

Board of Education Study Session

School District of Seward

410 South Street

Seward, NE 68434

Monday, March 11, 2019 5:30 PM

Attendance Taken at 5:35 PM.

Paul Duer: Present

Jill Hochstein: Present

Jana Hughes: Present

Jerry Rumery: Present

Ryne Seaman: Present

Danielle Shipley: Present

1. Preliminary Procedures

1. Call meeting to order & announce Open Meetings Act is Posted

2. Public Notice as publicized per board policy

3. Roll Call

1. Action to excuse board members if necessary

2. Possible Discussion Items

1. After School Childcare at the Elementary

Colette Stelling explained how a before and after school program would work at the elementary school if the board chooses to move in that direction.

2. Bus Garage Bids

Dr Fields discussed the bus garage bids.

3. Buildings/Grounds Ranking

Dr. Fields provided the rankings for the buildings and grounds projects.

4. 2019-2024 District Strategic Plan

Dr. Dominy presented our district strategic plan and thanked all members that helped with this process.

5. Land Transfer Discussion

Dr. Fields discussed land transfers.

3. Adjournment

President Seaman adjourned the meeting at 7:01 p.m.

Please publish the following legal notice in the March 6, 2019 edition of the Seward County Independent. Thank you.

NOTICE OF SCHOOL BOARD MEETING

The board of education of the School District of Seward will meet in regular session on Monday, March 11, 2019 at 5:30 p.m. for a board study session to be followed by the 7:00 p.m. regular business meeting. The meeting will be held at the Administrative Offices located at 410 South St., Seward, Nebraska. An agenda for the meeting which shall be kept continually current is readily available for public inspection at the Superintendent's Office during normal business hours.

To view the agenda go to <http://SewardPublicSchools.org/> and find the eMeeting link.

Rank	Project	Score	Estimated Cost	Source	Notes	Completed	Total Cost est.
1	New Bleachers Old Gym High School-	4.83	\$100,500.00	Clark Enersen	485 seats on side / 690 on the opposite = 1175 - \$85-\$100 per seat	summer 2019	\$100,500
2	Storage Unit	4.57	\$70,000			summer 2019	\$70,000
3	Card Access at the High School and Elementary School	4.5	\$2000-\$3000 per door	Engineer Controls	I would say 6-7 doors at the elementary and 10-12 at the high school.	summer 2019	\$30,000
4	New Fire Alarm Panel at the High School	4.43	unknown	Midwest Alarm we worked with them on the Elementary project	This project more than likely we will need to work with a architecture/engineering firm on. We will need to replace the main panel and bring the building up to current life safety codes. This could be done all at once or in talking with contractors the fire marshal has let schools phase it in over several years We will need to work with an architecture/engineer to look over the power at the high school and guide us on how best to update panels and add outlets to certain areas where we are needing additional power but can not add because on current panels are out of space		
5	Electrical Update throughout High School-	3.83	unknown		Old gym floor is a little bigger and to add new logo and graphics would raise the cost	summer 2019	\$20,000
6	Redo High School Old Gym Floor	3.78	\$15,000-\$20,000	Elementary floor was \$9,797.0	PTACH stand alone unit	summer 2019	\$30,000
7	Air Conditioning Weight Room-	3.63	\$30,000.00		This was taken from		
8-9	HVAC High School	2.75	\$600,000.00	Trane			
8-9	HVAC Elementary	2.75	\$600,000.00	Trane			
8-9	High School Bathrooms in old section of building	2.75	\$		We will need to work with architecture firm to look over existing restroom for code update and give us recommendations on how to best update the restrooms After talking to several cabinet contractors it sound like it will be more cost effective to just replace the cabinets and countertops compared to resurfacing them all.		
10	Reface counter and countertops in Family Consumer Sci	2.44	\$50,000-\$70,000		J Pinkall- no labs 2 sinks, C. Gebhardt 7 sinks 7 gas valves, Pat P. 5 sinks 3 labs, S. Pinkall 3 sinks no lab tables		
11	Update High School Science Labs	2.43	\$		Adding a 22' x 24' to our exciting greenhouse. This includes HD10SS heater.		
12	Expand Greenhouse space-	2.29	\$47,439	Stuppy Greenhouse	This would include surfacing underneath the main playground but not swings		
13	Elementary Playground Drainage, Resurface, Equipment	2	\$250,000	Crouch Playground	This is for Bleachers only.		
14	Updates to Football Field- New Bleachers, Restrooms, C	1.83	\$350,000-\$400,000	BleacHeartland Seating	This would be adding into the system. If we did a stand alone units if would be less money.		
15	Air Conditioning Old Gym High School- Projects already Stated for the summer 2019	1.75	\$100,000.00	Trane			
	New Ventilation and Welding Stations	3.5	\$68,000.00	Avanienvironmental	14 stations	Summer 2019	\$175,000
	Bus Garage Update and two new bays		\$175,000				
	Maintenance Projects						
	New Flooring in old section of High School	3.21	\$4.00-\$6.00 square foot LVT tile installed tile \$3.50 for asbestos abatement	Midwest Flooring/ Bockmann	Most halls and classrooms in the old section of the high school have asbestos tile that will need to be removed. LVT tile is what most schools are installation cost is a little higher but the savings comes from less maintenance of stripping and waxing yearly and chemical cost to redo the floor	Social Studies and Science Hallway- Summer 2018	
	Paint certain sections of the high school	2.79	\$1.00 per square foot	Kucera Painting, Kearney Ne	If we want large area done this would be the way to go. Our summer time schedule and getting help to paint limits us to how much our staff can do in that time frame	Social Studies and Science Hallway- Summer 2018	
	Sections of Elementary new carpet-	2.15	\$3.00-\$4.00 square foot installed	Midwest Flooring Lincoln Ne	Average Elementary classroom is 850 square feet		
	As of January, 2019 our special building fund balance is \$1,772,789- From our previous conversations we would like to leave \$500,000 as a base. If this is the case We would have over a million for this coming year for NOTES projects.						
	Completed Projects						
1	New Camera Systems District Wide	4.14	Total \$144,000	Met with Engineer Controls	High School 52 cameras Middle school 37 Elementary 28 This estimate is a little high as we would be able to reduce cameras with the new camera system.	Summer 2018	
2	Refurbish High School Lockers	3.93	\$25,000-\$75,000	Storage and design group.	\$50.00-\$55.00 per locker to paint and install new locks \$60.00-\$75.00 to paint install new locks and hardware \$150.00 per locker for all new lockers installed. 500 lockers at the high school. Around half or a little more are in need of some work	Summer 2018	
7-8.	New Lighting High School	3.43	\$125,000.00	Maintenance Department	Tom and I both think this is a little high and depends upon if we go with complete replacement vs. doing a kit.	Summer 2018	
9-10.	New Intercom System at the Elementary School	3.29	\$12,000-\$15,000	The last intercom we did at the high school was right around \$12,000	This would be replacing the head end of the system. the original system we can not get parts to repair. If we wanted to move the head end to a different location to free up space in the office area it would add a little extra cost	Summer 2018	
22	New Lighting Elementary School	2.23	\$125,000.00	Maintenance Department		2018-2019 School Year	



**SEWARD PUBLIC SCHOOLS
BUS MAINTENANCE FACILITY**
Seward, Nebraska
Request for Proposal
February 20, 2019



*EXCELLENT CLIENT SERVICE IS PART OF OUR RESPONSIBILITY AS
DESIGN-BUILD SPECIALISTS AND
DRIVES OUR RELATIONSHIPS WITH OUR PARTNERS.*



February 20, 2019

Seward Public Schools
410 South Street
Seward, NE 68434

RE: Request for Proposals -Seward Public Schools - Bus Maintenance Facility

Dear Members of the Selection Committee,

Thank you for the opportunity to submit qualifications for the proposed construction of the Bus Maintenance Facility. Chief Construction aspires to continue to be a leader in the construction industry and offer advanced construction practices, unparalleled personal attention, cost effective solutions and a quality build. Our team is well-suited to deliver a high quality project that will meet the needs and expectations of the school.

Our firm is built around the goal of becoming a trusted advisor and partner to our clients as this has been our model of success throughout many communities in Nebraska. The focus of each project is to keep the best interests of the stakeholders in mind and deliver an exceptional facility that will serve you well into the future. Our emphasis on innovation and value management methods provides tangible value to our clients. We seek to be an indispensable partner, offering unique solutions and ideas to the design and construction of the project.

For more than 60 years, Chief Construction has been providing construction services throughout Central Nebraska. Chief Construction has continued to grow and expand our services over the last 60 years including alternate delivery methods and structure types. Our work includes conventional steel, wood and precast framed structures. Within the last 4 years, our **project volume has increased over 300%**. To aid in that aggressive growth, we have selected additional team members who include several key managers and superintendents that bring experience from other national firms. Our team's experience and history allows us to provide effective project management, quality construction and accurate budgeting.

We have specialized project managers, experienced superintendents and focused project coordinators to create a dynamic team. We bring exceptional value to the pre-construction process and can offer value management solutions for the overall benefit of the project, budget and schedule.

Our team looks forward to building your vision and we are prepared to move forward with the project upon a notice to proceed. Thank you for the opportunity to present Chief Construction as your partner for this project.

Sincerely,

A handwritten signature in blue ink that reads "Roger Bullington".

Roger Bullington, P.E.
President/General Manager of Construction & Development

Chief Construction
3935 Westgate Rd
Grand Island, NE 68803
P: (308) 389-7288
roger.bullington@chiefind.com

OUR MISSION IS TO PROVIDE UNPARALLELED PERSONAL ATTENTION TO MEETING THE NEEDS OF OUR CUSTOMERS WHILE TREATING ALL STAKEHOLDERS WITH DIGNITY AND RESPECT, THEREBY ENSURING OUR STRENGTH AND STABILITY.

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1. Firm Personnel, Financial Capacity, & Cost Management

Demonstrate the firm's financial capacity and history to bond the project.

Chief Industries, Inc. and Chief Construction take pride in our financial strength and stability as a company. Chief Construction has a strong reputation for timely and complete payment to sub-contractors giving project owners security from payment disputes and lien protection. This also allows us to more confidently negotiate contracts and deliver more projects on time and on or under budget.

Chief Construction is a privately owned business founded in 1954. Chief Construction was incorporated in 2005 in the state of Nebraska. Throughout our history, we have continued to evolve, grow and expand our service offerings to our clients. Our team consists of over 75 members throughout Nebraska and our work can be found in Nebraska, Iowa, and South Dakota. We partner with owners in both the public and private sectors and focus on building the best quality project at the most valuable price. As a design-build specialist, **we focus on the entire process from concept through completion.**



CHIEF CONSTRUCTION WORKED WITH US TO OVERCOME THE VARIOUS PROJECT CHALLENGES AND COMPLETED THE JOB ON TIME AND WITHIN BUDGET. WE UTILIZED THE DESIGN/BUILD PROCESS AND ARE VERY PLEASED WITH THE END RESULT. EVEN UPON COMPLETION, CHIEF HAS CONTINUED TO BE A VALUABLE RESOURCE FOR US. GARY AND TROY WERE EXCELLENT TO WORK WITH AND WE WOULD HIGHLY RECOMMEND THEM FOR YOUR UPCOMING PROJECT.



*KIRK FEENEY - SECRETARY/TREASURER,
ROSELAND RURAL FIRE PROTECTION DISTRICT.*

Bond



February 7, 2019

Seward Public Schools
410 South St.
Seward, NE 68434

Re: Chief Industries, Inc. dba Chief Construction
Bus Maintenance Facility
712 S. Columbia, Seward, NE 68434

To Whom It May Concern:

Zurich American Insurance Company and/or its subsidiary, Fidelity and Deposit Company of Maryland, have provided surety credit to **Chief Industries, Inc. dba Chief Construction** since 1986. **Chief Industries, Inc. dba Chief Construction** has a single project limit of **\$25,000,000.00** and an aggregate uncompleted backlog of **\$50,000,000.00**, Zurich/F&D is rated "A+" (Excellent) with a financial size category of **XV** (\$2 billion +) by AM Best.

If **Chief Industries, Inc. dba Chief Construction** is awarded a contract for the referenced project and requests that we provide the necessary Performance and/or Payment Bonds, we will be prepared to execute the bonds subject to our acceptable review of the contract terms and conditions, bond forms, appropriate contract funding and any other underwriting considerations at the time of the request.

Our consideration and issuance of bonds is a matter solely between **Chief Industries, Inc. dba Chief Construction** and ourselves, and we assume no liability to third parties or to you by the issuance of this letter.

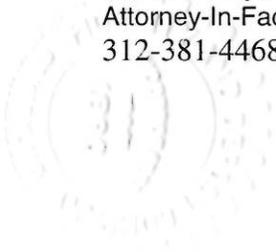
We trust that this information meets with your satisfaction. If there are further questions, please feel free to contact me.

Contact at Fidelity and Deposit Company of Thomas Cunningham, phone number 913-825-4516.

Sincerely
Fidelity and Deposit Company of Maryland

A handwritten signature in blue ink, appearing to read 'Debra J. Doyle', is written over the typed name.

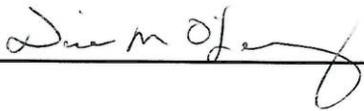
Debra J. Doyle
Attorney-In-Fact
312-381-4468

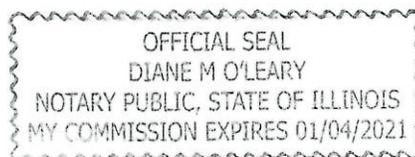


NOTARIAL ACKNOWLEDGMENT

**STATE OF ILLINOIS
COUNTY OF COOK**

On this 7th day of February, 2019, before me Diane M. O'Leary a Notary Public of the State and County aforesaid, residing therein, duly commissioned and sworn, personally came Debra J. Doyle, to me known, who being by me duly sworn according to law, did depose and say that she resides in Illinois: that she is an Attorney-in-Fact of Fidelity and Deposit Company of Maryland, the corporation described in and which executed the foregoing instrument: that she knows the seal of said corporation: that it was so affixed by order of The Board of Directors of said corporation and that she signed this name thereto by like order: that she executed and delivered such instrument on behalf of said corporation as its voluntary act and deed for the uses and purposes therein mentioned.





**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Maryland, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Maryland (herein collectively called the "Companies"), by **DAVID MCVICKER, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Sandra M. WINSTED, Susan A. WELSH, Judith A. LUCKY-EFTIMOV, James B. MCTAGGART, Debra J. DOYLE, Sandra M. NOWAK, Melissa L. FORTIER, Jessica B. DEMPSEY, Christina L. SANDOVAL and Diane M. O'LEARY, all of Chicago, Illinois, EACH** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings**, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 24th day of August, A.D. 2017.

ATTEST:

**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



By: 

*Secretary
Michael McKibben*



*Vice President
David McVicker*

State of Maryland
County of Baltimore

On this 24th day of August, A.D. 2017, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **DAVID MCVICKER, Vice President, and MICHAEL MCKIBBEN, Secretary**, of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.





*Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2019*

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 7th day of February, 2019.



Michael Bond, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT ALL REQUIRED INFORMATION TO:

Zurich American Insurance Co.
Attn: Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056

Demonstrate the firm's capacity and history to provide and manage labor and personnel throughout the project duration including design, construction, and warranty periods.

Chief Construction has an experienced team that has the ability and capacity to focus on the management and construction of the new Bus Maintenance Facility. During construction our design professionals will be continually involved in quality control and oversight every step of the way. Chief Construction's team is comprised of:

- 8 Project Managers
- 5 Project Coordinators
- 15 Superintendents
- 2 Estimators

Providing Labor:

To select the most qualified subcontractors, our team solicits bids for all trades needed on the project, even those that we are capable of self-performing, ensuring that the best subcontractor is chosen who is able to meet both budget and schedule. When selecting a subcontractor for this project, Chief Construction reviews the company's safety record, budget, qualifications, and availability. Chief Construction has a stringent safety program that every subcontractor will need to follow in order to partner with us.

Chief Construction has the ability to perform and supply equipment for the electrical, concrete and any steel erection work needed for the project. We will determine if our electrical, concrete and steel erection crews are the best fit for the project based on competitive pricing and schedule. The subcontractor who most closely aligns with the ideal quality, budget and schedule will be selected for the project.

At the completion of the project, our team will supply the owner with an operation and maintenance manual (O&M manual), which will contain the information required for the operation and maintenance of the building. Beyond the O&M manual, we have a team on staff who are available to rapidly respond to needs if any issues with the facility do arise. Our team is focused on provided outstanding customer satisfaction and we honor warranty work for all of our clients.

Managing Labor:

To ensure our team efficiently and effectively manages the subcontractors, the site superintendent mandates the following:

- Create 3 week progress schedules throughout the life of the project
- Hold weekly foreman coordination meetings with all major subcontractors
- Identify any product lead time issues
- Develop schedule for submittals, approvals, and mock-ups to insure material deliveries will meet schedule requirements
- Pro-actively work with subcontractors to validate when they need to be on-site
- Follow-up with subcontractors if there is a potential schedule slip and find solutions to get the schedule back on track

Describe your approach to unforeseen costs escalation during the project schedule, and how they will be incorporated into the DB contract.

Chief Construction has established a proven method for developing and managing project budgets that harnesses over 60 years of historical cost data by leveraging technology. As your selected design-build specialist, Chief Construction views the process of effective cost management as one of the most significant factors to the success of any construction project. The entire process hinges on clearly defined roles and responsibilities for the key stakeholder on the project including the owner, architect, and design-build specialist. In addition, clear construction documents and a well defined scope of work will ease the ambiguities with the construction process creating the foundation for a good cost and estimating process.

If there is an unforeseen cost, Chief Construction will utilize in-house project management tools to record and present cost and schedule impact for approval. Once the appropriate parties have reviewed and either approved or rejected the change, Chief Construction will respond back to suppliers & subcontractors with the decision so documents can be updated and progress can move forward. We will also be transparent with each change on costs.

Describe areas of concern, and how the team plans to address fluctuations in available subcontractors, labor force personnel, and project resources.

Our team not only has a strong financial backing, but we also have decades of experience, man power, services and knowledge to execute this project effectively. Chief Construction has completed multiple builds throughout Central Nebraska. Our reputation allows us to leverage subcontractors in the area that do high quality work and come in on-time and on-budget. We have no concerns regarding obtaining adequate subcontractors, laborers or resources.



IF I COULD ONLY USE TWO WORDS TO DESCRIBE OUR EXPERIENCE WITH THE CONSTRUCTION OF OUR NEW ADDITION IT WOULD BE AMAZING AND PAINLESS. WELL DONE CHIEF CONSTRUCTION!



*JOSEPH CASEY - DEACON,
GENEVA EVANGELICAL FREE CHURCH*

2. Design Requirement Compliance, Creativity, Context, and Approach to Project

Describe your approach to the site. Identify critical site issues and solutions proposed to address the issue.

- Geotechnical Investigation is the first action item to be addressed on site. Results of this investigation will determine the appropriate work required to provide a suitable substrate to support our foundation system. Upon commencement of construction activities we will need to be granted access to the neighboring properties to access the north walls of the new and existing buildings as well as the east wall of the new building. A portion of the existing fence will need to be removed and replaced, but that scope of work will be limited to only the amount of fencing required to complete work within our limits of construction.
- The 6' separation between the existing building and the new structure will require a one hour firewall to be installed. The least expensive option at this time appears to be installing the firewall in the east wall of the existing building while we are removing and replacing the existing siding.
- Furthermore, due to the proximity of the new structure to the respective property lines, a two hour fire wall will be required on the north end along with a one hour firewall on the east sidewall.
- We will install a new underground service from the existing power pole to the southwest corner of the new building.
- Gas service will be extended from the existing building.

Describe in detail the proposed materials and finishes for the building exterior facades, roofs, program spaces, and site development.

- Concrete floors in the new structure will have all control and expansion joints filled with self-leveling sealant and sealed with a densifier/sealer.
- The Service pit will have an angle iron lip embedded in the concrete around the perimeter to support rigid steel cover plates/grates.
- The new building will be insulated with an R35 Saver System in the roof and R25 Saver System in the walls.
- All hollow metal doors and frames are to receive two coats of exterior grade paint
- Overhead sectional doors to be 2" thick Model 470 by Overhead Door Corp. with (3) 19"x12" lites and electric operators, inner and outer layer to be galvanized steel with manufacturer full range of colors
- Exterior roof panels are to be Chief CS panels with galvalume finish, roof to be a single slope draining to gutter and downspouts on the east side of the building (away from the existing building and all traffic).
- Exterior wall panels are to be Chief CS panels with manufacturer full range of colors.
- Interior ceiling liner and wall panels to be Chief CS panels with manufacturer full range of colors.
- All exposed main frame columns are to be coated with Chief Buildings' standard electrostatic primer

HVAC

- Fresh air exhaust system:
 - 1-Louver and motorized damper EDD-545 extruded aluminum wind driven rain louver with enamel finish 36" x 36"
 - 1-roof exhauster 3000 CFM at .25 S.P. with ½ HP motor, bird screen and disconnect
 - 1-Metal decking roof curb
 - Crane work
 - Roof plenum
 - One year parts and labor warranty
- Tox Alert System:
 - 1-Control unit with (1) CO and (1) NO2 sensors, summer fans witch, control unit alarm with visual indicator/horn silence
 - Low voltage wiring
 - Tox alert test with inspector

- Ventilation of Shop Pit:
 - 1-Direct drive sidewall prop fan with motorized damper, speed controller, wall box and weather hood rated at 500 CFM @ .375 S.P. with 1/8 HP motor
 - PVS buried spiral pipe and fittings
 - 2-Return air grilles
 - One year parts and labor warranty
- Radiant tube heat in shop:
 - 1-125,000 BTUH 40' straight tube heat system with 3 year component and 10 year tubing warranty
 - 2-Type B vents through roof, one for fresh air/exhaust
 - Materials to hang
 - 1-Line voltage thermostat
 - Gas connections

Electrical

- All work per 2017 NEC Electrical permit
- Stub up for Phone & low voltage cabling (Wire and Terminations by Others)
- 9 – 2 x 4 High Bay LED Fixtures
- 4 – Wall Mount Fixtures
- 2 – Exit/Emergency Fixtures above each walk door interior
- 2 – Remote Emergency Dual Head Battery Backup Fixtures above each walk door exterior
- All shown receptacles & switches per layout on plans
- Connections to Mechanical Equipment per equipment connection schedule on sheet
- 1 – 200 Amp MLO Panelboard and all associated conduits, wire, and fittings
- 3 – 30 Amp Fused Disconnects at 3 different locations and all associated conduits, wire, and fittings
- 1 – 320 Amp Dual Meter/Main to replace existing 200 Amp Fused Pullout Main at Service Pole
- Refeed existing building using existing overhead feeders from new Meter/Main
- 2 – 2" PVC Conduits Stubbed out of New 200 Amp Panelboard for Future
- All necessary trenching from existing Service Pole to new Panelboard
- All necessary conduits for T-stats, door controls, and sensors

Exclusions

- Additional work to existing building including, but not limited to:
 - Roofing, soffit, fascia and gutter
 - Window replacement
 - Overhead door replacement
 - Replace inadequate substrate or structure
 - Asbestos testing or abatement
 - Any other work not listed specifically in the RFP
- Paving not listed in the RFP – cast-in-place or crushed concrete
- Furniture or equipment
- Connecting owner supplied equipment
- Sewer line or drain in service pit
- Water line
- New electrical service
- Fire sprinkler main or system
- Any item not specifically referenced in this proposal

Chief Construction would like the opportunity to discuss additional details due to several project specific questions. A team meeting with all of the interested stakeholders would help to provide clarity, value management and a more collaborative approach to answering these questions.

Total Construction Budget: \$299,800

Describe Life Cycle Cost Enhancements, including but not limited to LED lighting, material specifications, building management systems, etc.

During the design and detailing process, Chief Construction will hold meetings with the Owner to discuss life-cycle cost enhancements and value management. We will start with the minimum requirements by code and partner with the Owner to determine the solution to best suit your needs.

Describe your code compliance approach.

Building will be designed to comply with all applicable codes, including, but not limited to, Fire/Life Safety, Americans with Disabilities Act (ADA), and International Building Code. This does include the following codes:

- 71-6403. State Building Code; adopted amendments
- 2009 International Building Code, chapter 13
- 2012 International Building Code & Local Amendments
- 2010 ADA Standards for Accessible Design
- Zoning Ordinance of the City of David City, Nebraska
- 2000 NFPA 101 Life Safety Code
- 2009 IECC (International Energy Conservation Code) / ASHRAE 90.1-2007
- 2010 ASHRAE 62.1
- ASCE 7-10 Minimum Design Loads of Buildings and Other Structures
- 2012 International Fire Code and Local Amendments
- Applicable NFPA National Fire Code Standards
- 2011 National Electrical Code Adopted by Local Ordinance
- 2009 International Mechanical Code Amendments
- 2009 International Fuel Gas Code Amendments
- 2009 Uniform Plumbing Code & Local Amendments
- 2009 Fuel Gas Code Amendments

Inspections to be completed by Nebraska State Fire Marshal, Nebraska State Electrical Inspector and the City of Seward.

3. Quality, Project, and Team Management

Describe the role of Architects/Engineers/consultants, their ability to provide design / construction decisions consistent with the Owner's best interest, their roles, and frequency of participation in construction supervision & inspection.

Chief Construction is dedicated to working hand in hand with Seward Public Schools to exceed expectations and provide high-quality and seamless design and construction process. Our team has designated a specific experienced team to focus on the design and construction of the Seward Bus Maintenance Facility. Our on-staff architect, Brad Brandenburg, will be leading the efforts of design in collaboration with the owners group and our project manager.

- Chief Construction oversees the architectural and engineering aspects in the design phase and is the project owner's key contact throughout the duration of the project. This coordination and transparency can help the project stay on schedule and on budget.
- The design-build project delivery method relies on a single point of responsibility contract and is used to minimize risks for the project owner and to reduce the delivery schedule by overlapping the design phase and construction phase of a project.
- Chief Construction is the single point of contact through the build process and will be responsible for all of the work on the project from conception to completion.
- Chief Construction collaborates with the owner to determine the construction team based on the most qualified proposal and best value.
- Chief Construction manages the construction team, keeping the project owner informed throughout all phases of construction.
- Chief Construction will hold regular update meetings with the owner to ensure consistent and regular communication and project updates.

Describe / identify subcontractors (concrete, masonry, framing / drywall, PEMB system, HVAC, plumbing, electrical, etc) to be used, their roles in the project, and your experience working with each.

Chief Construction's list of subcontractors have been vetted through Chief Construction's pre-qualification process that includes safety records and training documentation, insurance requirements, quality standards and responsiveness to warranty claims. This proven established process allows Chief Construction to validate any new suppliers or subcontractors ability to properly adhere to local and national contracting requirements and provide a reliable finished product in accordance with the expectations of the project.

Chief Construction will make every effort to cover our bases with the local trades and subcontractors and that anyone who was interested in submitting a proposal has every opportunity to do so. Second, we will reserve the opportunity to request any value engineering suggestions from the trades in order to ascertain any other valuable knowledge that may be out there.

Chief Construction will vet out the best subcontractors to use on the project based on quality of work, schedule and price. We have the ability to self perform the steel erection and concrete portions of the project, but will move forward with the team that is best for the project.

Describe the level of supervision that will be provided / required by both the general and subcontractors.

During the design and construction of the project, Chief Construction will have a full-time project manager. Our project manager will be in charge of daily project management during construction, working closely with the project superintendent and on-site staff. He will review construction details to help our estimating team qualify the abilities and resources of interested subcontractors. The project manager will also be responsible for all project data and will coordinate efforts with the superintendent to communicate with subcontractors, project Owner's representatives, design team and the community regarding the job site progress. The project manager will focus on maintaining the budget and schedule from concept planning through punch-list completion.

Describe the teams approach to job site organization & management, including the roles and responsibilities of your construction phase project manager, site superintendent, etc. as it relates to quality control & management of subcontractors.

Chief Construction has done design builds for decades and we provide added value to each project. At every step of the process, our team will work hand in hand with the owner. From understanding the project scope, to preparing drawings and specifications and through the entire construction process, our Project Manager and Project Superintendent will ensure there is ongoing communication. Our team will ensure that the owners are being presented with timely choices in construction methods, systems and materials along with other value design methods to take into consideration.

Allocation of project scope and responsibilities are created and monitored throughout the life of the project by the project manager and site project superintendent. Our team will work closely with the owner's group to understand their vision and optimal timeframe to accomplish set milestones throughout the project. With the project set, our team will work closely with each subcontractor to ensure that they are mobilized on site as needed to keep the project on track. It is our approach to make this process efficient as well as effective. Communication is at the core of our design and construction process, including:

- Ongoing dialogue during the planning, design and construction phase between our project team and the facility owners and stakeholders.
- Interaction with the subcontractors during the entire project.

Ongoing monthly/weekly meetings with the owners and stakeholders are critical during the entire process, as this ensures all aspects meet standards and expectations. Chief Construction's on-site project superintendent will have daily meetings and updates with the subcontractors, verifying milestones are being hit and quality work is being performed. Our team will also meet with various local agencies to maintain the project process and timely development.

Managing a clean and efficient job-site is a high priority for our team to ensure that the construction of the project is flowing effectively. Our superintendent will be on-site daily working with the sub-contractors and managing all materials for the job. Our job site organization and management is part of our rigorous safety program through Great Plains Safety and Health Organizations which requires the team to follow strict policies. The site superintendent and project manager will collaborate to manage the schedule, timing of material delivery and flow of the subcontractors to meet project timeliness.



ANDY WIDMAN, AIA
Project Manager

A Nebraska native, Andy earned his Bachelor's degree from the University of Nebraska at Lincoln and a Master's degree in Architecture from the Illinois Institute of Technology in Chicago. After moving back to Lincoln, he became a licensed architect and has worked for architectural firms that focused in retail and education sectors, as well as Design and Project Manager for a local developer prior to joining Chief. He has extensive experience managing University, office, and commercial project types from conception to completion. His attention to detail, understanding of the owner's project goals, and team approach has helped many of the projects he has worked on to come in under budget and on schedule.

Andy currently serves as the American Institute of Architects-Lincoln Section Past President. He also has volunteered as a judge for the Society of American Military Engineers Student Mentoring Program as he believes in helping the next generation become more involved in the Architecture, Engineering, and Construction industries.

Phone: 402-323-5601

Email: andy.widman@chiefind.com



DAN POWERS
Project Superintendent

Dan Powers began his career developing and building custom homes before moving into various construction positions. With a 25-year record of success in all phases of construction projects, Powers will be able to seamlessly coordinate the construction process from design to closeout.

Dan will be working directly with Andy to confirm materials and schedule. Once construction starts, he will be on-site daily to oversee the day to day operations of the build. Dan will be hands-on with the complete build to pro-actively address any concerns and mitigate risks as needed. He will sequence all work on-site and work with each subcontractor early in the process to schedule sub-contractors who have availability to meet quality standards, the pre-determined schedule and budget. This arrangement and contract with the sub-contractors and vendors will hold each party accountable to ensure that delays are not caused due to mis-aligned schedules.

Phone: 308-850-1487

Email: dan.powers@chiefind.com

Describe the teams approach, tools, process that it will utilize to manage quality of construction and minimize punch list items / issues.

Chief Construction is dedicated to providing the highest quality of construction for all of our clients with an emphasis on maintaining the highest quality control and safety of all parties on-site. Our superintendent will be present on the job-site daily, ensuring accuracy in scheduling and planning for all subcontractors and work being done. Beyond quality control, our team will provide timely communication to help eliminate disputes and pro-actively work through them if any issues do arise. Monthly meetings, weekly meetings and schedule updates will allow the entire team to hit milestones without sacrificing quality.

Our Approach and Tools:

- Our team utilizes a three week schedule to manage work, hit milestones and maintain the overall schedule.
- The baseline budget and schedule is derived by using specific quantities for the various scopes of work extracted from the drawings.
- Our team will clarify both the scope of work and quantity of work included in the initial budget and schedule as soon as an initial list of assumptions are developed.
- We will perform periodic budget and schedule updates to indicate whether the project is progressing as planned.
- In between these budget and schedule updates, Chief Construction will actively attend and provide feedback regarding constructibility issues including potential cost and schedule impacts.

It is Chief Construction practice to check estimating numbers at specific milestones within the project. These milestones include the preliminary set of plans, 50% completion, 75% completion, and 90% completion. The checks and balances in preparing and updating the budget allow the team to work hand in hand with the architect and owners to maintain construction scope and perform value engineering for fit and finishes. The collaboration between all parties throughout the entire process allows for a seamless process as well as keeping budget and schedules on track.

Scheduling Approach

- Create master schedule during initial build, allowing the team to strategize and define milestones
- Master schedule assists with material management and avoiding delays
- The 3-week schedule allows the superintendent to work more closely with the sub-contractors to break down the project and provide a more accurate outlook on the project and their official start and completion date
- The superintendent will utilize the 3-week schedule to have the correct labor and materials on-site as required



WE WERE PLEASED WITH THE PROFESSIONALISM AND COMMUNICATION FROM CHIEF CONSTRUCTION. THEY WERE RESPONSIVE AND TIMELY THROUGHOUT THE BUILD, ENSURING THE PROJECT STAYED ON TRACK. WE WOULD RECOMMEND CHIEF CONSTRUCTION!



*- DAN PETSCH - DIRECTOR OF BUILDINGS & GROUNDS,
GRAND ISLAND SENIOR HIGH*



Describe your safety program and history of safety on similar projects.

Chief Construction is dedicated to providing the highest quality of construction for all of our clients with an emphasis on maintaining the safety of all parties on-site. Our safety program is administered by Great Plains Safety and Health Organizations located in Kearney, NE. Through our program, we ensure that our team and all of the contracted employees are following a rigorous and strict safety policy to uphold all standards while on the job site. Under the direction of Great Plains Safety and Health Organization programs are developed and implemented to create effective injury prevention safety that reduce or eliminate OSHA fines, medical and legal fees, and workers' compensation costs. Our safety program and partnership requires all of our subcontractors to attend safety training on an ongoing basis. Our standards also require that our subcontractors are up-to-date with their safety requirements before payment is issued. The safety program promises to reduce risk on the job site and liability for the owners.

Beyond working with Great Plains Safety and Health Organizations, the team will ensure the following:

- Daily site walk through and cleanup
- Dumpsters and trailers as needed
- Temp fencing and security gates
- Management of construction entrances
- Routine schedule for deliveries

Safety Record

Experience Modification Rate (EMR)

EMR reflects overall safety record and is applied to a company's insurance premium. A lower EMR means fewer accidents and a lower cost of insurance. Anything under 1.0 is considered outstanding in the industry.

Chief Construction's Experience Modification Rate for the past 3 years:

2015: .95 **2016:** .88 **2017:** .76

Government Citations (OSHA or EPA) for the last three years:

2015: 0 **2016:** 0 **2017:** 0



Chief Constructions Activity and Process in assuring employees, job-site and all sub-contractors are kept safe. Many activities are done to assure all risk and liabilities are reduced on every project.

Monthly Safety Committee's Meetings are held

Monthly Safety Project Reviews are held with the Project Managers

Weekly Toolbox Meetings are held with ALL employees

Annual Training is conducted with all employees

Project managers conduct weekly OSHA Site walkthrough inspections

Every employee is required to complete daily Pre-Task-Cards (See Attached)

Near Miss forms are available and encouraged to be filled out

Pre-construction Safety Meetings are held on Chief Projects

Site visits are conducted weekly from Great Plains Safety

All Sub-contractors must complete Pre-approval safety requirements

Written Safety Programs/Safety Manual

Safety Performance Records

Current (Annually) OSHA/Safety Training Records

Site Safety Plan

THINK SAFETY

1917 West 24th Street
Kearney, NE 68849
308.865.8258

www.greatplainssafety.com

Mick Anderson
Executive Director
andersonmd@unk.edu

Chief Construction

Great Plains Safety & Health Organization is committed to providing an emerging construction industry with safety solutions for today and tomorrow. We provide Chief Construction with on-site, on-going customized safety compliance assessments and training *from start to finish.*

Safety Risk Assessments

- On-Site Safety Walkthrough Inspections/Audits
- Customized safety & Health Orientation Programs for their New Employees
- Development of Site-Specific Job Hazard Analysis (JHA's), Pre-Task Plans (P-T-P's), Lift Plans, etc.
- Development of Site-Specific Procedures & Forms for Regulatory Inspections
- Injury Trend & Root Cause Analysis
- Incident Review/Investigation

Risk Management Services

- Loss Control Management
- Compliance Assistance
- Subcontractor Management

Consultation Services

- Safety Consultation - OSHA Citation Resolution (Abatement Assistance)
- Contractor Safety Over Site
- Development/Consultation for All Required Written OSHA Programs and Safety Manuals
- Safety Committees – Goal Setting/Mission Statements/Vision of Safety & Health Management
- OSHA Compliance Recordkeeping & Documentation

Educational & Training Services

- First Aid and CPR Certification
- Annual OSHA Refresher Safety Training
- Annual Safety & Worksite Wellness Conference
- Updates – New/Changing Safety & Health Regulations
- Provide Safety Alerts & Newsletters
- OSHA 1926. Construction 10 & 30 hour
- Competent Person, LOTO, Mobile Equipment (Scissor lift, aerial lift, forklift, skid steer, etc.)



MANDATORY DAILY SAFETY CARDS COMPLETED AT JOB SITE



NEAR MISS REPORT

Person reporting: _____

Date of report: _____

Location of incident: _____

Type of Incident (check one)

- Property damage Near miss
 Fire Other

Description (What was the outcome?) _____

Summary (Sequence of events) _____

Causes (Why did it happen?) _____

GPSHO contacted Yes No

Supervisor informed Yes No

Signature of reporter _____

6. End of Shift Review

Area clean and left in safe condition?

- Yes No

Tools Picked up and secured?

- Yes No

Any unsafe or damaged tools today?

- Yes No

Equipment left in safe condition?

- Yes No

Any unsafe work practices observed?

- Yes No

(If yes please complete appropriate near miss/hazards report form)

Any job related incident?

- Yes No

(If yes please complete appropriate incident inspection)

Any employee hurt or in need of medical attention?

- Yes No

All permits completed and turn in?

- Yes No N/A

Notes: _____

**Safety...do the Right Thing
at the Right Time.**

1917 West 24th Street, Kearney, NE 68849 | 308.865.8258

DAILY TASK SAFETY CARD

Name: _____

Company: _____

Date: _____ Job City: _____

Job Name: _____

1. Steps of today's task _____

2. Hazards of today's task _____

3. Elimination steps of today's hazards _____

4. Tools/equipment required for daily tasks

Identify PPE required: _____

Hand tools required: _____

Power tools required: _____

Mobile equipment required: _____

5. Identify potential hazards | Hazard elimination

Slips/Trips/Falls

Soft Tissue Injuries

Particles in Eyes

Overexertion

Falls over 6 feet

Overhead Work

Sprains/Strains

Fire

Abrasion/Cuts

Cave In

Loud Noise

Heat/Cold Exposure

Electric Shock

Pinch Points

Lead/Asbestos

Moving Machinery

Live Utilities

Chemical Hazards

Chemical Spills

Chemical Burns

Sharp Tools/Objects

Falling Objects

Elevated Loads

Manual Lifting

Plant Operations

Scaffolding

Lockout/Tagout

Keep area picked up

Stretch and Bend

Face Shield/Goggles

Get Help

Fall Protection

Toeboards/Netting

Lift/Carry Properly

Fire Watch/Fire Ext.

Proper Clothing

Sloping/Shoring

Hearing Protection

Dress Appropriately

Cords/Tools Inspected

Be in Proper Position

Get the Experts

Make Eye Contact

Disruption Avoidance

Review the SDS

Containment Needed?

PPE

Inspections/PPE

PPE/Barricades

Proper Rigging

Proper Technique

Communication

Inspections

Deenergize

HAZARD RECOGNITION/AT RISK BEHAVIOR

Did you see a concern today? _____

Person reporting: _____

Project name: _____

Date: _____

Time hazard observed: _____

What did you see? _____

Action taken to prevent similar incidents _____

Who did you talk with concerning the hazard?

4. PROJECT SCHEDULE

Our team will work with the owners and stakeholders as a single, unified team to ensure that all bases are covered and all problems are resolved. Our team can deliver unique solutions to the build and provide a highly collaborative teaming relationship. During the construction process, we will have a minimum of one monthly meeting and will add meetings in-between as needed. This ongoing communication will ensure our team's plan and schedule aligns with the owner's expectations.

Our team is equipped with the latest technology and equipment in the industry. Our proficiency with ProContractor as well as Microsoft Project allows the team to be highly responsive on a project and detailed in our information. Each person on the team from the project manager, estimator, field superintendent to the site superintendent are well versed in the software and can quickly share documents and information for the project. This ease of communication allows the project to flow seamlessly and get decision and feedback quickly.



“

EVERYONE WHO IS CONNECTED TO THE SCHOOL IS TRULY AMAZED THAT THIS MAJOR PROJECT WAS COMPLETED IN SUCH A SHORT PERIOD OF TIME AND TO THE SATISFACTION OF ALL. THANKS TO CHIEF CONSTRUCTION FOR MAKING THE “KEARNEY CATHOLIC DREAM” COME TRUE.

- TERRY TORSON, KEARNEY CATHOLIC HIGH SCHOOL

”



Ainsworth Community School



SEWARD PUBLIC SCHOOLS

BUS MAINTENANCE FACILITY





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Appendix A (Employee Bios).....

February 20, 2019

Dr. Josh Fields, Superintendent
Seward Public Schools
410 South Street
Seward, NE 68434

RE: Seward Public Schools - Bus Maintenance Facility Request For Proposal

Dear Dr. Josh Fields

Thank you for the opportunity to provide our proposal for Design Build services on the Bus Maintenance Facility. We are intimately familiar with projects that are similar in scope and we are proposing a team that is prepared to begin execution of our design and preparing a GMP for this project. We know how important your school is to the community and would enjoy the opportunity to work with you.

As a complete architectural engineering and construction management service based company, our team is fully qualified and experienced in all areas of the design, procurement and construction needs for your project. Our service will include full services of Design for the schematic design phase, design development, construction documents, and bidding phases. The construction services will include but not limited to; deliver your project on time and on-budget with the management, supervision, quality control, safety, etc. to attain a successful project for the students, end users, and taxpayers of Seward Public Schools.

As a current member of the Seward County Chambers, we are excited for this project. We will bring you a product that you can be proud of for years to come as Seward has always been a leader and example of excellence in Nebraska. We promise to deliver you the absolute best in buildings, at the lowest possible cost, on schedule, with the minimum amount of risk to you. If you have any questions or comments regarding our proposal, please contact me directly.

Sincerely,

Mitch Holt
President
Genesis Contracting Group, LLC
404 Hill Street
Lincoln, NE 68502
Phone: 402.791.0151
Fax: 402.791.5220
mholt@genesiscontractinggroup.com



FIRM PERSONNEL, FINANCIAL CAPACITY, & COST MANAGEMENT

FIRM'S FINANCIAL CAPACITY

Describe the Design-Builder's financial capacity to perform the Project.

Genesis has the ability to provide the project with the capacity required to deliver completely to the Seward School District. References below indicate our capacity:

Describe the approach to insurance and bonding of subcontractors.

All of our subcontractors are fully insured to meet or exceed qualifications based upon on sub-contract agreements. Genesis Contracting's approach to sub-contract bonding allows for the owner to accept or reject bonding of sub-contracts over \$25,000. A typical bond rating for sub-contracts is 1.5% of the contract work. The bonding rate would be increased by each sub-contract that we feel would be required to provide such surety as per each scope determined.

Accountant of Reference

Lutz
13616 California Street, Suite 300
Omaha, NE 68154
Shawn Wederquist



Bonding Reference

Gene Lilly Surety Bonds, Inc.
735 S. 56th Street
Lincoln, NE 68510
Thomas King



Bank of Reference

Great Western Bank
1235 N Street
Lincoln, NE 68508
Tom Sonderegger





EXPERIENCE & HISTORY

Design-Builder Experience & History

Describe the Design-Builder's history to provide and manage designers, labor, and personnel throughout the Project including design, construction and warranty periods.

Our design team offers years of expertise in a broad range of projects. However, our practice is largely focused on educational facilities. Our project team will provide constant reviews from a constructability, durability and maintenance, quality assurance, building systems and sustainability standpoint. These reviews will be completed not only by the project manager and site superintendent, but also by our in-house experts in each discipline, including our dedicated mechanical and electrical engineering team, our quality control team, our sustainability team and our safety team. These reviews, by both those closest to the project and experts from outside the immediate project team, will ensure adequate crosschecking and analysis, ultimately guaranteeing a high-quality project. By this delivery method, it reduces the amount of warranty claims requested by the owner and surpasses the standard warranty durations.

Describe the Design-Builder's history to complete projects within the specified contract time.

Genesis has successfully coordinated and constructed fast tracked projects and recognizes the procurement process for long lead items. Our bid packages will be issued with this consideration to assure a consistent flow of construction activity to reduce the owner's exposure to delay. Our contractor solicitation process will be coordinated through the use of the Critical Path Method "CPM" to assure availability and man power requirements.

We also keep an open line of communication with the Design Team to enable the group to work diligently by simply discussing over the phone and follow up formally. This involvement has saved schedule delays and project cost for the betterment of the Owner.

Describe the Design-Builder's safety program and history of safety.

Construction requires a comprehensive approach to safety that takes into account all job site activities. Our team considers no phase of the operation of greater importance than that of accident prevention. To accomplish this objective, it is necessary that an effective safety and health policy, which is consistent with OSHA standards, be defined and enforced. Our safety plan will be in addition to, and in excess of, the applicable provision of federal, state and municipal safety, health laws and building codes.



COST MANAGEMENT

Describe the approach to the site identifying any issues and potential solutions to mitigate the issues.

First, we take an active role in the early collaborations with ADA. These early discussions help identify specific issues that could cause a Change Order Request (COR) during construction. Second, we educate each subcontractor during the prequalification process on their job and their specific role. Changes in the field can lead to unexpected delays and we have found that our ongoing weekly review meetings with all trades have helped us avoid these items.

If a project enhancement does arise, our team will evaluate the claim, and if deemed appropriate, assist in processing the request quickly and minimizing the effects to the project by submitting a change order to the project Owner and the design team for approval. Upon approval, the Project Superintendent will be given the "go ahead" to proceed with the revisions.

Identify the anticipated role of Design-Builder's engaging in trade fluctuation in the market to support subcontractors.

We have the capability to self perform and will only self perform construction trade work when it is in the best interest of the project, which means providing the best value. The best value is based on a combination of price, schedule, quality assurance/quality control and safety factors. We have the ability and the resources to pull from our long list of vendors in our data base to assure the project is not getting affected.



DESIGN REQUIREMENTS, CREATIVITY, CONTEXT, & APPROACH

Proposed Approach

Provide a written statement of the proposed approach to the design and construction of the project, which shall include graphic materials illustrating the proposed approach to design and construction.

The Genesis and ADA team will be developing space planning with the administration and end user through the design development. The programming stage has been completed by TCEP. The building is fairly basic in design. By working with the client, we discover their needs, wants, challenges and opportunities. We build upon this understanding to create a distinct environment that is appropriate for its time, place and function.

We will implement this in our design/schematic design phase of the project once a notice to proceed has been issued. During the schematic design process we encourage the collaboration with the end user, Administration and members of the school board to achieve the optimal design and value for the project. One of our goals as a design team is to bring our experience and expertise together to achieve a safe and functional project.

We are committing a team of construction and design professionals who are focused to work through the information, documentation, and knowledge that TCEP has gathered through the programming phase.

Describe the approach to life-cycle cost evaluations and enhancements, including, but not limited to LED lighting, HVAC systems, insulation and materials, etc. that may provide the best value to the School District.

As we study system options for the facility design, we look at reliability, efficiency, and quality, as well as cost effectiveness. The overall value of the 20+ year life of the systems is a combination of all of these things. A simple life-cycle cost appraisal for each system can be done by quantifying these factors. This is our typical approach when evaluating system options.

For example, often the lowest initial cost system has the highest operating cost and shortest life span. As systems become more complex, the initial cost will likely increase, but operating cost will decrease and life span will increase, which then provides overall life-cycle savings. During system selection, it is important to determine the initial budget and system efficiency/maintenance requirements of the systems, as complex systems could require specialized and regular maintenance.

Describe the approach to code compliance.

As we design the systems to the owners requirements, we verify that the existing and new systems meet the current adopted mechanical, plumbing, energy, electrical, fire, and life safety codes, as well as indoor air quality standards. We don't simply provide the minimum per the RFP, but go beyond to provide a building/system that exceeds code requirements and design standards.



QUALITY, PROJECT, & TEAM MANAGEMENT

Provide the names and qualifications of the key personnel designated to each portion of the Project regarding responsibility, experience, expertise and efforts.

Genesis is committed to the team, its mission, and we are eager to join your team. Our approach is totally transparent and we will work cooperatively throughout the different phases of the project. Our collaboration with ADA provides a sound and structural team that is eager to move forward.

Respectively, ADA have resulted in a notable record of successful projects and repeat clients. From innovative new designs to challenging renovations, ADA has mastered the details to create building success. ADA brings a diverse professional background and broad experience to all projects. They have applied thoughtful, professional creative design and construction management services, along with a focus on the highest level of client service, to projects ranging from small residential additions to multi-million dollar commercial developments.

Through active collaboration, we will work with you to achieve your desired vision for this project.

Please refer to **Appendix A** for Personnel Bios that outline and meet all position requirements of the Agreement.

Provide a description of the approach to maintain the safety of the Design-Builder's personnel, subcontractors, District's students, staff and patrons of the facility and Project.

To ensure the safety of all parties, Internal Traffic Control Plans (ITCP) will be utilized for the different phases of the project as site conditions change. Through establishing an initial ITCP and keeping it fluid to reflect current conditions, we can maintain the safety of those involved throughout the project. Please reference the accompanied checklist that establishes the initial parameters.

	Draw basic work area layout, which can be taken from project drawings or the traffic control plan.
	Plot where work activities will take place.
	Plot the vehicles access points.
	Identify where equipment will be backing and create pedestrian free zones.
	Plot how workers will get to and from work areas.
	Draw the traffic flow for large equipment.
	Determine the storage areas.
	Plot how materials will get to and from staging areas.
	Establish parking areas for workers and visitors.
	Establish restroom break areas.
	Plot utilities.
	Write notes to explain the diagram and specify duties of personnel.
	Write the vehicle speed limits.



PROJECT SCHEDULE

Project Schedule

Provide a detailed Project schedule (including subtasks as may be applicable) indicating the anticipated dates (or days from execution of contract) of the following:

ID	Task Name	Duration	Start	Finish	March	April	May	June	July	Aug		
1	SEWARD PUBLIC SCHOOLS	77 days	Mon 3/4/19	Tue 6/18/19	[Gantt bar from 3/3 to 6/16]							
2	Contract Negotiation / GMP	15 days	Mon 3/4/19	Fri 3/22/19	[Gantt bar from 3/3 to 3/22]							
3	Design and Construction Prep	20 days	Mon 3/25/19	Fri 4/19/19		[Gantt bar from 3/25 to 4/19]						
4	TOPO and Soil Testing	10 days	Mon 3/4/19	Fri 3/15/19	[Gantt bar from 3/3 to 3/15]							
5	Structural Package	10 days	Mon 3/18/19	Fri 3/29/19		[Gantt bar from 3/18 to 3/29]						
6	MEP Design	25 days	Mon 3/18/19	Fri 4/19/19		[Gantt bar from 3/18 to 4/19]						
7	Architectural Design	25 days	Mon 3/25/19	Fri 4/26/19		[Gantt bar from 3/25 to 4/26]						
8	Construction PHASE	1 day	Mon 4/1/19	Mon 4/1/19		[Gantt bar at 4/1]						
9	Footing and Foundation	10 days	Tue 4/2/19	Mon 4/15/19		[Gantt bar from 4/2 to 4/15]						
10	Exterior Envelope	40 days	Tue 4/16/19	Mon 6/10/19		[Gantt bar from 4/16 to 6/10]						
11	Remodel	25 days	Tue 5/28/19	Mon 7/1/19			[Gantt bar from 5/28 to 7/1]					
12	MEP Rough IN	15 days	Tue 6/11/19	Mon 7/1/19			[Gantt bar from 6/11 to 7/1]					
13	Finishes	15 days	Tue 7/2/19	Mon 7/22/19			[Gantt bar from 7/2 to 7/22]					
14	Site Paving / Walks	5 days	Tue 7/2/19	Mon 7/8/19			[Gantt bar from 7/2 to 7/8]					
15	Punchlist	5 days	Tue 7/23/19	Mon 7/29/19			[Gantt bar from 7/23 to 7/29]					
16	Project Completion	1 day	Thu 8/1/19	Thu 8/1/19				[Gantt bar at 8/1]				

Project: CPM Schedule
Date: Wed 2/20/19

Task		Inactive Task		Inactive Milestone		Split		Manual Summary Rollup		External Milestone		Manual Progress
Split		Inactive Milestone		Split		Manual Summary Rollup		Manual Summary		Deadline		Critical
Milestone		Inactive Summary		Start-only		External Milestone		Critical		Critical Split		Progress
Summary		Manual Task		Finish-only		External Milestone		Critical		Critical Split		Progress
Project Summary		Duration-only		External Tasks		Finish-only		Critical		Critical Split		Progress





BONDS & INSURANCE

15.0 Bonds & Insurance

As a courtesy, please find the attached certificate of general liability insurance that indicates existing coverage and can be increased to meet the needs of the contract when established. No coverage terms were indicated in the design criteria. Also included is a sample, draft copy of the Performance and Payment Bonds that will be executed in full upon Design-Builder selection.

Client: 104882 GENES21

ACORD, CERTIFICATE OF LIABILITY INSURANCE

DATE PRINTED: 11/20/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFIRMS THE CONTENTS OF THE CERTIFICATE NUMBER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELONGING TO THE ASSURED. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURANCE, AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If this certificate holder is an ADDITIONAL ASSURED, the policy(s) must be reviewed. If INSURANCE IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER INFORMATION: Agency: Chicago York, A. No. 482-483-4348, Tel. No. 482-483-7977, Fax No. 482-483-4348, E-Mail: cyork@chicago.com

INSURANCE INFORMATION: Insured: Genesis Contracting Group LLC, 3925 S. 56th Street, Suite 2, Lincoln, NE 68516

COVERAGE INFORMATION: Certificate Number: SX02955, Revision Number: 1, Effective Date: 06/01/2017, Expiration Date: 06/01/2018

TYPE OF COVERAGE	CERTIFICATE NUMBER	REVISION NUMBER	START DATE	END DATE	LIMIT
A. COMMERCIAL GENERAL LIABILITY	SX02955	1	06/01/2017	06/01/2018	\$1,000,000
B. AUTOMOBILE LIABILITY	SX02955	1	06/01/2017	06/01/2018	\$1,000,000
C. PRODUCTS AND COMPLETED OPERATIONS	SX02955	1	06/01/2017	06/01/2018	\$1,000,000
D. CONTRACTORS POLLUTORS LIABILITY	SX02955	1	06/01/2017	06/01/2018	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / WORKER RECORD BY Additional Insured (Indicate, only to be checked if more space is required)

CERTIFICATE HOLDER: GENES21

CANCELLED BY: INSTEAD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE SHALL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE: *Thomas D. H. [Signature]*

ACORD 25 (01/14/01) 1 of 1 The ACORD name and logo are registered marks of ACORD. CDK

Bond No.: DRAFT

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A312

Performance Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address): GENESIS CONTRACTING GROUP LLC, 5925 South 56th Street Suite 2, Lincoln, NE 68516

SURETY (Name and Principal Place of Business): Employers Mutual Casualty Company, PO Box 712, Des Moines, IA 50306

OWNER (Name and Address): Johnson-Brock Public Schools, 310 Main Street, Johnson, NE 68378

CONSTRUCTION CONTRACT: Date: XXXX/XXXX, Amount: \$X,XXX,XXXX, Description (Name and Location):

BOND: Date (Not earlier than Construction Contract Date): XXXX/XXXX, Amount: \$X,XXX,XXXX, Modifications to this Bond: None See Page 3

CONTRACTOR AS PRINCIPAL: GENESIS CONTRACTING GROUP LLC, Company: Employers Mutual Casualty Company, Signature: DRAFT COPY ONLY, Name and Title: Principal Signer, Title

SURETY: Employers Mutual Casualty Company, Signature: DRAFT COPY ONLY, Name and Title: James M. King, Attorney-in-Fact

(Any additional signatures appear on page 3)

(FOR INFORMATION ONLY: Name, Address and Telephone) AGENT OR BROKER: Gene Lilly Surety Bonds, Inc, 735 South 56th Street, Lincoln, NE 68510, (402) 7475-7700

OWNER'S REPRESENTATIVE (Architect, Engineer or other party):

AIA DOCUMENT A312 - PERFORMANCE BOND AND PAYMENT BOND - OCTOBER 1984 ED. AIA & THE AMERICAN INSTITUTE OF ARCHITECTS, 170 NEW YORK AVE., N.W., WASHINGTON, D.C. 20005

A312-1984 1 Page 1/3

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A312

Payment Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address): GENESIS CONTRACTING GROUP LLC, 5925 South 56th Street Suite 2, Lincoln, NE 68516

SURETY (Name and Principal Place of Business): Employers Mutual Casualty Company, PO Box 712, Des Moines, IA 50306

OWNER (Name and Address): Johnson-Brock Public Schools, 310 Main Street, Johnson, NE 68378

CONSTRUCTION CONTRACT: Date: XXXX/XXXX, Amount: \$X,XXX,XXXX, Description (Name and Location):

BOND: Date (Not earlier than Construction Contract Date): XXXX/XXXX, Amount: \$X,XXX,XXXX, Modifications to this Bond: None See Page 6

CONTRACTOR AS PRINCIPAL: GENESIS CONTRACTING GROUP LLC, Company: Employers Mutual Casualty Company, Signature: DRAFT COPY ONLY, Name and Title: Principal Signer, Title

SURETY: Employers Mutual Casualty Company, Signature: DRAFT COPY ONLY, Name and Title: James M. King, Attorney-in-Fact

(Any additional signatures appear on page 6)

(FOR INFORMATION ONLY: Name, Address and Telephone) AGENT OR BROKER: Gene Lilly Surety Bonds, Inc, 735 South 56th Street, Lincoln, NE 68510, (402) 7475-7700

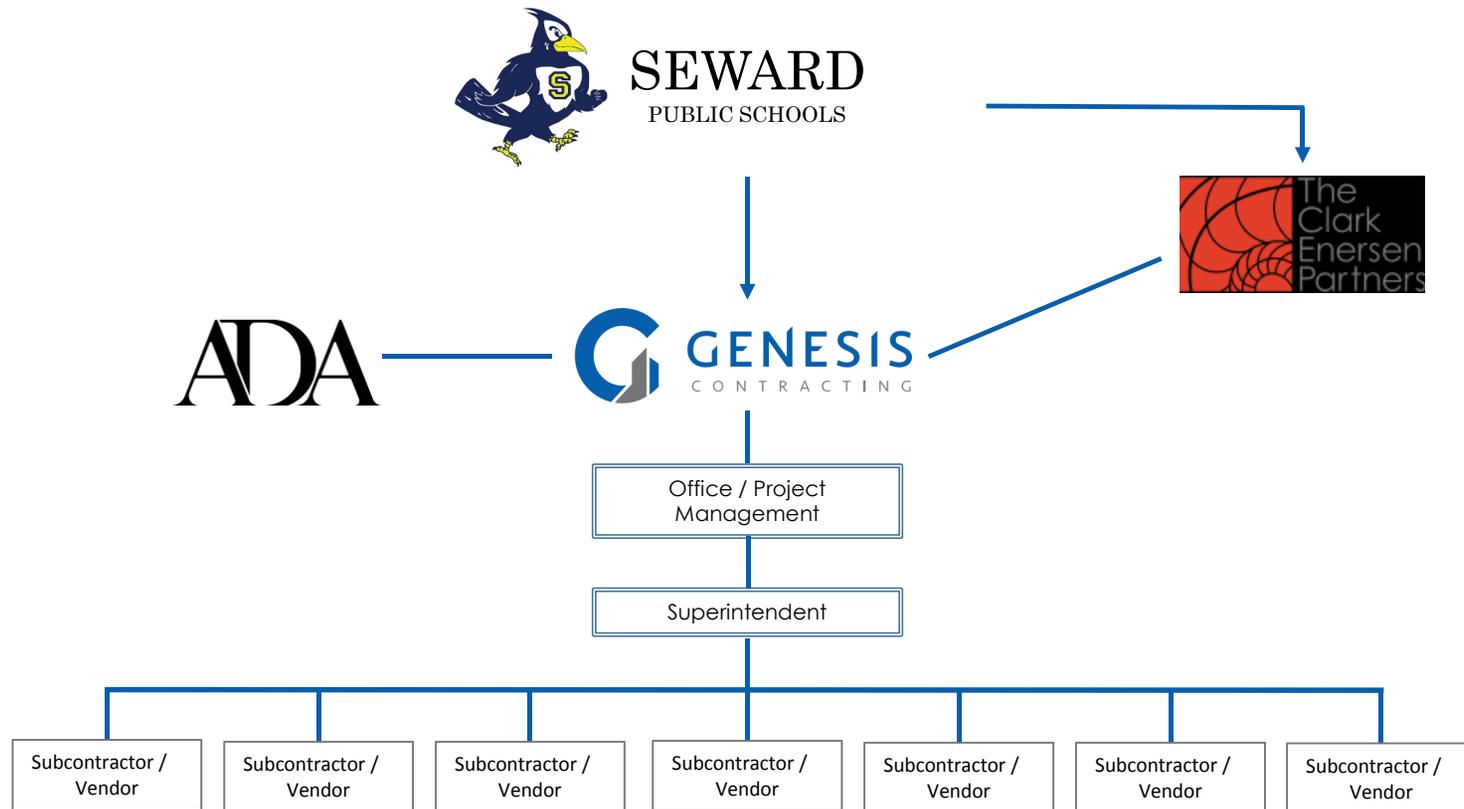
OWNER'S REPRESENTATIVE (Architect, Engineer or other party):

AIA DOCUMENT A312 - PERFORMANCE BOND AND PAYMENT BOND - OCTOBER 1984 ED. AIA & THE AMERICAN INSTITUTE OF ARCHITECTS, 170 NEW YORK AVE., N.W., WASHINGTON, D.C. 20005

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TEAM ORGANIZATIONAL CHART





APPENDIX A

Employee Bios



MITCH HOLT

President/ Project Executive

EDUCATION

University of Nebraska-Kearney
BS Construction Management

TIME IN INDUSTRY

15+ Years

Mitch Holt is the President of Genesis Contracting Group and has over 15 years of experience serving in the construction industry. Mitch started the firm with a solid foundation to allow for the company to be sustainable as they continue to grow as a working family. His integrity, values, and level of commitment to the client are the fostering core of Genesis Contracting Group.

Mitch has completed over 2 million square foot of new and renovated construction projects, managing over 307 million dollars in contracts. His comprehensive experience includes the collaboration between the owner/clients, design team, owner representatives, and implementation to the construction team of professionals. An open and transparent approach will be delivered, moving through a project from the beginning to the end.

His responsibilities begin during preconstruction, where he coordinates all project services. He will conduct the value engineering and constructability reviews to attain optimum value from the budget. Mitch will assist in developing the project's strategic plan with team members. During construction, he manages project costs, prepares cost control updates, approves billings and monitors meetings. He will ensure team members are kept updated promptly with the latest project information.

Mitch provides oversight with his expertise on projects to ensure that quality and commitments are being met throughout the project in the best interest of the Owner.

PROJECT EXPERIENCE

Lincoln East High School, Lincoln, NE

- 443,000 SF renovation & 7,200 SF addition
- Completed September 2010, \$20.7 million.

Lincoln Northeast High School, Lincoln, NE

- 320,000 SF renovation & 48,270 SF addition
- Completed October 2009, \$30.2 million.

Lincoln Southeast High School, Lincoln, NE

- 225,000 SF renovation and 45,000 SF addition
- Completed November 2008, \$25.8 million.

Norris K-12 Campus Rebuild, Firth, NE

- 254,000 SF reconstruction
- Completed November 2005, \$27.1 million.

Block 38 Parking Garage and Housing, Lincoln, NE

- 283,200 SF new mixed use
- Completed August 2012, \$24.5 million.

4H/NIC Office and Renovation, Lincoln, NE

- 180,000 SF new and renovated space to be
- Completed Spring 2014, \$26 million.

Project Oscar, Lincoln, NE

- 83,000 SF new Class A office space to be
- Completed summer 2014, \$12 million.

NIC – C.R.E.S. Project, Lincoln, NE

- Centralized Renewable Energy System
- Completed summer 2014, \$12.2 million.

NIC – Life Science Collaboration

- Completed Summer 2015, \$15.3 million

NIC – Greenhouse Innovation

- Completed Fall 2015, \$35 million.

Council Bluffs Athletic Complex

- Completed Fall 2016, \$3.2 million.

LPS – Northeast Fitness Center Addition

- Completed Fall 2016, \$1.8 million

LPS – Operations Building Addition

- Completed Spring 2017, \$75,000

Doane Summer Projects

- Completed Fall 2016, \$704,000

Lutz Office TI, Lincoln, NE

- Completed Fall 2016, \$400,000

Auburn Memorial Library Addition

- Completed Spring 2017, \$319,000

Jank Tri-Plex Condos, Seward, NE

- Completed Summer 2017, \$375,000

Nebraska Department of Corrections Temp Building

- Completed Summer 2017, \$1.3 million

LPS – LHS/LNE ITE Renovations

- Completed Summer 2017, \$1 million

Fortigen Administration Building, Geneva, NE

- Completed Fall 2017, \$558,500



JARED NACKE

Superintendent

EDUCATION

University of Nebraska - Lincoln
Studied Construction Management

TIME IN INDUSTRY

15+ Years

TRAINING

First Aide/CPR
AED

As Superintendent, Jared will be involved with coordination between the Owner and Architect with support in the overall field supervision. During construction, he will work alongside our field personnel to provide a support role on-site project supervision, general labor, and will support the self-performed scope.

Jared's strength at communicating every facet of construction has left a positive relationship with Owners and Architects. He has experience as an operator of equipment, excavation/ backfill duties, finish carpentry as his vast experience, general layout of building corners, and management of each discipline.

PROJECT EXPERIENCE

UNL Champions Club

Memorial Stadium (West & North Additions)

Love Library Remodel (UNL City Campus)

UNL Student Housing

Northstar High School

Q Place Parking Garage

Bryan West Addition

Goodrich Middle School Remodel

Anderson Ford Dealership (South Lincoln)

Army National Guard Readiness Center (Mead, NE)

UNL Outdoor Adventure Center (UNL City Campus)

Doane Summer Projects, Crete, NE
- Completed Fall 2016, \$704,000

Lutz Office TI, Lincoln, NE
- Completed Fall 2016, \$400,000

Raymond Central School Addition
- Completed Summer 2017, \$1 million

North American Martyrs Library and Classroom Addition
- Completed Fall 2018, \$3 million



As Assistant Superintendent, Justin will be involved as necessary to provide assistance to Josh on any field supervision. During construction, he will work alongside Josh and Mitch to provide a support role with on-site project supervision, general labor, and will aid in the self-performed scope.

Justin has experience as an operator of equipment, concrete formwork, rough carpentry and management of individuals as in a supervisory position.

JUSTIN MAHON

Assistant Superintendent

EDUCATION

Peru State College
Bachelor of Business Administration
Management & Marketing

TIME IN INDUSTRY

3+ Years

TRAINING

Safety OSHA 10-hour

PROJECT EXPERIENCE

Residential Carpentry

Concrete Flatwork

Intern at Hausmann Construction
UNO Resident Building

North American Martyrs School Addition

- Completed Summer 2018, \$2.9 million

Pleasant Dale Fire Station

- Completed Fall 2018, \$450K

Electronic Contracting Addition

- Completed Fall 2018, \$500K

Peru State College - Foundation Renovation

- Scheduled to be Completed Spring 2019, \$120K



John has vast experience in renovations, remodels and new construction. His project experience includes the Beatrice Public Schools special education remodel, the Nebraska Association of County Officials Office Expansion and Renovation, the Nebraska Department of Correctional Services Double Y Building Entry Renovation, and the Helen Boosalis Indoor Shooting Range. John is involved in many tenant finish remodels and private commercial projects.

John earned his Master of Architecture degree from the University of Nebraska and has several years of experience in the architectural profession. John enjoys all aspects of the construction process, and clients can put their trust in his expertise and guidance from design through construction.

John Hathaway
Principal | Project Manager

Professional Registration
Registered Architect:
Nebraska

Professional Affiliations
American Institute of Architects

PROJECT EXPERIENCE



SEWARD - Bus Maintenance Facility

Specific
Scope

Sub-Total of
Scope

HARD COSTS

Contractor Schedule of Values (SOV)

<u>DIV</u>	<u>SOV</u>			
I	1	GENERAL CONDITIONS - Fixed	32,692	32,692
II	4	EARTHWORK/SITE DEMO/PREP		2,422
III	13	CONCRETE		20,044
IV	33	MASONRY - NOT USED		-
V	41	METALS		950
VI	50	CARPENTRY		23,830
VII	58	EXTERIOR WALL PROTECTION		27,944
VIII	70	WINDOWS & DOORS		13,700
IX	81	FINISHES		17,800
X	104	SPECIALTIES - NOT USED		\$0
XI	122	EQUIPMENT - OWNER PROVIDED		-
XII	131	FURNISHINGS - OWNER PROVIDED		-
XIII	137	SPECIAL CONSTRUCION - NOT USED		-
XIV	138	CONVEYING SYSTEMS - NOT USED		-
XV	143	MECHANICAL		30,450
XVI	166	ELECTRICAL		27,100
		SUBTOTAL SCOPE		196,932
	187	OWNERS CONTINGENCY	3%	5,907.95
		TOTAL SCOPE		202,840

5004 Option Enrollment

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for insuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

1. Definitions

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

2. Persons Entitled to Apply for Option Enrollment of Students. Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

3. Duties, Entitlements and Rights of Option Students. Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

4. Standards for Acceptance or Rejection of Option Students.

- a. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, projected number of students with which the option school district will contract based on existing contractual arrangements, and availability of appropriate special education

programs. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.

- b. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, declare a program, a class, or a school unavailable to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.
- c. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

 - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
 - ii. Would require the procurement of new equipment, technology, or furnishings;
 - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
 - iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
 - v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.
- d.** The school district shall accept an option student with a disability only to the extent that the school district's then current staff and facilities are sufficient to accommodate the student's needs without significantly increasing the operating costs of the school district, such as by requiring the hiring of new staff.
- e.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

- f. If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted in the following order:
 - i. students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;
 - ii. thereafter, option students shall be accepted into such program, class, grade level or school building in the order in which written applications were received by the school district.

5. False or Misleading Option Applications. If, prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.

6. Academic Credits and Graduation. The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.

7. Information Regarding Schools, Programs, Policies and Procedures. The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.

8. Procedure for Students Optioning Into or Out of the School District.

a. The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.

b. On or before April 1st, the school district shall notify the parent or legal guardian of any student who has submitted an

application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

9. Late Applications and Requests for Release

- a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:
 - i. When the district has already entered into contracts with teaching staff for the following school year;
 - ii. When the district has already contracted for the performance of specific services for the student;
 - iii. When the release of the student would have a negative financial impact or loss of revenue for the district.
- b.** The board of education will approve late applications to option into the district through August 10 under the following conditions:
 - i. When the resident district has released the student;
 - ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;
- c.** The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

10. Students Who Do Not Need a Release from the Resident District

- a. A student does not need to be released from his/her resident district under the following circumstances:
 - i. When the student has relocated to a different resident school district after February 1
 - ii. When a student's option school district merges with another district effective after February 1
- b. The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

11. Cancellation of Option.

Students who option either into or out of the school district shall:

- a. Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b. Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

12. Authority of Superintendent.

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: _____
 Revised on: September 12, 2016
 Reviewed on: _____

RESOLUTION ON SCHOOL DISTRICT STANDARDS FOR ACCEPTANCE OR REJECTION OF OPTION ENROLLMENT APPLICATIONS

WHEREAS, Seward Public Schools is committed to providing an education of high quality to its students in an economically efficient manner; and

WHEREAS, the school district's faculty, facilities, and equipment can serve only a limited number of students effectively; and

WHEREAS, the Seward Board of Education, in consultation with the administration, has reviewed the school district's faculty, facilities, equipment, interdisciplinary efforts and interrelationships of grades, subjects, and faculty; and has determined the maximum number of students it can serve effectively at any given grade level and in total;

NOW, THEREFORE BE IT RESOLVED that the board adopts the following standards for acceptance or rejection of option enrollment applications:

Numeric Capacity. The capacity in the following grade levels, programs, classes, and/or school buildings is as follows:

1. Option students will not be accepted into a regular K-3 elementary classroom if the projected enrollment is 21 or more in that classroom.
2. Option students will not be accepted into a regular 4-6 classroom if the projected enrollment is 25 or more in that classroom.
3. Option students will not be accepted into the regular education middle school grade levels (7-8) when the enrollment in that middle school grade is one hundred (125) or more students.
4. Option students will not be accepted into regular education high school grade levels (9-12) when the enrollment in high school reaches six hundred (600) or more students.

Other Standards. The school district shall not accept an option student when acceptance of the student:

- (a) Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- (b) Would require the procurement of new equipment, technology, or furnishings;
- (c) Would cause or require the rearrangement of caseloads for staff and contracted professionals;

- (d) Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- (e) May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

After the above resolution was read, board member Curt Sherman moved for passage of the motion. Board member Jerry Rumery seconded the motion. After discussion, and on roll call vote, the following members voted in favor of the motion: Duer, Dworak, Pekarek, Rumery, Seaman, and Sherman.

The following members voted against the motion: _____.

The following members did not vote: _____.

Having been consented to by a majority of the voting members, the board president declared the motion to have been passed and adopted.

Dated this 14th day of December, 2016.

Ryne Seaman
President, Board of Education