

Regular Board of Education Meeting

October 28, 2024 5:00 PM

Robert J. Smallridge School Administration Building

I. Call to Order

II. Pledge of Allegiance and Presentation of Colors

III. School Program by Robertsville Middle School

IV. Approval of Agenda

V. Special Reports/Presentations

A. Good News

B. 2024 TSBA East District Student Achievement Award Recipient - Lily Shelton

C. 2024 TSBA East District School Volunteer Award Recipient - Mr. Jay Adams

VI. Public Forum

VII. Consent Agenda

A. Board Minutes 09-23-24

B. ORHS NJROTC Field Trip to Honolulu, HI

VIII. Items for Action

A. FY24 LEA Compliance Report

B. FY25 Homeless 2.0 Grant Carryover Funds

C. FY25 Preschool Policy Committee By-laws

D. Permanent Substitute Position

E. Position Reclassification - Executive Director of Finance

F. Position Reclassification - Chief Communications Officer

G. Addition of a 1.0 FTE Communications Coordinator

H. ORHS Softball Field Construction Project

I. Pipe Replacement at Woodland Elementary

J. Purchase of Food Service Equipment

IX. Items for Information

A. Legislative Update

B. Financial Report

C. Enrollment & Attendance Report

X. Items for Discussion

A. Superintendent's Evaluation

XI. Old Business

XII. New Business

XIII. Communications

XIV. Adjournment



Willow Brook

Over the past two months, WBES student-athletes have made their debut in the Knoxville Youth Athletics, Cross Country program. This esteemed program fosters a positive environment for physical activity and teamwork, aligning perfectly with Willow Brook's values. This was made possible by Allen Etheridge sharing information with our amazing PE teacher/coach Destiny Satkowski. Nyjah Brown, Joseph Cromwell, and Maddox Rosales proudly represented our school, competing against over 500 students from Eastern Tennessee each week. Through dedication and perseverance, each athlete achieved their seasonal goals including new personal records and finishing in the top 50th percentile of all runners. We are thrilled with our inaugural cross country season's success and look forward to the program's continued growth and excellence at Willow Brook!

1st grade teacher Michelle Chenot was recently accepted into the NIET Educator Leader Network, which engages in ongoing professional development through a book study and networking with other leaders. The program will connect, support, and build capacity in our teacher leaders to elevate their impact. Congratulations to Mrs. Chenot!

WBES staff participated in a Poverty Simulation as part of their professional development. This activity is an interactive, immersion experience and gives participants a glimpse into the structural barriers, as well as some of the personal and emotional repercussions people in poverty face. Thanks to Ms. Painter and numerous other community partners for making this experience happen for our staff members.

Ridgeview in-school therapist Meredith Yeager presented professional development to our staff surrounding Behavior Prevention and De-escalation Strategies. Ridgeview provides various grants for our calming corners, and other items for staff to support their student needs.

Jefferson

Mr. Alex Goldberg, math teacher at JMS, has been honored as the WBIR Educator of the Week in recognition of his passion and dedication to supporting students. Congratulations, Mr. Goldberg!

Robertsville

Congratulations to the Robertsville Rams football team! The Rams beat Spring City in overtime on Thursday, October 10, to claim the TVAC conference title. Congratulations to Coach Ron Gray, the entire coaching staff, and all our student athletes.

Good News



Oct. 28, 2024

Robertsville (con't)

They were a fun group to watch and had a highly successful season. Coach Ron Gray received 2024 TVAC Coach of the Year. The 2024 All Conference players were La'Miere Porter, Josiah McClure, Kamoni Willis, Ben Hartman, and Braylon Payne. We also want to thank our amazing cheerleaders, led by Coach Britni Carter. Way to go Rams!

Oak Ridge High School

Congratulations to Drayton Hawkins on being named 2023-2024 A.F. Bridges Principal of the Year for Athletic District 2. The A.F. Bridges Award recognizes people who are setting the right example, doing the right things, and setting the standard for high school athletics in the state of Tennessee. Please join us for the awards ceremony during the East Regional Meeting on Thursday, November 14th at Hardin Valley Academy at 11:00 a.m.

**Regular Board of Education Meeting
September 23, 2024 5:00 PM
Robert J. Smallridge School Administration Building
304 New York Avenue
Oak Ridge, TN 37830**

The meeting started at 5:00 PM
Attendance Taken at 3:55 PM.

Angi Agle: Present
Keys Fillauer: Present
Heather Hartman: Present
Laura McLean: Present
Erin Webb: Present
Present: 5.

I. Call to Order

II. Pledge of Allegiance and Presentation of Colors

III. School Program by Woodland Elementary School

IV. Approval of Agenda

Motion Passed: Motion to approve the Agenda with a motion by Laura McLean and a second by Heather Hartman.

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea

Yea: 5, Nay: 0

V. Special Reports/Presentations

A. Good News

Keys Fillauer

VI. Public Forum

VII. Consent Agenda

Motion Passed: Motion to approve the Consent Agenda with a motion by Erin Webb and a second by Angi Agle.

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea

Yea: 5, Nay: 0

A. Board Minutes 08-26-24

Keys Fillauer

B. RMS Annual Historic Triangle Field Trip to Williamsburg, VA

Bruce Lay

C. ORHS Cheerleading Team Field Trip to Orlando, FL

Bruce Lay

D. ORHS Girls Basketball Field Trip to Pensacola, FL

Bruce Lay

E. ORHS Boys Basketball Field Trip to Franklin, TN

Bruce Lay

VIII. Items for Action

A. FY25 Audit Firm Engagement - Internal School Funds
Motion Passed: Motion to approve FY25 Audit Firm Engagement - Internal School Funds with a motion by Laura McLean and a second by Heather Hartman.

Jenifer Van Dyke

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea
Yea: 5, Nay: 0

B. FY25 21st Century Community Learning Center (CCLC) Grant
Motion Passed: Motion to approve FY25 21st Century Community Learning Center (CCLC) Grant with a motion by Angi Agle and a second by Erin Webb.

Bruce Lay

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea
Yea: 5, Nay: 0

C. FY25 State Special Education Preschool Grant
Motion Passed: Motion to approve FY25 State Special Education Preschool Grant with a motion by Heather Hartman and a second by Laura McLean.

John Stults

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea
Yea: 5, Nay: 0

D. Board Policy 4.600 Grading System - First and Second Reading
Motion Passed: Motion to approve Board Policy 4.600 Grading System - First and Second Reading with a motion by Laura McLean and a second by Angi Agle.

Kelly Williams

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea
Yea: 5, Nay: 0

E. Purchase of HVAC Equipment

Bruce Lay

Motion Passed: Motion to approve Purchase of HVAC Equipment with a motion by Heather Hartman and a second by Erin Webb.

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea

Yea: 5, Nay: 0

F. ORS Transportation Certification Clearance

Bruce Lay

Motion Passed: Motion to approve ORS Transportation Certification Clearance with a motion by Erin Webb and a second by Angi Agle.

Angi Agle: Yea
Keys Fillauer: Yea
Heather Hartman: Yea
Laura McLean: Yea
Erin Webb: Yea

Yea: 5, Nay: 0

IX. Items for Information

- A. Financial Report
- B. Enrollment & Attendance Report

Jenifer Van Dyke
Bruce Lay

X. Items for Discussion

- A. Board Self-Evaluation

Keys Fillauer

XI. Old Business

XII. New Business

XIII. Communications

XIV. Adjournment

At 5:39 PM

Chairperson

Superintendent

OAK RIDGE SCHOOLS
CAMPUS LEAVE REQUEST – Overnight Trip

Accommodations: Overnight lodging for students must be appropriately selected with student safety, quality of accommodations, cost, and location to events as central considerations. Students should be appropriately assigned to rooms and an overnight adult supervision and contact plan should be established and communicated to students.

School: OAK RIDGE HIGH SCHOOL Date: 10-11-24

The following group requests permission to leave the school campus to participate in the educational activity indicated below. Parental permission will be obtained for each student.

Class/Group Requesting Permission: NJROTC

Educational Activity: NAVAL HISTORY AND PATRIOTISM

Destination: PEARL HARBOR, HAWAII

Purpose of Trip: PARTICIPATE IN THE PEARL HARBOR MEMORIAL PARADE

Departure Date: 12-1-25 Departure Time: 0800

Return Date: 12-8-25 Return Time: 2300

Mode of Transportation: AIR

First Student Transportation Contractor School System Van Air Travel

NOTE: Only ORS employees are authorized to drive school system vans.

School System Van – Name of Driver: _____

Driver's License Verified by: _____ Attach copy of driver's license

Transportation Contractor: _____ Phone #: _____

(Only approved transportation companies may be used. Refer to ORS website for list of approved companies)

Air Travel Flight #'s: UNSURE

Hotel/Motel Name: WILL PROVIDE ONCE AVAILABLE

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Contact Person: _____

Number of Nights: 6 Hotel Rating: _____

Name of School Sponsor/Date: RYAN NICHOLLS / 10-11-24

Signature of School Sponsor:  Cell #: 865-712-1924

Minimum requires teacher to student ratio:

PreK – 3 yr olds 1:4 K-2nd 1:6 3rd-4th 1:10 5th-8th 1:12 9th-12th 1:15
4 yr olds 1:6

of Students: 36 # of Adults: 4 Chaperone/Student Ratio: 1:9

Professional Staff Chaperone(s)

1. Name: RYAN NICHOLLS Cell #: 865-712-1924
2. Name: DANIEL TROY Cell #: 615-495-1835
3. Name: _____ Cell #: _____
4. Name: _____ Cell #: _____

Other Chaperone(s):

1. Name: TIFFANY NICHOLLS Cell #: 865-399-0211
2. Name: JENNIFER TROY Cell #: 615-495-1835
3. Name: _____ Cell #: _____
4. Name: _____ Cell #: _____

Field Trips which exceed \$25,000, involve out of the country travel, out of state travel or overnight stay require School Board approval, regardless of fund raising, Booster Club participation or other contributions. Please follow these guidelines when requesting approval of such trip:

1. Submit an "Item for Action" for the Board Agenda (Principals have directions on submitting Board Agenda items).
2. Attach as documentation the following items"
 - Completed Campus Leave Request
 - Details of Trip/Itinerary
 - Justification/Explanation of Cost (per student/chaperone/total)
 - Financial Arrangements for students who cannot afford trip (if any)
 - Insurance Details
 - Out of country travel requires a release for each student participant

Financial Arrangements: (please indicate method)

No Cost Paid by Students Paid by School Paid by School System

Substitute Required Acct to be charged for Substitute _____
\$ 3,000 Per Student TOTAL TRIP AMOUNT: \$ 120,000

Provisions for those students unable to pay: **CADETS HAVE THE OPTION TO**
FUNDRAISE TO OFF-SET THEIR \$3000 COST OR PAY OUT-OF-POCKET:

Other information, comments, and special arrangements: (foreseeable hazards must be identified)
NONE

Staff Member: RYAN NICHOLLS

Date: 10-11-24

Athletic Director: _____

Date: _____

This Section for Athletic Trips Only

At the high school level up to three events and/or tournaments per season can involve an overnight trip. However, no more than one day of school may be missed for these trips. (Under certain conditions, the Superintendent of Schools or designee may approve additional events.? These trips must be paid entirely from funds outside the Oak Ridge High School Athletic Department. TSSAA Tournament games would be an exception to this policy. (All overnight trips involving middle school athletics require Superintendent or designee approval.)

Number of overnight trips (including this request) requested during the current school year: _____

Athletic Director Signature: _____

Date: _____

Principal's Action: Approved: *Pending completed information* Disapproved:

Principal's Signature: *Bill Gentry* Date: 10.11.24

Superintendent or Designee's Action: Approved: Disapproved:

Superintendent or Designee's Signature: _____ Date: _____

Board Approval Date: _____



Oak Ridge Schools – Campus Leave/Field Trip Permission Form

Name of Group: NJROTC

Destination: PEARL HARBOR, HAWAII

Mode of Transportation: AIR Purpose: PEARL HARBOR MEMORIAL PARADE

Date: 12/1/25 Time: 0800 to Date: 12/8/25 Time: 2300

Expected Number of Participants: 40 Expected Number of Chaperones: 4

Teacher/Sponsor of Trip: RYAN NICHOLLS

Principal Signature: *Beth G. [Signature]* Date: 10.11.24

Fee Requested (if any)*
 *In the course of learning throughout the school year, there are always opportunities to go above and beyond what the basic curriculum requires. In such cases, it is customary for the school to request a fee in order to cover the cost of these enhancements. These fees are in no way required and your child will not be denied the opportunity to participate or benefit from any curricular offering as a result of not paying a requested fee. The fees simply allow the district to offset the cost of any additional opportunities.

PARENT: Please separate this form and return to: CHIEF NICHOLLS by: 9-1-25
 (Teacher) (Date)

My child _____ has my permission to go on the Oak Ridge Schools field trip as described above. He/She will abide by the rules of Oak Ridge School and any special rules of the sponsor.

I have read and understand the activities my child will be involved with on this field trip. I understand that the Oak Ridge School System will provide adequate supervision, but as with any activity, injuries may occur. The School System is responsible only for injuries that result from the negligence of their staff. With my signature, I also authorize emergency medical treatment for my child.

I will be responsible for the damage to personal property of others or injury to other people caused by my son/daughter.

 Parent/Guardian (printed)

 Parent/Guardian (signature)

 Date

Please provide 2 Emergency Contact Phone Numbers

_____ Name/Relationship	_____ Number
_____ Name/Relationship	_____ Number

Teresa Seals

From: Ryan Nicholls
Sent: Friday, October 11, 2024 8:54 AM
To: Teresa Seals
Cc: Daniel Troy
Subject: Hawaii

Teresa,

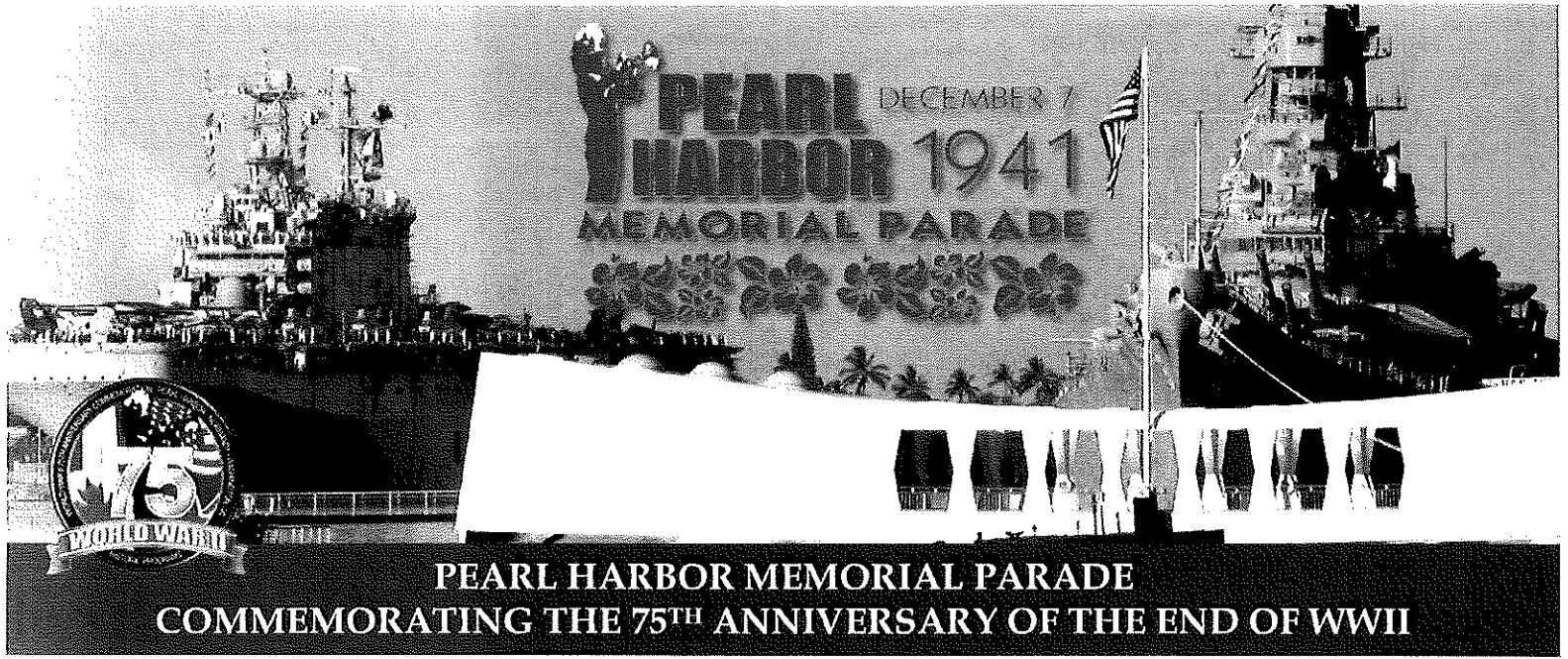
Good morning. As per our recent conversation, I wanted to let you know that the hotel and flight information for our Hawaii 2025 trip will not be available for probably 5-6 months from now, but as soon as we get it, we will ensure that the ORS Administration gets it. Please let me know if you have any questions. Thank you.

Go Navy!

Ryan L. Nicholls, MAC (SW)(Ret.)
Naval Science Instructor
Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
865-425-9561 - work
865-425-9678 - fax

"Peace I leave with you; My peace I give you. I do not give to you as the world gives. Do not let your hearts be troubled and do not be afraid."

John 14:27



DECEMBER 2, 2020 - ARRIVAL

- Depart US Mainland - Arrive in
- **Honolulu**
- Meet your Local tour escort at the airport baggage claim
- Transfer via private motorcoach to the hotel in Waikiki
- Check in Spend a relaxing evening on **Waikiki Beach** – Dinner on own

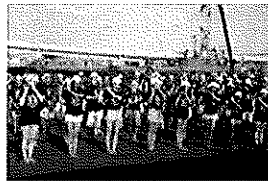


DECEMBER 3 – CIRCLE ISLAND TOUR

- Breakfast provided
- Depart on a circle Island tour where you will see **Diamond Head, Pali Lookout, Dole Plantation, North Shore Beaches and the World famous Banzi Pipeline, Waimea Bay and Sunset Beach**
- Island cooking demonstration with Chief Seilu
- Return to Waikiki in the afternoon
- Dinner and evening to enjoy Waikiki and the Waikiki Beach Walk

DECEMBER 4 – PEARL HARBOR VISIT

- Breakfast provided
- Depart to **Pearl Harbor**. Visit Museum, documentary, board Navy Launch to **USS Arizona Memorial**
- After tour of Pearl Harbor, depart for Ford Island
- Lunch on own
- Visit the **USS Missouri**
- Return to Hotel - Dinner on own then evening to explore the famous **International Market Place**

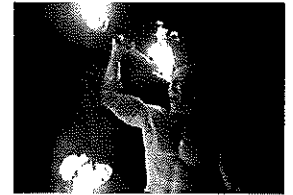


DECEMBER 5 – FREE DAY TO ENJOY HAWAII

- Breakfast provided
- Day to enjoy optional activities at the discretion of your leaders
- Lunch and dinner on own

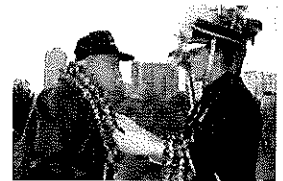
DECEMBER 6 – PCC

- Breakfast provided
- Morning at leisure in Waikiki
- Transfer to **Polynesian Cultural Center**
- Lunch on own
- Enjoy the seven Polynesian villages
- **Pageant of the Long Canoes**
- Buffet Dinner at Polynesian Cultural Center –
- Spectacular **HA: The Breath of Life** evening show



DECEMBER 7 – PEARL HARBOR PARADE

- Breakfast provided
- Morning in Waikiki for optional beach activities
- Lunch on own
- 4 pm Gather at **Fort DeRussy**
- 5 pm **Opening Ceremony**
- 6 pm **Pearl Harbor Memorial Parade** down Kalakaua Ave.
- Post Parade Picnic provided



DECEMBER 8 – DEPART FOR HOME

- Breakfast provided
- Morning to spend in Waikiki for optional activities
- Check out of your hotel
- Meet bus for transfer to the airport
- Depart for the Mainland
- Late night arrival (or possible arrival the following morning, December 9)

SAMPLE FROM OUR 2021 TRIP

COMMEMORATIVE PARTNERS

HISTORY
PRESENTING SPONSOR



2024 Local Education Agency Compliance Report

Local education agencies (LEAs) are required to comply with all federal and state education laws and State Board of Education (SBE) rules. This annual compliance report is one mechanism the department uses to ensure education laws and rules are faithfully executed. The commissioner of education is charged with taking corrective action when an LEA is noncompliant with those laws and rules or is not following a department-approved compliance plan.

Each LEA must submit this report and, if applicable, the corresponding corrective action plan, to the department by **November 29, 2024**. During completion, an LEA should carefully check the status of its compliance with all federal and state education laws and SBE rules. The department monitors and verifies LEA compliance via multiple data sources (e.g., Education Information System, internal program managers) and will consider those sources in making a final determination of an LEA's compliance. Please be advised annual compliance report data may inform an LEA's approval classification.

- I certify that the LEA is in compliance with all federal and state education laws and SBE rules.
- I certify that, with the exception of areas indicated in the **attached corrective action plan**, the LEA is in compliance with all federal and state education laws and SBE rules.

LEA Name: Oak Ridge Schools

Director of Schools/Superintendent Name: Dr. Bruce Borchers

Director of Schools/Superintendent Signature: 

School Board Chair Name: Mr. Keys Fillauer

School Board Chair Signature: 

Date of School Board Approval:

UPLOAD COMPLETED REPORT TO ePlan BY NOVEMBER 29, 2024
(including the corresponding corrective action plan if applicable).
Upload instructions are accessible [here](#).

Appendix B

For your convenience, the following is a list of helpful links to state education laws and SBE rules:

Public chapters regarding education passed during the 2024 legislative session: https://www.tn.gov/content/dam/tn/education/legal/2024_Legislative_Report_Final.pdf

Current and pending SBE rules:

<https://www.tn.gov/sbe/rules--policies-and-guidance.html>

SBE frequently asked questions:

<https://www.tn.gov/sbe/about-us/frequently-asked-questions.html>

Tennessee Code Annotated:

<http://www.lexisnexis.com/hottopics/tncode/>

If you have questions regarding education laws or SBE rules, please contact the department's general counsel, Christy Ballard, at (615) 741-2921 or Christy.Ballard@tn.gov.



Oak Ridge Schools • 304 New York Avenue • Oak Ridge, TN 37831
(865) 425-9027 • Fax (865) 425-9061 • jstults@ortn.edu • www.ortn.edu
Every student prepared for college, career, and life success

Dr. Larissa Henderson, Director of Pupil Services

Memorandum for Homeless 2.0 Grant Carryover Funds

- I recommended the approval of the Homeless 2.0 Grant Carryover Funds.
- These funds are the remaining funds in this 2-year grant from the state department. The funds have been obligated and will be spent by December 30, 2024.
- These funds will be spent on services that include re-stocking every schools food and clothes closet, hotel stays for families experiencing sudden homelessness, and for professional development for staff around working with students identified as homeless.
- Budget overview is attached.

Dr. Larissa Henderson

Budget

Oak Ridge (012) Public District - FY 2025 - ARP Homeless 2.0 - Rev 0 - ARP Homeless 2.0

Account Number	Total
71100 - Regular Instruction Program	\$0.00
72120 - Health Services	\$6,500.00
72130 - Other Student Support	\$25,997.11
72210 - Support Services/Regular Instruction Program	\$0.00
72610 - Operation of Plant	\$0.00
72710 - Transportation	\$3,746.00
73100 - Food Service	\$0.00
99100 - Transfers Out	\$0.00
Total	\$36,243.11
Adjusted Allocation	\$36,243.11
Remaining	\$0.00



Oak Ridge Schools

PRESCHOOL

Rationale for Approval of Preschool Policy Committee By-Laws 2024-2025

Each year the By-Laws are reviewed and updated by the Head Start Policy Committee. This update requires approval by the Policy Committee as well as the Board of Ed.

Respectfully,

Mrs. Lisa M Downard

Principal

157 Carver Ave | Oak Ridge, TN 37830

lmdownard@ortn.edu | (865) 425-9101

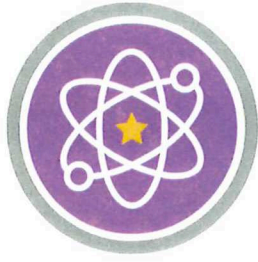
www.ortn.edu

Every student prepared for college, career, and life success



Oak Ridge Schools

PRESCHOOL



Oak Ridge Schools

PRESCHOOL

BYLAWS

for the Oak Ridge Schools Preschool Policy Committee

Approved: 10/16/2024

I. NAME

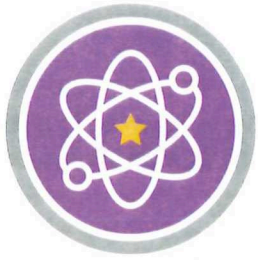
The name of this organization shall be the Oak Ridge Schools Preschool Policy Committee. For the purposes of this document, the Oak Ridge Schools Preschool Policy Committee shall hereafter be referred to as the Committee. The Committee was established pursuant to an Act adopted by the Congress of the United States of America as Public Law 90-22 to be the Oak Ridge Schools Head Start Program, a subrecipient of Anderson County Head Start and hereafter referred to as the Program. The governing body is the Oak Ridge Schools Board of Education, hereafter referred to as the subrecipient.

II. PURPOSE

The general purpose of the Committee shall be to promote the welfare of children and families involved in the Oak Ridge Schools Preschool Head Start Program by increasing the effectiveness of Head Start parent participation in the planning and implementation of the Program.

Functions of the Committee, in accordance with federal regulations are:

1. Initiate suggestions and ideas for program improvements and receive periodic reports on action taken by the administering agency with regard to recommendations.
2. Plan, coordinate, and organize agency-wide activities for HS parents with assistance of staff.
3. Administer the parent activity fund.
4. Recruit volunteer services from parents, community residents, and community organizations, and mobilize community resources to meet identified needs.
5. Communicate with all parents and encourage their full participation in the HS program.
6. Approve self-assessment and community assessment goals for HS within the agency and develop ways to meet these goals within federal guidelines.
7. Assist in developing a plan for recruitment of eligible children and approve such a plan. Approve/disapprove criteria for defining recruiting, selection and enrollment priorities.
8. Serve as an intermediary or group that assists or attempts to resolve complaints about the Preschool.
9. Approve or disapprove the request for funds and proposed work programs (grant application) prior to sending to regional office with sufficient time to study the grant package and ask questions of Preschool personnel.
10. Approve or disapprove major changes in the Preschool operating budget.
11. Understand that Policy Committee members will not be compensated for their service.
12. Participate in work teams for updating plans, procedures, conducting interviews, etc., including in person, electronic, virtual/Zoom and phone sessions as needed.



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13. Advise the Program Principal or designated staff person of the family or community needs as they relate to the program and participate in the planning and implementation of ways to address these needs.
14. Work in partnership with delegate's Preschool management staff to develop, review, and approve/disapprove procedures for program planning in accordance with the findings of the Community Assessment and Self-Assessment annually.

GENERAL PROCEDURES

1. Serve as a link between public and private organizations by fostering partnerships with agencies and organizations and serving as an advocate for the families and children in the community.
2. Work with the Preschool staff and Policy Committee to plan, coordinate, and organize program-wide activities for parents.
3. Determine and approve/disapprove the need for reimbursement to current Committee members for reasonable expenses incurred for participation on the Committee.
4. In conjunction with the Delegate's Board establish written procedures for internal dispute resolution which include impasse procedures between the Committee and the Program.

STAFF MANAGEMENT

1. Approve/disapprove the Program's personnel policies and subsequent changes to those policies, including standards of conduct for Program staff, consultants, and volunteers.
2. Approve/disapprove the hiring or termination criteria for Head Start personnel.

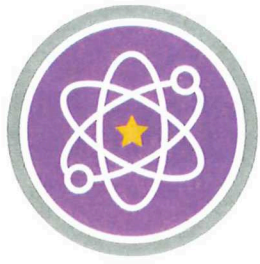
III. MEMBERSHIP

I. Definition of Members – The Committee shall be composed of members, with at least 51% of the membership comprised of parents of a child currently enrolled in HS, in accordance with federal guidelines. The remainder of the membership on the Committee shall be community representatives from area agencies and organizations that have an interest in child development, adult education, or health and human services. The Program will determine the agencies, and method for selecting members.

II. Selection of Members – Members of the Committee shall be elected from the Parent Policy Committee made up of all HS parents/families. Committee members will be elected annually. No staff member of the grantee and/or delegate shall serve on policy committee in a voting capacity. Staff members may attend at the invitation of the committee chairperson, members, or director. Program staff is to be available for information and in a consultation manner only.

III. Conflict of Interest - No person can serve as a member of this policy committee while any member of his/her immediate family is employed with the Preschool program.

IV. Terms of Office – Committee members shall serve for a term of one year but cannot serve more than five years. New membership will be approved and/or disapproved as early as possible at the



Oak Ridge Schools

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beginning of each school year with the former Committee continuing to conduct needed business until the new Committee is seated.

V. Voting Rights – Each member of the Committee shall have one vote. If both parents of one child attends, only one parent is allowed to vote.

VI. Termination of Membership – A member of the Committee can be terminated by a two-thirds vote of the Committee, if he/she is absent from three meetings without having submitted a legitimate excuse in writing to the Committee chairperson (or vice chairperson if absent) prior to the meeting.

VII. Transfer of Membership – A new Committee representative is elected by the parent committee. New community agency reps must be approved by Committee.

VIII. Resignation – A Committee member shall give a statement of reasons before resigning.

IV. OFFICERS

I. Officers – The Committee shall elect a Chairperson, a Co-Chairperson, an Information Officer, and a representative to the Anderson County Policy Council who shall be members of the Committee.

II. Election and Term of Office - Each officer shall be elected by full membership of the Committee once the full Committee has been seated. Each officer shall serve a term of one year. They shall be eligible to serve as long as they hold membership on the Committee (no more than five years).

III. Removal from office – Any officer or member of the Committee who fails to perform his/her duties as outlined can be removed by a two-thirds vote of the Committee.

IV. Officer Vacancy – Vacancies shall be filled by a vote of the Committee.

V. Duties of the Chairperson – shall provide leadership and preside at all meetings; have an understanding of the bylaws of Committee; shall extend every courtesy to the discussion of motions; shall call meetings to order and formally close them; shall note whether a quorum is present and declaration of same; shall review the agenda for each regular meeting and give input; explain each motion before it is voted upon; and may vote to break a tie.

VI. Duties of the Vice-Chairperson – shall assist the Chairperson and preside in the absence of the chairperson; or whenever the chairperson temporarily vacates the chair. In case of resignation or death of the chairperson, the vice-chairperson shall assume the office until a permanent chairperson is elected.

VII. Duties of the Information Officer (Secretary) – shall review the minutes of every Committee meeting to ensure accuracy and sign; keep a copy of the bylaws, standing rules, list of members, a list of unfinished business, and a copy of the agenda; shall preside at meetings in the absence of the chairperson and vice-chairperson.

VIII. Executive Committee - The Executive Committee shall be composed of the Officers of the Policy Committee. The Executive Committee shall have the power to conduct business for



Oak Ridge Schools

PRESCHOOL

the Policy Committee between regular Policy Committee meetings. Information voted on by the Executive Committee, will still be shared during the regular meetings.

VI. MEETINGS

I. Regular Meetings – The Committee shall meet at a minimum of twice a quarter once the committee has been seated at such place and time as designated by the Committee. In the event of Oak Ridge City Schools being closed due to inclement weather or illness, the scheduled Committee meeting will be postponed until the following week. If Oak Ridge City Schools are closed for a second week, members will be notified in writing, email, or by phone of the next Committee meeting. Virtual/Zoom meetings will be acceptable.

II. Special Meetings – The chairperson or principal can call special meetings when there is a need. Special meetings shall be called by the chairperson or principal at least 48 hours in advance. Virtual/Zoom Meetings are acceptable.

III. Location and Scheduling of Meetings – The location and schedule of meetings will be approved by the current Committee annually. Virtual/Zoom meetings will be acceptable.

IV. Notice of Meetings - Notice shall be made five days prior to such meetings, and all meetings shall be open to the public. Virtual/Zoom meetings are acceptable.

V. Quorum – A quorum of Committee shall consist of 20% of the membership. In the absence of a quorum, the chairperson may elect to poll the membership by written ballot, email, virtual/Zoom or by phone call.

VI. Conduct of the Meeting – All meetings shall be open to the public. No member of the Committee shall be paid for services, but may be reimbursed for out-of-pocket expenses incurred on behalf of the Committee. Except where inconsistent with the laws of the State of Tennessee or the United States or these Bylaws, Robert's Rules of Order (latest edition) shall govern the conduct of meetings of the Committee.

VII. Statement of Non-Discrimination – The Committee shall not discriminate against any person in the hiring of personnel, election of Committee members, provision of services to the public, the contraction for or purchasing of services, or in any other way on the basis of race, color, sex, national origin, disabling condition, age, or any other basis prohibited by law. This policy against discrimination includes, but is not limited to a commitment to full compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1976, the Americans with Disabilities Act, and any subsequent amendments to these statutes.

AMENDMENTS

The bylaws will be revised annually and voted on by a majority vote of the membership. Notice of the proposed amendment must be given no later than five days prior to the meeting. The Committee may debate an amendment before adoption.

Oak Ridge School District

Substitute Teacher

JOB POSTING

Job Details

Title

Substitute Teacher

Description

In the absence of the regular classroom teacher to help students to learn subject matter and/or skills that are required for scheduled lessons and to provide meaningful instruction for assigned classrooms.

- Reports to school office at beginning of school day to pick up required materials/schedule of classes and at the end of the school day to return materials in accordance with school procedures.
- Carries out a program of study prescribed in the lesson plans left by the classroom teacher.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Guides the learning process toward the achievement of curriculum goals and objectives as indicated in the lesson plans for the lessons, units, or projects assigned.
- Employs instructional methods and materials that are most appropriate for meeting lesson objectives.
- Maintains a neat and orderly classroom.
- Takes attendance in accordance with school procedures.
- Indicates to students at beginning of class the basic expectations for behavior in the class in accordance with school and district policies.
- Insures that the students are never left unattended in the classroom.
- May perform duties usually required of absent teacher such as lunchroom duty, hall monitoring, etc.
- Provides classroom teacher with reports accounting for relevant information regarding events of the day.
- Knows emergency evacuation routes for the classrooms assigned.
- Knows procedures for referring students who are disciplinary problems.
- Knows school procedures and regulations.
- Performs other related duties as directed by principal.
- Ensures sustainable relationship with parents, pupils, school personnel and members of the public by communicating in a confidential, polite and professional manner.

Oak Ridge Schools Job Description



Job Title:	Executive Director of Finance		
Department:	Business Office	Salary Schedule:	Support – Grade 37
FLSA Status:	Exempt – Administrative	State Academic License (Y/N):	No
Reports To:	Superintendent	Supervises:	9

Job Goal:

To ensure the proper accountability for funds administered by the local board of education and its schools. To provide effective leadership direction and oversight in developing, coordinating, and maintaining fiscal and administrative services and to ensure that the fiscal operational support of school system programs is in compliance with relevant standards and established operating practices.

Essential Responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.

- Plans, directs and coordinates all business and financial activities of the Oak Ridge Schools
- Provides management and leadership in all functions relating to fiscal affairs and food services
- Plans, develops, and implements operating budget for the school system
- Analyzes and authorizes final approval for all requisitions and check requests system-wide
- Records, formulates, and verifies fiscal year school budget in financial software, including all transfers and amendments and report as required by State
- Monitors Budget to actual revenues and expenditures routinely and collaborates with Executive Team on any concerns or anticipated changes or recommendations
- Ensures that appropriate procedures are in place to properly account for financial resources of the system
- Monitors revenue sources
- Monitors expenditures
- Administers and oversees grant financial reporting and transactions in ePlan and audits all drawdown of funds requests from State and Federal associations
- Skyward Financial Software System Administrator
- Manage and oversee District Banking Services
- Meets legal and Board of Education guidelines for financial management-
 - Confers with attorney regarding contracts and purchasing procedures
 - Supervises ongoing daily financial activities
- Determines annual tuition rates and coordinates collections of tuition payments
- Provides for, monitors, and assists with the annual district audit, and internal school fund audit, including contract negotiations
- Plans and directs liability, property, student accident, and other district insurance programs
- Coordinates responses to worker’s compensation claims, grievances, and law suits
- Coordinates with the Executive Director of Human Resources regarding employee benefit programs and other personnel issues
- Informs assigned department personnel regarding a variety of procedures and program requirements.

Oak Ridge Schools Job Description

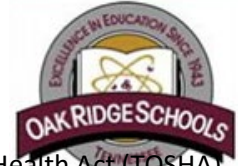


- Leads Business Services Coordinator in developing expenditure forecasts for departments and assists as needed in advising departments of possible over-expenditures and in methods for resolving discrepancies to ensure accurate fiscal practices and policies.
- Leads Business Services Coordinator in monitoring department budget activity and account balances of programs and related financial activity.
- Oversees the financial and accounting analysis and expertise for administrative staff and school personnel.
- Provides leadership and supervision over assigned personnel to ensure employees have a clear understanding of their job responsibilities.
- Oversees the selection of personnel, conducts performance appraisals on assigned employees, and makes recommendations for appropriate employment action.
- Provides and ensures employees participate in professional developmental training opportunities as needed to perform their job duties.
- Responsible for oversight and development of departmental operating procedures
- Directs and monitors food services program including:
 - RFP formulation
 - Contract negotiations
 - Claims for reimbursement
 - Expenditure monitoring
 - Annual budget
 - State Reporting Requirements
- Collaborates with Business Services Coordinator and Other District staff regarding operational issues, internal controls, guidelines and guidance using technical knowledge and understanding of governmental accounting standards, district policies, and state and federal requirements.
- Performs internal audits to insure compliance with Governmental Accounting Standards for the district.
- Manages and oversees fiscal functions and daily operation procedures (audits, approvals, etc.)
- Provides leadership and supervision for all fiscal services staff.
- Develops training opportunities and insures cross-training in place for all departmental positions
- Evaluates and analyzes monthly financial reports, cash flow statements, budget to actual expenditures, Board of Education Financial Reports, etc.
- Administers District 403B, 401K, FSA, banking, liability insurance and credit card accounts and provides research with implementation of changes as necessary.
- Oversees security setup and clearance in financial software for all district staff.
- Interacts on a regular basis with Human Resources staff, maintaining accountability, alignment, and accuracy of all personnel and benefit transactions for budgeting and payroll records
- Interacts with administrators, employees and bookkeepers regarding Internal School Funds questions related to laws and procedures
- Performs other job-related duties as assigned

Qualifications (minimum education, licensure, and/or experience):

- Masters Degree in Accounting or Finance from an accredited college or university (or B.S. with combined equivalent experience)
- Minimum of five (5) years of job-related experience
- Experience with or knowledge of:
 - Governmental Accounting
 - Government Finance for Schools
 - State of Tennessee Statutes
 - Department of Labor Regulations – Federal and State Department of Education Regulations – Federal and State Liability Insurance Laws

Oak Ridge Schools Job Description



- Occupational Safety and Health Act (OSHA) and Tennessee Occupational Safety and Health Act (TOSHA) Requirements
 - Audit and Accounting Standards
 - Grant Management and Fund Accounting
 - Head Start Federal Guidelines
 - GASB Compliance Experience
 - Budgeting Experience
-
- Knowledge of Generally Accepted Accounting Principles, Governmental Accounting Standard Board (GASB) Statements and Generally Accepted Auditing Principles related to district budgetary administration and program development.
 - Knowledge of Tennessee Internal School Accounting Policy Manual
 - Knowledge of School Support Organizations policies and procedures
 - Knowledge of procurement principles, methods and procedures, including buying quality assurance, inventory management and physical distribution.
 - Knowledge of Federal, State and municipal laws, codes, ordinances and regulations
 - Knowledge of principles and practices of office management, work scheduling, automation and workflow analysis.
 - Skill in analyzing and interpreting fiscal and accounting records and preparing clear and concise financial and administrative reports.
 - Skill in effectively supervising assigned staff.
 - Knowledge of District policies, procedures and practices
 - Knowledge of local government organization and its departmental operating requirements
 - Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Physical Requirements:

Light work, normal office environment

Work Days:

261

Oak Ridge Schools Job Description



Job Title:	Chief Communications Officer		
Department:	Communications	Salary Schedule:	Support – Grade 36
FLSA Status:	Exempt – Administrative	State Academic License (Y/N):	No
Reports To:	Superintendent	Supervises:	None

Job Goal:

The Chief Communications Officer for Oak Ridge Schools is a key leadership role responsible for driving operational efficiency, facilitating communication, and providing strategic support to the Superintendent and district leadership team. This role will oversee high-priority initiatives, manage cross-functional projects, and ensure alignment between district goals and operational execution. The Chief Communications Officer serves as a trusted advisor to the Superintendent, providing insight, problem-solving, and decision-making support across all areas of the PreK-12 school district.

Essential Responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.

Strategic Planning and Execution:

- Assist the Superintendent in the development, implementation, and monitoring of strategic plans and district-wide initiatives.
- Ensure effective execution of the district's vision, goals, and objectives across all departments and schools.
- Collaborate with district leadership to drive improvement in academic achievement, operational efficiency, and equity initiatives.
- Lead special projects or initiatives as assigned by the Superintendent, ensuring timely completion and alignment with district priorities.

Operational Leadership:

- Act as a key liaison between the Superintendent and district leadership, facilitating effective communication and collaboration.
- Oversee and streamline district operations to improve workflow, decision-making, and overall organizational effectiveness.
- Manage the Superintendent's priorities and ensure appropriate follow-up on key action items, ensuring operational efficiency.

Communication and Stakeholder Engagement:

- Serve as a point of contact for internal and external stakeholders, including board members, district staff, and community partners.

Oak Ridge Schools Job Description



- Develop and maintain communication protocols to ensure clarity, consistency, and transparency across the district.
- Prepare and review reports, presentations, and briefings for the Superintendent and other district leadership for meetings, board presentations, and public engagements.
- Facilitate cross-departmental communication and collaboration to ensure district-wide initiatives are understood and supported by all relevant stakeholders.

Leadership Support and Management:

- As a member of the Executive Team, advise the Superintendent on critical organizational and operational issues, providing thoughtful analysis and recommendations.
- Foster a culture of accountability, collaboration, and continuous improvement.
- Monitor key performance metrics and outcomes, ensuring alignment with district goals and strategies.
- Provide high-level support to the Superintendent during school board meetings, community engagements, and internal meetings.

Crisis Management and Problem-Solving:

- Proactively identify challenges and potential issues, developing solutions that align with district objectives.
- Lead crisis response efforts in coordination with district leadership, ensuring smooth communication and resolution during emergencies.
- Performs other job-related duties as assigned

JOB REQUIREMENTS

Skills, Knowledge, and Abilities

- Enthusiasm and interpersonal skills to relate well with students, staff, administration, Board of Education, parents, and the community
- Outgoing, proactive personality and polished, professional image
- Excellent verbal and written communication skills
- Ability to collaborate across departments and campuses
- Excellent organizational skills and the ability to motivate others
- Ability to plan, prioritize and coordinate multiple projects and meet quick deadlines
- Ability to take a project from concept to completion with minimal supervision or direction
- Ability to design and prepare brochures, newsletters, presentations and press releases
- Proficient skills in social media applications and web design
- Working knowledge of HTML and CSS
- Demonstrated creativity in producing videos and multimedia projects
- Proficient skills in basic graphic design and desktop publishing

Oak Ridge Schools Job Description



QUALIFICATIONS:

- Bachelor's degree required. Public relations, journalism, mass media, communications, or education-related discipline preferred.
- Five or more years working experience in journalism, mass communication or public relations preferred
- Two or more years of website/social media management experience preferred

Physical Demands/Environmental Factors:

- Standard office equipment including personal computer, camera, video camera
- Prolonged sitting; occasional bending/stooping, pushing/pulling and twisting
- Repetitive hand motions including frequent keyboarding and use of mouse; occasional reaching
- Occasional light lifting and carrying (less than 15 pounds)
- May work prolonged or irregular hours; frequent district-wide and state-wide travel
- Work with frequent interruptions

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Physical Requirements:

Light work, normal office environment

Work Days:

261

Oak Ridge Schools Job Description



Job Title:	Communications Coordinator		
Department:	Communications	Salary Schedule:	Support – Grade 27
FLSA Status:	Exempt – Administrative	State Academic License (Y/N):	No
Reports To:	Chief Communications Officer	Supervises:	None

Job Goal:

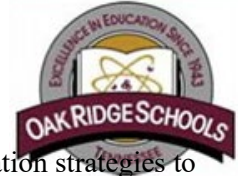
The Communications Coordinator at Oak Ridge Schools plays a key role in enhancing the district’s public image and facilitating effective communication with staff, students, parents, and the broader community. This role supports the management and maintenance of the district’s new **website**, provides implementation and communication support for the **ParentSquare platform**, manages the district’s social media presence, and creates professional press releases to ensure clear, consistent, and engaging communication.

Essential Responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.

- **Finalsite Website Management:**
 - Assist with the day-to-day management and updates of the Oak Ridge Schools website.
 - Collaborate with departments and schools to ensure timely and accurate information is displayed.
 - Implement design, layout, and functionality improvements as needed to enhance user experience.
 - Troubleshoot website issues and liaise with technical support when necessary.
- **ParentSquare Support:**
 - Provide administrative support for the ParentSquare communication platform, including user management, troubleshooting, and feature optimization.
 - Assist staff and parents with platform use, answering questions and offering training as needed.
 - Monitor and ensure the quality of communications sent through the platform to align with district standards.
- **Social Media Management:**
 - Create, schedule, and publish engaging and informative content to promote school news, events, and achievements.
 - Oversee and execute the district’s social media strategy across platforms such as Facebook, Twitter, Instagram, and others.
 - Respond to community questions and messages on social media in a timely and professional manner.
 - Analyze social media metrics to assess performance and recommend improvements.
- **General Communications Support:**
 - Draft, edit, and distribute press releases and media advisories for Oak Ridge Schools.
 - Collaborate with school leaders and staff to gather information on newsworthy events and achievements.
 - Maintain relationships with local media outlets to ensure coverage of district activities and news.
 - Assist with the development of newsletters, email campaigns, and other digital communication efforts.

Oak Ridge Schools Job Description



- Monitor public perception of the school district and recommend proactive communication strategies to maintain a positive image.
- Attend and document district events, providing live updates on social media when necessary.
- **Collaboration and Project Coordination:**
 - Work closely with the Chief Communications Officer to coordinate with other departments, schools, and community stakeholders to ensure alignment and consistency of messaging.
 - Support the Chief Communications Officer with Project Management responsibilities to forward the district's vision, goals, and objectives across all departments and schools.
 - Perform other duties as assigned by the Chief Communications Officer.
- **Customer Service & Engagement**
 - Coordinate with school and district staff to ensure consistent interaction with customers and families.
 - Identify opportunities to improve customer service practices with internal and external customers, district wide.
 - Identify customer service best practices and create training materials that uphold district standards for customer service excellence.
- Performs other job-related duties as assigned

Qualifications:

- Relevant certifications, education and experience will be considered for this role. Degree in communications, public relations, marketing, or a related field is preferred.
- Excellent organizational and multitasking abilities.
- Strong interpersonal and communication skills, with the ability to work effectively with diverse stakeholders.
- Experience in website management, particularly with platforms like Finalsite or similar content management systems.
- Familiarity with ParentSquare or other school communication platforms is preferred.
- Experience with newsletter creation.
- Proven experience in social media management and content creation.
- Strong writing and editing skills, particularly in crafting press releases and professional communications.
- Proficiency in graphic design software (e.g., Canva, Adobe Creative Suite) is a plus.

Physical Demands/Environmental Factors:

- Standard office equipment including personal computer, camera, video camera
- Prolonged sitting; occasional bending/stooping, pushing/pulling and twisting
- Repetitive hand motions including frequent keyboarding and use of mouse; occasional reaching
- Occasional light lifting and carrying (less than 15 pounds)
- May work prolonged or irregular hours; frequent district-wide and state-wide travel
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Oak Ridge Schools Job Description



Physical Requirements:

Light work, normal office environment

Work Days:

261



Oak Ridge

SCHOOLS

Maintenance and Operations

OFFICE OF MAINTENANCE AND OPERATIONS

DATE: October 18, 2024

TO: Bruce Lay, Executive Director of School Leadership

FROM: Allen Thacker, Director of Maintenance and Operations

SUBJECT: Softball Field Construction Project

Mr. Lay,

I am recommending that the Oak Ridge Schools Board of Education approve the proposal from Christman Mid-Atlantic Constructors, LLC for the construction services required for conversion of a baseball field to a softball field and construction of associated structures at the city baseball/softball field complex in the amount of \$1,988,594.00. Their base bid with the selected alternates was the lowest of the three bidders and they met all bidding requirements.

Bids were advertised in accordance with state guidelines. Funding for this project is from the Capital Outlay 76100 707 and additional funds provided by the city.

Thank you for your consideration,

Allen Thacker

Director of Maintenance and Operations

Maintenance Office

100 Woodbury, Oak Ridge, TN 37830

(865) 425-3171

www.ortn.edu



Oak Ridge Schools

OFFICE OF
Business & Support Services

Telephone (865) 425-9005
Fax: (865) 425-9060

Bid Minutes
10/15/2024

ORHS Softball Complex (RFP 25-002.1)
Business Services Conference Room (moved to Board Room)
School Administration Building

Present for the bid opening were:

Justin Addington
Anderson Evans
Clay McKamey
Trent Carmichael
Aaron Miller
Bruce Lay
Allen Thacker
Dana Paolucci
Mary Ann Riley

Christman Southeast Constructors
Christman Southeast Constructors
GCE Construction
Skilled Services, LLC
McCarty Holsaple McCarty
Oak Ridge Schools Executive Director
Director of Maintenance & Operations
Oak Ridge Schools Business Services Coordinator
Oak Ridge Schools Purchasing

Bid responses were received from the following companies:

	<u>Bid Amount</u>
Christman Mid-Atlantic 200 Southerland Ave., Knoxville, TN	\$1,697,759.00 Base Bid ** \$ 290,835.00 Selected Alternates \$1,988,594.00 Total of Both
GCE Construction PO Box 177, LaFollette, TN	\$2,600,000.00 Base Bid <u>\$ 184,000.00</u> Selected Alternates \$2,784,000.00 Total of Both
Skilled Services 2800 Hoitt Ave., Knoxville, TN	\$1,614,000.00 Base Bid \$ 407,000.00 Selected Alternates \$2,021,000.00 Total of Both

**** Recommended Bid Winner**



Oak Ridge Schools

OFFICE OF
Business & Support Services

Telephone (865) 425-9005
Fax: (865) 425-9060

DATE: October 17, 2024

TO: Jenifer Van Dyke, Finance Director

cc: Dana Paolucci; Allen Thacker

FROM: Mary Ann Riley, Purchasing Specialist, Oak Ridge Schools

SUBJECT: Recommendation of RFP 25-002.1 ORHS Softball Complex

I recommend that the Oak Ridge Board of Education choose Christman Mid-Atlantic for the above-mentioned bid. Christman Mid-Atlantic met all requirements. Their base bid with the selected alternates totaled \$1,988,594.00.00 which was the lowest of the bids received. Three companies responded with bids.

Bids were advertised in accordance with state guidelines and made available on the Oak Ridge Schools' website and Vendor Registry.

Attachment: Bid Minutes



October 18, 2024

Oak Ridge Schools
Dr. Bruce Borchers – Superintendent
304 New York Avenue
Oak Ridge, TN 37830

OAK RIDGE HIGH SCHOOL SOFTBALL COMPLEX
OAK RIDGE SCHOOLS
MHM_24023

Subject: Bid Results & Recommendation

Dear Dr. Borchers,

We have reviewed Christman Mid-Atlantic Constructors, LLC’s Bid received Thursday, October 15, 2024 and find the information submitted with their Bid to be accurate and correct. We confirmed that their license is current and active with an expiration date of October 31, 2026. We have also confirmed that the licenses of the Subcontractors listed on the outside of the Bid Envelope are current and active. We have not received any communication from Christman Mid-Atlantic Constructors, LLC to withdraw their Bid, therefore it is our recommendation that you proceed with awarding the contract to Christman Mid-Atlantic Constructors, LLC for the Base Bid and Alternates 01, 05, 07, and 09. Note that Alternates 04 and 09, as well as Alternates 05 and 06 are pick one of the two. They both can’t be selected. Below is a breakdown of the two lowest Bids with the unselected Alternates grayed out.

Bid Breakdown	Christman Mid-Atlantic	Skilled Services
Base Bid	\$1,697,759	\$1,614,000
Alternate 01 – Athletic Field Lighting.....	ADD \$245,500	ADD \$243,000
Alternate 02 – Scorer’s Booth / Concessions Mechanical Systems.....	ADD \$38,500	ADD \$30,900
Alternate 03 – Batting Cage Artificial Turf	ADD \$30,500	ADD \$35,000
Alternate 04 – New Softball Field Infield Mix and Warning Track	ADD \$26,500	ADD \$166,500
Alternate 05 – Softball Field HGT Bluegrass Sod.....	ADD \$37,000	ADD \$125,300
Alternate 06 – Softball Field TifTuf Bermuda Sod with Winter Rye Overseeding	ADD \$29,000	ADD \$129,000
Alternate 07 – Softball Dugouts Length Reduction (10’)	DEDUCT \$8,165	DEDUCT \$10,800
Alternate 08 – Painting	ADD \$39,550	ADD \$34,000
Alternate 09 – Salvaging / Reusing Existing Infield Mix	ADD 16,500	ADD \$49,500
	\$1,988,594	\$2,021,000

We have attached to this letter the Bid Tabulation Form, Christman Mid-Atlantic Constructors, LLC’s Bid Form with attachments, and the license verification information.

Sincerely,

MCCARTY HOLSAPLE MCCARTY, INC.

R. Aaron Miller, AIA, CSI – Principal

CC: Caitlin Burchette – Lewis Thomason
Gray Taylor – McCarty Holsaple McCarty, Inc.

SEALED BID
 BID ENVELOPE COVER SHEET
OAK RIDGE HIGH SCHOOL SOFTBALL COMPLEX
 15 WILBERFORCE AVENUE | OAK RIDGE, TN 37830

Any Bid Envelope Cover Sheet shall be firmly affixed to the outside of the Bidder's sealed opaque Bid Envelope which shall be submitted by the Bidder as set forth in the Instructions to Bidders.

BIDDER Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(accurately list Bidder's name as licensed.)

ADDRESS 2400 Sutherland Avenue
Knoxville, TN 37919

TN LICENSE NUMBER 75338

CLASSIFICATION(S) BC
(accurately list all classifications under which Bidder is licensed.)

MONETARY LIMITATION Unlimited **EXPIRATION DATE** October 31,2026

SUBCONTRACTORS' INFORMATION

- If any work, regardless of dollar value, is required for any of the below Subcontractor categories, accurately list the name, as licensed, of the Subcontractor that will perform that Work. If the Bidder intends to self-perform the Work in any of the below categories with Bidder's own forces, fill in the Bidder's name, as licensed.
- If no Work is required in a Subcontractor category, write "None Required". A blank category below will be considered as incomplete and subject to envelope not being opened.
- If the monetary amount of a Subcontractor's Work is such that no license is required, "N/A" may be written in the license number column, but still write the Subcontractor's name in the space provided. A blank category below will be considered as incomplete and subject to envelope not being opened.
- All Subcontractor spaces below must be accurately filled in or the envelope may not be opened.
- Accurately list BOTH the Subcontractor's license classification(s) AND the monetary limits of its license.

PLUMBING Massey Construction, Inc.
 TN License Number 11931
 Classification BC; CE; CMC; MU-A; MU-C; MU-D
 Monetary Limitation Unlimited Expiration Date April 30, 2025

HVAC Massey Construction, Inc.
 TN License Number 11931
 Classification BC; CE; CMC; MU-A; MU-C; MU-D
 Monetary Limitation Unlimited Expiration Date April 30, 2025

ELECTRICAL Southeast Service Group
 TN License Number 72151
 Classification CE
 Monetary Limitation \$600,000 Expiration Date March 31, 2026

GEOHERMAL N/A
 TN/TDEC License Number _____
 TN/TDEC Classification _____ Expiration Date _____

MASONRY Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
 TN License Number 75338 Classification BC
 Monetary Limitation Unlimited Expiration Date Oct 31,2026

Any blank spaces, omissions or incorrect information above may cause the enclosed Bid to be returned to the Bidder unopened.



[Signature]
(signature approving this Bid Envelope for public opening.)

SECTION 00 41 13 – BID FORM

PROJECT: Oak Ridge High School Softball Complex

This BID is submitted on behalf of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" doing business as)
(hereinafter referred to as "BIDDER"), organized and existing under the laws of the State of Tennessee.

This BID is submitted to Oak Ridge Schools on behalf of the City of Oak Ridge (hereinafter referred to as "OWNER").

In compliance with the Advertisement for Bids and Instructions to Bidders, BIDDER hereby proposes to perform all the WORK for the construction of the above referenced project in strict accordance with the Contract Documents, as amended via Addenda, within the time set forth therein, and at the price(s) stated below which include all sales taxes, other applicable taxes, fees, and the Allowances listed in Section 01 21 00.

By submission of this BID, the BIDDER understands and certifies, and in the case of a joint BID each party thereto understands and certifies as to its own organization, the following:

1. The BIDDER having carefully familiarized themselves with the existing and local conditions at the Project Site under which the WORK is to be performed, and have correlated their observations with the requirements of the Contract Documents (Drawings, Specifications, and Addenda) for the above referenced project, this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.
2. The BIDDER has received, read, and understand the Contract Documents and that the BID amounts entered below are based on the Contract Documents as specified and amended via Addenda, and are made in strict accordance therewith;
3. The BID will not be withdrawn within the period of sixty (60) calendar days following the BID receipt date and opening thereof;
4. Upon receipt of the Notice of Award for this BID, the BIDDER shall execute an Agreement for the WORK within ten (10) calendar days after such notification;
5. The right is reserved by the OWNER to reject any or all BIDS, for any or no reason, and to waive any informalities in BIDS received;
6. Upon receipt of the Notice to Proceed for this BID, the BIDDER shall plan for a commencement date as indicated in Section 01 10 00 – Summary and proceed with the WORK in a timely fashion to reach Substantial Completion within the allotted time stipulated in the Contract Documents;
7. The Regulatory Requirement documents are included with this BID;
8. All the Lump-Sum and Quantity Allowances listed in Section 01 21 00 including the Contingency Allowance, if applicable, are included in the BASE BID amount entered below and it is understood that these Allowances cannot be used without prior written approval from the OWNER, and that all unused amounts of these Allowances will be credited back to the OWNER via a Change Order at the end of the project;

The BIDDER hereby agrees to furnish, perform, and commence all the WORK under this Agreement on or before a date to be specified in the Notice to Proceed and to fully complete the PROJECT within the amount of time allotted in the Contract Documents. BIDDER further agrees to pay as liquidated damages the sum(s) per calendar day as stipulated in the Contract Documents.

BASE BID (Including ALL Allowances listed in Section 01 21 00):

One Million Six Hundred Ninety Seven Thousand Seven Hundred Fifty Nine Dollars
(in words)

(\$ 1,697,759), hereinafter referred to as the **BASE BID**.
(in numbers)

ALTERNATE NO. 01:

If this Alternate, for the Work associated with the Athletic Field Lighting is accepted, the BASE BID will be modified as follows:

DEDUCT Two Hundred Forty Five Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 245,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 01.**
(in numbers)

ALTERNATE NO. 02:

If this Alternate, for the Work associated with the Scorer's Booth / Concessions Mechanical Systems is accepted, the BASE BID will be modified as follows:

DEDUCT Thirty Eight Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 38,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 02.**
(in numbers)

ALTERNATE NO. 03:

If this Alternate, for the Work associated with the Batting Cage Artificial Turf is accepted, the BASE BID will be modified as follows:

DEDUCT Thirty Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 30,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 03.**
(in numbers)

ALTERNATE NO. 04:

If this Alternate, for the Work associated with the Softball Field Infield Mix and Warning Track is accepted, the BASE BID will be modified as follows:

DEDUCT Twenty Six Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 26,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 04.**
(in numbers)

ALTERNATE NO. 05:

If this Alternate, for the Work associated with the Softball Field HGT Bluegrass Sod is accepted, the BASE BID will be modified as follows:

DEDUCT Thirty Seven Thousand Dollars
(circle one above) (in words)

(\$ 37,000) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 05.**
(in numbers)

ALTERNATE NO. 06:

If this Alternate, for the Work associated with the Softball TifTuf Bermuda Sod with Winter Rye Overseeding is accepted, the BASE BID will be modified as follows:

DEDUCT Twenty Nine Thousand Dollars
(circle one above) (in words)

(\$ 29,000) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 06.**
(in numbers)

ALTERNATE NO. 07:

If this Alternate, for the Work associated with the Softball Dugouts Length Reduction is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Eight Thousand One Hundred Sixty Five Dollars Dollars
(circle one above) (in words)

(\$ 8,165) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 07.**
(in numbers)

ALTERNATE NO. 08:

If this Alternate, for the Work associated with the Painting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Thirty Nine Thousand Five Hundred Fifty Dollars
(circle one above) (in words)

(\$ 39,550) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 08.**
(in numbers)

ALTERNATE NO. 09:

If this Alternate, for the Work associated with the Salvaging / Reusing Existing Infield Mix is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Sixteen Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 16,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 09.**
(in numbers)

UNIT PRICE ALLOWANCES:

The undersigned BIDDER proposes the Unit Price Allowances below which are included in the lump sum BASE BID above and are subject to adjustment based on the proposed Unit Prices listed below. The Unit Price Allowances below shall be added to or deducted from the Contract Sum based on the performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit Price Allowance for the actual measurement of individual items of the Work. All unused portions of Allowances shall be credited back to the Owner. If a calculation discrepancy is present below, the total dollar amount of the Unit Price Allowance divided by the quantity given below shall determine the actual Unit Price for that item.

UNIT PRICE & ALLOWANCE NO. 01: Removal of unsatisfactory soil and replacement with satisfactory soil material.

Quantity of 100 cubic yards x One Hundred Dollars (\$ 100) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of Ten Thousand Dollars (\$ 10,000)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 02: Mass rock excavation and replacement with satisfactory soil material.

Quantity of 100 cubic yards x One Hundred Ninety Five Dollars (\$ 195) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of Nineteen Thousand Five Hundred Dollars (\$ 19,500)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 03: Trench rock excavation and replacement with satisfactory soil material.

Quantity of 25 cubic yards x Two Hundred Twenty Five Dollars (\$ 225) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Five Thousand Six Hundred Twenty Five Dollars (\$ 5,625)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 04: Trench rock excavation and replacement with stone material.

Quantity of 25 cubic yards x Two Hundred Sixty Five Dollars (\$ 265) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Six Thousand Six Hundred Twenty Five Dollars (\$ 6,625)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 05: Brick Veneer.

Unit Price of \$600 per thousand x quantity of Ten Thousand and Thirty One Brick (10,031)
(quantity in words) (quantity in numbers)
equals an Allowance of Six Thousand and Nineteen Dollars (\$ 6,019)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 06: Concrete Sidewalk.

Quantity of 200 square feet x Eleven Dollars (\$ 11) per square feet
(unit price in words) (unit price in numbers)
equals an Allowance of Two Thousand Two Hundred Dollars (\$ 2,200)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 07: French Drain Landscape Curbing.

Quantity of 200 linear feet x Forty Dollars (\$ 40) per linear foot
(unit price in words) (unit price in numbers)
equals an Allowance of Eight Thousand Dollars (\$ 8,000)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 08: Lime Stabilization of Subgrades.

Quantity of 2,000 square yards x Sixteen Dollars and Fifty Cents Dollars (\$ 16.50) per square yard
(unit price in words) (unit price in numbers)
equals an Allowance of Thirty Three Thousand Dollars (\$ 33,000)
(total allowance in words) (total allowance in numbers)

THIS BID IS SUBMITTED BY:

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of a corporation or a partnership doing business as)

Authorized Signature:  Date: 10/15/2024

Name: Andy Bellmore Title: Vice President of Operations

Address: 2400 Sutherland Ave Knoxville, TN, 37919
(street & mailing address) (city, state, zip code)

Telephone #: (865)546-2440 Cell #: _____ Email: Andy.Bellmore@christmanmac.com

Federal Employer Identification Number (EIN): 35-2435156

License Number: 75338

RECEIPT OF DOCUMENTS:

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of a corporation or a partnership doing business as)

Authorized Signature:  Date: 10/15/2024

Name: Andy Bellmore Title: Vice President of Operations

State of Incorporation: Michigan

Note: If this BID is submitted by a corporation, this BID shall have the signature of the Officer(s) required by its governing document.

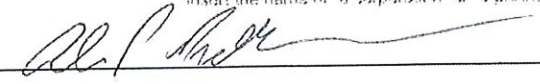
ADDENDA RECEIPT FORM:

PROJECT: Oak Ridge High School Softball Complex

By submission of this Form, the undersigned BIDDER acknowledges that they have received, reviewed, read, and understand each of the Addenda listed below for the above referenced project and further understands that failure to acknowledge the receipt of all Addenda within the list below may result in rejection of their BID.

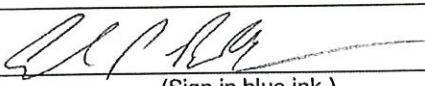
Number:	Description:	Date Received:
<u>1</u>	<u>Addendum 1 to RFP 25-002.1</u>	<u>10/4/2024</u>
<u>2</u>	<u>Addendum 2 to RFP 25-002.1</u>	<u>10/4/2024</u>
<u>3</u>	<u>Addendum 3 to RFP 25-002.1</u>	<u>10/10/2024</u>

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/15/2024
Name: Andy Bellmore Title: Vice President of Operations

END OF SECTION

**VENDOR INFORMATION AND PRICING FOR ORHS SOFTBALL COMPLEX
RFP 25-002.1**

Vendor Name: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast	
Vendor Address: 2400 Sutherland Ave	
City: Knoxville	
State: Tennessee	
Telephone: (865)546-2440	
Fax:	
Contact Person: Andy Bellmore	
Contact Person's email: Andy.Bellmore@christmanmac.com	
Authorizing Signature: 	
(Sign in blue ink.)	
Do you accept the Terms and Conditions of the bid?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
With Exceptions:	
Did you include Criminal History Records Check?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
Have you included copies of Licenses?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
Total Local Staff Size: 120	Technicians:
Helpers:	
Number of Years in Business: 13 years	
Locally: 8 years	

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF Tennessee

COUNTY OF Anderson

The undersigned, principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company also affirms that no employee or applicant to be hired by the company appear on the Tennessee Sex Offender Registry or the Dru Sjodin National Sex Offender Public Website.
4. The Company is in compliance with the terms of T.C.A. § 49-5-413.C

Further affiant saith naught.
Principal Officer



STATE OF Tennessee

COUNTY OF Knox

Before me personally appeared Andy Bellmore with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the VP of Operations of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October 20 24.

Notary Public Julianna Catlin

My commission expires: 11/30/27



DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF Tennessee COUNTY OF Anderson

The undersigned, principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast an employer of five (5) or more employees contracting with Oak Ridge School District to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113 which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

Principal Officer: Andy Bellmore



STATE OF

Tennessee

COUNTY OF

Knox

Before me personally appeared Andy Bellmore with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the Vice President of Operations of Christman Mid-Atlantic Constructors and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October, 2024.

Notary Public: Julianne Cedi

My commission expires 11/30/27



HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement is between Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
Name of Contractor
(Hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
By: [Signature]

Title: Vice President of Operations

STATE OF Tennessee
County of Knox

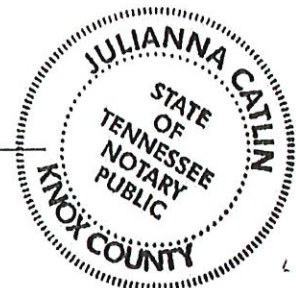
Andy Bellmore personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of Christman Mid-Atlantic Constructors, LLC.

[Signature]
Signature

Witness by hand and Notaries seal at office this 15th day of October,
year of 2024.

[Signature]
Notary Public

My Commission Expires: 11/30/27



IRAN DIVESTMENT ACT REQUIREMENTS

Pursuant to Tennessee Code Annotated § 12-12-106 (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office*. When competitive bidding is required, Tennessee Code Annotated § 12-12-111 requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.



Signature

10/15/2024

Date

Andy Bellmore

Printed Name

Vice President of Operations

Title

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast

Name of Firm/Company

*https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_An_n._12-12-106._Iran_Divestment_Act-July.pdf

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY CONTRACTOR

State of Tennessee

County of Anderson

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast, being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this 15th day

of October, 2024.

[Signature]

Signature of Officer

[Signature]

Notary Signature

Andy Bellmore

Typed Name of Officer

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast

Office

Notary Seal



WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
CHRISTMAN MID ATLANTIC CONSTRUCTORS, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► **S**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

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 FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
22560 Glenn Drive, Suite 108

6 City, state, and ZIP code
Sterling, VA 20164-4440

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN prov 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. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

3	5	-	2	4	3	5	1	5	6
---	---	---	---	---	---	---	---	---	---

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

correct.

Certification instructions. You must cross out item 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 ►

► 1/23/24

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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS 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-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), 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.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

License Search and Verification

We are upgrading verify.tn.gov to Public Search. Please visit us here: <https://search.cloud.commerce.tn.gov/>

For best results, please limit the number of search fields. Only exact matches will be displayed. You may need to try different variations of search terms. e.g., "Smith and Smith Construction" and "Smith & Smith Construction." If any name has an apostrophe in it, please replace the apostrophe with a percent sign, entering "Smith's Auto Shop" as "Smith% Auto Shop."

After you submit the search form, your results will appear below the form in this window (the form will remain for your reuse)...if you cannot see the results below, please scroll further down the search form.

For self-insured workers' compensation, or other reports, please submit to the [Public Record Request form](#).

<< [Click Here To Go Back To The Search Page](#)

License Details

License Status	Active - Fully Licensed
License #	75338
License ID	75338
Expiration Date	Oct 31 2026
Original Date	Oct 2 2020
Profession Code	1801
Profession Name	Contractor
First Name	\
Middle Name	\
Last Name	CHRISTMAN MID ATLANTIC CONSTRUCTORS LLC DBA CHRIST
City	LANSING
State	MI
Zip Code	48933
Rank	Contractor
License Activity Description	Active - Fully Licensed

Classification and Limit

CLASS	BC
MONETARY LIMIT	UNLIMITED

License Search and Verification

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For best results, please limit the number of search fields. Only exact matches will be displayed. You may need to try different variations of search terms. e.g., "Smith and Smith Construction" and "Smith & Smith Construction." If any name has an apostrophe in it, please replace the apostrophe with a percent sign, entering "Smith's Auto Shop" as "Smith% Auto Shop."

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For self-insured workers' compensation, or other reports, please submit to the [Public Record Request form](#).

<< [Click Here To Go Back To The Search Page](#)

License Details

License Status	Active - Fully Licensed
License #	11931
License ID	11931
Expiration Date	Apr 30 2025
Original Date	Apr 17 1971
Profession Code	1801
Profession Name	Contractor
First Name	\
Middle Name	\
Last Name	MASSEY CONSTRUCTION, INC.
City	ALCOA
State	TN
Zip Code	37701
Rank	Contractor
License Activity Description	Active - Fully Licensed

Classification and Limit

CLASS	BC
CLASS	CE
CLASS	CMC
CLASS	MU-A
CLASS	MU-C
CLASS	MU-D
MONETARY LIMIT	UNLIMITED

License Search and Verification

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For best results, please limit the number of search fields. Only exact matches will be displayed. You may need to try different variations of search terms. e.g., "Smith and Smith Construction" and "Smith & Smith Construction." If any name has an apostrophe in it, please replace the apostrophe with a percent sign, entering "Smith's Auto Shop" as "Smith% Auto Shop."

After you submit the search form, your results will appear below the form in this window (the form will remain for your reuse)...if you cannot see the results below, please scroll further down the search form.

For self-insured workers' compensation, or other reports, please submit to the [Public Record Request form](#).

<< [Click Here To Go Back To The Search Page](#)

License Details

License Status	Active - Fully Licensed
License #	72151
License ID	72151
Expiration Date	Mar 31 2026
Original Date	Mar 21 2018
Profession Code	1801
Profession Name	Contractor
First Name	\
Middle Name	\
Last Name	SOUTHEAST SERVICE GROUP LLC
City	KNOXVILLE
State	TN
Zip Code	37912
Rank	Contractor
License Activity Description	Active - Fully Licensed

Classification and Limit

CLASS	CE
MONETARY LIMIT	\$600,000

SECTION 00 41 13 – BID FORM

PROJECT: Oak Ridge High School Softball Complex

This BID is submitted on behalf of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" doing business as)
(hereinafter referred to as "BIDDER"), organized and existing under the laws of the State of Tennessee.

This BID is submitted to Oak Ridge Schools on behalf of the City of Oak Ridge (hereinafter referred to as "OWNER").

In compliance with the Advertisement for Bids and Instructions to Bidders, BIDDER hereby proposes to perform all the WORK for the construction of the above referenced project in strict accordance with the Contract Documents, as amended via Addenda, within the time set forth therein, and at the price(s) stated below which include all sales taxes, other applicable taxes, fees, and the Allowances listed in Section 01 21 00.

By submission of this BID, the BIDDER understands and certifies, and in the case of a joint BID each party thereto understands and certifies as to its own organization, the following:

1. The BIDDER having carefully familiarized themselves with the existing and local conditions at the Project Site under which the WORK is to be performed, and have correlated their observations with the requirements of the Contract Documents (Drawings, Specifications, and Addenda) for the above referenced project, this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.
2. The BIDDER has received, read, and understand the Contract Documents and that the BID amounts entered below are based on the Contract Documents as specified and amended via Addenda, and are made in strict accordance therewith;
3. The BID will not be withdrawn within the period of sixty (60) calendar days following the BID receipt date and opening thereof;
4. Upon receipt of the Notice of Award for this BID, the BIDDER shall execute an Agreement for the WORK within ten (10) calendar days after such notification;
5. The right is reserved by the OWNER to reject any or all BIDS, for any or no reason, and to waive any informalities in BIDS received;
6. Upon receipt of the Notice to Proceed for this BID, the BIDDER shall plan for a commencement date as indicated in Section 01 10 00 – Summary and proceed with the WORK in a timely fashion to reach Substantial Completion within the allotted time stipulated in the Contract Documents;
7. The Regulatory Requirement documents are included with this BID;
8. All the Lump-Sum and Quantity Allowances listed in Section 01 21 00 including the Contingency Allowance, if applicable, are included in the BASE BID amount entered below and it is understood that these Allowances cannot be used without prior written approval from the OWNER, and that all unused amounts of these Allowances will be credited back to the OWNER via a Change Order at the end of the project;

The BIDDER hereby agrees to furnish, perform, and commence all the WORK under this Agreement on or before a date to be specified in the Notice to Proceed and to fully complete the PROJECT within the amount of time allotted in the Contract Documents. BIDDER further agrees to pay as liquidated damages the sum(s) per calendar day as stipulated in the Contract Documents.

BASE BID (Including ALL Allowances listed in Section 01 21 00):

One Million Six Hundred Ninety Seven Thousand Seven Hundred Fifty Nine Dollars
(in words)

(\$ 1,697,759), hereinafter referred to as the **BASE BID**.
(in numbers)

ALTERNATE NO. 01:

If this Alternate, for the Work associated with the Athletic Field Lighting is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Two Hundred Forty Five Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 245,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 01.**
(in numbers)

ALTERNATE NO. 02:

If this Alternate, for the Work associated with the Scorer's Booth / Concessions Mechanical Systems is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Thirty Eight Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 38,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 02.**
(in numbers)

ALTERNATE NO. 03:

If this Alternate, for the Work associated with the Batting Cage Artificial Turf is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Thirty Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 30,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 03.**
(in numbers)

ALTERNATE NO. 04:

If this Alternate, for the Work associated with the Softball Field Infield Mix and Warning Track is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Twenty Six Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 26,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 04.**
(in numbers)

ALTERNATE NO. 05:

If this Alternate, for the Work associated with the Softball Field HGT Bluegrass Sod is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Thirty Seven Thousand Dollars
(circle one above) (in words)

(\$ 37,000) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 05.**
(in numbers)

ALTERNATE NO. 06:

If this Alternate, for the Work associated with the Softball TifTuf Bermuda Sod with Winter Rye Overseeding is accepted, the BASE BID will be modified as follows:

ADD / **DEDUCT** Twenty Nine Thousand Dollars
(circle one above) (in words)

(\$ 29,000) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 06.**
(in numbers)

ALTERNATE NO. 07:

If this Alternate, for the Work associated with the Softball Dugouts Length Reduction is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Eight Thousand One Hundred Sixty Five Dollars Dollars
(circle one above) (in words)

(\$ 8,165) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 07.**
(in numbers)

ALTERNATE NO. 08:

If this Alternate, for the Work associated with the Painting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Thirty Nine Thousand Five Hundred Fifty Dollars
(circle one above) (in words)

(\$ 39,550) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 08.**
(in numbers)

ALTERNATE NO. 09:

If this Alternate, for the Work associated with the Salvaging / Reusing Existing Infield Mix is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Sixteen Thousand Five Hundred Dollars
(circle one above) (in words)

(\$ 16,500) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 09.**
(in numbers)

UNIT PRICE ALLOWANCES:

The undersigned BIDDER proposes the Unit Price Allowances below which are included in the lump sum BASE BID above and are subject to adjustment based on the proposed Unit Prices listed below. The Unit Price Allowances below shall be added to or deducted from the Contract Sum based on the performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit Price Allowance for the actual measurement of individual items of the Work. All unused portions of Allowances shall be credited back to the Owner. If a calculation discrepancy is present below, the total dollar amount of the Unit Price Allowance divided by the quantity given below shall determine the actual Unit Price for that item.

UNIT PRICE & ALLOWANCE NO. 01: Removal of unsatisfactory soil and replacement with satisfactory soil material.

Quantity of 100 cubic yards x One Hundred Dollars (\$ 100) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of Ten Thousand Dollars (\$ 10,000)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 02: Mass rock excavation and replacement with satisfactory soil material.

Quantity of 100 cubic yards x One Hundred Ninety Five Dollars (\$ 195) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of Nineteen Thousand Five Hundred Dollars (\$ 19,500)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 03: Trench rock excavation and replacement with satisfactory soil material.

Quantity of 25 cubic yards x Two Hundred Twenty Five Dollars (\$ 225) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Five Thousand Six Hundred Twenty Five Dollars (\$ 5,625)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 04: Trench rock excavation and replacement with stone material.

Quantity of 25 cubic yards x Two Hundred Sixty Five Dollars (\$ 265) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Six Thousand Six Hundred Twenty Five Dollars (\$ 6,625)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 05: Brick Veneer.

Unit Price of \$600 per thousand x quantity of Ten Thousand and Thirty One Brick (10,031)
(quantity in words) (quantity in numbers)
equals an Allowance of Six Thousand and Nineteen Dollars (\$ 6,019)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 06: Concrete Sidewalk.

Quantity of 200 square feet x Eleven Dollars (\$ 11) per square feet
(unit price in words) (unit price in numbers)
equals an Allowance of Two Thousand Two Hundred Dollars (\$ 2,200)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 07: French Drain Landscape Curbing.


Quantity of 200 linear feet x Forty Dollars (\$ 40) per linear foot
(unit price in words) (unit price in numbers)
equals an Allowance of Eight Thousand Dollars (\$ 8,000)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 08: Lime Stabilization of Subgrades.

Quantity of 2,000 square yards x Sixteen Dollars and Fifty Cents Dollars (\$ 16.50) per square yard
(unit price in words) (unit price in numbers)
equals an Allowance of Thirty Three Thousand Dollars (\$ 33,000)
(total allowance in words) (total allowance in numbers)

THIS BID IS SUBMITTED BY:

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/15/2024

Name: Andy Bellmore Title: Vice President of Operations

Address: 2400 Sutherland Ave Knoxville, TN, 37919
(street & mailing address) (city, state, zip code)


Telephone #: (865)546-2440 Cell #: _____ Email: Andy.Bellmore@christmanmac.com

Federal Employer Identification Number (EIN): 35-2435156

License Number: 75338

RECEIPT OF DOCUMENTS:

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/15/2024

Name: Andy Bellmore Title: Vice President of Operations

State of Incorporation: Michigan

Note: If this BID is submitted by a corporation, this BID shall have the signature of the Officer(s) required by its governing document.

ADDENDA RECEIPT FORM:

PROJECT: Oak Ridge High School Softball Complex

By submission of this Form, the undersigned BIDDER acknowledges that they have received, reviewed, read, and understand each of the Addenda listed below for the above referenced project and further understands that failure to acknowledge the receipt of all Addenda within the list below may result in rejection of their BID.

Number:	Description:	Date Received:
<u>1</u>	<u>Addendum 1 to RFP 25-002.1</u>	<u>10/4/2024</u>
<u>2</u>	<u>Addendum 2 to RFP 25-002.1</u>	<u>10/4/2024</u>
<u>3</u>	<u>Addendum 3 to RFP 25-002.1</u>	<u>10/10/2024</u>

BIDDER: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
(insert the name of "a corporation" or "a partnership" (doing business as))

Authorized Signature: 

Date: 10/15/2024

Name: Andy Bellmore

Title: Vice President of Operations

END OF SECTION

**VENDOR INFORMATION AND PRICING FOR ORHS SOFTBALL COMPLEX
RFP 25-002.1**

Vendor Name: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast	
Vendor Address: 2400 Sutherland Ave	
City: Knoxville	
State: Tennessee	
Telephone: (865)546-2440	
Fax:	
Contact Person: Andy Bellmore	
Contact Person's email: Andy.Bellmore@christmanmac.com	
Authorizing Signature: 	
(Sign in blue ink.)	
Do you accept the Terms and Conditions of the bid?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
With Exceptions:	
Did you include Criminal History Records Check?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
Have you included copies of Licenses?	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	
Total Local Staff Size: 120	Technicians:
Helpers:	
Number of Years in Business: 13 years	
Locally: 8 years	

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF Tennessee

COUNTY OF Anderson

The undersigned, principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company also affirms that no employee or applicant to be hired by the company appear on the Tennessee Sex Offender Registry or the Dru Sjodin National Sex Offender Public Website.
4. The Company is in compliance with the terms of T.C.A. § 49-5-413.C

Further affiant saith naught.
Principal Officer



STATE OF Tennessee

COUNTY OF Knox

Before me personally appeared Andy Bellmore with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the VP of Operations of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October 2024.

Notary Public Julianne Catlin

My commission expires: 11/30/27



DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF Tennessee COUNTY OF Anderson

The undersigned, principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast, an employer of five (5) or more employees contracting with Oak Ridge School District to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of Christman Mid-Atlantic Constructors, LLC dba Christman Southeast (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113 which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

Principal Officer: Andy Bellmore 

STATE OF Tennessee

COUNTY OF Knox

Before me personally appeared Andy Bellmore with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the Vice President of Operations of Christman Mid-Atlantic Constructors and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October, 2024.

Notary Public: Julianna Cesti
My commission expires 11/30/27



HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement is between Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
Name of Contractor
(Hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: Christman Mid-Atlantic Constructors, LLC dba Christman Southeast
By: [Signature]

Title: Vice President of Operations

STATE OF Tennessee
County of Knox

Andy Bellmore personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of

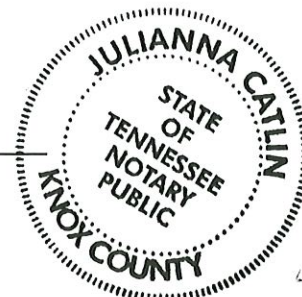
Christman Mid-Atlantic Constructors, LLC

[Signature]
Signature

Witness by hand and Notaries seal at office this 15th day of October,
year of 2024.

[Signature]
Notary Public

My Commission Expires: 11/30/27



IRAN DIVESTMENT ACT REQUIREMENTS

Pursuant to Tennessee Code Annotated § 12-12-106 (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office*. When competitive bidding is required, Tennessee Code Annotated § 12-12-111 requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.



Signature

10/15/2024

Date

Andy Bellmore

Printed Name

Vice President of Operations

Title

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast

Name of Firm/Company

*https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Annotation_12-12-106_Iran_Divestment_Act-July.pdf

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY CONTRACTOR

State of Tennessee

County of Anderson

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast, being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this 15th day

of October, 2024.

[Signature]

Signature of Officer

[Signature]

Notary Signature

Andy Bellmore

Typed Name of Officer

Christman Mid-Atlantic Constructors, LLC dba Christman Southeast

Office

Notary Seal



WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CHRISTMAN MID ATLANTIC CONSTRUCTORS, LLC</p> <p>2 Business name/disregarded entity name, if different from above</p> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S</p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶</p> <p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p> <p>5 Address (number, street, and apt. or suite no.) See instructions. 22560 Glenn Drive, Suite 108</p> <p>6 City, state, and ZIP code Sterling, VA 20164-4440</p> <p>7 List account number(s) here (optional)</p> <p style="text-align: right;">Requester's name and address (optional)</p>
--	--

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN prov 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. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
3	5		2	4	3	5	1	5	6

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

correct.

Certification instructions. You must cross out item _____ 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 ▶



▶ 1/23/24

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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS 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-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), 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.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

SECTION 00 41 13 – BID FORM

PROJECT: Oak Ridge High School Softball Complex

This BID is submitted on behalf of Skilled Services
(insert the name of "a corporation" or "a partnership" doing business as)
(hereinafter referred to as "BIDDER"), organized and existing under the laws of the State of Tennessee.

This BID is submitted to Oak Ridge Schools on behalf of the City of Oak Ridge (hereinafter referred to as "OWNER").

In compliance with the Advertisement for Bids and Instructions to Bidders, BIDDER hereby proposes to perform all the WORK for the construction of the above referenced project in strict accordance with the Contract Documents, as amended via Addenda, within the time set forth therein, and at the price(s) stated below which include all sales taxes, other applicable taxes, fees, and the Allowances listed in Section 01 21 00.

By submission of this BID, the BIDDER understands and certifies, and in the case of a joint BID each party thereto understands and certifies as to its own organization, the following:

1. The BIDDER having carefully familiarized themselves with the existing and local conditions at the Project Site under which the WORK is to be performed, and have correlated their observations with the requirements of the Contract Documents (Drawings, Specifications, and Addenda) for the above referenced project, this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.
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3. The BID will not be withdrawn within the period of sixty (60) calendar days following the BID receipt date and opening thereof;
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6. Upon receipt of the Notice to Proceed for this BID, the BIDDER shall plan for a commencement date as indicated in Section 01 10 00 – Summary and proceed with the WORK in a timely fashion to reach Substantial Completion within the allotted time stipulated in the Contract Documents;
7. The Regulatory Requirement documents are included with this BID;
8. All the Lump-Sum and Quantity Allowances listed in Section 01 21 00 including the Contingency Allowance, if applicable, are included in the BASE BID amount entered below and it is understood that these Allowances cannot be used without prior written approval from the OWNER, and that all unused amounts of these Allowances will be credited back to the OWNER via a Change Order at the end of the project;

The BIDDER hereby agrees to furnish, perform, and commence all the WORK under this Agreement on or before a date to be specified in the Notice to Proceed and to fully complete the PROJECT within the amount of time allotted in the Contract Documents. BIDDER further agrees to pay as liquidated damages the sum(s) per calendar day as stipulated in the Contract Documents.

BASE BID (Including ALL Allowances listed in Section 01 21 00):

one million, six hundred fourteen thousand Dollars
(in words)

(\$ 1,614,000.00), hereinafter referred to as the **BASE BID**.
(in numbers)

ALTERNATE NO. 01:

If this Alternate, for the Work associated with the Athletic Field Lighting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT two hundred forty three thousand Dollars
(circle one above) (in words)

(\$ 243,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 01.**
(in numbers)

ALTERNATE NO. 02:

If this Alternate, for the Work associated with the Scorer's Booth / Concessions Mechanical Systems is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT thirty thousand nine hundred Dollars
(circle one above) (in words)

(\$ 30,900.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 02.**
(in numbers)

ALTERNATE NO. 03:

If this Alternate, for the Work associated with the Batting Cage Artificial Turf is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT thirty five thousand Dollars
(circle one above) (in words)

(\$ 35,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 03.**
(in numbers)

ALTERNATE NO. 04:

If this Alternate, for the Work associated with the Softball Field Infield Mix and Warning Track is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT one hundred sixty six thousand, five hundred Dollars
(circle one above) (in words)

(\$ 166,500.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 04.**
(in numbers)

ALTERNATE NO. 05:

If this Alternate, for the Work associated with the Softball Field HGT Bluegrass Sod is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT one hundred twenty five thousand, three hundred Dollars
(circle one above) (in words)

(\$ 125,300.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 05.**
(in numbers)

ALTERNATE NO. 06:

If this Alternate, for the Work associated with the Softball TifTuf Bermuda Sod with Winter Rye Overseeding is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT one hundred twenty nine thousand Dollars
(circle one above) (in words)

(\$ 129,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 06.**
(in numbers)

ALTERNATE NO. 07:

If this Alternate, for the Work associated with the Softball Dugouts Length Reduction is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT ten thousand eight hundred Dollars
(circle one above) (in words)

(\$ 10,800.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 07.**
(in numbers)

ALTERNATE NO. 08:

If this Alternate, for the Work associated with the Painting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT thirty four thousand Dollars
(circle one above) (in words)

(\$ 34,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 08.**
(in numbers)

ALTERNATE NO. 09:

If this Alternate, for the Work associated with the Salvaging / Reusing Existing Infield Mix is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT forty nine thousand five hundred Dollars
(circle one above) (in words)

(\$ 49,500.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 09.**
(in numbers)

UNIT PRICE ALLOWANCES:

The undersigned BIDDER proposes the Unit Price Allowances below which are included in the lump sum BASE BID above and are subject to adjustment based on the proposed Unit Prices listed below. The Unit Price Allowances below shall be added to or deducted from the Contract Sum based on the performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit Price Allowance for the actual measurement of individual items of the Work. All unused portions of Allowances shall be credited back to the Owner. If a calculation discrepancy is present below, the total dollar amount of the Unit Price Allowance divided by the quantity given below shall determine the actual Unit Price for that item.

UNIT PRICE & ALLOWANCE NO. 01: Removal of unsatisfactory soil and replacement with satisfactory soil material.

Quantity of 100 cubic yards x one hundred Dollars (\$ 100.00) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of ten thousand Dollars (\$ 10,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 02: Mass rock excavation and replacement with satisfactory soil material.

Quantity of 100 cubic yards x one hundred eighty Dollars (\$ 180.00) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of eighteen thousand Dollars (\$ 18,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 03: Trench rock excavation and replacement with satisfactory soil material.

Quantity of 25 cubic yards x two hundred ten Dollars (\$ 210.00) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of five thousand two hundred fifty Dollars (\$ 5,250.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 04: Trench rock excavation and replacement with stone material.

Quantity of 25 cubic yards x two hundred fifty Dollars (\$ 250.00) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of six thousand two hundred fifty Dollars (\$ 6,250.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 05: Brick Veneer.

Unit Price of \$600 per thousand x quantity of ten thousand Brick (10,000)
(quantity in words) (quantity in numbers)

equals an Allowance of six thousand Dollars (\$ 6,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 06: Concrete Sidewalk.

Quantity of 200 square feet x fifteen Dollars (\$ 15.00) per square feet
(unit price in words) (unit price in numbers)

equals an Allowance of three thousand Dollars (\$ 3,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 07: French Drain Landscape Curbing.

Quantity of 200 linear feet x twelve dollars and fifty cents Dollars (\$ 12.50) per linear foot
(unit price in words) (unit price in numbers)

equals an Allowance of two thousand five hundred Dollars (\$ 2,500.00)
(total allowance in words) (total allowance in numbers)


UNIT PRICE & ALLOWANCE NO. 08: Lime Stabilization of Subgrades.

Quantity of 2,000 square yards x thirteen dollars and fifty cents Dollars (\$ 13.50) per square yard
(unit price in words) (unit price in numbers)

equals an Allowance of twenty seven thousand Dollars (\$ 27,000.00)
(total allowance in words) (total allowance in numbers)

THIS BID IS SUBMITTED BY:

BIDDER: Skilled Services
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/11/2024

Name: Rob Smith Title: President

Address: 2800 Hoitt Ave
(street & mailing address) (city, state, zip code)


Telephone #: (865)637-7687 Cell #: (865)244-9191 Email: robsmith@skservicesllc.com

Federal Employer Identification Number (EIN): 20-8431528

License Number: 34266

RECEIPT OF DOCUMENTS:

BIDDER: Skilled Services
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/11/2024

Name: Rob Smith Title: President

State of Incorporation: Tennessee

Note: If this BID is submitted by a corporation, this BID shall have the signature of the Officer(s) required by its governing document.

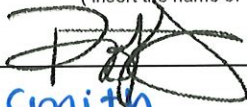
ADDENDA RECEIPT FORM:

PROJECT: Oak Ridge High School Softball Complex

By submission of this Form, the undersigned BIDDER acknowledges that they have received, reviewed, read, and understand each of the Addenda listed below for the above referenced project and further understands that failure to acknowledge the receipt of all Addenda within the list below may result in rejection of their BID.


Number:	Description:	Date Received:
<u>1</u>	<u>Addendum 1 to RFP 25-002.1</u>	<u>10/4/24</u>
<u>2</u>	<u>Addendum 2 to RFP 25-002.1</u>	<u>10/4/24</u>
<u>3</u>	<u>Addendum 3 to RFP 25-002.1</u>	<u>10/10/24</u>

BIDDER: Skilled Services
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/11/2024
Name: Rob Smith Title: President

END OF SECTION

VENDOR INFORMATION AND PRICING FOR ORHS SOFTBALL COMPLEX
RFP 25-002.1

Vendor Name: Skilled Services	
Vendor Address: 2800 Hoitt Ave	
City: Knoxville	
State: TN	
Telephone: (865) 637-7687	
Fax: n/a	
Contact Person: Rob Smith	
Contact Person's email: robsmith@skservicesllc.com	
Authorizing Signature:  (Sign in blue ink.)	
Do you accept the Terms and Conditions of the bid? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
With Exceptions: n/a	
Did you include Criminal History Records Check? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Have you included copies of Licenses? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Total Local Staff Size: 40	Technicians: 80
Helpers: 20	
Number of Years in Business: 31 years	
Locally: 31 years	

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF TN

COUNTY OF Knox


The undersigned, principal officer of Skilled Services, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of Skilled Services (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company also affirms that no employee or applicant to be hired by the company appear on the Tennessee Sex Offender Registry or the Dru Sjodin National Sex Offender Public Website.
4. The Company is in compliance with the terms of T.C.A. § 49-5-413.C

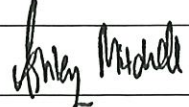
Further affiant saith naught.
Principal Officer

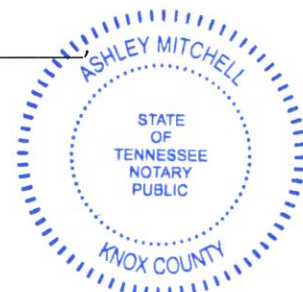
STATE OF TN

COUNTY OF KNOX

Before me personally appeared  with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the President of Skilled Services and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 10th day of October 20 24

Notary Public  My Commission Expires July 6, 2025
My commission expires: _____



DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF TN COUNTY OF Knox

The undersigned, principal officer of Skilled Services, an employer of five (5) or more employees contracting with Oak Ridge School District to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of Skilled Services (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113 which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

Principal Officer: _____



STATE OF

TN

COUNTY OF

Knox

Before me personally appeared Rob Smith with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the President of Skilled Services and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 10th day of October, 2024.

Notary Public: _____



My commission expires _____

My Commission Expires _____

July 6, 2025



HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement is between Skilled Services
Name of Contractor

(Hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: Skilled Services
By: [Signature]
Title: President

STATE OF TN
County of Knox

Rob smith personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of Skilled Services.

[Signature]
Signature

Witness by hand and Notaries seal at office this 10th day of October,
year of 2024.

[Signature]
Notary Public

My Commission Expires: July 6, 2025



IRAN DIVESTMENT ACT REQUIREMENTS

Pursuant to Tennessee Code Annotated § 12-12-106 (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office*. When competitive bidding is required, Tennessee Code Annotated § 12-12-111 requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.



Signature

10/10/2024

Date

Rob Smith

Printed Name

President

Title

Skilled Services

Name of Firm/Company

*https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn_Code_Annotation_12-12-106_Iran_Divestment_Act-July.pdf

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY CONTRACTOR


State of TN

County of Knox

Rob Smith, being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this 10th day

of October, 2024.



Signature of Officer

Rob Smith

Typed Name of Officer

President

Office



Notary Signature

My Commission Expires
July 6, 2025



Notary Seal

WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.

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. See Specific Instructions on page 3.	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.) Skilled Services Quality Construction, LLC			
	2	Business name/disregarded entity name, if different from above.			
	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 type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) S 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. 2800 Hoitt Avenue	Requester's name and address (optional)		
	6	City, state, and ZIP code Knoxville, TN 37917			
	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									
2	0	-	8	4	3	1	5	2	8

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 <i>Penny Warner</i>	Date 3/11/2024
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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.

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).

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



STATE OF TENNESSEE
DEPARTMENT OF
COMMERCE AND INSURANCE



SKILLED SERVICES QUALITY CONSTRUCTION, LLC

395000

ID NUMBER: 34266
LIC STATUS: ACTIVE
EXPIRATION DATE: November 30, 2024

BOARD FOR LICENSING CONTRACTORS
CONTRACTOR

THIS IS TO CERTIFY THAT ALL REQUIREMENTS
OF THE STATE OF TENNESSEE HAVE BEEN MET

SKILLED SERVICES QUALITY CONSTRUCTION, LLC
2800 HOITT AVE
KNOXVILLE, TN 37917

State of Tennessee

395000

13163879

BOARD FOR LICENSING CONTRACTORS
CONTRACTOR

SKILLED SERVICES QUALITY CONSTRUCTION, LLC

This is to certify that all requirements of the State of Tennessee have been met.

ID NUMBER: 34266
LIC STATUS: ACTIVE
EXPIRATION DATE: November 30, 2024
UNLIMITED; BC; CE; CMC



IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Skilled Services Quality Construction, LLC
2800 Hoitt Ave.
Knoxville, TN 37917

OWNER:
(Name, legal status and address)

Oak Ridge Schools
304 New York Avenue
Oak Ridge, TN 37830

SURETY:
(Name, legal status and principal place of business)

Westfield Insurance Company
P.O. Box 5001
Westfield Center, OH 44251-5001
Mailing Address for Notices
P.O. Box 5001
Westfield Center, OH 44251-5001

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.

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

OAK RIDGE HIGH SCHOOL - SOFTBALL COMPLEX

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 15th day of October, 2024.


(Witness)


(Witness) Sue Hill

Skilled Services Quality Construction, LLC
(Principal)  *(Seal)*

By: 
(Title) Robert Smith President

Westfield Insurance Company
(Surety)  *(Seal)*

By: 
(Title) Kendra Adams, Attorney-in-Fact

General
Power
of Attorney

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
ALEXANDER C. SHAFER, JASON E. TALLENT, AARON JENSEN, CHRISTINA ADDINGTON, CHRISTIE SWINNEY, SUE HILL, KENDRA ADAMS, JOINTLY OR SEVERALLY

of KNOXVILLE and State of TN its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed FIFTEEN MILLION DOLLARS AND NO CENTS (\$15,000,000)----

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **National Surety Leader** and **Senior Executive** and their corporate seals to be hereto affixed this **14th** day of **JULY** A.D., **2023**.

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: **Gary W. Stumper, National Surety Leader and Senior Executive**

State of Ohio
County of Medina ss.:

On this **14th** day of **JULY** A.D., **2023**, before me personally came **Gary W. Stumper** to me known, who, being by me duly sworn, did depose and say, that he resides in **Medina, OH**; that he is **National Surety Leader** and **Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this **15th** day of **October** A.D., **2024**.


Frank A. Carrino, Secretary

SECTION 00 41 13 – BID FORM

PROJECT: Oak Ridge High School Softball Complex

This BID is submitted on behalf of GCE Construction
(insert the name of "a corporation" or "a partnership" doing business as)
(hereinafter referred to as "BIDDER"), organized and existing under the laws of the State of Tennessee.

This BID is submitted to Oak Ridge Schools on behalf of the City of Oak Ridge (hereinafter referred to as "OWNER").

In compliance with the Advertisement for Bids and Instructions to Bidders, BIDDER hereby proposes to perform all the WORK for the construction of the above referenced project in strict accordance with the Contract Documents, as amended via Addenda, within the time set forth therein, and at the price(s) stated below which include all sales taxes, other applicable taxes, fees, and the Allowances listed in Section 01 21 00.

By submission of this BID, the BIDDER understands and certifies, and in the case of a joint BID each party thereto understands and certifies as to its own organization, the following:

1. The BIDDER having carefully familiarized themselves with the existing and local conditions at the Project Site under which the WORK is to be performed, and have correlated their observations with the requirements of the Contract Documents (Drawings, Specifications, and Addenda) for the above referenced project, this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.
2. The BIDDER has received, read, and understand the Contract Documents and that the BID amounts entered below are based on the Contract Documents as specified and amended via Addenda, and are made in strict accordance therewith;
3. The BID will not be withdrawn within the period of sixty (60) calendar days following the BID receipt date and opening thereof;
4. Upon receipt of the Notice of Award for this BID, the BIDDER shall execute an Agreement for the WORK within ten (10) calendar days after such notification;
5. The right is reserved by the OWNER to reject any or all BIDS, for any or no reason, and to waive any informalities in BIDS received;
6. Upon receipt of the Notice to Proceed for this BID, the BIDDER shall plan for a commencement date as indicated in Section 01 10 00 – Summary and proceed with the WORK in a timely fashion to reach Substantial Completion within the allotted time stipulated in the Contract Documents;
7. The Regulatory Requirement documents are included with this BID;
8. All the Lump-Sum and Quantity Allowances listed in Section 01 21 00 including the Contingency Allowance, if applicable, are included in the BASE BID amount entered below and it is understood that these Allowances cannot be used without prior written approval from the OWNER, and that all unused amounts of these Allowances will be credited back to the OWNER via a Change Order at the end of the project;

The BIDDER hereby agrees to furnish, perform, and commence all the WORK under this Agreement on or before a date to be specified in the Notice to Proceed and to fully complete the PROJECT within the amount of time allotted in the Contract Documents. BIDDER further agrees to pay as liquidated damages the sum(s) per calendar day as stipulated in the Contract Documents.

BASE BID (Including ALL Allowances listed in Section 01 21 00):

Two million Six hundred thousand Dollars
(in words)

(\$ 2,600,000.00), hereinafter referred to as the **BASE BID**.
(in numbers)

ALTERNATE NO. 01:

If this Alternate, for the Work associated with the Athletic Field Lighting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT One hundred Sixty-Seven thousand Dollars
(circle one above) (in words)

(\$ 167,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 01.**
(in numbers)

ALTERNATE NO. 02:

If this Alternate, for the Work associated with the Scorer's Booth / Concessions Mechanical Systems is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Twenty thousand Dollars
(circle one above) (in words)

(\$ 20,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 02.**
(in numbers)

ALTERNATE NO. 03:

If this Alternate, for the Work associated with the Batting Cage Artificial Turf is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Ten thousand Dollars
(circle one above) (in words)

(\$ 10,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 03.**
(in numbers)

ALTERNATE NO. 04:

If this Alternate, for the Work associated with the Softball Field Infield Mix and Warning Track is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Ten thousand Dollars
(circle one above) (in words)

(\$ 10,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 04.**
(in numbers)

ALTERNATE NO. 05:

If this Alternate, for the Work associated with the Softball Field HGT Bluegrass Sod is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT thirty thousand Dollars
(circle one above) (in words)

(\$ 30,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 05.**
(in numbers)

ALTERNATE NO. 06:

If this Alternate, for the Work associated with the Softball TifTuf Bermuda Sod with Winter Rye Overseeding is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Forty-five thousand Dollars
(circle one above) (in words)

(\$ 45,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 06.**
(in numbers)

ALTERNATE NO. 07:

If this Alternate, for the Work associated with the Softball Dugouts Length Reduction is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Three thousand Dollars
(circle one above) (in words)

(\$ 3,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 07.**
(in numbers)

ALTERNATE NO. 08:

If this Alternate, for the Work associated with the Painting is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Twelve thousand Dollars
(circle one above) (in words)

(\$ 12,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 08.**
(in numbers)

ALTERNATE NO. 09:

If this Alternate, for the Work associated with the Salvaging / Reusing Existing Infield Mix is accepted, the BASE BID will be modified as follows:

ADD / DEDUCT Ten thousand Dollars
(circle one above) (in words)

(\$ 10,000.00) to / from the BASE BID, hereinafter referred to as the **ALTERNATE NO. 09.**
(in numbers)

UNIT PRICE ALLOWANCES:

The undersigned BIDDER proposes the Unit Price Allowances below which are included in the lump sum BASE BID above and are subject to adjustment based on the proposed Unit Prices listed below. The Unit Price Allowances below shall be added to or deducted from the Contract Sum based on the performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit Price Allowance for the actual measurement of individual items of the Work. All unused portions of Allowances shall be credited back to the Owner. If a calculation discrepancy is present below, the total dollar amount of the Unit Price Allowance divided by the quantity given below shall determine the actual Unit Price for that item.

UNIT PRICE & ALLOWANCE NO. 01: Removal of unsatisfactory soil and replacement with satisfactory soil material.

Quantity of 100 cubic yards x One hundred twenty-five Dollars (\$ 125.00) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of Twelve thousand five hundred Dollars (\$ 12,500.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 02: Mass rock excavation and replacement with satisfactory soil material.

Quantity of 100 cubic yards x Two hundred twenty-five Dollars (\$ 225.00) per cubic yard
(unit price in words) (unit price in numbers)

equals an Allowance of twenty-two thousand five hundred Dollars (\$ 22,500.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 03: Trench rock excavation and replacement with satisfactory soil material.

Quantity of 25 cubic yards x One hundred Ninety Dollars (\$ 190.00) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Four thousand Seven hundred Fifty Dollars (\$ 4,750.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 04: Trench rock excavation and replacement with stone material.

Quantity of 25 cubic yards x two hundred and fifty Dollars (\$ 250.00) per cubic yard
(unit price in words) (unit price in numbers)
equals an Allowance of Six thousand two hundred and fifty Dollars (\$ 6,250.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 05: Brick Veneer.

Unit Price of \$600 per thousand x quantity of ten thousand Brick (10,000)
(quantity in words) (quantity in numbers)
equals an Allowance of Six thousand Dollars (\$ 6,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 06: Concrete Sidewalk.

Quantity of 200 square feet x Eight dollars 50/100 Dollars (\$ 8.50.) per square feet
(unit price in words) (unit price in numbers)
equals an Allowance of One thousand Seven hundred Dollars (\$ 1,700.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 07: French Drain Landscape Curbing.

Quantity of 200 linear feet x one hundred twenty-five Dollars (\$ 125.00) per linear foot
(unit price in words) (unit price in numbers)
equals an Allowance of twenty-five thousand Dollars (\$ 25,000.00)
(total allowance in words) (total allowance in numbers)

UNIT PRICE & ALLOWANCE NO. 08: Lime Stabilization of Subgrades.

Quantity of 2,000 square yards x Fifteen Dollars (\$ 15.00) per square yard
(unit price in words) (unit price in numbers)
equals an Allowance of thirty thousand. Dollars (\$ 30,000.00)
(total allowance in words) (total allowance in numbers)

THIS BID IS SUBMITTED BY:

BIDDER: GCE Construction
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/14/2024

Name: Timothy Gaylor Title: Owner/President

Address: 5249 General Carl W Stiner / P.O. Box 177 LaFollette, TN 37766
(street & mailing address) (city, state, zip code)


Telephone #: (423) 201-9836 Cell #: _____ Email: info@gceco.net

Federal Employer Identification Number (EIN): 27-2720961

License Number: 76119

RECEIPT OF DOCUMENTS:

BIDDER: GCE Construction
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/14/2024

Name: Timothy Gaylor Title: Owner/President

State of Incorporation: NA

Note: If this BID is submitted by a corporation, this BID shall have the signature of the Officer(s) required by its governing document.



Vendor Profile

SUBMITTED BY:

GCE Construction
PO BOX 177
La Follette, TN 37766

SUBMITTED TO:

Oak Ridge Schools Business Department
304 New York Ave,
Oak Ridge, TN 37830

TYPE OF WORK TYPICALLY PERFORMED

General Contracting; Construction Management

Type of Business: Proprietorship

FEIN #: 27-2720961

Years of Construction Business Experience: 26+

Construction Services

GCE Construction distinguishes itself by being a "Turn-Key Specialist Provider". We are the primary point of contact from project inception to Certificate of Occupancy and offer our clients overall project coordination and management in the following areas:

General Construction and Restoration Service

- Commercial and Industrial Turn-Key Projects
- Institutional, Skilled Nursing Facilities, Hospitals and Medical buildings
- Hotels & Restaurants
- Financial Institutions
- Interior Build-Outs and Renovations -Commercial and Industrial
- Luxury Custom Homes
- Religious and Educational Facilities, Dormitories.
- New Roofing, Repairs and Replacement.
- Concrete Repair and Building Repair

Construction Management Services

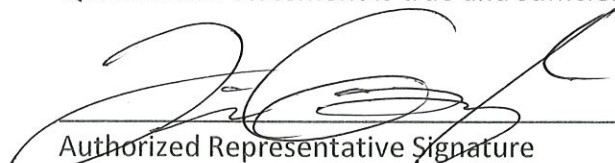
- Act as Owner's Representative in leading development teams
- Analyze overall project development plan
- Advise upon construction feasibility issues and present Owners with options and recommendations that enable informed decisions
- Implement processes to manage project changes in a timely and cost-effective Manner

Past Project Experience:

	1	2	3	4
Project Name	Harriman Municipal Plaza	Anderson County Courthouse Reno.	Clinton High School Softball Field	Forge Ridge School Security Upgrades
Project Location	Harriman, TN	Clinton, TN	Clinton, TN	Harrogate, TN
Project Type	Interior and Exterior Renovations	Interior Renovation	New Construction	Interior and Exterior Renovations
Owner	City of Harriman	Anderson County Government	Anderson County BOE	Claiborne County BOE
Contract Amount	\$787,014.60	\$1,057,212.85	\$1,500,000.00	\$272,090.00
Completion Year	2022	2024	2024	2023
Project Delivery Method	<input checked="" type="checkbox"/> Design-Bid Build <input type="checkbox"/> Design-Build <input type="checkbox"/> CM Constructor <input type="checkbox"/> CM Advisor <input type="checkbox"/> Other	<input checked="" type="checkbox"/> Design-Bid Build <input type="checkbox"/> Design-Build <input type="checkbox"/> CM Constructor <input type="checkbox"/> CM Advisor <input type="checkbox"/> Other	<input type="checkbox"/> Design-Bid Build <input type="checkbox"/> Design-Build <input type="checkbox"/> CM Constructor <input checked="" type="checkbox"/> CM Advisor <input type="checkbox"/> Other	<input checked="" type="checkbox"/> Design-Bid Build <input type="checkbox"/> Design-Build <input type="checkbox"/> CM Constructor <input type="checkbox"/> CM Advisor <input type="checkbox"/> Other

Contractor Certification

The undersigned certifies that the information provided in this Contractor's Qualification statement is true and sufficiently complete.


 Authorized Representative Signature

Date 10/14/24

Timothy Gaylor Owner-President
 Printed Name and Title

Notary
 State Of: TN
 County: Campbell

Signed and sworn to before me this 14th day of October, 2024


 Notary Signature



My Commission Expires: 8/26/28

ADDENDA RECEIPT FORM:

PROJECT: Oak Ridge High School Softball Complex

By submission of this Form, the undersigned BIDDER acknowledges that they have received, reviewed, read, and understand each of the Addenda listed below for the above referenced project and further understands that failure to acknowledge the receipt of all Addenda within the list below may result in rejection of their BID.


Number:	Description:	Date Received:
<u>1</u>	<u>Amendment to the last day for questions</u>	<u>10/4/2024</u>
<u>2</u>	<u>Changes to the specifications</u>	<u>10/4/2024</u>
<u>3</u>	<u>Changes to the specifications, changes to the drawings, questions & answers/clarifications</u>	<u>10/10/2024</u>

BIDDER: GCE Construction
(insert the name of "a corporation" or "a partnership" doing business as)

Authorized Signature:  Date: 10/14/2024
Name: Timothy Gaylor Title: Owner/President

END OF SECTION

**VENDOR INFORMATION AND PRICING FOR ORHS SOFTBALL COMPLEX
RFP 25-002.1**

Vendor Name: GCE Construction	
Vendor Address: P.O. Box 177	
City: LaFollette	
State: TN	
Telephone: (423) 201-9836	
Fax: (423) 374-1223	
Contact Person: Timothy Gaylor	
Contact Person's email: info@gceco.net	
Authorizing Signature:  (Sign in blue ink.)	
Do you accept the Terms and Conditions of the bid? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
With Exceptions:	
Did you include Criminal History Records Check? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Have you included copies of Licenses? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Available upon Request	
Total Local Staff Size:	Technicians:
Helpers:	
Number of Years in Business: 4	
Locally: 4	

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF TN

COUNTY OF Campbell

The undersigned, principal officer of GCE Construction, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of GCE Construction (hereafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company also affirms that no employee or applicant to be hired by the company appear on the Tennessee Sex Offender Registry or the Dru Sjodin National Sex Offender Public Website.
4. The Company is in compliance with the terms of T.C.A. § 49-5-413.C

Further affiant saith naught.

Principal Officer

STATE OF TN

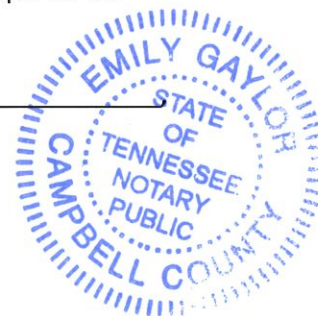
COUNTY OF Campbell

Before me personally appeared Timothy Gaylor with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the Owner President of GCE Construction and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October 2024.

Notary Public

My commission expires: Emil Gaylor 8/26/28



DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF TN COUNTY OF Campbell

The undersigned, principal officer of GCE Construction
an employer of five (5) or more employees contracting with Oak Ridge School District to
provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of
GCE Construction (hereafter referred to as
the "Company") and is duly authorized to execute this Affidavit on
behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113 which requires
each employer with no less than five (5) employees receiving pay who contracts
with the state or any local government to provide construction services to submit
an affidavit stating that such employer has a drug-free workplace program that
complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

Principal Officer: *[Signature]*

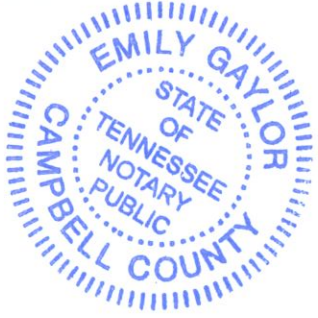
STATE OF
TN

COUNTY OF
Campbell

Before me personally appeared Timothy Craylor
with whom I am personally acquainted
(or proved to me on the basis of satisfactory evidence), and who acknowledged that
he/she is the Owner - President of
GCE Construction and is authorized to execute this
instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 15th day of October
2024.

Notary Public: *[Signature]*
My commission expires 8/26/28



HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement is between GCE Construction

Name of Contractor

(Hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: GCE Construction

By: Timothy Gaylor

Title: Owner/President

STATE OF TN

County of Campbell

Timothy Gaylor personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of

GCE Construction

[Signature]
Signature

Witness by hand and Notaries seal at office this 15th day of October,
year of 2024.

[Signature]
Notary Public

My Commission Expires: 8/26/28



IRAN DIVESTMENT ACT REQUIREMENTS

Pursuant to Tennessee Code Annotated § 12-12-106 (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office*. When competitive bidding is required, Tennessee Code Annotated § 12-12-111 requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.



Signature

10/14/2024

Date

Timothy Gaylor

Printed Name

Owner/President

Title

GCE Construction

Name of Firm/Company

*https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Annotation_12-12-106_Iran_Divestment_Act-July.pdf

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY CONTRACTOR

State of TN

County of Campbell

 Timothy Gaylor , being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this 15th day

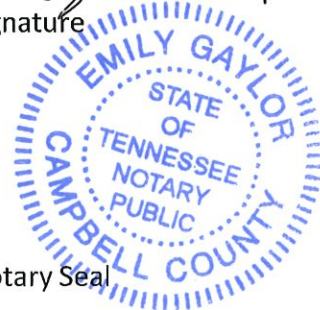
of October , 2024 .

 [Signature]
Signature of Officer

 Timothy Gaylor
Typed Name of Officer

 GCE Construction
Office

 [Signature] Exp. 8-26-28
Notary Signature



Notary Seal

WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.

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. See Specific Instructions on page 3.	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.) Timothy Gaylor			
	2	Business name/disregarded entity name, if different from above. GCE Construction			
	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 checked="" type="checkbox"/> Individual/sole proprietor <input 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"/>		(Applies to accounts maintained outside the United States.)	
	5	Address (number, street, and apt. or suite no.). See instructions. PO BOX 177	Requester's name and address (optional)		
	6	City, state, and ZIP code LaFollette, TN 37766			
	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.

Social security number									
or									
Employer identification number									
2	7	-	2	7	2	0	9	6	1

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.

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 10/27/24
------------------	------------------------------	----------------------

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.

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).

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



Oak Ridge

SCHOOLS

Maintenance and Operations

OFFICE OF MAINTENANCE AND OPERATIONS

DATE: September 26, 2024

TO: Bruce Lay, Executive Director of School Leadership

FROM: Allen Thacker, Director of Maintenance and Operations

SUBJECT: Woodland Gas Piping Replacement Project

Mr. Lay,

I am recommending that the Oak Ridge Schools Board of Education approve the contract with Powell Brothers Mechanical Contractors for the replacement of the Woodland rooftop gas piping in the amount of \$34,090.00. The current gas piping system is over 40 years old and must be removed for the replacement of the roof. The gas piping will be reinstalled in phases as the roofing work is completed.

Funding for this project is allocated from our Capital Improvements Program (CIP) allocated by the city.

Thank you for your consideration,

Allen Thacker

Director of Maintenance and Operations

Maintenance Office

100 Woodbury, Oak Ridge, TN 37830

(865) 425-3171

www.ortn.edu

Powell Brothers Mechanical Contractors
P.O. Box 929
Clinton, TN 37717
(865) 457-3530
brad@powellbroshvac.com
www.powellbroshvac.com



ESTIMATE

ADDRESS
Oak Ridge Schools 304 New York Avenue Oak Ridge, TN 37830 rathacker@ortn.edu

ESTIMATE #	
CAC - ORS - Woodland Elementary	
DATE	SALES REP
9/19/2024	Brad Powell
SHIP TO / JOB ADDRESS	
Woodland Elementary Oak Ridge, TN	

CAC - ORS - Woodland Elementary - CAC

ACTIVITY	QTY	RATE	AMOUNT
To replace all the gas piping on-site from the 2' ball valve at ground level to all the rooftop units, the water heater and the hanging heater inside. All piping will be on roof blocks and painted.	1	\$ 34,090.00	\$ 34,090.00
ESTIMATE TOTAL			\$ 34,090.00

ACCEPTED BY	DATE

Thank you for the opportunity to provide this estimate to you. Please feel free to contact us if there are any questions, concerns, or changes you would like to consider for this estimate.

Terms & Conditions: Invoices are Due Upon Receipt

We are happy to accept credit/debit card payments; however there will be a 3.5% convenience fee for this service. Past due accounts will be charged an interest rate of 1.9% per month until payment is received. Returned check fee is \$50.00. Should an account become delinquent, the customer shall be responsible for any attorney fees and court costs.



Proposal

6549 Creekhead Drive Knoxville, Tn, 37909
Office (865)951-1919 Fax (865)951-1918

Date: 9/17/24

Attention: Allen Thacker
Project: Woodland Elem. Gas Piping
Contractor: McMahan Mechanical

License Classification: CMC-A, CMC-C
License Number: 00024098
License Limit: \$1,500,000.00
Exp: 7/31/2024

MCMAHAN MECHANICAL, INC. is pleased to provide a quote for the sum of \$54,000.00 to replace all gas piping and regulators during the roofing project.

Work to be performed includes:

All labor and material to complete the above project.

- Install all new gas piping
- Install all new gas regulators
- Install new roof pipe stands
- Paint all new associated gas piping
- Test and Bleed gas system

Exclusions

- No Bond

CONDITIONS: All labor and materials furnished by this contractor guaranteed for one year. All work to be completed in a professional, workman-like manner according to standard practices. Job quote is based on normal working conditions regarding hours worked, job sequencing, workspace availability and site access. Any deviation from the above work description will be executed only after written approval is received. The contractor shall not be held liable for errors or omissions in design by others, nor inadequacies of materials and equipment specified by others. The contractor shall not be liable for indirect loss or damage.

Quoted price is based on current material prices. Quote is valid for 15 days from quote date.

Respectfully,

Dale Huskey

Project Manager / Estimator



PROPOSAL
9/17/24

To: Oak Ridge Schools
100 Woodbury Lane
PO Box 6677
Oakridge, TN 37831

Attn: Allen Thacker - rathacker@ortn.edu

Project: Woodland Elementary

Proposal Inclusions: This proposal includes all labor and materials to furnish and install the new 5lb gas pipe as per discussed with Allen on 9/12/24. Gas line to be painted and mounted on rubber roof blocks as directed. Gas line to be installed in three phases as roofing crew completes different sections. All new gas regulators on all units are included

Exclusions: Temporary heat, or hot water; Structural supports, cutting, patching, or repairing; Insulation; Roofing; Painting not applied to gas pipe

Proposal Amount: FourSeasons, Inc., proposes to perform the work as described above for the total price below:

\$102,000.00



INTERSTATE
MECHANICAL
CONTRACTORS INC.

3200 Henson Road
P.O. Box 50610
Knoxville, TN 37950
(865) 588-0180

www.interstatemechanical.com

QUOTATION

TN-LIC # 00011994 Expiration 4-30-25 Unlimited
Classification; BC-2, 18, 20; MC-A, B, C, D; MU-A (1,2,3); CMC.

3200 HENSON ROAD • P.O. BOX 50610 • KNOXVILLE, TENNESSEE 37950-0610

PHONE (865) 588-0180
FAX (865) 602-4130

TO: ALL BIDDERS

DATE: 9/20/24

JOB: Woodland Elementary

LOCATION: Oak Ridge, Tn.

NOT RESPONSIBLE FOR DELAYS BY
REASON OF STRIKES, ACCIDENTS OR
THAT THEY
CAUSES BEYOND OUR CONTROL.

PRICES SUBJECT TO CHANGE WITHIN 30 DAYS

ORDERS FOR SPECIAL MATERIAL OR EXTRA ACCEPTED
WITH THE DISTINCT UNDERSTANDING

ARE NOT SUBJECT TO CANCELLATION.

DESCRIPTION

We are pleased to propose the following quotation for the above referenced project in accordance with the plans and specifications.

Following Plans received as bid documents. 0

We propose to furnish labor and material for the following areas:

PLUMBING:

1. Run new natural gas piping from the existing located and ground level up to roof and connect to (19) existing rooftop units, (1) existing boiler, and (1) existing unit heater
2. Gas piping will be carbon steel with threaded fittings.
3. Install (21) new gas regulators on each piece of equipment.
4. Install new rooftop supports. Support shall be equal to Dura-Blok Model DB10.

QUALIFICATIONS:

1. **Due to the volatility of the steel and aluminum markets our pricing will be good for only 30 days.**
2. No patching of floors, walls or ceiling is included in this proposal.
3. No roofing included in this proposal.
4. No start-up of existing equipment.
5. No repairs to existing equipment.
6. No painting of gas piping included in this proposal.

Note: This proposal is explicitly subject to change (including but not limited to increased cost and delays) as a result of Coronavirus/COVID19 and resulting price escalations, delays in manufacturing and/or delivery of materials and equipment, labor shortages and negative labor fluctuations. The contractor expressly reserves the right to withdraw this proposal in the event of a shelter in place order or any directive from any authority having jurisdiction that the work is suspended, delayed, prohibited, canceled or shut down.

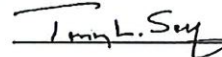
EXCLUSIONS:

- | | |
|--|---|
| 1. No Rock Excavation | 11. No Bond |
| 2. No Removal or relocation of unknown utilities | 12. No Fire Protection or Site Fire Lines |
| 3. No Temporary Utilities or Toilets | 13. No Asphalt or Concrete Work |
| 4. No Temporary Heating or Cooling | 14. No Electrical |
| 5. No Painting | 15. No Site Utilities in Base Bid |
| 6. No Meter or Tap Fees | 16. No Commissioning |
| 7. No Exterior Caulking Included | 17. No Roofing |
| 8. No Acoustical Caulking Included | 18. No Indoor Air Quality Management |
| 9. No Supplemental Steel Included in this Proposal | |
| 10. No Line Voltage or Control Line Voltage Included | |

BASE BID: \$ 72,500.00

Add to Paint Gas Piping: \$8,900.00

Very truly yours,
Signed:



Terry L. Self; President

Any questions pertaining to this project, please contact Gary White/Bobby Branum for HVAC;
Robert Gross/Kenny Kirkland for Plumbing. 588-0180



Oak Ridge Schools

Business Office

Telephone (865)425-9004

Fax: (865)425-9060

Memorandum

To: Dr. Bruce Borchers, Superintendent
From: Jenifer Van Dyke, Finance Director *JVD*
Date: 10/17/2024
Re: Recommendation for Food Service Equipment Purchase

I recommend that Oak Ridge Schools Board of Education approve the purchase of Food Service Equipment from Webstraunt.com in the amount of \$43,095.82. Quotes were obtained from thee (3) vendors as shown in the attached quote sheet. Funding for this purchase will come from Food Service equipment line item in the Cafeteria fund.

Please let me know if you have questions or need additional information.

Oak Ridge Schools Competitive Quote Sheet

Work Order #								
Vendor Name			Webstraunt.com		Katom.com		Chefsdeal.com	
Address								
Quote Number								
Contact Name								
Phone Number								
Item	Qty	Description	Unit Price	Ext Price	Unit Price	Ext Price	Unit Price	Ext Price
1	1	Single Door Refridgerator	\$ 2,179.00	\$ 2,179.00	\$ 3,610.08	\$ 3,610.08	\$ 4,066.50	\$ 4,066.50
1	1	Pizza Mrchandiser	\$ 1,019.99	\$ 1,019.99	\$ 1,055.35	\$ 1,055.35	\$ 2,371.60	\$ 2,371.60
1	1	Countertop Heated Display	\$ 479.99	\$ 479.99	\$ 549.00	\$ 549.00	\$ 745.37	\$ 745.37
2	2	Refridgerated Deli Case	\$ 1,549.00	\$ 3,098.00	\$ 1,549.00	\$ 3,098.00	\$ 2,236.36	\$ 4,472.72
2	2	Trash Cart with Hinged Lid	\$ 1,119.00	\$ 2,238.00	\$ 1,897.00	\$ 3,794.00	\$ 511.82	\$ 1,023.64
7	7	Sheet Pan Rack	\$ 349.99	\$ 2,449.93	\$ 1,206.00	\$ 8,442.00	\$ 397.96	\$ 2,785.72
1	1	Table with Drawers 24"x72"	\$ 989.10	\$ 989.10	\$ 2,811.89	\$ 2,811.89	\$ 2,626.94	\$ 2,626.94
1	1	Hot Holding Cabinet	\$ 3,085.00	\$ 3,085.00	\$ 3,085.00	\$ 3,085.00	\$ 5,187.67	\$ 5,187.67
15	15	Shelving 5-Shelf Unit Polymer Coated	\$ 1,006.00	\$ 15,090.00	\$ 1,102.96	\$ 16,544.40	\$ 331.60	\$ 4,974.00
4	4	Tray Dispener	\$ 2,088.00	\$ 8,352.00	\$ 2,088.00	\$ 8,352.00	\$ 2,088.00	\$ 8,352.00
4	4	Utility Cart 3 Shelves	\$ 277.00	\$ 1,108.00	\$ 221.50	\$ 886.00	\$ 221.50	\$ 886.00
3	3	Stainless Steel Table 30"x60"	\$ 179.99	\$ 539.97	\$ 269.99	\$ 809.97	\$ 1,030.74	\$ 3,092.22
1	1	Robcoupe Food Processor	\$ 1,337.00	\$ 1,337.00	\$ 1,337.00	\$ 1,337.00	\$ 1,337.00	\$ 1,337.00
1	1	Smallwares	\$ 1,129.84	\$ 1,129.84	\$ 1,370.29	\$ 1,370.29	\$ 2,835.93	\$ 2,835.93
		Req. No.						
Shipping and Handling								
Quote taken by: Kristina Barnard and Tammie Pyke								
Total:				\$ 43,095.82		\$ 55,744.98		\$ 44,757.31
Terms:								
Delivery Date:								
FOB Point:								

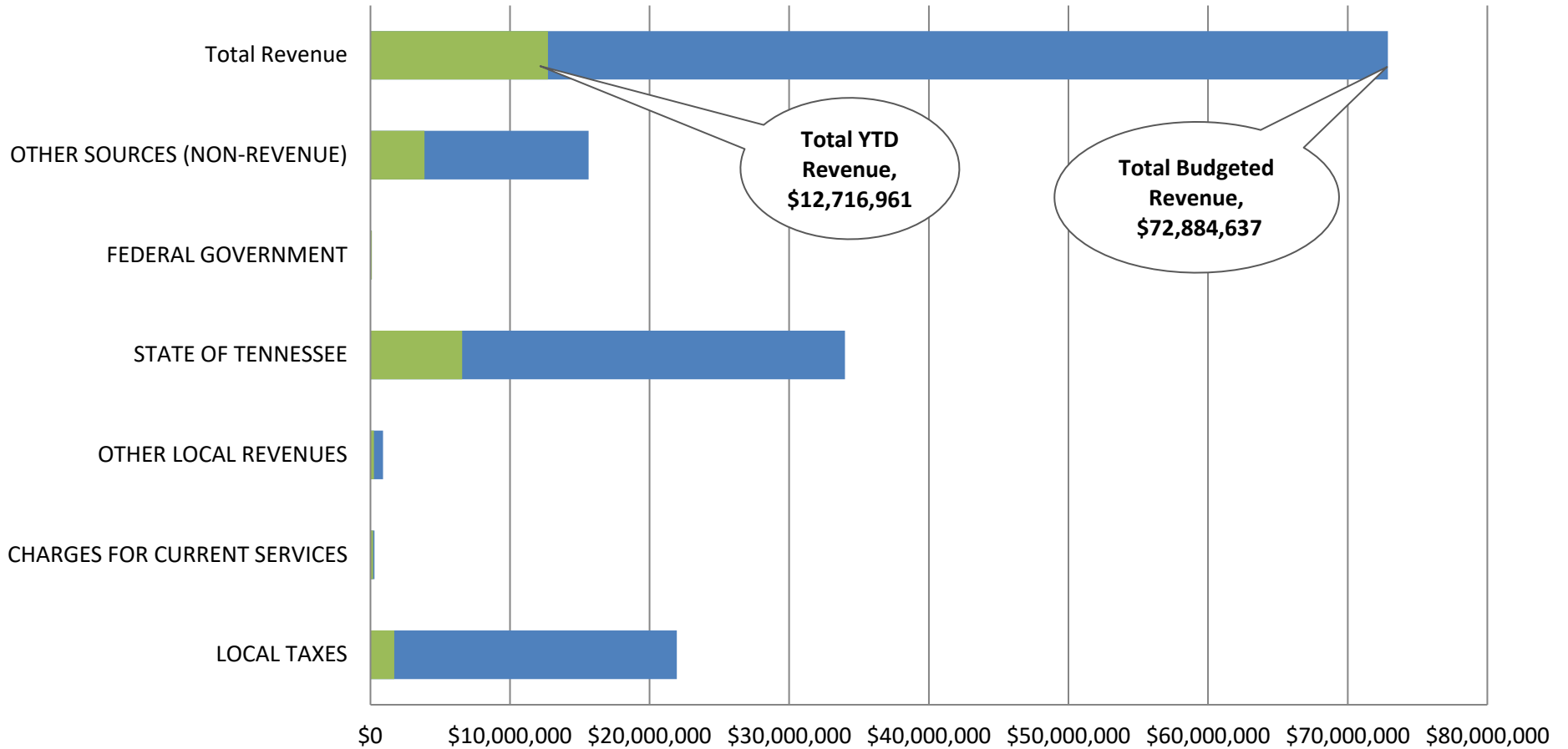
Acct	Acct	2024-25 FYTD Budget	September 2024-25 Monthly Activity	2024-25 Year-To-Date	2024-25 Percent of Budget	2024-25 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
40110	Current Property Tax	13,189,000.00	39,267.49	40,089.71	0.30%	13,148,910.29		13,148,910.29
40210	Local Option Sales Tax	8,765,000.00	819,269.47	1,662,316.71	18.97%	7,102,683.29		7,102,683.29
40275	Mixed Drink Tax	350.00	105.98	181.70	51.91%	168.30		168.30
43511	Tuition - Regular Day Students	300,000.00	43,040.11	190,831.38	63.61%	109,168.62		109,168.62
43533	Transportation Fees	3,000.00		30.00	1.00%	2,970.00		2,970.00
44110	Interest Earned	600,000.00	69,993.90	228,016.46	38.00%	371,983.54		371,983.54
44120	Lease/Rentals	12,000.00	589.00	769.00	6.41%	11,231.00		11,231.00
44170	Miscellaneous Refunds	5,500.00		1,177.00	21.40%	4,323.00		4,323.00
44530	Sale of Equipment	25,000.00	436.80	4,436.99	17.75%	20,563.01		20,563.01
44570	Contributions & Gifts	223,992.94	4,500.00	11,933.94	5.33%	212,059.00		212,059.00
44990	Other Local Revenues	40,000.00	25.00	15,310.99	38.28%	24,689.01		24,689.01
46510	TN Investment in Student Achv	32,700,000.00	3,260,761.68	6,521,523.15	19.94%	26,178,476.85		26,178,476.85
46515	Early Childhood Education	644,980.71	37,280.38	37,280.38	5.78%	607,700.33		607,700.33
46596	Paid Parental Leave	100,000.00				100,000.00		100,000.00
46610	Career Ladder Program	76,000.00				76,000.00		76,000.00
46790	Other Vocational	225,622.41	6,437.25	12,737.25	5.65%	212,885.16		212,885.16
46980	Other State Grants	248,476.94				248,476.94		248,476.94
47590	Other Federal Through State		91,316.97	91,316.97		-91,316.97		-91,316.97
47630	Public Law 874 - Maint/Operat.	20,000.00				20,000.00		20,000.00
47640	ROTC Reimbursement	78,310.00	19,577.56	19,577.56	25.00%	58,732.44		58,732.44
49700	Insurance Recovery	8,441.00		5,941.00	70.38%	2,500.00		2,500.00
49800	Transfers In	125,000.00				125,000.00		125,000.00
49810	City General Fund Transfer	15,493,963.00	1,291,163.58	3,873,490.74	25.00%	11,620,472.26		11,620,472.26
-----	Revenue	72,884,637.00	5,683,765.17	12,716,960.93	17.45%	60,167,676.07		60,167,676.07
=====								
71100	Regular Instruction Prgm	32,108,176.00	2,575,303.98	5,748,041.38	17.90%	26,360,134.62	24,227,028.55	2,133,106.07
71150	Alternative Instruction Prgm	937,527.00	79,158.84	154,105.24	16.44%	783,421.76	747,476.91	35,944.85
71200	Special Education Prgm	5,970,581.00	495,701.10	953,616.22	15.97%	5,016,964.78	4,631,978.05	384,986.73
71300	Career/Technical Education Prg	2,399,352.41	223,466.13	408,964.09	17.04%	1,990,388.32	1,634,975.24	355,413.08
71900	Contingency	751,593.92				751,593.92		751,593.92
72120	Health Services	832,180.00	76,221.16	147,213.76	17.69%	684,966.24	602,076.54	82,889.70
72130	Other Student Support	2,073,981.00	128,136.09	399,784.93	19.28%	1,674,196.07	1,349,955.34	324,240.73
72210	Regular Inst. Support	5,151,689.00	375,810.71	838,062.43	16.27%	4,313,626.57	2,388,078.72	1,925,547.85
72220	Special Education Support	976,906.00	67,246.71	164,427.95	16.83%	812,478.05	658,397.72	154,080.33
72230	Career & Technical Prg Support	280,705.77	18,292.75	58,032.76	20.67%	222,673.01	163,286.44	59,386.57
72250	Technology Services	3,004,493.90	318,699.37	901,687.99	30.01%	2,102,805.91	1,617,138.29	485,667.62
72260	Adult Programs	30,221.00	3,533.20	6,425.60	21.26%	23,795.40	34,821.32	-11,025.92
72290	Communications	232,729.75	21,255.50	60,846.74	26.14%	171,883.01	92,410.93	79,472.08

Acct	Acct	2024-25 FYTD Budget	September 2024-25 Monthly Activity	2024-25 Year-To-Date	2024-25 Percent of Budget	2024-25 Variance from Bud	2024-25 Encumbered Amount	Unencumbered Budget Remaining
72310	Board of Education	1,308,649.00	77,275.23	496,941.16	37.97%	811,707.84	11,829.13	799,878.71
72320	Director of Schools	409,022.00	32,648.14	107,453.61	26.27%	301,568.39	290,899.44	10,668.95
72410	Office of the Principal	4,506,336.50	397,011.02	1,107,189.11	24.57%	3,399,147.39	3,405,969.88	-6,822.49
72510	Fiscal Services	1,078,828.00	79,377.34	260,855.18	24.18%	817,972.82	687,112.91	130,859.91
72520	Human Resources/ Personnel	511,168.00	37,880.80	151,958.17	29.73%	359,209.83	312,980.32	46,229.51
72610	Operation of Plant	5,273,655.28	399,370.02	1,301,778.16	24.68%	3,971,877.12	1,853,038.33	2,118,838.79
72620	Maintenance of Plant	2,250,852.71	160,752.78	536,042.15	23.82%	1,714,810.56	1,209,212.39	505,598.17
72710	Transportation	2,038,005.00	291,535.04	380,612.09	18.68%	1,657,392.91		1,657,392.91
73400	Early Childhood Education	453,803.12	36,384.64	68,013.24	14.99%	385,789.88	342,024.81	43,765.07
73401	Pre-K General Fund	921,939.00	82,261.91	173,772.51	18.85%	748,166.49	583,340.85	164,825.64
76100	Regular Capital Outlay	2,073,549.47	112,726.99	514,814.22	24.83%	1,558,735.25	132,384.47	1,426,350.78
82130	Education Principal on Debt	6,877.00				6,877.00		6,877.00
82230	Education Interest on Debt	123.00				123.00		123.00
99100	Transfers Out	126,015.17				126,015.17		126,015.17
-----	Expense	75,708,960.00	6,090,049.45	14,940,638.69	19.73%	60,768,321.31	46,976,416.58	13,791,904.73
-----	General Purpose School Fund	-2,824,323.00	-406,284.28	-2,223,677.76	18.61%	-600,645.24	-46,976,416.58	46,375,771.34
	Grand Revenue Totals	72,884,637.00	5,683,765.17	12,716,960.93	17.45%	60,167,676.07		60,167,676.07
	Grand Expense Totals	75,708,960.00	6,090,049.45	14,940,638.69	19.73%	60,768,321.31	46,976,416.58	13,791,904.73
	Grand Totals	2,824,323.00	406,284.28	2,223,677.76	78.73%	600,645.24	46,976,416.58	46,375,771.34
		Loss	Loss	Loss		Loss	Loss	Profit

Number of Accounts: 1285

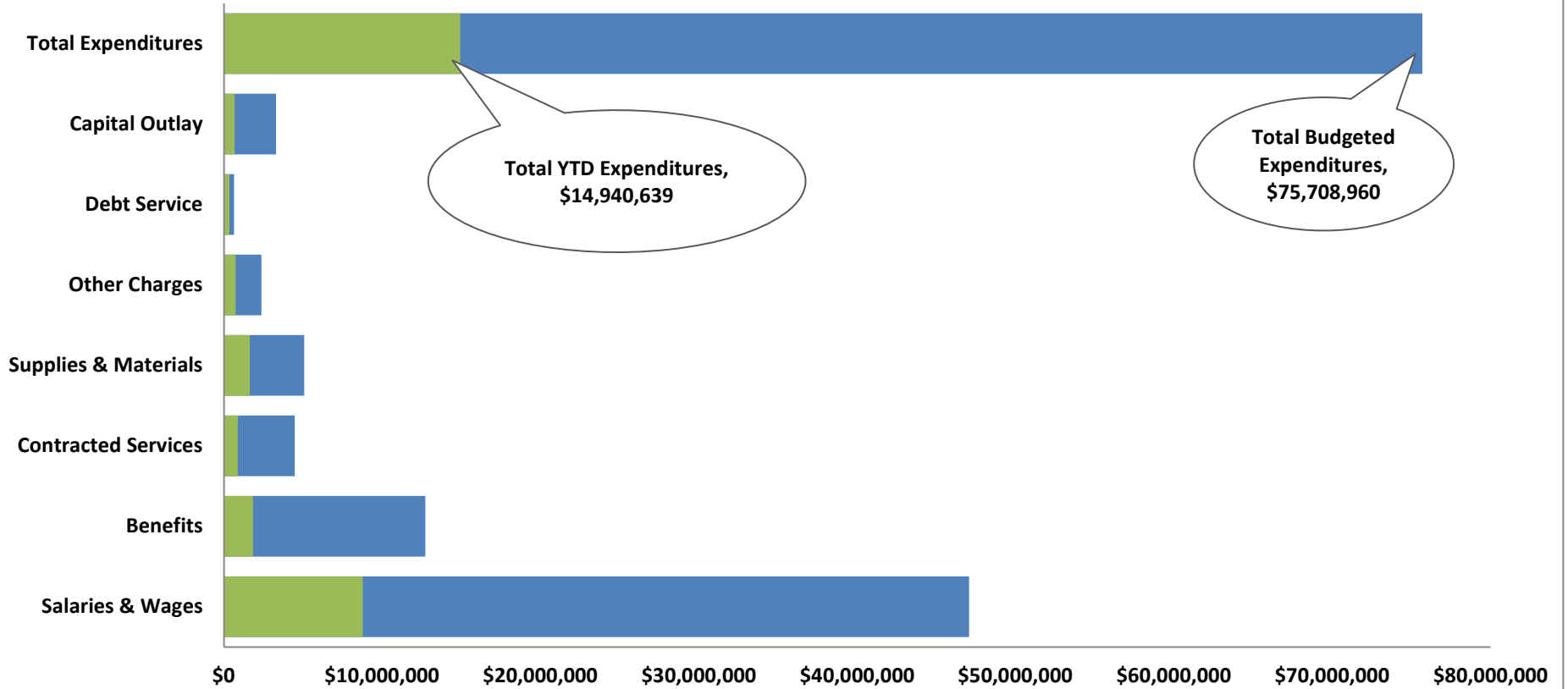
***** End of report *****

General Fund Revenue Budget to Actual Summary - September, 2024



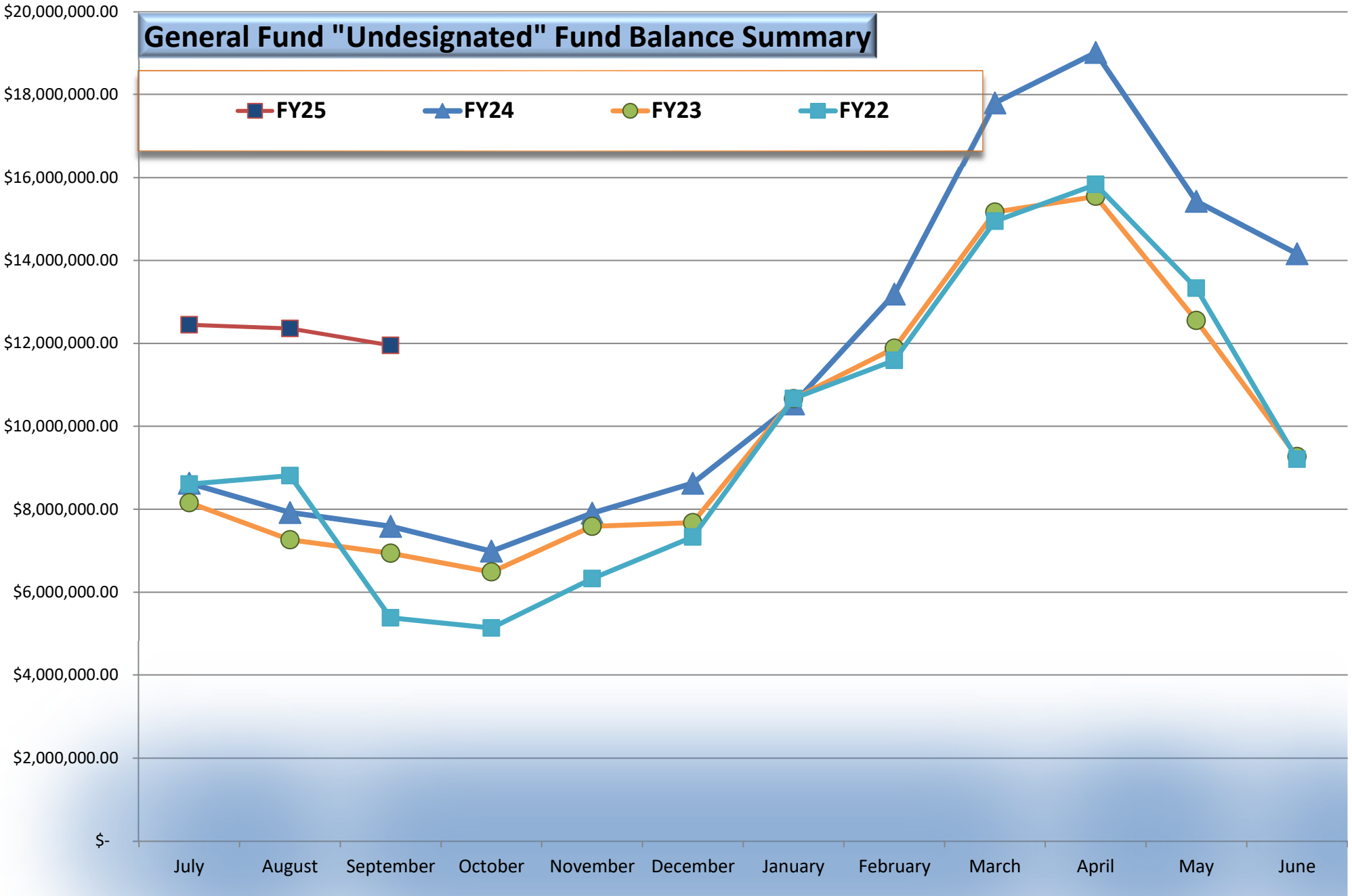
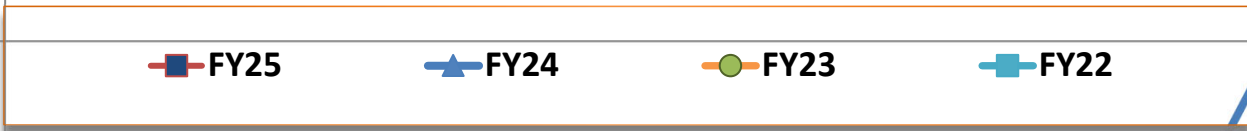
	LOCAL TAXES	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	STATE OF TENNESSEE	FEDERAL GOVERNMENT	OTHER SOURCES (NON-REVENUE)	Total Revenue
■ Percent of Budget	7.76%	62.99%	28.86%	19.33%	112.80%	24.82%	17.45%
■ Year-To-Date	1,702,588.12	190,861.38	261,644.38	6,571,540.78	110,894.53	3,879,431.74	\$12,716,961
■ FYTD Budget	21,954,350.00	303,000.00	906,492.94	33,995,080.06	98,310.00	15,627,404.00	\$72,884,637

General Fund Expenditure Budget to Actual Summary by Object September, 2024



	Salaries & Wages	Benefits	Contracted Services	Supplies & Materials	Other Charges	Debt Service	Capital Outlay	Total Expenditures
FYTD %	18.66%	14.55%	19.61%	32.29%	31.67%	54.33%	20.54%	19.73%
FYTD Activity	8,784,344.14	1,853,099.10	880,973.07	1,639,517.43	754,509.92	350,000.00	678,195.03	\$14,940,639
FYTD Revised Bdgt	47,078,364.08	12,736,942.04	4,487,813.31	5,077,993.90	2,382,305.09	644,205.00	3,301,336.58	\$75,708,960

General Fund "Undesignated" Fund Balance Summary



Acct	Acct	2024-25 FYTD Budget	September 2024-25 Monthly Activity	2024-25 Year-To-Date	2024-25 Percent of Budget	2024-25 Variance from Bud	2024-25 Encumbered Amount	Unencumbered Balance Remaining	
142	School Federal Projects								
R	Revenue								
47131	Vocational Program Improvement	130,674.10	36,428.42	47,854.05	36.62%	82,820.05		82,820.05	
47141	Title I	900,000.00				900,000.00		900,000.00	
47143	Special Education Grants	1,325,000.00	94,011.29	94,011.29	7.10%	1,230,988.71		1,230,988.71	
47145	Special Ed Pre-School Grants	38,000.00	1,306.58	1,306.58	3.44%	36,693.42		36,693.42	
47146	English Lang Acq Grants	24,500.00				24,500.00		24,500.00	
47147	Title IV Part B, 21st Century	118,750.00				118,750.00		118,750.00	
47189	Title II	167,500.00	6,418.91	6,418.91	3.83%	161,081.09		161,081.09	
47401	ESSER 3.0	168,353.98	60,900.26	60,900.26	36.17%	107,453.72		107,453.72	
47404	ARP Homeless Grant	36,243.11				36,243.11		36,243.11	
47590	Other Federal Through State	857,978.81	15,298.30	20,291.95	2.37%	837,686.86		837,686.86	
47990	Other Direct Fedral Revenue	1,050,440.00	117,719.99	117,719.99	11.21%	932,720.01		932,720.01	
-----	Revenue	4,817,440.00	332,083.75	348,503.03	7.23%	4,468,936.97		4,468,936.97	
E	Expense								
71100	Regular Instruction Prgm	750,060.21	95,412.96	146,979.28	19.60%	603,080.93	556,207.13	46,873.80	
71200	Special Education Prgm	1,048,852.00	80,782.33	148,637.64	14.17%	900,214.36	737,179.76	163,034.60	
71300	Career/Technical Education Prg	106,400.00	9,502.32	52,627.90	49.46%	53,772.10	41,582.53	12,189.57	
71900	Contingency	653,639.31				653,639.31		653,639.31	
72120	Health Services	33,838.11		1,405.28	4.15%	32,432.83		32,432.83	
72130	Other Student Support	246,004.24	15,528.80	96,235.25	39.12%	149,768.99	148,763.09	1,005.90	
72210	Regular Inst. Support	257,825.50	63,849.10	108,002.25	41.89%	149,823.25	246,626.37	-96,803.12	
72220	Special Education Support	359,842.00	30,003.58	62,846.80	17.47%	296,995.20	264,156.38	32,838.82	
72230	Career & Technical Prg Support	4,641.00	44.88	508.22	10.95%	4,132.78	115.00	4,017.78	
72250	Technology Services	11,221.00	781.96	1,937.88	17.27%	9,283.12	29,206.00	-19,922.88	
72710	Transportation	3,746.00	3,078.54	3,078.54	82.18%	667.46		667.46	
73100	Food Service	2,000.00				2,000.00	2,000.00		
73300	Community Services	1,197,795.00	96,670.51	230,137.86	19.21%	967,657.14	756,454.72	211,202.42	
99100	Transfers Out	141,575.63				141,575.63		141,575.63	
-----	Expense	4,817,440.00	395,654.98	852,396.90	17.69%	3,965,043.10	2,782,290.98	1,182,752.12	
-----	School Federal Projects		-63,571.23	-503,893.87	12.46%	503,893.87	-2,782,290.98	3,286,184.85	
		=====		=====		=====		=====	

Acct	Acct	2024-25 FYTD Budget	September 2024-25 Monthly Activity	2024-25 Year-To-Date	2024-25 Percent of Budget	2024-25 Variance from Bud	2024-25 Encumbered Amount	Unencumbered Balance Remaining
143	Central Cafeteria							
R	Revenue							
43521	Lunch Payments - Children	270,000.00	28,697.80	66,655.80	24.69%	203,344.20		203,344.20
43522	Lunch Payments - Adults	3,500.00	265.50	603.00	17.23%	2,897.00		2,897.00
43523	Income From Breakfast	40,000.00	5,045.50	10,650.70	26.63%	29,349.30		29,349.30
43525	A la Carte Sales	85,000.00	21,739.40	52,100.57	61.29%	32,899.43		32,899.43
43990	Other Charges for Food Service	50,000.00	14,227.86	29,710.05	59.42%	20,289.95		20,289.95
44110	Interest Earned	35,000.00	2,759.91	8,423.58	24.07%	26,576.42		26,576.42
46520	School Food Service	20,560.00				20,560.00		20,560.00
47111	USDA School Lunch Program	1,225,212.00	176,445.99	176,445.99	14.40%	1,048,766.01		1,048,766.01
47112	USDA Commodities	155,000.00				155,000.00		155,000.00
47113	Breakfast	340,000.00	51,935.28	51,935.28	15.28%	288,064.72		288,064.72
47114	USDA - Other	320,000.00	26,702.93	62,523.10	19.54%	257,476.90		257,476.90
-----	Revenue	2,544,272.00	327,820.17	459,048.07	18.04%	2,085,223.93		2,085,223.93
E	Expense							
73100	Food Service	3,326,290.45	372,462.59	436,453.91	13.12%	2,889,836.54	101,589.53	2,788,247.01
-----	Expense	3,326,290.45	372,462.59	436,453.91	13.12%	2,889,836.54	101,589.53	2,788,247.01
-----	Central Cafeteria	-782,018.45	-44,642.42	22,594.16	15.25%	-804,612.61	-101,589.53	-703,023.08
=====								
145	Other Education Funds							
R	Revenue							
44990	Other Local Revenues	35,000.00	3,850.00	9,350.00	26.71%	25,650.00		25,650.00
49800	Transfers In	124,434.00				124,434.00		124,434.00
-----	Revenue	159,434.00	3,850.00	9,350.00	5.86%	150,084.00		150,084.00

Acct	Acct	2024-25 FYTD Budget	September 2024-25 Monthly Activity	2024-25 Year-To-Date	2024-25 Percent of Budget	2024-25 Variance from Bud	2024-25 Encumbered Amount	Unencumbered Balance Remaining
145	Other Education Funds							
E	Expense							
73300	Community Services	159,434.00	15,620.48	31,559.84	19.79%	127,874.16	7,740.17	120,133.99
-----	Expense	159,434.00	15,620.48	31,559.84	19.79%	127,874.16	7,740.17	120,133.99
-----	Other Education Funds		-11,770.48	-22,209.84	12.83%	22,209.84	-7,740.17	29,950.01
=====								
146	Extended School Program							
R	Revenue							
43581	Community Services Fees Child	497,695.00	55,784.50	156,577.85	31.46%	341,117.15		341,117.15
-----	Revenue	497,695.00	55,784.50	156,577.85	31.46%	341,117.15		341,117.15
E	Expense							
73300	Community Services	495,592.00	41,898.69	105,883.08	21.36%	389,708.92	216,307.04	173,401.88
99100	Transfers Out	10,000.00				10,000.00		10,000.00
-----	Expense	505,592.00	41,898.69	105,883.08	20.94%	399,708.92	216,307.04	183,401.88
-----	Extended School Program	-7,897.00	13,885.81	50,694.77	26.16%	-58,591.77	-216,307.04	157,715.27
=====								
Grand Revenue Totals		8,018,841.00	719,538.42	973,478.95	12.14%	7,045,362.05		7,045,362.05
Grand Expense Totals		8,808,756.45	825,636.74	1,426,293.73	16.19%	7,382,462.72	3,107,927.72	4,274,535.00
Grand Totals		789,915.45	106,098.32	452,814.78	57.32%	337,100.67	3,107,927.72	2,770,827.05
		Loss	Loss	Loss		Loss	Loss	Profit

Number of Accounts: 369

Combined Fund Balance and YTD Operating Statement Summary

September, 2024

Description	General Fund 141	Federal Fund 142	Food Service Fund 143	Special Fund 145	ECC Fund 146
Beginning Fund Balance July 1, 2024	20,036,067.15	0.00	1,695,609.24	27,731.99	323,595.26
Plus YTD Revenue per books 9/30/24	12,716,960.93	348,503.03	459,048.07	9,350.00	156,577.85
Less YTD Expenditures per books 9/30/24	(14,940,638.69)	(852,396.90)	(436,453.91)	(31,559.84)	(105,883.08)
Revenues Over (Under) Expenditures as of 9/30/24	(2,223,677.76)	(503,893.87)	22,594.16	(22,209.84)	50,694.77
Ending Fund Balance per books as of 9/30/24	17,812,389.39	(503,893.87)	1,718,203.40	5,522.15	374,290.03

Fund Balance Restricted/Committed/Assigned Status

Encumbrances and Deferred Revenue	\$ -		\$ 51,999.47		
Inventory					
Restricted for Career Ladder Program	277.57				
Restricted for Operation of Non-Instructional Services (CCI)	16,200.00		916,203.93		374,290.03
Committed for Other Purposes (Vehicles- ERR Fund)	0.00				
Committed for Other Purposes (Device Replacement)	3,000,000.00				
Assigned for Instruction- Coordinated School Health	1,285.59				
Assigned for other local grants					
Assigned for Instruction - Education Foundation Grant	10,629.84				
Assigned for Instruction (APSI-ORHS)	7,207.22				
Assigned for Support Services FRC Local Funds (56)				5,522.15	
Nonspendable-Prepaid Expenditures					
Assigned to Balance FY25 Budget	2,824,323.00	0.00	750,000.00		
Unassigned Fund Balance 9/30/24	\$ 11,952,466.17	-503,893.87	0.00	0.00	
Total Fund Balance 9/30/24	\$ 17,812,389.39	\$ (503,893.87)	\$ 1,718,203.40	\$ 5,522.15	\$ 374,290.03

Oak Ridge Schools

2nd Attendance Period

October 2, 2024

These numbers reflect the **2024-2025** Skyward Student Management System (Entity) active student enrollment count as of **October 2, 2024**.

The total includes **20** private school and home-schooled students receiving Special Ed services.



Oak Ridge Schools

Enrollment Entity Counts 2nd RP 2024-25

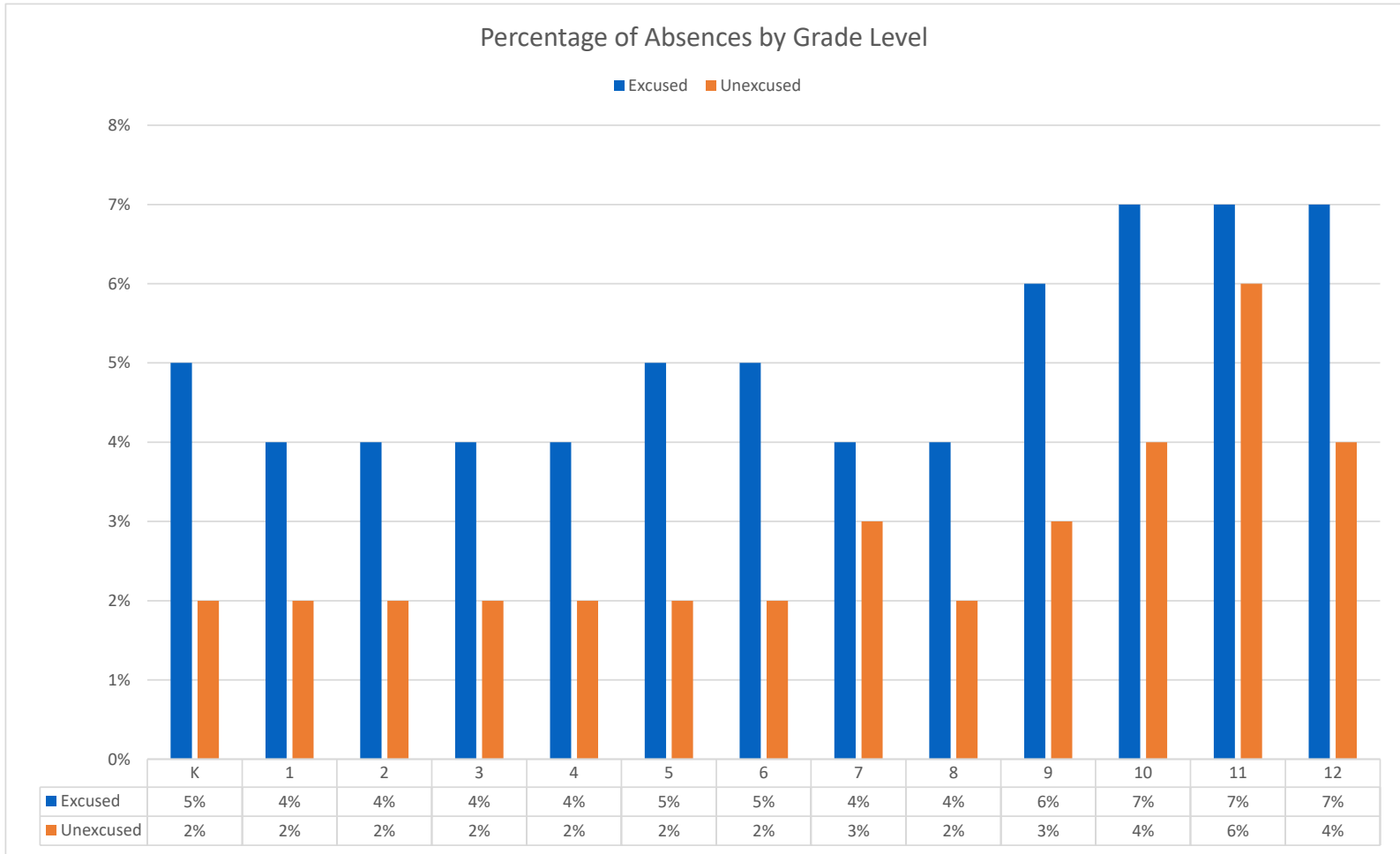
October 2, 2024

School	P3	P4	K	1	2	3	4	5	6	7	8	9	10	11	12	Total PK-12 2024-25	Previous 1st RP 2024-25	Diff	Total PK-12 2023-24
Preschool	95	130														225	214	11	227
Glenwood			81	69	80	79	67									376	378	-2	365
Linden			96	108	106	108	103									521	521	0	525
Willow Brook			72	95	76	79	89									411	413	-2	414
Woodland			74	75	82	99	96									426	425	1	448
JMS								183	177	186	171					717	721	-4	707
RMS								202	198	180	187					767	769	-2	745
ORHS												443	416	411	369	1639	1647	-8	1606
Enrollment 2024-25	95	130	323	347	344	365	355	385	375	366	358	443	416	411	369	5082	5088	-6	5037
Prev. 1st RP 2024-25	81	133	323	344	345	368	357	386	377	368	359	447	419	411	370	5088			
Difference	14	-3	0	3	-1	-3	-2	-1	-2	-2	-1	-4	-3	0	-1	-6			

This report compares the 2024-25 2nd RP period enrollment with the 2024-25 1st RP period.

Attendance Graphs

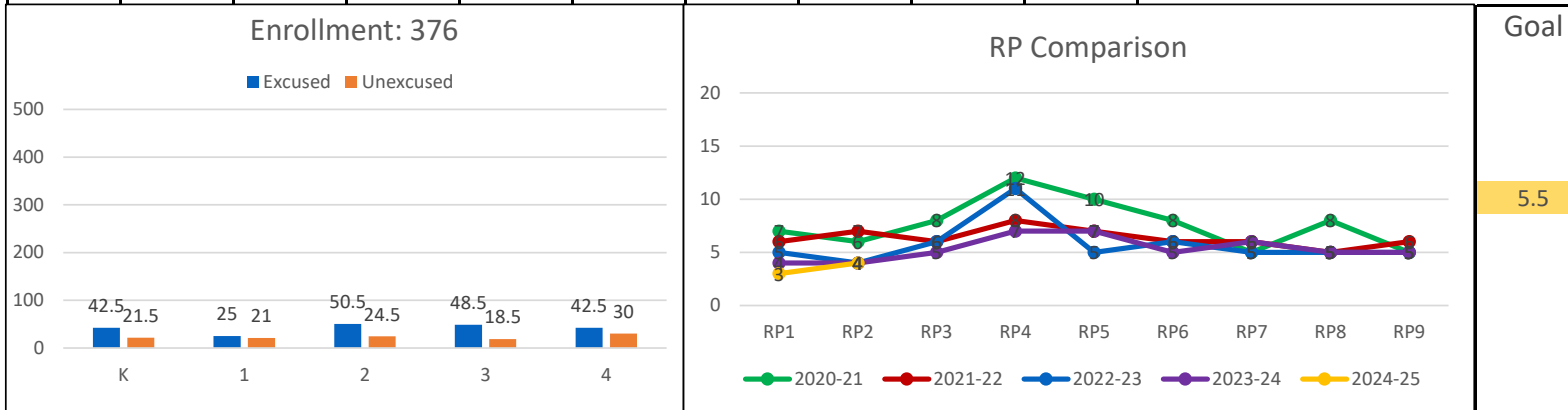
The graphs below display excused and unexcused absence totals, entity counts, and attendance percentages by grade and reporting period. The data was compiled using information from attendance detail and summary reports and entity counts reports.
Reporting Period 2: 8/20/2024-9/17/2024



* Percentages have been rounded to the nearest whole number.

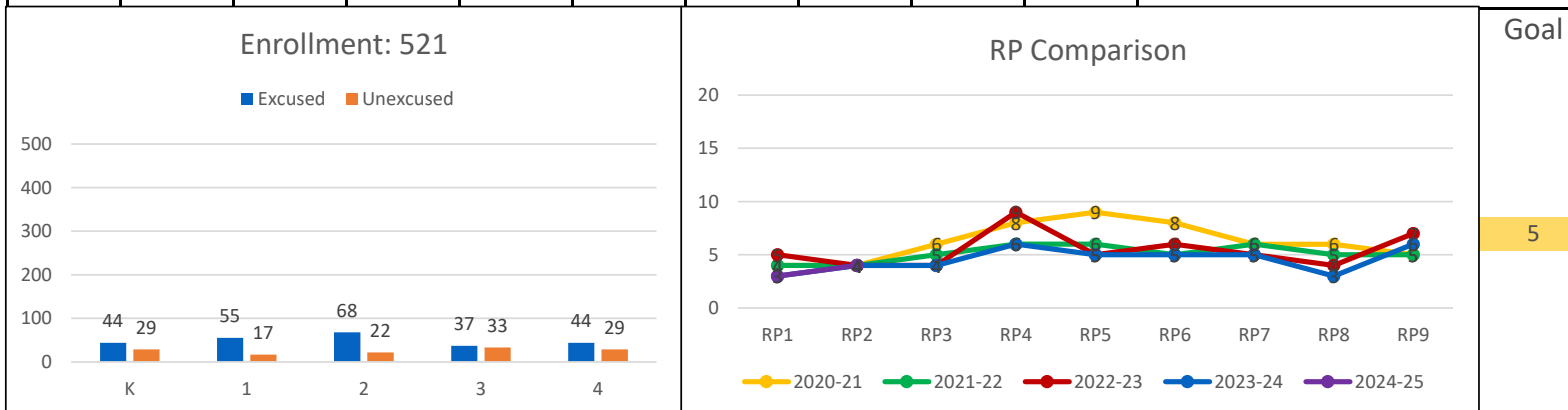
2020-21	RP1: 7.3%	RP2: 5.8%	RP3: 8.1%	RP4: 11.6%	RP5: 9.9%	RP6: 7.5%	RP7: 5.3%	RP8: 8%	RP9: 5.4%
2021-22	RP1: 6.3%	RP2: 6.7%	RP3: 6.3%	RP4: 7.7%	RP5: 6.9%	RP6: 5.8%	RP7: 6.3%	RP8: 8%	RP9: 5.9%
2022-23	RP1: 4.9%	RP2: 4.4%	RP3: 5.5%	RP4: 11%	RP5: 4.7%	RP6: 6.1%	RP7: 4.8%	RP8: 4.9%	RP9: 4.9%
2023-24	RP1: 4.3%	RP2: 4.2%	RP3: 5%	RP4: 7%	RP5: 6.9%	RP6: 5.1%	RP7: 6.2%	RP8: 4.7%	RP9: 4.5%
2024-25	RP1: 3.3%	RP2: 4.3%							

Glenwood



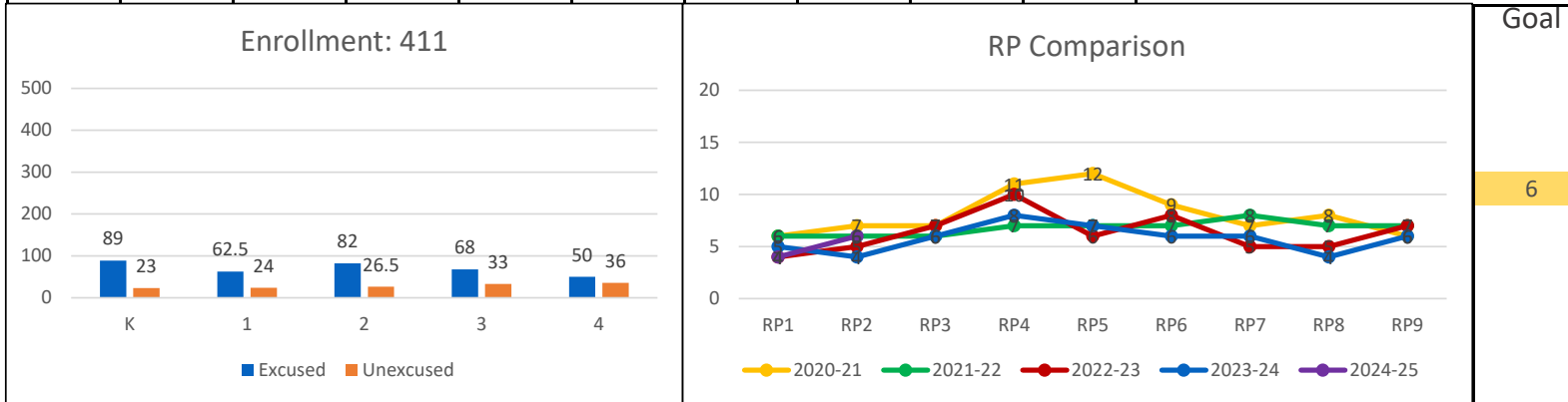
2020-21	RP1: 4.3%	RP2: 4.3%	RP3: 6.1%	RP4: 7.7%	RP5: 9.1%	RP6: 7.9%	RP7: 6.2%	RP8: 5.6%	RP9: 5.3%
2021-22	RP1: 4.4%	RP2: 4.2%	RP3: 4.8%	RP4: 6.4%	RP5: 5.8%	RP6: 4.6%	RP7: 5.5%	RP8: 5.4%	RP9: 5%
2022-23	RP1: 3.2%	RP2: 4%	RP3: 4.4%	RP4: 8.9%	RP5: 5.4%	RP6: 5.8%	RP7: 4.5%	RP8: 4.1%	RP9: 7.1%
2023-24	RP1: 3.3%	RP2: 3.7%	RP3: 4.1%	RP4: 5.8%	RP5: 4.8%	RP6: 4.8%	RP7: 4.7%	RP8: 3.3%	RP9: 5.8%
2024-25	RP1: 3.0%	RP2: 3.6%							

Linden



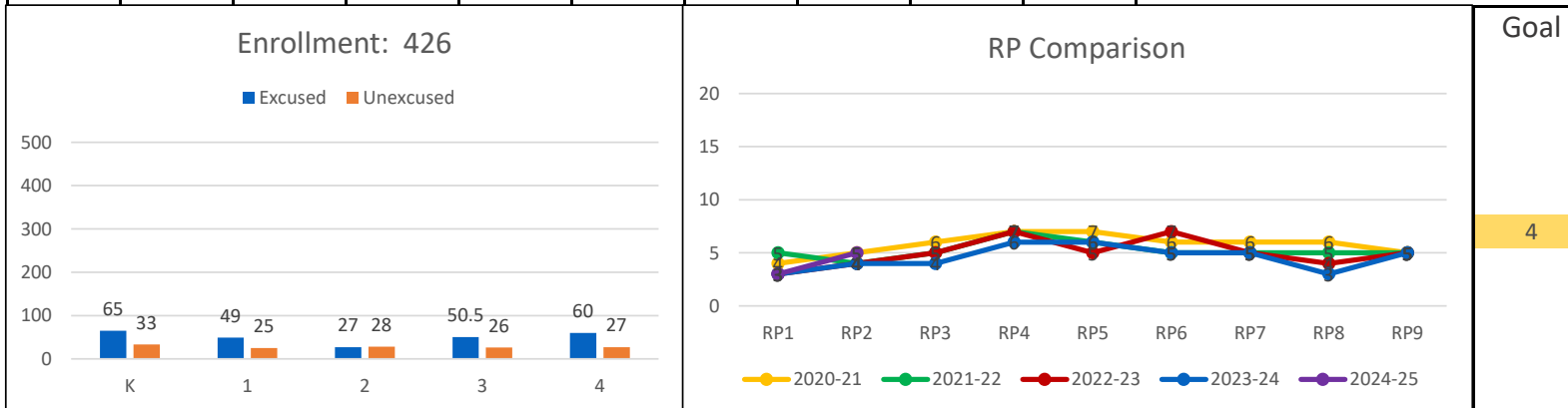
2020-21	RP1: 6.1%	RP2: 7.1%	RP3: 7.3%	RP4: 11%	RP5: 11.7%	RP6: 8.9%	RP7: 6.9%	RP8: 7.5%	RP9: 6.4%
2021-22	RP1: 6.1%	RP2: 6%	RP3: 6.4%	RP4: 6.9%	RP5: 6.6%	RP6: 6.5%	RP7: 8%	RP8: 6.6%	RP9: 7.4%
2022-23	RP1: 3.6%	RP2: 4.7%	RP3: 7%	RP4: 10%	RP5: 6.4%	RP6: 8.1%	RP7: 5.3%	RP8: 5.3%	RP9: 6.9%
2023-24	RP1: 4.9%	RP2: 4.4%	RP3: 5.5%	RP4: 7.7%	RP5: 7%	RP6: 5.9%	RP7: 6.2%	RP8: 4.3%	RP9: 6.3%
2024-25	RP1: 4.4%	RP2: 5.9%							

Willow Brook



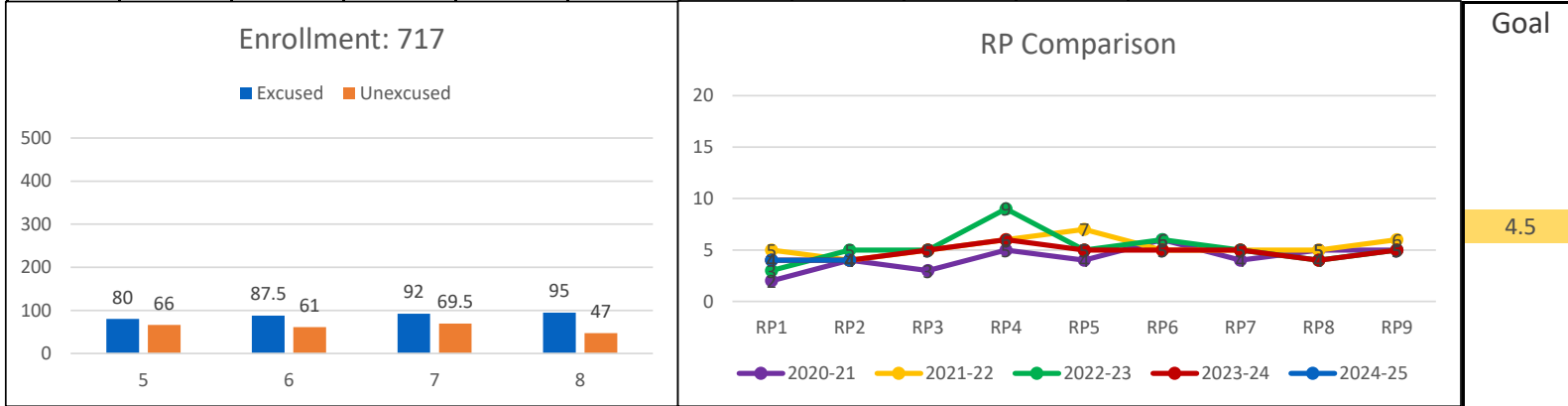
2020-21	RP1: 4.1%	RP2: 4.9%	RP3: 6.2%	RP4: 7.1%	RP5: 7.1%	RP6: 5.9%	RP7: 5.5%	RP8: 5.9%	RP9: 5.3%
2021-22	RP1: 4.5%	RP2: 4.1%	RP3: 4.8%	RP4: 6.7%	RP5: 5.9%	RP6: 5%	RP7: 4.7%	RP8: 4.5%	RP9: 5.2%
2022-23	RP1: 2.6%	RP2: 3.7%	RP3: 5.2%	RP4: 6.6%	RP5: 4.5%	RP6: 6.7%	RP7: 5.4%	RP8: 3.7%	RP9: 4.9%
2023-24	RP1: 3.1%	RP2: 3.5%	RP3: 4.3%	RP4: 6.2%	RP5: 5.6%	RP6: 5.2%	RP7: 5.2%	RP8: 2.9%	RP9: 4.5%
2024-25	RP1: 3.1%	RP2: 4.6%							

Woodland



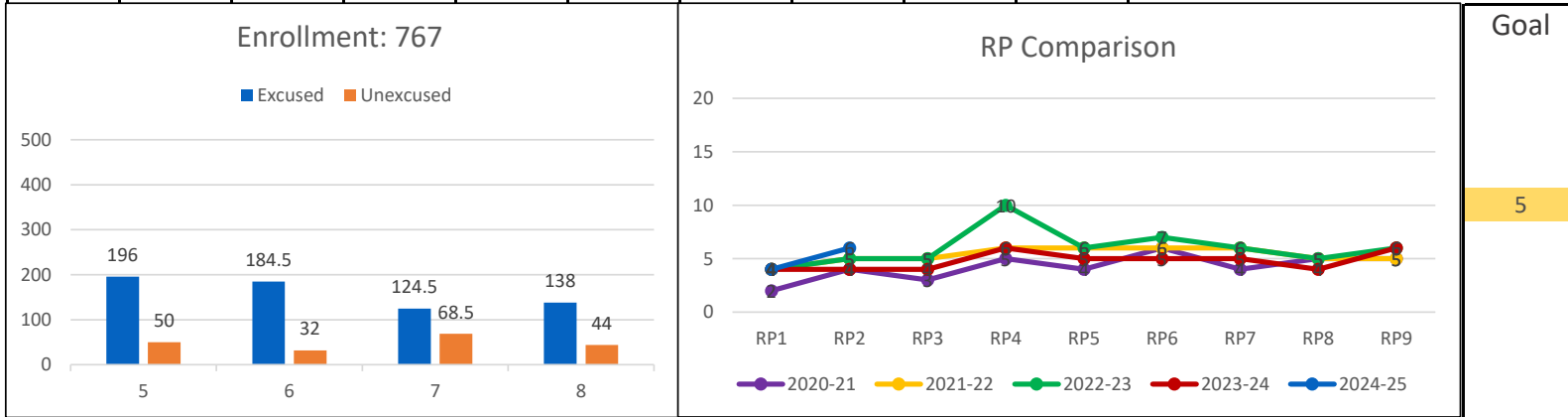
2020-21	RP1: 2.2%	RP2: 4.1%	RP3: 3.4%	RP4: 4.5%	RP5: 3.8%	RP6: 5.7%	RP7: 3.7%	RP8: 5.1%	RP9: 4.7%
2021-22	RP1: 5.1%	RP2: 4.2%	RP3: 4.9%	RP4: 5.9%	RP5: 6.8%	RP6: 5.4%	RP7: 5.3%	RP8: 4.9%	RP9: 6.1%
2022-23	RP1: 3.1%	RP2: 4.6%	RP3: 5%	RP4: 8.7%	RP5: 4.7%	RP6: 5.5%	RP7: 5.1%	RP8: 4.3%	RP9: 5.3%
2023-24	RP1: 3.8%	RP2: 4.4%	RP3: 4.5%	RP4: 5.6%	RP5: 5.3%	RP6: 5.3%	RP7: 5.1%	RP8: 4%	RP9: 5.3%
2024-25	RP1: 3.6%	RP2: 4.2%							

Jefferson



2020-21	RP1: 2%	RP2: 2.3%	RP3: 3.4%	RP4: 4%	RP5: 2.7%	RP6: 3.3%	RP7: 2.8%	RP8: 5.6%	RP9: 5.1%
2021-22	RP1: 4.2%	RP2: 4.7%	RP3: 5.4%	RP4: 5.8%	RP5: 5.9%	RP6: 5.5%	RP7: 5.6%	RP8: 5%	RP9: 5.3%
2022-23	RP1: 4.4%	RP2: 4.5%	RP3: 5.4%	RP4: 9.7%	RP5: 6.1%	RP6: 6.8%	RP7: 5.5%	RP8: 4.8%	RP9: 5.8%
2023-24	RP1: 3.9%	RP2: 4.2%	RP3: 4.4%	RP4: 5.8%	RP5: 4.8%	RP6: 5.2%	RP7: 5.1%	RP8: 4%	RP9: 6.2%
2024-25	RP1: 3.9%	RP2: 5.5%							

Robertsville



2020-21	RP1: 3.6%	RP2: 4.6%	RP3: 5.5%	RP4: 9.9%	RP5: 6.8%	RP6: 3.8%	RP7: 5.8%	RP8: 7.1%	RP9: 5.1%
2021-22	RP1: 7.2%	RP2: 6.2%	RP3: 6.9%	RP4: 7.3%	RP5: 9.2%	RP6: 8.2%	RP7: 7%	RP8: 8.2%	RP9: 6%
2022-23	RP1: 6%	RP2: 6.3%	RP3: 6.6%	RP4: 9.8%	RP5: 6.6%	RP6: 8.7%	RP7: 6.5%	RP8: 8.2%	RP9: 6.3%
2023-24	RP1: 5.8%	RP2: 6.3%	RP3: 7.1%	RP4: 8.7%	RP5: 6.4%	RP6: 7.3%	RP7: 6.9%	RP8: 8.3%	RP9: 7.3%
2024-25	RP1: 6.2%	RP2: 7.1%							

ORHS

