faith a price decrease or increase as appropriate.

E-Rate Central is proposing the following options to Hernando County School District for our E-Rate consulting services:

___ **Option 1:** For E-Rate support services for the term of July 1, 2025, through June 30, 2026.

We calculated your fee based on the \$770 thousand in average funding for the last two funding years. Using these funding levels, the normal fee for services for one year is \$26,600. E-Rate Central is offering a one-time discount of 25% (\$6,650) for a one-time fee of \$19,950 through June 30, 2026.

___ **Option 2:** For E-Rate support services for the term of July 1, 2025, through June 30, 2030.

The multi-year fee was calculated by considering your entity’s projected two-year Category 1 expenditures and the available Category 2 five-year budget. Using these estimates, we expect you will receive \$ 4.4 million over five years. After considering all of this, we are offering a fee of \$26,600 per year for services through June 30, 2030. This option mitigates the fluctuation of the fee from year to year due to a particularly large C1 or C2 project and provides budget predictability. E-Rate Central is offering a discount of 50% (\$13,300) for the first year of the five-year term. The annual fee for year one is \$13,300 and in the remaining four- years you would be invoiced \$26,600 annually reflecting the total contract value is \$119,700.

Please countersign and return a copy of this proposal via e-mail to: proposals@e-ratecentral.com.

Cooperative Purchasing

If cooperative purchasing for E-Rate Central’s consulting service is preferred or required, the following purchasing vehicles are available.

| Contract Holder | State | Contract Number | Current Term Expiration | Remaining Renewals | Final Expiration (Inc renewals) | Please check the box for contract used. |
|--------------------------------------|-------|------------------|-------------------------|---------------------|----------------------------------|---|
| AEPA | Multi | AEPA 025.5-C | 04/30/26 | Three 1yr renewals | 05/31/29 | <input type="checkbox"/> |
| Cooperative Educational Services | NM | 2021-23-AC04-ALL | 02/28/25 | NONE | 02/28/25 | <input type="checkbox"/> |
| Capital Region BOCES | NY | Bid #23-021 | 6/30/2025 | Three 1-yr renewals | 6/30/28 | <input type="checkbox"/> |
| TIPS | TX | 240602 | 08/31/27 | One 1-yr renewal | 08/31/28 | <input type="checkbox"/> |
| Central Texas Purchasing Alliance | TX | 19-07-2010 | 06/30/26 | NONE | 06/30/26 | <input type="checkbox"/> |
| Prince William County Public Schools | VA | R-TC-17012 | 08/31/26 | NONE | 08/31/26 | <input type="checkbox"/> |

Hernando County School District

E-Rate Central is an established and experienced firm which offers a breadth and depth of E-Rate knowledge which we believe is unmatched by any other consultant. We look forward to working with you.

By signing below the parties' authorized representatives hereby indicate their authority to execute, and acceptance of, this Agreement.

Tel/Logic Inc., d.b.a. E-
Rate Central,

Signature: _____

Date: _____

Andrew G. Eisley
400 Post Ave. Suite 410
Westbury, NY 11590-2291
(877) 801-7880

Hernando County
School Board

Signature: _____

Date: _____

Kayce Hawkins, Board Chair
919 N. Broad Street
Brooksville, FL 34601

Attest:

Signature: _____

Date: _____

Ray Pinder, Superintendent
919 N. Broad Street
Brooksville, FL 34601

Approved as to Legal Sufficiency
Caroline I. Mockler, Esq.
Staff Counsel, HCSD
12:00 pm, 03/09/2026

**STANDARD ADDENDUM TO AGREEMENTS WITH
THE HERNANDO COUNTY SCHOOL BOARD**

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes, and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the officer's/employee's office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes, if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. The parties agree to each pay their own attorneys' fees and costs relating to the negotiation of the Agreement and this Addendum and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

5. If the Agreement requires the expenditure of funds for more than one fiscal year, the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida, hereinafter ("Court") have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement to the extent that such party's performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions

of Chapter 218, Florida Statutes.

13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in Section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland Security's E-Verify system <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes, and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement and Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and Contractor will indemnify and hold the School Board harmless for any and all damages and expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and

b. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and

d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Ellerman_a@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties who are essential to Contractor's delivery of its services to the School Board and who are bound to maintain the confidentiality of student information/records, and prohibited from unauthorized redisclosure of such information. Furthermore, Contractor agrees to maintain and utilize all such student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(13), Florida Statutes.

20. If the Contractor receives access to an individual's personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor: Tel/Logic Inc. dba E-Rate Central

Julieanne Himsworth

Printed Name: Julieanne Himsworth, Ed.D.

Title: Procurement Specialist

Date: February 6, 2026

| |
|--|
| Approved as to Content & Form Caroline Mockler, Esq. Staff Counsel, HCSD 10:44 am, 06/17/2025 |
|--|

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

| | | |
|--|--|---|
| Print or type. <i>See Specific Instructions on page 3.</i> | 1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) | |
| | Tel/Logic Inc. | |
| | 2 Business name/disregarded entity name, if different from above. | |
| | E-Rate Central | |
| 3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____ | | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ |
| 3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/> | | <i>(Applies to accounts maintained outside the United States.)</i> |
| 5 Address (number, street, and apt. or suite no.). See instructions. | | Requester's name and address (optional) |
| 400 Post Avenue, Suite 410 | | |
| 6 City, state, and ZIP code | | |
| Westbury, NY 11590-2291 | | |
| 7 List account number(s) here (optional) | | |

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

| | | | | | | | | | |
|---------------------------------------|---|---|---|---|---|---|---|---|---|
| Social security number | | | | | | | | | |
| | | | | | | | | | |
| - | | | | - | | | | | |
| or | | | | | | | | | |
| Employer identification number | | | | | | | | | |
| 1 | 1 | - | 2 | 9 | 0 | 7 | 6 | 0 | 8 |

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

| | | |
|------------------|--------------------------|------------------------|
| Sign Here | Signature of U.S. person | Date 10/30/2025 |
|------------------|--------------------------|------------------------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

Caution: If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What Is FATCA Reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding. Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441-1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(l)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under "*By signing the filled-out form*" above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier.

What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

• **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note for ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

• **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or "doing business as" (DBA) name on line 2.

• **Partnership, C corporation, S corporation, or LLC, other than a disregarded entity.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

• **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.

• **Disregarded entity.** In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner's name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

Line 3a

Check the appropriate box on line 3a for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3a.

| IF the entity/individual on line 1 is a(n) . . . | THEN check the box for . . . |
|--|--|
| • Corporation | Corporation. |
| • Individual or • Sole proprietorship | Individual/sole proprietor. |
| • LLC classified as a partnership for U.S. federal tax purposes or • LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation | Limited liability company and enter the appropriate tax classification: P = Partnership, C = C corporation, or S = S corporation. |
| • Partnership | Partnership. |
| • Trust/estate | Trust/estate. |

Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

Note: A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

Line 4 Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2—The United States or any of its agencies or instrumentalities.
- 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
- 5—A corporation.
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory.
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission.
- 8—A real estate investment trust.
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
- 10—A common trust fund operated by a bank under section 584(a).
- 11—A financial institution as defined under section 581.
- 12—A middleman known in the investment community as a nominee or custodian.
- 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

| IF the payment is for . . . | THEN the payment is exempt for . . . |
|--|---|
| • Interest and dividend payments | All exempt payees except for 7. |
| • Broker transactions | Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012. |
| • Barter exchange transactions and patronage dividends | Exempt payees 1 through 4. |
| • Payments over \$600 required to be reported and direct sales over \$5,000 ¹ | Generally, exempt payees 1 through 5. ² |
| • Payments made in settlement of payment card or third-party network transactions | Exempt payees 1 through 4. |

¹ See Form 1099-MISC, Miscellaneous Information, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

- A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).
- B—The United States or any of its agencies or instrumentalities.
- C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).
- E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i).

- F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.
- G—A real estate investment trust.
- H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.
- I—A common trust fund as defined in section 584(a).
- J—A bank as defined in section 581.
- K—A broker.
- L—A trust exempt from tax under section 664 or described in section 4947(a)(1).
- M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/EIN. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

| For this type of account: | Give name and SSN of: |
|--|---|
| 1. Individual | The individual |
| 2. Two or more individuals (joint account) other than an account maintained by an FFI | The actual owner of the account or, if combined funds, the first individual on the account ¹ |
| 3. Two or more U.S. persons (joint account maintained by an FFI) | Each holder of the account |
| 4. Custodial account of a minor (Uniform Gift to Minors Act) | The minor ² |
| 5. a. The usual revocable savings trust (grantor is also trustee) | The grantor-trustee ¹ |
| b. So-called trust account that is not a legal or valid trust under state law | The actual owner ¹ |
| 6. Sole proprietorship or disregarded entity owned by an individual | The owner ³ |
| 7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))** | The grantor* |

| For this type of account: | Give name and EIN of: |
|---|---------------------------|
| 8. Disregarded entity not owned by an individual | The owner |
| 9. A valid trust, estate, or pension trust | Legal entity ⁴ |
| 10. Corporation or LLC electing corporate status on Form 8832 or Form 2553 | The corporation |
| 11. Association, club, religious, charitable, educational, or other tax-exempt organization | The organization |
| 12. Partnership or multi-member LLC | The partnership |
| 13. A broker or registered nominee | The broker or nominee |
| 14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments | The public entity |
| 15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B))** | The trust |

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

* **Note:** The grantor must also provide a Form W-9 to the trustee of the trust.

** For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Go to www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.

A. Item Currently Budgeted -

| No Financial Impact | | | | | | | | | | |
|--------------------------|-------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Name | | | | | | | | | | |
| Account Number | 1100E | 7900 | 3690 | 9221 | 40100 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 13,300.00 | | | | | | \$ 13,300.00 | | \$ 13,300.00 | | |

| Account Name | | | | | | | | | | |
|--------------------------|------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ | | | | | | \$ | | \$ | | |

B. Item Currently Not Budgeted -**

| | | | | | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Funding Source | _____ | | | | | | | | | |
| Account Name | _____ | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ | _____ | | | | | | | | |

| | | | | | | | | | | |
|----------------|-------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Funding Source | _____ | | | | | | | | | |
| Account Name | _____ | | | | | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ | _____ | | | | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ 12,500.00
 Prior Year Actual Spent: \$ 12,500.00

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 37. 26-3662

3/24/2026

Title and Board Action Requested

Approve the Purchase of Advanced Placement Exams from College Board and Authorize the Issuance of Purchase Orders in an Estimated Amount of \$234,722.00

Executive Summary

The Director of Secondary Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve the purchase of various Advanced Placement Exams from College Board for an estimated cost of \$234,722.00 (2,997 exams), including shipping and handling. Florida Statute 1007.27 requires the district to provide curricular options to include accelerated mechanism that shorten the time necessary for a student to complete the requirements to earn a high school diploma and post-secondary degree.

My Contact

Dr. John Morris
Director of Secondary Programs
352-797-7000 ext. 70443
morris_j@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Welcome, John!

[Teacher View](#) → | [Student View](#) →

[Hernando County Schools](#) ▾

2025-2026

Student Registrations

Students

Enrollments

2,838

4,984

Exam Registrations

Taking

Not Taking

Undecided

2,997

4

0

Cost

Total Cost

\$234,722

A. Item Currently Budgeted -

| Account Name | Basic Ed | | Supplies | Academic Services | Advanced Placement | | | | | |
|--------------------------|----------|-------------------|----------|-------------------------------------|--------------------|--------------------------|---|-----------------|---|-----------------------------|
| Account Number | 1100E | 5100 | 5100 | 9410 | 53100 | | | | | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ 322,079.16 | | \$ 0.00 | | \$ 1,500.00 | | \$ 320,579.16 | | \$ 234,722.00 | | \$ 85,857.16 |

| Account Name | | | | | | | | | | |
|--------------------------|------|-------------------|--------|-------------------------------------|---------|--------------------------|---|-----------------|---|-----------------------------|
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available |
| \$ | \$ | \$ | \$ | \$ | \$ | \$ | | | | |

B. Item Currently Not Budgeted -**

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

| | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|
| Funding Source | _____ | | | | | |
| Account Name | _____ | | | | | |
| Account Number | Fund | Function | Object | Cost Center | Project | Sub Project |
| Amount | \$ _____ | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 38. 26-3664

3/24/2026

Title and Board Action Requested

Approve the Renewal of the Piggyback of Sourcewell Solicitation RFP #091521, Contract #091521-NAF for Cars, Trucks, Vans, SUVs, Cab Chassis & Other Vehicles, Awarded to National Auto Fleet Group (NAFG), and Authorize the Purchase of a 2026 Ford Transit Passenger Vehicle for an Estimated Spending of up to \$100,000.00

Executive Summary

The Supervisor of College and Career Programs, on behalf of the Superintendent of Schools, hereby requests the Board to approve the renewal of the Piggyback of Sourcewell Solicitation RFP #091521, Contract #091521-NAF for Cars, Trucks, Vans, SUVs, Cab Chassis & Other Vehicles, awarded to national Auto Fleet Group (NAFG), and authorize the purchase of a 2026 Ford Transit Passenger Vehicle in an estimated spending of up to \$100,000.00.

Alan Jay Automotive Network serves as a qualified partner to the NAFG Contract, serving the state of Florida. HCSB Bid #23-070-37 PB RN has been assigned for internal tracking purposes.

Funding for this purchase is provided through the Workforce Development Capitalization Incentive Grant Program (Workforce CAP), specifically awarded to support the Agritechnology Program at Hernando High School. This purchase will strengthen program implementation, increase student engagement, and expand access to high-demand career pathways. No General Fund dollars will be used for this initiative.

My Contact

Beth Lastra
Supervisor of College and Career Programs
352-797-7000 ext. 70474
lastra_b@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting:

March 24, 2026

Bid No. 23-070-37 PB RN

**Bid Title: Cars, Trucks, Vans, SUVs, Cab
Chassis & Other Vehicles**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Bid Termination | <input type="checkbox"/> Revisions/Amendments to Bid | <input type="checkbox"/> Bid Extension | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Reversed Auction | <input checked="" type="checkbox"/> Piggyback Cooperative | | |

Bid Contract Period: 03/24/2026 through 11/08/2026

N/A – One Time Purchase

Contract Type:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Estimated Dollar Amount | <input type="checkbox"/> Firm, Fixed Dollar Amount | <input type="checkbox"/> Firm, Fixed Unit Prices | <input checked="" type="checkbox"/> Firm, Fixed Unit Prices, Hourly Rates, Fees and/or Percentages |
|---|---|---|--|

Renewal Options:

- | | | | |
|----------------------------------|--|---|--|
| No. of Terms <u>Remaining</u> | <input type="checkbox"/> Length of <u>Each Term (month)</u> | <input type="checkbox"/> Length of <u>Each Term (year)</u> | <input checked="" type="checkbox"/> None |
|----------------------------------|--|---|--|

Rationale/Reason: Renewal of the Piggyback of Sourcewell Solicitation RFP #091521, Contract #091521-NAF for *Cars, Trucks, Vans, SUVs, Cab Chassis & Other Vehicles*, awarded to National Auto Fleet Group (NAFG). Alan Jay Automotive Network serves as a qualified partner to the NAFG Contract, serving the state of Florida. HCSB Bid #23-070-37 PB has been assigned for internal tracking purposes.

**Bidders Electronically
Downloaded From Public
Purchase Website:**

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

**N/A – Bids Not
Required: Piggyback**

Submitted By: Steve Crognale
Executive Director of Support Operations

School(s): District Wide

Requested By: Beth Lastra
Supervisor of College and Career Programs

Department(s): CTE

Recommended award, description of items and prices: (See attached)

T/C CODE: 2337

ALAN JAY FLEET SALES

Contract Number: 2026 091521-NAF & 032824-NAF
 Quote ID: 70450
 Agency: HERNANDO COUNTY SCHOOL BOARD
 Date: 2/27/2026

Thank you from the Alan Jay Fleet Team for the opportunity to provide this quotation for (1) 2026 FORD TRANSIT T-350 WAGON MEDIUM ROOF RWD 148" WB XL - (12-PASS BASE), please review carefully and contact us with any errors or changes.

| | |
|----------------------|-------------|
| MSRP: | \$61,575.00 |
| Base Price: | \$56,737.00 |
| Factory Options: | \$2,574.00 |
| Aftermarket Options: | \$8,280.00 |
| Purchase Total: | \$67,591.00 |

Per attached vehicle specifications.

This quotation is valid as long as the manufacturer is accepting orders for the model year specified. Purchase orders received after factory order cutoff may not be honorable. The vehicle(s) offered on this quotation will be ordered in the color(s) listed. Please contact your Alan Jay sales representative with any questions you have on this quote.

Quoted By: CHRISTY SELF / 904-838-4999 / Christy.Self@AlanJay.com



Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

| | | | | |
|--------------------------------|--------------------|---------------------|-----------------|------------------------|
| PHONE (800) ALANJAY (252-6529) | | DIRECT 863-385-9610 | WWW.ALANJAY.COM | 70450-2 |
| Corporate Office | 2003 U.S. 27 South | MOBILE 904-838-4999 | Mailing Address | P.O. BOX 9200 |
| | Sebring, FL 33870 | FAX 863-402-4221 | | Sebring, FL 33871-9200 |

ORIGINAL QUOTE DATE
2/27/2026

QUICK QUOTE SHEET

REVISED QUOTE DATE
2/27/2026

| | | | |
|-------------------|------------------------------|--------|--|
| REQUESTING AGENCY | HERNANDO COUNTY SCHOOL BOARD | | |
| CONTACT PERSON | RON RALPH | EMAIL | RALPH_R@HCSB.K12.FL.US |
| PHONE | 352-797-7050 | MOBILE | 217-898-7791 |
| | | FAX | |

SOURCEWELL CONTRACT # 2026 091521-NAF & 032824-NAF www.NationalAutoFleetGroup.com

| | | | |
|-------|---|------|-------------|
| MODEL | X2C 301A | MSRP | \$61,575.00 |
| | 2026 FORD TRANSIT T-350 WAGON MEDIUM ROOF RWD 148" WB XL - (12-PASS BASE) | | |

CUSTOMER ID **CONTRACT PRICE** \$56,737.00

BED LENGTH

*** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.*

| FACTORY OPTIONS | DESCRIPTION | |
|-----------------|---|------------|
| YZ | Oxford White | \$0.00 |
| VK | Dark Palazzo Gray, Vinyl Front Bucket Seats | \$0.00 |
| 998 | Engine: 3.5L PFDi V6 Flex-Fuel | \$0.00 |
| 44U | Transmission: 10-Spd Automatic w/OD & SelectShift | \$0.00 |
| 153 | OPTIONS Front License Plate Bracket | \$0.00 |
| 21G | Dark Palazzo Gray Vinyl Bucket Seats | \$0.00 |
| 301A | Order Code 301A | \$0.00 |
| 86F | 2 Additional Keys (4 Total) | \$74.00 |
| X73 | 3.73 Axle Ratio | \$0.00 |
| ESTIMATE27 | ESTIMATED INCREASE - 2027 ORDER BANK NOT YET OPEN. THIS IS A BUDGET QUOTE ONLY. ACTUAL PRICE MAY VARY UP OR DOWN. | \$2,500.00 |

| CONTRACT OPTIONS | DESCRIPTION | FACTORY OPTIONS | |
|------------------|--|-------------------------|-------------------|
| NO-TEMP | TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK. | | \$0.00 |
| MW 10 PASS | Package 12 to 10 Passenger on 148" WB Wagon Re-arrange Rear OEM Seating, Disable Seat Mounting Locations, Cover Floor Pockets with Non-Slip Surface. ** Re-Classify OEM Vehicle from Bus to MPV IMPORTANT NOTES: ** Can only be built on an Untitled Vehicle ** This build can only be built on a Ford Transit Wagon WITH SEATS! | | \$8,280.00 |
| | | CONTRACT OPTIONS | \$8,280.00 |

TRADE IN **TOTAL COST** \$67,591.00

YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~

TOTAL COST LESS TRADE IN(S) QTY 1 \$67,591.00

Estimated Annual payments for 60 months paid in advance: \$15,540.57
Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments QUOTE SUBJECT TO FACTORY ORDER ACCEPTANCE or 30 DAYS

VEHICLE QUOTED BY **CHRISTY SELF** GOVERNMENT ACCOUNT MANAGER Christy.Self@AlanJay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time. I am always happy to be of assistance.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (✔ Complete)

Image Not Available

Note:Photo may not represent exact vehicle or selected equipment.

Window Sticker

SUMMARY

[Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD

MSRP:\$59,980.00

Interior:Dark Palazzo Gray, Vinyl Front Bucket Seats

Exterior 1:Oxford White

Exterior 2:No color has been selected.

Engine: 3.5L PFDi V6 Flex-Fuel

Transmission: 10-Spd Automatic w/OD & SelectShift

OPTIONS

| CODE | MODEL | MSRP |
|--------------------|--|--------------------|
| X2C | [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD | \$59,980.00 |
| OPTIONS | | |
| 153 | Front License Plate Bracket | \$0.00 |
| 21G | Dark Palazzo Gray Vinyl Bucket Seats | \$0.00 |
| 301A | Order Code 301A | \$0.00 |
| 44U | Transmission: 10-Spd Automatic w/OD & SelectShift | \$0.00 |
| 86F | 2 Additional Keys (4 Total) | \$75.00 |
| 998 | Engine: 3.5L PFDi V6 Flex-Fuel | \$0.00 |
| VK | Dark Palazzo Gray, Vinyl Front Bucket Seats | \$0.00 |
| X73 | 3.73 Axle Ratio | \$0.00 |
| YZ | Oxford White | \$0.00 |
| SUBTOTAL | | \$60,055.00 |
| Adjustments Total | | \$0.00 |
| Destination Charge | | \$2,095.00 |
| TOTAL PRICE | | \$62,150.00 |

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.

**ALAN JAY FLEET**

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD ( Complete)**FUEL ECONOMY**

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

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ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (✔ Complete)

Standard Equipment

Mechanical

Engine: 3.5L PFDi V6 Flex-Fuel -inc: port injection (STD)
 Transmission: 10-Spd Automatic w/OD & SelectShift -inc: auxillary transmission oil cooler (STD)
 3.73 Axle Ratio (STD)
 50-State Emissions System
 Transmission w/Oil Cooler
 Rear-Wheel Drive
 70-Amp/Hr Maintenance-Free Battery w/Run Down Protection
 HD 250 Amp Alternator
 3097# Maximum Payload
 GVWR: 9,500 lb
 Gas-Pressurized Front Shock Absorbers and HD Gas-Pressurized Rear Shock Absorbers
 Front Anti-Roll Bar
 Electric Power-Assist Steering
 25.1 Gal. Fuel Tank
 Single Stainless Steel Exhaust
 Strut Front Suspension w/Coil Springs
 Solid Axle Rear Suspension w/Leaf Springs
 4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake

Exterior

Wheels: 16" Silver Steel w/Black Hubcap
 Wheels w/Hub Covers
 Tires: 235/65R16C 121/119 R AS BSW
 Steel Spare Wheel
 Full-Size Spare Tire Stored Underbody w/Crankdown
 Black Front Bumper
 Black Rear Bumper w/1 Tow Hook
 Black Bodyside Cladding and Black Wheel Well Trim
 Black Side Windows Trim and Black Front Windshield Trim

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Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (Complete)

Exterior

Black Door Handles

Black Power Side Mirrors w/Convex Spotter and Manual Folding

Fixed Rear Window w/Defroster

Rain Detecting Variable Intermittent Wipers

Deep Tinted Glass

Fully Galvanized Steel Panels

Black Grille

Sliding Rear Passenger Side Door

Split Swing-Out Rear Cargo Access

Tailgate/Rear Door Lock Included w/Power Door Locks

Ford Co-Pilot360 - Autolamp Auto On/Off Reflector Halogen Auto High-Beam Headlamps w/Delay-Off

Headlights-Automatic Highbeams

Entertainment

Radio w/Seek-Scan, Clock, Aux Audio Input Jack, Steering Wheel Controls and External Memory Control

Radio: AM/FM Stereo

8 Speakers

Streaming Audio

Fixed Antenna

Ford Connectivity Package (1-Year Included) -inc: unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment, Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app w/credit card authorization; customer may cancel at any time, Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features, Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations, If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan

1 LCD Monitor In The Front

Real-Time Traffic Display

Interior

Dark Palazzo Gray Cloth Bucket Seats -inc: 2-way manual driver seat w/lumbar, 2-way manual passenger seat, 2-way adjustable headrest and driver and passenger armrest (STD)

Front Seats w/Cloth Back Material and Manual Driver Lumbar

4-Way Driver Seat -inc: Manual Recline, Fore/Aft Movement and Manual Lumbar Support

4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement

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Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (✔ Complete)

Interior

Removable Bench Front Facing Rear Seat
 Manual Tilt/Telescoping Steering Column
 Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter and Trip Odometer
 Fixed Rear Windows and Fixed 3rd Row Windows
 Ford Connect 5G Mobile Hotspot Internet Access
 Removable Split-Bench 3rd Row Seat Front, 3 Manual and Adjustable Head Restraints
 Removable Split-Bench Front Facing 4th Row Seat Number, Control and Type Head Restraint
 Front Cupholder
 Rear Cupholder
 Proximity Key For Push Button Start Only
 Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
 Cruise Control w/Steering Wheel Controls
 Manual Air Conditioning
 Rear HVAC
 HVAC -inc: Underseat Ducts
 Locking Glove Box
 Driver Foot Rest
 Interior Trim -inc: Metal-Look Instrument Panel Insert
 Full Cloth Headliner
 Urethane Gear Shifter Material
 Cloth Front Bucket Seats
 Day-Night Rearview Mirror
 Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination
 Partial Floor Console w/Storage and 2 12V DC Power Outlets
 Front Map Lights
 Fade-To-Off Interior Lighting
 Full Vinyl/Rubber Floor Covering
 Vinyl/Rubber Floor Trim
 Cargo Space Lights

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 Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (Complete)

Interior

Integrated Navigation System w/Voice Activation

Smart Device Integration

SYNC 4 -inc: 12" center display, Bluetooth, dual USB ports, enhanced voice recognition and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digital owner's manual and conversational voice command recognition

Instrument Panel Bin, Driver / Passenger And Rear Door Bins

Power 1st Row Windows w/Driver 1-Touch Down

Power Door Locks w/Autolock Feature

Driver Information Center

Analog Appearance

Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints

Driver And Front Passenger Armrests

Securilock Anti-Theft Ignition (pats) Immobilizer

2 12V DC Power Outlets

Safety-Mechanical

Ford Co-Pilot360 w/Side Wind Stabilization Electronic Stability Control (ESC) And Roll Stability Control (RSC)

ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Front And Rear Parking Sensors

PCA with AEB and Intersection Assist

Lane-Keeping System Lane Keeping Assist

Lane-Keeping System Lane Departure Warning

Collision Mitigation-Front

Driver Monitoring-Alert

Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags

Safety Canopy System Curtain 1st, 2nd And 3rd Row Airbags

Airbag Occupancy Sensor

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Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.



ALAN JAY FLEET

CHRISTY SELF | 863-385-9610 | CHRISTY.SELF@ALANJAY.COM

Vehicle: [Fleet] 2026 Ford Transit Passenger Wagon (X2C) T-350 148" Med Roof XL RWD (Complete)

Safety-Interior

Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners

Back-Up Camera

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

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Data Version: 27122. Data Updated: Nov 30, 2025 6:45:00 PM PST.

A. Item Currently Budgeted -

| Transportation / MV Other Than Bus / CTE / Grant - Work Force Dev Cap 25/27 | | | | | | | | | | | |
|---|---|-------------------|----------|-------------------------------------|-------------|--------------------------|-------------|-----------------|---|-----------------------------|--|
| Account Name | | 1100E | | 7800 | | 6520 | | 9415 | | 88701 | |
| Account Number | | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ 0.00 | | \$ 0.00 | | \$ 0.00 | | \$ 100,000.00 | | \$ 100,000.00 | | \$ 0.00 | |

| | | | | | | | | | | | |
|--------------------------|---|-------------------|----------|-------------------------------------|-------------|--------------------------|-------------|-----------------|---|-----------------------------|--|
| Account Name _____ | | | | | | | | | | | |
| Account Number _____ | | | | | | | | | | | |
| | | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Original Approved Budget | + | Budget Amendments | - | Expenditures / Encumbrances To Date | = | Current Available Budget | - | Present Request | = | Remaining Balance Available | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | |

B. Item Currently Not Budgeted -**

| | | | | | | | | | | | |
|----------------------|----|-------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Funding Source _____ | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number | | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ | _____ | | | | | | | | | |

| | | | | | | | | | | | |
|----------------------|----|-------|----------|--------|-------------|---------|-------------|--|--|--|--|
| Funding Source _____ | | | | | | | | | | | |
| Account Name _____ | | | | | | | | | | | |
| Account Number | | Fund | Function | Object | Cost Center | Project | Sub Project | | | | |
| Amount | \$ | _____ | | | | | | | | | |

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ _____
 Prior Year Actual Spent: \$ _____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**



Hernando School District

School Board Regular Meeting

Agenda Item # 39. 26-3634

3/24/2026

Title and Board Action Requested

Approve the First Amendment to SROA, School Resource Officer Agreement, of the Hernando County Sheriff's Office contract which will represent School Resource Officer use of body-worn cameras.

Executive Summary

The Director of Safe Schools, on behalf of the Superintendent of Schools, hereby requests the Board to review and approve the First Amendment to SROA, School Resource Officer Agreement, of the Hernando County Sheriff's Office contract which will represent School Resource Officer use of body-worn cameras. The purpose of this Amendment is to include terms and conditions that School Resource Officers (SROs) assigned to Hernando County Schools by the Hernando County Sheriff's Office must abide by when using body-worn cameras, in accordance with Florida Statute §1006.12.

My Contact

Angel Pagan
Director of Safe Schools
352-797-7233 x 495
Pagan_a3@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

FIRST AMENDMENT TO SCHOOL RESOURCE OFFICER AGREEMENT between The
HERNANDO COUNTY SHERIFF'S OFFICE AND THE SCHOOL BOARD OF HERNANDO
COUNTY, FLORIDA

THIS FIRST AMENDMENT TO THE SCHOOL RESOURCE OFFICER AGREEMENT (this "SROA") is entered into and made effective the day of last signature, by and between the School Board of Hernando County, Florida (hereinafter referred to as the "Board"), and Al Nienhuis, in his capacity as the Sheriff of Hernando County, Florida, a County Constitutional Officer and a County Charter Officer (hereinafter referred to as the "Sheriff" or "Agency"). The Board and the Sheriff are herein collectively referred to as the "Parties" and individually referred to as a "Party."

1. This Amendment modifies the School Resource Officer Agreement effective July 1, 2025, and expiring June 30, 2028 ("SROA") between the Parties.
2. The purpose of this Amendment is to include terms and conditions that School Resource Officers (SROs) assigned to Hernando County Schools by the Hernando County Sheriff's Office must abide by when using body-worn cameras, in accordance with Florida Statute §1006.12.
3. The following new section is hereby added to the SROA:

SRO USE OF BODY-WORN CAMERA

- A. The following additional duties and responsibilities shall apply if the assigned SRO or replacement SRO is required by the Agency to utilize body-worn camera in the course of his/her business.
 - i. Agency shall have a clearly defined body-worn camera policy which shall address its use in the school, a copy of which shall be provided to the Hernando County School District's Director of Safe Schools.
 - ii. The use of the body-worn camera is for use solely when the SRO is performing law enforcement functions on campus. The body-worn cameras are not to be left on for continuous recording. The SRO will only activate the body-worn camera at the commencement of a law enforcement function and stop the recording with the body-worn camera at the conclusion of the law enforcement function.
 - iii. The determination of when an SRO is performing a law enforcement function shall be made by the Agency in accordance with its policies and applicable law.
 - iv. Agency must have clearly articulated standards for secure evidence storage and preservation, a copy of which shall be provided to the Hernando County School District's Director of Safe Schools.

First Amendment to SROA

- v. Agency is responsible for having each applicable SRO participate in initial training pertaining to equipment use and compliance with applicable laws concerning the use of the body-worn camera.
 - vi. The SRO will document the use of the body worn camera by use of the agency case reference or other method when the body-worn camera is used within the school and provide the Hernando County School Director of Safe Schools such documentation upon request and as authorized by law.
 - vii. The SRO shall not release any body-worn camera recording. Body worn camera recordings will only be released by the Body Worn Camera Unit, and/or the Hernando County Sheriff's Office Records Unit in accordance with public records laws under Chapter 119 of the Florida State Statute, the Family Educational Rights and Privacy Act, or otherwise required by law.
- B. All body-worn camera recording captured by the Agency's SROs within the school, remains the property and work product of the Agency. Any requests made to the School Board by a third party for copies of Agency video recordings shall be referred to the Agency's Records Division for handling in accordance with Florida law. The Agency and School Board further agree that if equipped with the use of a body-worn camera then the camera operation is part of the SRO's uniform. It is the intention of this Agreement that within the school setting, the body-worn cameras will only be used when taking law enforcement action, or as otherwise authorized by the Agency's policy.
- C. Any alleged or actual violation of the Agency's body-worn camera policy by an SRO shall be addressed solely through the Agency's internal administrative and disciplinary procedures. Such violation shall not constitute a material breach of the SROA nor serve as grounds for termination or invalidation of this Amendment.
4. CONFIDENTIALITY: The Parties acknowledge that many of their communications and documentation pertaining to the SROA or any subsequent Amendment may contain sensitive security information that is confidential and exempt from public records disclosure requirements in accordance with Section 281.301, Florida Statutes, and Section 119.071(3), Florida Statutes. Each party acknowledges and agrees that it will comply with all aspects of Florida law relative to this Agreement, including, but not limited to, the provisions of Chapters 119 and 281, Florida Statutes, pertaining to security systems/features, personnel schedules, training plans or schedules, duties, assignments, security personnel numbers, plans, records and meetings that may be exempt from public access or disclosure.
5. PUBLIC RECORDS - IF PARTIES HAVE QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119 AND 281, FLORIDA STATUTES, TO THEIR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS SROA, THEY SHALL CONTACT THE SHERIFF'S CUSTODIAN OF RECORDS AT 352-797-3635, PUBLICRECORDS@HERNANDOSHERIFF.ORG, HERNANDO COUNTY SHERIFF'S OFFICE, ATTENTION: RECORDS, 18900 CORTEZ BLVD,

First Amendment to SROA

BROOKSVILLE, FLORIDA 34601, AND/OR THE CUSTODIAN OF PUBLIC RECORDS FOR THE HERNANDO COUNTY SCHOOL DISTRICT AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, at ELLERMAN_A@HCSB.K12.FL.US, (352) 797-7009.

- 6. EFFECT OF AMENDMENT - Except as expressly amended herein, all terms and conditions of the original SROA shall remain in full force and effect. In the event of any conflict between the terms of this Amendment and the original SROA, the terms of this Amendment shall prevail.
- 7. ENTIRE AGREEMENT - This Amendment, together with the original SROA, constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral.

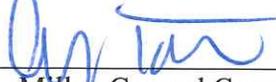
IN WITNESS WHEREOF, the authorized representatives of each of the Parties hereto sign this First Amendment to the SROA below on the date specified below, but in all events effective upon final signature.

SHERIFF OF HERNANDO COUNTY,
FLORIDA

By: 
Al Nienhuis, Sheriff

Dated: Feb 27, 2026

Approved as to Form:

By: 
Ashley Miller, General Counsel
Hernando County Sheriff's Office

Dated: Feb 26, 2026

SCHOOL BOARD OF HERNANDO COUNTY,
FLORIDA

By: _____
Kayce Hawkins, Board Chair

Dated: _____, 2026

Attest:
By: _____
Ray Pinder, Superintendent

Dated: _____, 2026

| |
|--|
| Approved as to Legal Sufficiency |
| Caroline I. Mockler, Esq. Staff Counsel, HCSD |
| 12:08 pm, 02/27/2026 |

| | | | | | | | | | | | | | |
|-------------------------------------|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| A. Item Currently Budgeted - | | | | | | | | | | | | | |
| Account Name | | No Financial Impact | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|---------------------|--|---------------------------------------|--|----------------------------|--|-------------------|--|-------------------------------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Original Approved Budget | | + Budget Amendments | | - Expenditures / Encumbrances To Date | | = Current Available Budget | | - Present Request | | = Remaining Balance Available | | | |
| \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | \$ _____ | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|---|--|-------|--|----------|--|--------|--|-------------|--|---------|--|-------------|--|
| B. Item Currently Not Budgeted -** | | | | | | | | | | | | | |
| Funding Source | | | | | | | | | | | | | |
| Account Name | | | | | | | | | | | | | |
| Account Number | | Fund | | Function | | Object | | Cost Center | | Project | | Sub Project | |
| Amount \$ | | _____ | | | | | | | | | | | |

| | | | | | | | | | |
|---|--|----------|--|--|--|--|--|--|--|
| C. History | | | | | | | | | |
| Check one: | | | | | | | | | |
| Prior Year Budget: <input type="radio"/> | | | | | | | | | |
| New for Current Year: <input type="radio"/> | | | | | | | | | |
| Prior Year Approved Budget: | | \$ _____ | | | | | | | |
| Prior Year Actual Spent: | | \$ _____ | | | | | | | |

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****



Hernando School District

School Board Regular Meeting

Agenda Item # 40. 26-3632

3/24/2026

Title and Board Action Requested

Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Executive Summary

Please see the attached form if you wish to make a presentation before the School Board for matters that pertain to other Hernando County School issues on which the School Board customarily takes actions.

My Contact

Ray Pinder
Superintendent of Schools

2023-28 Strategic Focus Area

Other

Financial Impact

There is no financial impact.

NON-AGENDA ITEM COMMENT FORM FOR SPEAKERS

Failure to complete this form or to sign below will prevent the Citizen Input form
from being presented to the Board Chair.

LEGAL NAME/PRINTED: _____

LEGAL ADDRESS: _____

PHONE: (____) _____

Identify topics **not** included on the agenda. Topics need to address educational concerns.

TOPIC: _____

Guidelines:

Limited agenda time and the need to conduct meetings in an orderly fashion require that you adhere to the following Citizen's Input guidelines:

- The speaker will adhere to a three (3) minute time limit per speaker.
- Time may not be yielded to other speakers.
- The Chairperson has the authority to limit discussion if the subject is outside of the authority of the School Board Members regarding an issue that is repetitive or is addressing a legally confidential issue.
- Materials or documents you wish to share with the School Board must be attached to this form.
- The Chairperson may deny all forms submitted after the Board Meeting is called to order.
- The HCSD Code of Civility is in effect at all times (see other side).
- The Board typically does not respond to remarks or questions made during Citizen Comments.

My signature is confirmation that I have read, understand, and agree to abide by all guidelines and HCSD Code of Civility:

Signature of speaker: _____

Chairperson's Approval of form: _____

| |
|-----------------------------|
| FOR OFFICE USE ONLY: |
| Date Received: _____ |
| Time Received: _____ |

Hernando County School Board

CODE OF CIVILITY

The education of our children depends on the ability of the community, parents and staff to share responsibilities, meaningful communication and welcomed participation. Civility reflects the ability of each person to affirm the collective worth of being respectful.

With that, all persons attending or speaking at a school board meeting shall:

- Listen carefully and respectfully
- Not use any offensive gestures, language or profanity
- Not use any threatening words or actions
- Not display any disruptive behaviors, temper or insulting/demeaning words
- Treat others as they would like to be treated
- Never bully, harass or abuse others

*Any lack of civility by any person will result in that person being directed by the Superintendent, or Chairperson, to leave the premises. Failure to follow a directive will result in law enforcement assistance.

Note: The Board typically does not respond to remarks or questions made during citizen input. While no immediate action will be taken by the Board, the Superintendent may follow up the inquiries/comments by directing staff to intervene.