



# Capital Improvement Project (CIP) Submittals

*Closeout and In-house Emphasis*

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# PROJECT AGREEMENT

for the project  
**Project**

between

**The State of Alaska, Department of Education & Early Development**

and

**THIS CONTRACTUAL AGREEMENT**, effective is made between the State of Alaska, Department of Education and Early Development (hereinafter called State) and the (hereinafter called Recipient). The State and the Recipient are entering into this agreement pursuant to AS 14.11.020 and 4 AAC 31.023 et seq. as applicable to grant funding.

Whereas funds have been appropriated by the Legislature to the Department of Education and Early Development for the project described in Appendix "A" (hereinafter also referred to as "the Project") of this agreement, and whereas the Recipient has made a request to the State that the Recipient be allowed to assume all responsibility for the planning, design and construction of the project, and whereas the scope of this agreement consists of all contract clauses as set forth below and incorporates the provisions and requirements of Appendices A through E as listed below:

Appendix A	Project Scope and Budget
Appendix B	Payment Schedule
Appendix C	Laws, Codes, Regulations, Standards and Guidelines
Appendix D	Submittal Requirements
Appendix E	Budget Category Definitions & Account Codes

The parties enter into the following agreement:

### Contract Clauses

1. Assumption of Responsibility: The Recipient agrees to assume all responsibility heretofore held by the Department of Education and Early Development and the Department of Transportation and Public Facilities relating to planning, design, and construction of the project.
2. Project Coordinator: The Recipient's coordinator for this agreement is . The Recipient agrees to notify the State of any change in coordinator.
3. Governing Provisions: This agreement shall be governed by the laws of the State of Alaska. The Recipient agrees during the planning, design, and construction to comply with the applicable provisions of law (AS14.11, AS35.10, AS 36.05) and regulation (4 AAC 31, 4 AAC 50) for public works.

## PROJECT AGREEMENT

The following table lists the subject areas most frequently applied to school capital projects and their citation:

Accessibility	4 AAC 31.014(a)(1)
Bidding and Award	4 AAC 31.080 and AS 36.05
Budget Reductions	4 AAC 31.022(e) & 31.062
Construction Management Costs	AS 14.11.020(c)
Facility Disposal	4 AAC 31.085
Project Agreement	4 AAC 31.023(c)
Project Document Approval	4 AAC 31.040 & 31.062
Project Document Reviews	4 AAC 31.030 & 31.062
Purchase of Temporary Facilities	4 AAC 31.050
Reporting Procedures	4 AAC 31.060
School Space	4 AAC 31.020 & 31.061
Site Acquisition and Selection	4 AAC 31.025
Use of Consultants	4 AAC 31.065

4. **Grant Funds:** The State agrees to transfer the funds appropriated by the Legislature for the Project to a special account in the state treasury. The Recipient, with the approval of the State, may draw on the special account for the costs of planning, design, and construction of the project. The procedures to be followed by the Recipient drawing on the special account are set out in Appendix "B".
5. **Project Document Reviews:** The Recipient shall submit the elements of the plan as outlined in 4 AAC 31.030 for department review as they are developed. Drawings must be submitted in Portable Document Format (PDF), and must be clearly indexed on the title sheet or in a cover letter to the department. Other project documentation must be provided in electronic format wherever practicable. Final construction document submittals shall be signed and stamped by the Registered Design Professional (4 AAC 31.040). Each applicable document shall be provided at no cost to the State. Cost estimates are required at each design phase and shall be provided in the State's standard building system estimate format (EED Cost Format). The Recipient shall also provide an Energy Consumption and Cost report, as necessary, in accordance with AS 14.07.020(a)(11). The Energy Consumption and Cost report will provide estimated annual energy consumption and cost information for electricity and heating following construction of the project in this Agreement.
6. **Approvals and Permits:** The Recipient shall coordinate all regulatory agency reviews and obtain all necessary written approvals from all agencies having jurisdiction over the Project.
7. **Safety Precautions and Programs:** The Recipient has the duty of providing for and overseeing all safety orders, precautions and programs necessary to the reasonable safety for the planning, design, and construction of the Project. In this connection, the Recipient shall take reasonable precautions for the safety of all project employees and all other persons whom the Project might affect, all work and materials incorporated in the Project, all property and improvements on the construction site and adjacent thereto, and shall comply with all applicable laws, ordinances, rules, regulations and orders.

## PROJECT AGREEMENT

8. Project Scope Review: The Recipient is responsible to ensure the Project as designed conforms to the project scope as described in Appendix "A". Any modifications to the scope and/or budget of the Project will be submitted to the State in a written amendment for review and approval. The project scope may not be expanded beyond the scope of work described in Appendix A of this Agreement. The Recipient shall forward copies of all final bid or proposal documents to the State prior to advertising for bids as set out in 4 AAC 31.040. If any such documents conflict with the project scope, the Recipient will be notified that further payments of grant funds will not be paid by the State until those conflicting aspects are corrected and an amendment is approved.
9. Project Audit: In accordance with 4 AAC 31.023(c)(3), the Recipient's performance is subject to financial audit at any time. Project records shall be maintained for three (3) years after the project completion and acceptance. Within three hundred and sixty-five (365) days after certification of beneficial occupancy and/or substantial completion, the Recipient agrees to provide an auditable accounting of expenditures of the Project.
10. Project Accounting: Project accounting shall include all sources of revenues and Project expenditures by budgeted expense category. The expense categories shall conform to the categories indicated in Appendix A and defined in Appendix E. If the amount of the funding is more than \$300,000, the Recipient may be required to provide an independent project audit. The cost of an audit required by the department is an allowable project expense. Accounting for the Project shall comply with the *Codification of Governmental Accounting and Financial Reporting Standards* as published by the Governmental Accounting Standards Board (GASB).
11. Final Inspection and Acceptance: The State may, in its discretion, participate in the final inspection of the Project. The Recipient shall furnish to the State, project documents certifying beneficial occupancy and/or substantial completion. The State shall have fifteen (15) days after final inspection or after receipt of the Recipient's project deliverables to make objections, after which time the Project shall be deemed accepted by the State. Objections will be presented in writing by the State and must be responded to in a satisfactory manner by the Recipient.
12. Facility Disposal: If, as a result of the Project, a State facility is determined no longer needed for educational purposes, the entity operating this facility shall provide the following for a period not to exceed one year: (1) maintenance of the facility in the condition it was when vacated; (2) sufficient security to discourage vandalism and ensure that the facility is not accessible to unauthorized persons; (3) property loss and liability insurance through the School District's risk management program with the State named as an additional insured. In addition, the School District shall, if requested, act as the agent for the state in disposing of the facility in accordance with 4 AAC 31.085(b)-(h).
13. Project Close-out: Within sixty (60) days of the issuance of final project accounting by the Recipient, the Recipient will return the full amount of the unexpended grant funding to the State of Alaska Department of Education and Early Development. The Recipient may, within sixty (60) days of the issuance of final project accounting, request that the State expand the project scope of work, as defined in Appendix A. The approval of an expanded scope of work is not to be considered approval of an extension of the five-year term date of this agreement. Interest earned on any money paid to the Recipient under this agreement shall be held by it to pay for project cost overruns, change orders or other legitimate project costs as provided for in 4 AAC

## PROJECT AGREEMENT

31.063. If at completion of the Project, any money earned as interest remains, the Recipient agrees to transfer that amount to a capital reserve account for school capital projects.

14. Maintenance, Operation, Ownership of the Completed Project: Responsibilities for maintenance, operations, and ownership of the facility shall be borne by the Recipient or their legal designee. The Recipient shall acquire from the project's designers and contractor, project documentation required to establish an effective facility management and preventive maintenance program that satisfies the requirements of AS 14.11.011(b)(4). The Recipient shall provide evidence to the State that the completed project has been incorporated in the district's facility management program and the Recipient, if required, has established legal ownership of the facility.
15. Termination of Contract for Cause: The term of the contract shall not exceed five years from the effective date of the agreement unless an extension is granted by the State. If, through any cause, the Recipient shall fail to fulfill in timely and proper manner its obligations under this contract, or if the Recipient shall violate any of the covenants, agreements or stipulations of this contract, the State shall thereupon have the right to terminate this contract by giving written notice to the Recipient of such termination stating cause and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. The termination shall take effect unless the Recipient presents to the State evidence it has cured the specified failure prior to the effective date or presents a plan for cure including a specific timeline and completion date acceptable to the State in its sole discretion. In the event of termination, all finished or unfinished documents, data, studies, drawings, maps, models, photographs, and reports or other materials prepared by the Recipient under this contract shall, at the option of the State, become the State's property and the Recipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and materials. Notwithstanding the above, the Recipient shall not be relieved of any liability to the State for damages sustained by the State by virtue of any breach of the contract by the Recipient, and the State may withhold any payments to the Recipient for the purpose of offset until such time as the exact amount of damages due to the State from the Recipient is determined.
16. Termination for Convenience of the State: The State may terminate this contract at any time by giving written notice to the Recipient of such termination and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. In that event, all finished or unfinished documents and other materials as described in paragraph 14 above shall, at the option of the State, become the State's property. If the contract is terminated by the State as provided herein, the Recipient shall be reimbursed for that portion of the actual out-of-pocket expenses not otherwise reimbursed under this contract which were incurred by the Recipient during the contract period and which are directly attributable to the Recipient's performance of this contract. If this contract is terminated due to the fault of the Recipient or its subcontractors, paragraph 15 shall apply.
17. Subcontracting: In the event the Recipient subcontracts any work covered by this contract, the Recipient shall require compliance by its subcontractors with wage rates as required by AS 36.05.010 - AS 36.05.110. In addition, the Recipient shall require compliance with all federal, state, and local laws, regulations and ordinances relating to civil rights.
18. Participating Share: The Recipient agrees to provide the participating share of the total costs of the Project required under AS 14.11.008. If the Recipient is eligible to provide its participating

## PROJECT AGREEMENT

share through a contribution of labor, material or equipment, it must provide notice to the State within thirty (30) days after signing this agreement. A description of the specific in-kind services must be included. The State may not unreasonably withhold its consent, but may impose record keeping requirements that allow it to monitor the incorporation of the local contribution into the Project. [4 AAC 31.023(d)]

19. Percent for Art: For school construction or renovation projects, the Recipient shall expend on art an amount equal to the percentage (as specified in AS 35.27.020) of the cost of construction. Renovations of building shell, structural or mechanical systems are excluded from this provision. Art will be selected by an Artwork Selection Committee consisting of: The superintendent (and or designated client representative), project manager, architect, and a designated individual from the Alaska State Council on the Arts (ASCA). The Project Manager will serve as chair of the Artwork Selection Committee.
20. State Held Harmless: The Recipient shall indemnify, defend, and hold harmless the State of Alaska and the Department of Education & Early Development, its officers, agents, and employees from and against any and all suits, claims, damages, losses and expenses arising out of any act or omission of the Recipient under this agreement or the Project specified hereunder.
21. Reporting Requirements: Annual reports shall be filed by July 31 of each year for grant projects using form 05-08-016 available on the department's website, or upon request.
22. In-House Requests: Recipient may request, in writing, that all or portions of the Project be completed utilizing Recipient employees. A request to utilize in-house forces to complete work on the Project must be approved by the Commissioner prior to initiation of the work. [4 AAC 31.080(a)]
23. Alternative Procurement: Recipient may request, in writing, that an alternative method of procurement be utilized for construction of the Project. A request to utilize alternative procurement methods for construction of the Project must be approved by the Department in advance of advertising for construction. [4 AAC 31.080(f)]
24. Funding Expiration: Project funding for this project expires five years from the date of the project agreement.

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Recipient (Name and Title)

Date

---

State of Alaska, Department of Education and Early Development

Date

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## APPENDIX A

1. **Project Scope of Work:** *(Use additional pages if necessary)*  
**Eligible [Additional] Gross Square Footage:** *[enter sf or none if n/a]; 4 AAC 31.020(e)*  
 [Enter narrative description.]
- [enter specific scope items as appropriate]
  - [enter specific scope items as appropriate]
  - [enter specific scope items as appropriate]
  - [enter specific scope items as appropriate]
2. **The Recipient further agrees to comply with the following additional conditions:**  
 The District acknowledges the Municipality or Borough may assume any or all of the responsibilities of this grant. (AS 14.14.060)

3. **Project Funds - [enter full title of appropriation]**

Chapter XXX/SLA XX, page XXX, lines XX-XX

<b>Grant Amount</b>	<b>\$0</b>
<b>Recipient's Participating Share:</b>	<b>\$0</b>
<b>Other Funds</b>	<b>\$0</b>
	<hr/>
<b>Project Total</b>	<b>\$0</b>

4. **Project Budget**

Cost Category	% of Construction	Total Project Budget
1. Construction Management (by consultant)	enter \$ in D16	\$0
2. Land	N/A	\$0
3. Site Investigation	N/A	\$0
4. Design Services	enter \$ in D16	\$0
5. Construction	enter \$ in D16	\$0
6. Equipment	enter \$ in D16	\$0
7. District Administrative Overhead	enter \$ in D16	\$0
8. Percent for Art	enter \$ in D16	\$0
9. Project Contingency	enter \$ in D16	\$0
<b>Totals</b>	<b>0.00%</b>	<b>\$0</b>

# PROJECT AGREEMENT

## APPENDIX B

### PAYMENT SCHEDULE

Upon submission of the following documents, the Recipient shall submit a separate request to the State for payment. Upon receipt of the payment request and verification and/or approval of submittals, the State shall issue a warrant to the grant recipient.

1. Payment #1; [5%]                      Project Agreement complete and EED approval of financial structure. (Required before any payments will be issued).
2. Payment #2; [5%]                      EED receipt/approval of the Recipient's participating share.
3. Payment #3; [10%]                      EED receipt/approval of planning documents to include site selection report, soils investigation report, condition surveys, educational specifications, archeological clearance, and A/E services agreement. (Appendix D; Items 2, 3, and 4)
4. Payment #4; [10%]                      EED receipt/approval of schematic design documents, cost estimate, and value analysis. EED receipt/approval of an Energy Consumption and Cost report as necessary (Appendix D, Items 5 and 7)
5. Payment #5; [10%]                      EED receipt/approval of design development documents, cost estimate, and sufficient interest in site. EED receipt/approval of an Energy Consumption and Cost report as necessary, and if not provided with Schematic Design (Appendix D; Item 6 and 7)
6. Payment #6; [15%]                      EED receipt/approval of design, construction and bid documents, and final cost estimate. (Appendix D; Items 8 and 9)
7. Payment #7; [10%]                      EED receipt/approval of bid tabulations, construction contract, construction schedule, payment/performance bonds and building permit or fire marshal review. (Appendix D; Items 10, 11, 12, and 13)
8. Payment #8; [20%]                      A/E certification that project is 50% complete
9. Payment #9; [10%]                      EED receipt of occupancy permit or A/E certification of substantial completion, (Appendix D; Item 14)
10. Payment #10; [5%]                      EED receipt of Recipient's certification that funds were expended in a manner consistent with the project agreement and submission of closeout documents including a final change order log, a project closeout worksheet, contractor's release of liens, contract termination, and Department of Labor and Department of Revenue clearances. EED receipt/approval of preventive maintenance & facility management documents including PM components list by building system, PM schedule, custodial care plan, certification of training on building systems, renewal & replacement schedule for EED standard building systems (Appendix D; Items 15, 16, 17, 18, 19, 20, 21, 22, and 23)

# PROJECT AGREEMENT

## APPENDIX C

### LAWS, CODES, REGULATIONS, STANDARDS, AND GUIDELINES (as applicable)

#### LAWS

P.L. 101-336 Americans with Disabilities Act of 1990; Title II, Part 35, Section 35.151; and Title III, Part 36, Section 36.401 - 36.402 incorporating the Americans with Disabilities Act Accessibility Guidelines (ADAAG)

AS 36.05.010 - 110 Wages and Hours of Labor and regulations covering procurement requirements and wage rates.

#### CODES AND REGULATIONS

The building code adopted by the Department of Public Safety under 13 AAC 50.020;

Title 14 CFR, Part 77, Federal Aviation Administration Airspace Restrictions as adopted and modified by the Federal Aviation Administration;

The electrical code adopted by the Department of Labor under 8 AAC 70.025;

The plumbing code adopted by AS 18.60.705;

The mechanical code adopted by the Department of Public Safety under 13 AAC 50.023;

National Boiler Inspection Code, as published by the American Society of Mechanical Engineers (ASME) and as adopted by AS 18.60.180;

The fire code adopted by the Department of Public Safety under 13 AAC 50.025.

#### *NOTE:*

*If a subject is not covered in the building code, mechanical code, or the fire code adopted above, a recognized national standard such as NFPA Vols. 1-6, 1996 Edition will be utilized*

Codes adopted by the Department of Environmental Conservation for Wastewater and Sewer under AS 46.03.720, 18 AAC 72 and 18 AAC 80

Fuel handling requirements as specified in 40 C.F.R 112.3(a) (revised as of January 1, 1992) and, if applicable, as described in 40 C.F.R 112.20(f)(6), shall comply with 40 C.F.R. 117.7.1.

#### STANDARDS

Energy Conservation Requirements A.S.H.R.A.E. 90.1

State of Alaska, Department of Education and Early Development, Accounting Manual and Chart of Accounts

ASTM F1487-98, Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use

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## APPENDIX C

### LAWS, CODES, REGULATIONS, STANDARDS, AND GUIDELINES (as applicable)

#### GUIDELINES

The Council of Educational Facility Planning International, Creating Connections: The CEFPI Guide for Educational Facility Planning

State of Alaska, Department of Education and Early Development, A Handbook to Writing Educational Specifications

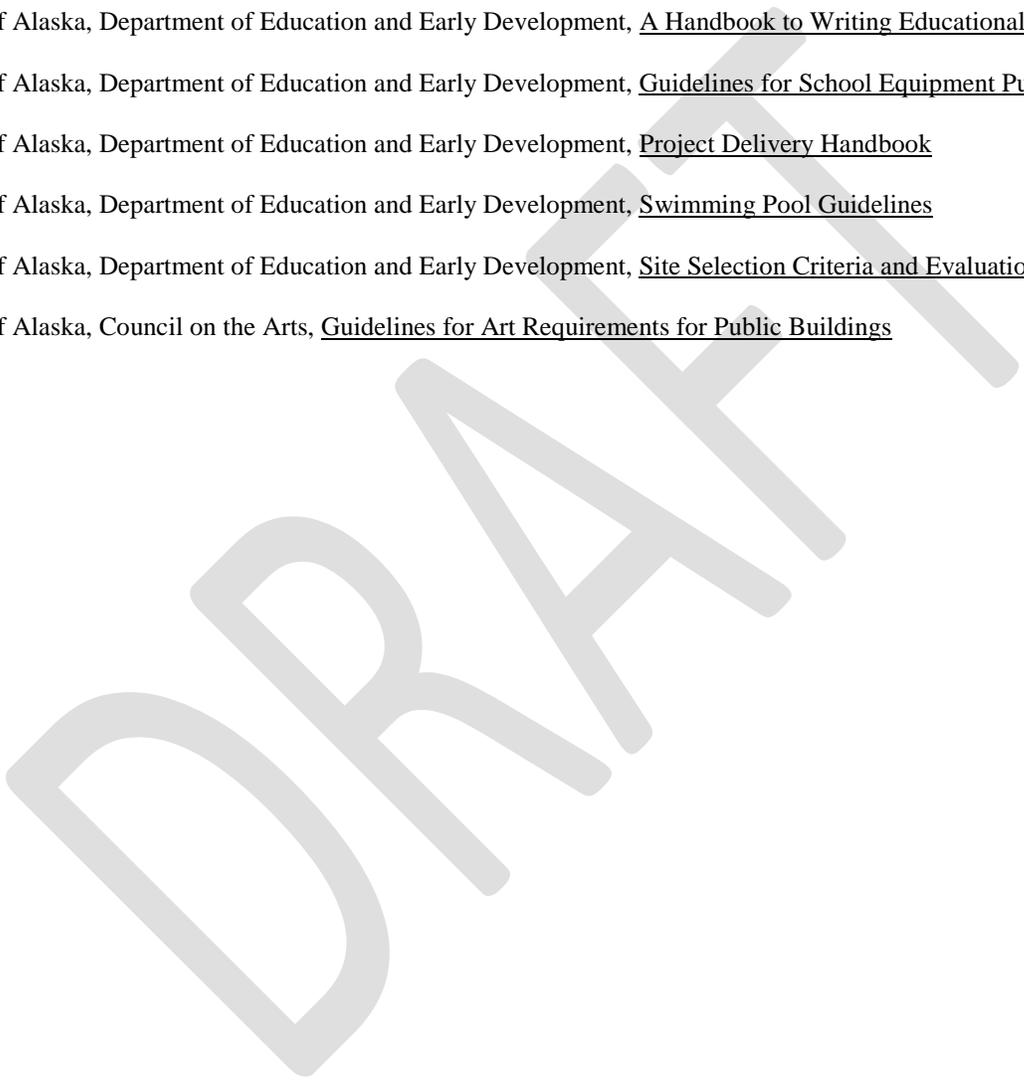
State of Alaska, Department of Education and Early Development, Guidelines for School Equipment Purchases

State of Alaska, Department of Education and Early Development, Project Delivery Handbook

State of Alaska, Department of Education and Early Development, Swimming Pool Guidelines

State of Alaska, Department of Education and Early Development, Site Selection Criteria and Evaluation Guideline

State of Alaska, Council on the Arts, Guidelines for Art Requirements for Public Buildings



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## APPENDIX D

### SUBMITTAL REQUIREMENTS AND REQUIRED APPROVALS (as applicable)

Item	Agency	Review Only	Review & Approval
1. Annual Report(due July 31)	Department of Education & Early Development	X	
2. Site Selection Report	Department of Education & Early Development		X
3. Educational Specifications	Department of Education & Early Development		X
4. A/E Services Agreement	Department of Education & Early Development	X	
5. Schematic Design Documents	Department of Education & Early Development		X
6. Design Development Documents	Department of Education & Early Development		X
7. Energy Consumption and Cost Report	Department of Education & Early Development		X
8. Construction Documents	Department of Education & Early Development Department of Public Safety (unless local review authority granted) Department of Environmental Conservation		X X X
9. Bid Documents	Department of Education & Early Development		X
10. Building Permit	Department of Education & Early Development	X	
11. Bid Tabulation	Department of Education & Early Development	X	
12. Construction Contract	Department of Education & Early Development Department of Labor ( <i>AS 36.05.035 Notification</i> )	X X	
13. Contractor's Payment/Performance Bond	Department of Education & Early Development	X	
14. Substantial Completion Certificate/ Occupancy Permit	Department of Education & Early Development	X	
15. Release of Liens	Department of Education & Early Development	X	
16. Change Order Log	Department of Education & Early Development	X	
17. Release from Contract	Department of Education & Early Development	X	
18. Preventive Maintenance and Facility Management Documents	Department of Education & Early Development		X
19. Recorded Building Title	Department of Education & Early Development	X	
20. Final Project Accounting	Department of Education & Early Development	X	
Evidence of the construction contractor's provision of the following items to the appropriate entity.			
21. Corporate Income Tax Clearance	Department of Revenue		X
22. Unemployment Security Tax Clearance	Department of Labor		X
23. Notice of Completion of Public Works	Department of Labor		X

# PROJECT AGREEMENT

## APPENDIX E

### BUDGET CATEGORY DEFINITIONS

Construction Management: By Consultant (CM) includes management of the project's scope, schedule, quality, and budget during any phase of the planning, design and construction of the facility and full time onsite representation. Consultant CM should include all costs incurred by private consultant to perform the CM work. Refer to AS 14.11.020 (c) for the limitations on consultant CM. (EED Chart of Accounts FC 884, OC 413)

Land includes actual purchase price plus title insurance, fees and closing costs. Land cost is limited to the current fair market value, by appraisal, not to exceed the amount budgeted for land in the project agreement. Land costs are excluded from project percent calculations. (EED Chart of Accounts FC 882, OC 520)

Site Investigation includes land survey, geotechnical investigation, environmental and cultural survey, and site selection study costs, but not site preparation costs. Site investigation costs are excluded from project percent calculations. (EED Chart of Accounts FC 882, OC various)

Design Services includes all full standard architectural and engineering services as described in AIA Documents B102-2007, and B201-2007. Additional A/E services such as educational specifications, condition surveys, and post occupancy evaluations should also be categorized as Design Services, however, onsite owner representation and inspections beyond the scope of work described in AIA Documents B102-2007, and B201-2007 should be categorized as CM. (EED Chart of Accounts FC 883, OC 416)

Construction includes the cost of all material, labor, equipment, and associated expenses required to perform the project's facility construction and site development. Construction costs can be incurred via a competitively awarded contract or, with prior department approval, via the use of in-house labor and procurement of materials per local ordinances. (EED Chart of Accounts FC 885, OC 500)

Equipment includes all moveable furnishings and instructional devices or aids such as classroom furniture, musical instruments, science lab and physical education equipment and stage/sound equipment. It does not include installed equipment, or consumable supplies, with the exception of the initial purchase of library books. For more information see the EED publication *Guidelines for School Equipment Purchases*. This item also includes Technology such as electronic and digital equipment with associated software and peripherals such as computers, printers, video projectors, digital cameras, TV/VCRs, telephones, and video cameras. Consultant services necessary to make technology items operational may also be included. (EED Chart of Accounts FC 886, OC 510)

District Administrative Overhead includes an allocable share of district overhead costs, such as payroll, accounts payable, procurement services, and preparation of the six-year capital improvement plan and specific project applications. It also includes In-House Construction Management (CM) which is similar to CM by Consultant, with the exception that In-house CM includes actual district/borough staff time allocated to the project, staff travel expenses, and other direct costs of the in-house activity. (EED Chart of Accounts FC 881, OC 528)

Art includes the selection, design/fabrication and installation of works of art. (EED Chart of Accounts FC 888 [new], OC various)

Project Contingency is a safety factor to allow for unforeseen changes. The use of contingency funds to address budget overruns should be coordinated with the department. No costs shall be accounted for as Contingency expenditures. (EED Chart of Accounts FC 889 [new], OC [budget account only])

## Project Closeout Review Checklist

District:

Project #:

Project Name:

Item	Requirement	Approved	Comments
	<b>Scope Review</b>	<input type="checkbox"/>	
1.	Has the project been accomplished according to the scope?	<input type="checkbox"/>	
2.	Have all the requirements of the scope been met? (i.e. have title/building transfer requirements been met)	<input type="checkbox"/>	
	<b>Deliverable Review</b>	<input type="checkbox"/>	
1.	Have all required deliverables been submitted?	<input type="checkbox"/>	
	<b>Audit/Final Expenditures Review</b>	<input type="checkbox"/>	
1.	Compare expenditures to budget—are the final expenditure percentages in accordance with the budget? If no indirect admin, check with district.	<input type="checkbox"/>	
2.	Review Construction Management expenditures according to AS 14.11.020 (c).	<input type="checkbox"/>	
3.	Has % for art been met?	<input type="checkbox"/>	
4.	Is project closing out under budget? If so, final grant payment will need to be recalculated. Use "Project Closeout Under budget.xls"	<input type="checkbox"/>	
5.	If project is closing out under budget, complete "Project Completion & Release of Funding" after termination agreement is signed and forward to admin services/fiscal, cc: Rhonda.	<input type="checkbox"/>	
6.	For grants, obtain an AKSAS financial detail report and confirm previous payment amounts, etc.	<input type="checkbox"/>	
	<b>Other closeout duties</b>	<input type="checkbox"/>	
1.	Prepare termination agreement	<input type="checkbox"/>	
2.	Database closeout/final expenditures in projects database; write "Closed FY__" in red on file folder label.	<input type="checkbox"/>	
3.	Update database with new facility information. (new gsf, dates, record any demolished/transferred facilities)	<input type="checkbox"/>	
4.	File in closed file once termination agreement has been returned.	<input type="checkbox"/>	
5.	Retire project documents; however retain school plans for every school in flat file.	<input type="checkbox"/>	
6.	Update current Annual Report Activity Summary spreadsheet. Type "Closed" in the activity column	<input type="checkbox"/>	

# CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS

AIA Document G706A

(Instructions on reverse side)

- OWNER
- ARCHITECT
- CONTRACTOR
- SURETY
- OTHER

TO OWNER:  
*(Name and address)*

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

CONTRACT DATED:

STATE OF:  
COUNTY OF:

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR:  
*(Name and address)*

BY: \_\_\_\_\_  
*(Signature of authorized representative)*

\_\_\_\_\_  
*(Printed name and title)*

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:

**SAMPLE**  
 This standard document is NOT a model form. Its inclusion in the Architect's Handbook of Professional Practice, 12th Edition, does not constitute a grant of any implied or explicit license to copy it in whole or in part. See the Instruction Sheet for information on licensed reproduction.



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# CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS

AIA Document G706

(Instructions on reverse side)

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
*(Name and address)*

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

CONTRACT DATED:

STATE OF:  
COUNTY OF:

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS:

### SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose.

Indicate attachment:     yes     no

*The following supporting documents should be attached hereto if required by the Owner:*

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

CONTRACTOR:  
*(Name and address)*

BY: \_\_\_\_\_  
*(Signature of authorized representative)*

\_\_\_\_\_  
*(Printed name and title)*

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:

**SAMPLE**

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# CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

(Instructions on reverse side)

- OWNER
- ARCHITECT
- CONTRACTOR
- SURETY
- OTHER

TO OWNER:  
*(Name and address)*

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

CONTRACT DATED:

**SAMPLE**

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In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

on bond of  
*(Insert name and address of Contractor)*

, SURETY,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to  
*(Insert name and address of Owner)*

, CONTRACTOR,

as set forth in said Surety's bond.

, OWNER,

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:  
*(Insert in writing the month followed by the numeric date and year.)*

\_\_\_\_\_  
*(Surety)*

\_\_\_\_\_  
*(Signature of authorized representative)*

Attest:  
(Seal):

\_\_\_\_\_  
*(Printed name and title)*



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Alaska Department of Revenue  
**TAX CLEARANCE REQUEST FORM**

**Applicant's Name:** \_\_\_\_\_

**EIN/SSN:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City/State/Zip Code:** \_\_\_\_\_

I hereby authorize the Alaska Department of Revenue to release to

\_\_\_\_\_,  
(Name of Department or Agency)

Departments Statute on tax clearance: \_\_\_\_\_

whose facsimile number or email address is \_\_\_\_\_,

confirmation that all taxes, penalties and interest due the Department of Revenue have been paid  
and that there are no outstanding amounts due.

**Signed:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Title\*:** \_\_\_\_\_

\*If tax clearance is being requested on behalf of a corporation/LLC/partnership, must be signed by an officer/member/partner.

**Send completed form by facsimile to the Department of Revenue at (907)465-2375**

<i>DEPARTMENT USE ONLY</i>	
<input type="checkbox"/> <i>The above applicant is current on all taxes, penalties and interest due and is in good standing with the Alaska Department of Revenue.</i>	
<input type="checkbox"/> <i>The above applicant is not current on all taxes, penalties and interest due and is not in good standing with the Alaska Department of Revenue.</i>	
_____ <i>Department of Revenue Representative</i>	_____ <i>Date</i>



### Tax Clearance Request Form for Contractors

Date of Request: \_\_\_\_\_

Business name of the contractor a Tax Clearance is being requested for: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Contact Phone No.: \_\_\_\_\_

Federal Identification Number: \_\_\_\_\_

Alaska Employer Account Number: \_\_\_\_\_

Specific time period a tax clearance is being requested for ( i.e. beginning and ending date of a subcontract agreement):  
\_\_\_\_\_

Subcontract Project Name: \_\_\_\_\_

Name and address of the person this Tax Clearance is to be returned to: \_\_\_\_\_

Comments or additional information: \_\_\_\_\_

For Agency Use Only

- Tax Clearance is granted
- Tax Clearance is not granted (please have employer contact the department)
- No account on file, liability unknown (please have employer contact the department)
- Employer has stated no employees, Tax Clearance not required.

Agency Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Representative Title: \_\_\_\_\_



# NOTICE OF COMPLETION OF PUBLIC WORKS

## Additional Filing Fee May Be Required

- This form must be typed or printed in ink.
- Fill in all blanks or form will be returned for correction (see back).
- **Please allow a minimum of 30 working days for processing.**

\*\*\*\*ENTER YOUR FAX # or E-Mail Address:\*\*\*\*

---

AND LIST YOUR MAILING ADDRESS BELOW

Contractor, company or agency name, address, city, state & ZIP + 4

Project Name:		
Contract awarding agency:		
Address:		
City:	State:	Zip:
Awarding agency contact person:		Phone #
Location:	Agency Contract #:	
DOLWD Project #:	Project Completion Date: **(MM/DD/YY)**	
Final Contract Amount: \$		

**IF YOU HAVE ALREADY PAID \$5,000 IN FEES FOR THIS PROJECT, OR IF YOU PREVIOUSLY PAID ALL FEES DUE AND DID NOT HAVE ANY INCREASES IN CONTRACT AMOUNTS ENTER "NONE" AND, SKIP TO CERTIFICATION. OTHERWISE, DESCRIBE ADDITIONAL WORK.**

Description of additional contract/subcontract work performed	Name of contractor who performed this work	Amount of subcontract
<b>CERTIFICATION:</b> I hereby certify that the above information is correct. Enclosed is the additional filing fee computed at 1% of the total amount of all new contracts on this project, including the contract price of new work performed by the primary contractor not previously reported on the Notice of Work, up to a maximum of \$5,000. I also certify that all contractors who worked on this project complied with prevailing wage requirements as described in AS 36.05.010- .110 and AS 36.10.007- .990.	Total value of subcontracts	\$
	Additional value of work performed by primary contractor +	\$
	Amount subject to fee	\$
	<b>Multiply by .01</b>	
	<b>Supplemental fee enclosed = ROUND FEES TO NEAREST DOLLAR</b>	
For Dept. Use Only		
<div style="border: 1px solid black; border-radius: 15px; padding: 10px; margin: 10px auto; width: 80%;">                     Amount: _____ Check Number: _____ Cash _____                      Received By: _____ Date: _____                      Credit Card Confirmation _____                      Visa ___ MC ___                      Project Name _____                      DOLWD Project # _____                 </div>		
For Dept. Use Only		
<div style="border: 1px solid black; border-radius: 15px; padding: 10px; margin: 10px auto; width: 80%;">                     T-36 Clearance Approved                       By _____                      Department of Labor and Workforce Development                       Date: _____                 </div>		
Signature:		
Title:	Date:	
E-Mail Address:		
Fax #:	Phone #:	

## How to expedite the processing of your Notice of Completion form:

### ERRORS THAT CAUSE REJECTION

**FEES** - No fee included or incorrect amount. If total contract amount is less than \$25,000 a filing fee is not required. Contract amounts paid to owner/operators (sole proprietor/partnership) with no employees on the project are exempt from the fee. **The maximum total filing fee for any one project is \$5,000.00.**

**PRIME CONTRACTOR** - Additional value of work performed by primary contractor.

**SUBCONTRACTORS** - The name of each **NEW** subcontractor and the amount of the contract OR the name of existing subcontractors and the amount of any **NEW** work not previously reported on the Notice of Work.

**SIGNATURE** - Notice of Completion of Public Works must be signed by an authorized representative.

### FILING INSTRUCTIONS

Additional fees are required for any increase in contract value, unless the maximum fee (\$5,000) has been paid. If the contract amount decreased, you may request a refund on this form.

If there is not enough space to list all required information on one form, use additional sheets. Please indicate at the top of each sheet "Page 1 of 2", "Page 2 of 2", etc. No other attachments will be accepted.

For questions call the nearest WH office:

Juneau:  
(907) 465-4842

Anchorage:  
(907) 269-4900

Fairbanks:  
(907) 451-2886

For more forms, refer to: [www.labor.state.ak.us/lss/lssforms.htm](http://www.labor.state.ak.us/lss/lssforms.htm)

Submit the notice and the appropriate filing fee payable to:

Alaska Department of Labor and Workforce Development  
Wage and Hour Administration  
3301 Eagle Street, Ste. 301  
Anchorage, AK 99503-4149

If a fee is not required or if the fee is paid with a credit card, you may fax the notice to (907) 269-4915. For security purposes, fax the credit card number and expiration date on a separate sheet. You may either fax "OR" mail the original form. Please do not do both.



# Labor and Workforce Development

[State of Alaska](#) > [DOLWD](#) > [Labor Standards & Safety](#) > [Wage & Hour](#) > [LSS App Portal](#) > [Notice of Completion](#)

## 1. Contractor and Project

Contractor

Project

*DOL Project Number: 67974, Agency Project Number: E11-182, Federal Project Number: , Location: Juneau, Alaska, Date Started: 6/4/2011, Estimated Completion Date: 8/15/2011, Contracting Type: Contractor*

## 2. Project Information

Name Window Replacement  
 Description Window replacement  
 Contracting Awarding Agency JUNEAU C&B  
 Contact Jennifer Mannix  
 Contact Phone Number 9077802253  
 Address 1 5331 SHAUNE DR  
 Address 2  
 City JUNEAU  
 State AK  
 Zip 99801  
 Location Juneau, Alaska  
 Date Work Start 6/4/2011  
 Bid Date 3/24/2011  
 Contract # E11-182  
 Completion Date 8/15/2011  
 Contract Amount

## 3. Contractors and Subcontractors

Prime Contractor Name CONSTRUCTION CO INC  
 Prime Contractor Owner/Operator? No  
 Prime T/M? No  
 Prime Contractor Amount \$410,166.00

Contractor Name	O/O	Type of Work	T/M	Amount
	No	Electrical	No	\$32,899.00
	No	Flooring	No	\$2,993.00
	No	Asbestos Abatement	No	\$42,000.00
	No	Painting	No	\$41,000.00
<b>Contract Total</b>				

## 4. Fees

Fee Amount \$5,000.00  
 Fees Paid \$5,000.00  
 Fees Due \$0.00

Renewal Replacement Schedule - Nenana City Public School Original

CIP FY 2011		Building System Appraisal (List taken from Appendix A of EED Preventive Maintenance Handbook)			Current Dollar Value of Systems/Components that require Renewal or Replacement during Year (in thousands of dollars)						Deferred Project	Attach Survey if included in CIP	Total Costs by System (in dollars)	
Facility or Building		System	Year Installed	Remain-ing Life Span	Year work req'd	Year 1	Year 2	Year 3	Year 4	Year 5				Year 6
Name and/or Number		Site Improvements				2011	2012	2013	2014	2015	2016			
EED #	34001001	Site Utilities												
Dist. #	Nenana City	Foundation/Substruct.	1955	-6	2005	388						X		\$ 387,738
464.68 per sq. ft.		Superstructure	1955	-6	2005	516						X		\$ 515,597
Gross Square Footage		Exterior Wall System	1955	-31	1980	344						X		\$ 344,046
7,800		Exterior Windows	1955	-26	1985	91						X		\$ 90,977
		Exterior Doors	1955	-36	1975	18						X		\$ 18,146
Number of Stories		Roof Systems	1955	-36	1975	176						X		\$ 175,522
1		Interior Partitions	1955	-6	2005	199						X		\$ 199,165
		Interior Doors	1955	-26	1985	62						X		\$ 61,727
Building or Facility Use		Interior Floor Finishes	1955	-41	1970	206						X		\$ 206,163
Nenana City Public School Original		Interior Wall Finishes	1955	-31	1980	78						X		\$ 78,447
		Interior Ceiling Finishes	1955	-31	1980	132						X		\$ 131,760
Replacement Value		Specialties	1955	-16	1995	101						X		\$ 100,740
\$3,624,500		Conveying Systems												
		Plumbing piping	1955	-26	1985	132						X		\$ 132,398
NOTES		Plumbing Fixtures	1955	-26	1985	65						X		\$ 64,875
Orig/perm main school facility. Includes cafeteria and part of elementary.		Fire Protect./Suppres.	2009	28	2039									\$ 97,029
		HVAC Distribution	1955	-16	1995	191						X		\$ 191,032
		HVAC Equipment	1955	-26	1985	432						X		\$ 432,375
		HVAC Controls												
		Electrical Serv./Gen.												
		Electrical Distribution	1955	-6	2005	92						X		\$ 92,490
		Electrical Lighting	1955	-31	1980	211						X		\$ 211,459
		Special Electrical	1955	-41	1970	93						X		\$ 92,868
Facility Cost Index		Equip and Furnishings												\$ 3,624,554
0.000973245		Totals				3,528	-	-	-	-	-	\$ 3,527,525		Six Year Total

[Renew-Replace\_Nenana\_FY11.xls]K-12\_Orig

## Renewal Replacement Schedule - Nenana City Public School Original

**Cell:** D15

**Comment:** Interior Ceiling Finishes: Hallway ceiling tiles replaced in 2009 (with sprinkler project).

**Cell:** D20

**Comment:** Fire Protect./Suppres.: New sprinkler system in cafeteria in 2006 and in remainder of wing in 2009.

**Cell:** D21

**Comment:** HVAC Distribution: New boiler room piping in 2007.

**Cell:** D22

**Comment:** HVAC Equipment: New boilers and a cabinet heater in 2007.

Equipment#	Equipment Description	Asset #	Installed	Manufacturer	PM*
<b>Nenana K12 School</b>		<b>34001001</b>			
<i>According to EED's database, this building was originally constructed in 1955 with 7,800 gsf. It received a 9,980 gsf addition in 1966, a 28,869 addition in 1986 (HS wing), and a major renovation in 2006-2007 to the school facility and gym. Building's total gross square feet is 46,649 (excluding the gym). The original school, additions, and gym are formed into a single square building with an unusable (due to fire code) central courtyard.</i>					
00000079	Admin No Equipment Involved				
00003785	Asbestos Management <i>Please provide date of last AHERA 3-year inspection (we will schedule a reminder for the next one). Please notify SERRC if the 6-month periodic surveillance schedule is incorrect (contact mms-support@serrc.org).</i>				Y
00000279	Building/Grounds Other				Y
00015094	Elect Sys Distribution and Wiring				
00003718	Elect Sys Emergency Lighting				Y
00003719	Elect Sys Exit Signs Nuclear Battery				Y
00003717	Elect Sys Ground Fault Circuit Interrupters				Y
00008236	Elect Sys Lighting General				
00008962	Elect Sys Motor Controllers ALL 38 <i>Custodian Closet Room 30: Serves CP-10 and CP-11. Elementary AHU Room 29: Serves AHU-02. Lower Boiler Room 23: Serves AHU-01, CP-01, CP-02, CP-08A, CP-08B, CP-14, and HUM-01. Penthouse Room 202: Serves AHU-01, AHU-02 (Allen Bradley), AHU-02 (Square D), AHU-2/REF-2, CP-03, CP-04, EF-01, PMP-03, PMP-03A, PMP-07, PMP-07, REF-011, and REF-02; Switches for CP-02, CP-07 (B&amp;G), CP-07 (Square D), HUM-01, and HUM-02. Shop Boiler Room 284: Serves 1-AHU-2, CP-02, CP-03, CP-05, PMP-06, and air compressor. Shop Mezzanine Room 280: Serves AHU-03. Upper Boiler Room 24: Serves P-01, P-02, and PMP-04.</i>				Y
00005007	Elect Sys Panel Enclosures				Y
00006056	Elect Sys Security System				
00014995	Elect Sys Transformer Air Cooled #1 <i>Located in Penthouse Room 202. Tierney Electrical MFG Company. Seattle, Washington, Air Cooled Transformer, CP-3, Cat No AGDI311-3T48H, KVA11, Ser # 986, WT195LBS, High Volts 460Y/266, 60Hz, Low Volts 208, %Imp 3.9, Temp Rise 150C, Insul Class 220, F.C. Taps 2-2 1/2% AN &amp; 4-2 1/2 BN Class AA</i>				
00014996	Elect Sys Transformer Air Cooled #2 <i>Located in Penthouse Room 202. Tierney Electrical MFG Company. Seattle, Washington, Air Cooled Transformer, Type GP-3, Cat# ACDI320-3T48H, Phase 3, KVA 20, Serial 986, WT 250 LBS, High Volts 460Y/266, Cycle 60, Low Volts 208, %IMP 5.0, Temp Rise 150C, INSUL CLASS 220, FC Taps 2-2 1/2 % AN &amp; 4-2 1/2% BN, Class AA</i>				
00015397	Elect Sys Transformers Air Cooled ALL 2 <i>Located in Penthouse Room 202.</i>				Y
00003770	Ext Sys Exterior Doors Metal				Y
00003769	Ext Sys Exterior Wall Systems <i>Wood siding last stained and painted in 1999.</i>				Y
00003774	Ext Sys Exterior Windows				Y
00013656	FF&E Audio/Visual Equipment				
00012236	FF&E Furniture and Office Equipment				
00008766	FF&E Maintenance/Custodial Equipment				
00003767	Fire Prot Sys Admin Fire Drills				Y
00003764	Fire Prot Sys Fire Alarm Sys Heat Actuated  <i>Fire Lite Sensiscan model 2000.</i>		2000	Fire Lite - Sensiscan	Y
00003763	Fire Prot Sys Fire Extinguishers ABC				Y

Equipment#	Equipment Description	Asset #	Installed	Manufacturer	PM*	
<b>Nenana K12 School</b>		<b>34001001</b>				
00003766	Fire Prot Sys Halon Extinguishing System Kitchen				Y	
00003765	Fire Prot Sys Sprinkler System Dry <i>A dry sprinkler system serves the entire facility. The 2006 cafeteria renovation project included a new system for the cafeteria, kitchen and pantry (which are on the elementary wing). The final addition to the system was in 2009, to the remainder of the elementary wing.</i>				Y	
00010619	Fuel Sys Natural Gas - Science Room and Voc Ed		1986		Y	
00003768	Fuel Sys Underground Fuel Tanks 2,000 Gal		1986		Y	
00003784	Grnds/Playgrnd Grounds				Y	
00003783	Grnds/Playgrnd Play Deck Wooden				Y	
00003782	Grnds/Playgrnd Playground Equipment Wood <i>Equipment has cushioning material installed within a containment barrier system.</i>				Y	
00008488	Int Sys Ceiling Finishes					
00007391	Int Sys Floors				Y	
00003773	Int Sys Interior Doors <i>Automatic closures and magnetic hold-open devices tied to fire alarm panel.</i>				Y	
00003779	Int Sys Movable Partition Walls				Y	
00003775	Int Sys Restroom Specialties Partitions/Hardware				Y	
00008487	Int Sys Wall Finishes					
00003777	Kitch Sys Cooking Equipment				Y	
00003776	Kitch Sys Cooling Equipment				Y	
00003780	Kitch Sys Exhaust Fans and Hoods				Y	
00003778	Kitch Sys Specialty Items				Y	
00014930	Mech Sys Air Compressor / Air Dryer Penthouse <i>Operates pneumatic control system.</i>		2002	Honeywell		
00003754	Mech Sys Air Compressor / Dryer AC-01 Penthouse <i>Operates pneumatic control system.</i>		2002	Air Compressor Products		
00014931	Mech Sys Air Compressor AC-02 Penthouse		2002	Air Compressor Products		
00003755	Mech Sys Air Compressor Shop Boiler Room <i>Charges dry pipe SPRINKLER SYSTEM.</i>		2002	Champion		
00015247	Mech Sys Air Compressors ALL 3 <i>One compressor located in Shop Boiler Room 284 and two compressors located in Penthouse Room 202.</i>		2002		Y	
00015313	Mech Sys Air Dryers ALL				Y	
00003751	Mech Sys Air Handling Unit Make-up Fan SF-1 <i>Located in Penthouse Room 202. SF-1 Bldg-2, Make-up Air, GPA Fan, Shop No B-2463-100, Size 181, The New York Blower Company</i>					
00003747	Mech Sys Air Handling Unit 1 Lower Boiler Rm 23 <i>Brod &amp; McClung-Pace Company, Pace Unit # B15FC-51, Ser# 82-43596-01, Mark AHU-1, Size B-15FC51, 7100 CFM, 1.7SP, 1183RPM, 4.17BHP</i>					
00003748	Mech Sys Air Handling Unit 2 Elem AHU Room 29					
00003749	Mech Sys Air Handling Unit AHU-1 Penthouse Rm 202 <i>Bld-2, AHU-1, Pace AHU, Brod &amp; McClung-Pace Company, Size A22 AF SI, Ser # 85-50011.03, 10800CFM, 3.5 SP, 1510 RPM, 8.41 BHP</i>					
00003750	Mech Sys Air Handling Unit AHU-2 Penthouse Rm 202 <i>Bld-2 AHU-2, Pace AHU, Brod &amp; McClung-Pace Company, Size A18 AF SI, Ser# 85-50011-04, 5860 CFM, 3SP, 1711RPM, 4.17BHP</i>					
00014935	Mech Sys Air Handling Unit AHU-3 Shop Mezz Rm 280 <i>Brod &amp; McClung-Pace Company</i>					

Equipment#	Equipment Description	Asset #	Installed	Manufacturer	PM*
<b>Nenana K12 School</b>		<b>34001001</b>			
00014934	Mech Sys Air Handling Unit Bldg 1-AHU-2 Room 284 <i>Brod &amp; McClung-Pace Company, Pace Unit # A24FCSI, Ser# 85-50011-01, 10500 CFM, .90SP, 381RPM, 2.75BHP</i>				
00014932	Mech Sys Air Handling Unit EF-1 Penthouse Rm 202 <i>Junior Fan, Shop No. B-2463-110, Size 78ED-2, EF-1, New York Blower Company</i>				
00003752	Mech Sys Air Handling Unit REF-1 Penthouse Rm 202 <i>REF-1 Build-2, REF-2 Acousta Foil, Shop# B-2463-120, Size 339, New York Blower Company</i>				
00014933	Mech Sys Air Handling Unit REF-2 Penthouse Rm 202 <i>REF-2 Build-2, REF-2 Acousta Foil, Shop# B-2463-115, Size 279, New York Blower Company</i>				
00007608	Mech Sys Air Handling Units ALL 10 <i>Lower Boiler Room 23: AHU 1                      Elementary AHU Room 29: AHU 2 Shop Boiler Room 284: Bldg1-AHU-2              Shop Mezzanine 280: AHU-03 Penthouse Room 202: Bld-2 AHU-1, Bld-2 AHU-2, Bldg-2 SF-1 (make-up air), Bldg-2 REF-1, Bldg-2 REF-2 (refresh unit), and EF-1 (refresh unit).</i>				Y
00015981	Mech Sys Boilers & Other HVAC Equipment/Controls <i>Boilers and other Heating, Ventilating, and Air Conditioning equipment and controls. Use this equipment when work applies to multiple equipment items of this type.</i>				
00007288	Mech Sys Cabinet/Unit Heater Boiler Room 23		2006	Trane	
00003759	Mech Sys Cabinet/Unit Heater HS dock doors CUH-4 <i>Located at HS dock doors.</i>	HS-CUH-4			
00003756	Mech Sys Cabinet/Unit Heater HS front doors CUH-1 <i>Located at HS front doors.</i>	HS-CUH-1			
00003757	Mech Sys Cabinet/Unit Heater HS front doors CUH-2 <i>Located at HS front doors.</i>	HS-CUH-2			
00003760	Mech Sys Cabinet/Unit Heater HS ramp doors CUH-5 <i>Located at HS ramp doors.</i>	HS-CUH-5			
00003762	Mech Sys Cabinet/Unit Heater HS Stage Door	HS-CUH-3?			
00008035	Mech Sys Cabinet/Unit Heaters ALL 6 <i>HS front doors: HS-CUH-1 and HS-CUH-2. HS dock doors: HS-CUH-4. HS ramp doors: HS-CUH-5. HS stage door: un-numbered (HS-CUH-3?). Lower Boiler Room 23: new Trane cabinet heater installed in 2006-2007.</i>				Y
00015273	Mech Sys Chemical Feeder Penthouse Room 202 <i>Giswold separators, Chemical Bypass Feeder, FB-2</i>				
00007849	Mech Sys Circulating Pumps ALL 25 <i>Custodian Closet 30: CP-10 and CP-11. Lower Boiler Room 23: CP-01, CP-02, CP-02, CS-CP08A, CS-CP08B, and glycol pump. Penthouse: CP-02, CP-03, CP-04, CP-09, PMP-03, PMP-03A, and PMP-07. Shop Boiler Room 284: (2) CPs, CP-03, CP-05, PMP-06 (CP-1), and glycol pump. Upper Boiler Room 24: CP-03, P-01, P-02, and PMP-04.</i>				Y
00014937	Mech Sys Circulating Pumps ALL Custodian Closet <i>CP-10 and CP-11</i>			Bell & Gossett	
00014939	Mech Sys Circulating Pumps ALL Lower Boiler Room <i>CP-01 (installed 2006-2007), CP-02 (installed 2006-2007), CP-02, CS-CP08A, CS-CP08B, and glycol pump.</i>				
00014940	Mech Sys Circulating Pumps ALL Penthouse <i>CP-02, CP-03, CP-04, CP-09, PMP-03 (installed 2006-2007), PMP-03A (installed 2006-2007), and PMP-07.</i>			Bell & Gossett	
00014941	Mech Sys Circulating Pumps ALL Shop Boiler Room <i>PMP-06 (installed 2006-2007), CP-03, CP-05, glycol pump, and (2) unknown.</i>				

Equipment#	Equipment Description	Asset #	Installed	Manufacturer	PM*
<b>Nenana K12 School</b>		<b>34001001</b>			
00014942	Mech Sys Circulating Pumps ALL Upper Boiler Room <i>P-01, P-02, PMP-04, and CP-03.</i>			Bell & Gossett	
00015274	Mech Sys Control Valve Control Lower Boiler Room <i>Modutrol Motor 45A1017, 6, 24Volt, 50/60Hz Ser #1061277, Date 8521, 23 Watts 1.0 Amps, Time 1 Min.</i>			Honeywell	
00015248	Mech Sys Glycol Make Up Tank Shop Boiler Room				
00014964	Mech Sys Heat Exchangers DHW ALL 2 <i>Upper Boiler Room 24: (unknown tank) Penthouse Rom 202: Ace Buehler model V624056140, 140 gallon capacity, built in 1985.</i>				Y
00014944	Mech Sys Heat Exchangers Other ALL 5 <i>Heat exchangers located in Custodian Closet 30 (#02), Lower Boiler Room 23, Penthouse Room 202, Shop Boiler Room 284, and Upper Boiler Room 24 (#02).</i>				Y
00014943	Mech Sys Hot Water Heater Electric Shop Boiler Rm			A.O. Smith	Y
00015605	Mech Sys HVAC Distribution Other <i>Heating, ventillating, and air conditioning (HVAC) distribution not listed elsewhere. May include ductwork, piping for heating/cooling, vents, baseboard, fin tube, etc.</i>				
00014945	Mech Sys Low Pressure Boiler #A-Boiler		2006	Burnham	Y
00014946	Mech Sys Low Pressure Boiler #A-Burner		2006		
00014947	Mech Sys Low Pressure Boiler #B-Boiler		2006		Y
00014948	Mech Sys Low Pressure Boiler #B-Burner		2006	Burnham	
00014949	Mech Sys Pneumatic Temp Sensor #1			Honeywell	
00014950	Mech Sys Pneumatic Temp Sensor #2			Honeywell	
00014951	Mech Sys Pneumatic Valve Actuator Penthouse <i>MP 953C 10832 8441, Spring Range 4-11PSI, Max Safe Press 200KPa (25PSI).</i>			Honeywell	
00014993	Mech Sys Pneumatic Valve Control Custodian Closet			Honeywell	
00014936	Mech Sys Pneumatic Valve Control Penthouse <i>3-way valve that regulates heated water to an AHU temperature rise coil.</i>			Honeywell	
00014994	Mech Sys Pneumatic Valve Room 23			Honeywell	
00014989	Mech Sys Steam Humidifier Hum-01 Lwr Boiler Room <i>Armstrong Steam Humidifier, Model EHU-402, Ser# 5727, Max Capacity 44#, Date of Mfg 8-5-82, Max Cap @ Max Cap 50, Breaker Size 70, 208Volts, 50/60Hz, 3 Phase</i>			Armstrong	
00014990	Mech Sys Steam Humidifier Hum-01 Penthouse <i>Armstrong Steam Humidifier, Model # EMU-501, Ser# 9102, MAX CAP ?, Date of MFG 9-17-85, Max Curent 27, Breaker Size 40 AMP, Volts 208, 50/60Hz, Phase 3. (Cabinet Key # C415A)</i>			Armstrong	
00014991	Mech Sys Steam Humidifier Hum-02 Penthouse <i>Armstrong Steam Humidifier, Model # EMU-501, Ser# 9103, MAX CAP 23, Date of MFG 9-17-85, Max Curent 27, Breaker Size 40 AMP, Volts 208, 50/60Hz, Phase 3. (Cabinet Key # C415A)</i>			Armstrong	
00014992	Mech Sys Steam Humidifiers ALL 3 <i>Lower Boiler Room 23: Humidifier Hum-01. Penthouse Room 202: Hum-01 and Hum-02.</i>			Armstrong	Y
00014997	Mech Sys Valves & Actuators Motorized ALL <i>Valves and actuators located in the Custodian Closet Room 30, Lower Boiler Room 23, Upper Boiler Room 24, Penthouse Room 202, and Shop Boiler Room 284.</i>				Y
00014998	Mech Sys Valves & Actuators Non-Motorized ALL <i>Valves and actuators located in the Custodian Closet Room 30, Lower Boiler Room 23, Upper Boiler Room 24, Penthouse Room 202, and Shop Boiler Room 284.</i>				Y
00014999	Mech Sys Valves Sediment Strainer <i>Located in Lower Boiler Room 23. Flanged Cast Iron Y-Type Pipeline Strainer: Metraflex Style M-1, 17189, 2 1/2" 125PSI, 125-Flg. Cast Iron,</i>				Y
00003753	Mech Sys Vent / Exhaust Fans <i>Located in Toilet Rooms, Janitor's Closets, Kitchen, and Science Classroom.</i>		1986		Y
00016617	Mech Sys Water Softeners				Y

Equipment#	Equipment Description	Asset #	Installed	Manufacturer	PM*
<b>Nenana K12 School</b>		<b>34001001</b>			
00012838	Plumbing Sys Fixtures				Y
00000479	Plumbing System Piping				
00003781	Roof Sys Pitched Roof Metal 62,000 Sq Ft				Y
00010618	Spec Sys Lockers Metal				
00003772	Struct Sys Foundation and Superstructure <i>Includes any stairs, ramps, decks, balconies, balustrades, and/or railings. Slab on grade foundation. Columns and beams used as structural support. Attic area constructed with wooden trusses.</i>				Y
00016615	Vehicle Maintenance				
<b>103 components listed for this location</b>					

\* Y in the PM column means this item is set up for preventive maintenance work orders.  
Ttmp in the PM column indicates a temporary PM job plan, PM requirements unknown.

**103 Total Components Listed**



## PM Work Order Forecast by Building &amp; Next Due Month

## PM's Due On or Before December 31, 2010 for Location #34001001

<u>Equipment Description / PM Description</u>	<u>Next WO</u>	<u>Frequency</u>	<u>Equip ID</u>	<u>PM ID</u>	<u>Job Plan ID</u>
<b>34001001 - Nenana K12 School</b>					
<b>January 2010</b>					
Building/Grounds Other Daily/Weekly Scheduled Maint 30 day 34001001	1/1/10	Monthly	00000279	00010699	0000001163
Elect Sys Emergency Lighting Elect Sys Emergency Lighting 30 day 34001001	1/1/10	Monthly	00003718	00004686	0000001005
Elect Sys Exit Signs Nuclear Battery Elect Sys Exit Signs 30 day 34001001	1/1/10	Monthly	00003719	00004692	0000001004
Elect Sys Ground Fault Circuit Interrupters Elect Sys Grnd Fault Crc Interrupt 30 day 34001001	1/1/10	Monthly	00003717	00004680	0000001003
Fire Prot Sys Admin Fire Drills Fire Prot Sys Admin Fire Drills 30 day 34001001	1/1/10	Monthly	00003767	00004900	0000001021
Fire Prot Sys Fire Alarm Sys Heat Actuated Fire Prot Sys Fire Alarm Sys 30 day 34001001	1/1/10	Monthly	00003764	00004881	0000001020
Fire Prot Sys Fire Extinguishers ABC Fire Prot Sys Fire Extinguishers 30 day 34001001	1/1/10	Monthly	00003763	00004862	0000001016
Fire Prot Sys Halon Extinguishing System Kitchen Fire Prot Sys Extinguishing Sys 30 day 34001001	1/1/10	Monthly	00003766	00005025	0000001019
Fire Prot Sys Sprinkler System Dry Fire Prot Sys Automatic Sprinkler 30 day 34001001	1/1/10	Monthly	00003765	00004954	0000001018
Fuel Sys Underground Fuel Tanks 2,000 Gal Fuel Sys Fuel Tanks 30 day 34001001	1/1/10	Monthly	00003768	00004979	0000001022
Grnds/Playgrnd Playground Equipment Wood Grnds/Plygrnd Equip PlyGrnd Equip 30 day 34001001	1/1/10	Monthly	00003782	00005027	0000001024
Int Sys Interior Doors Int Sys Interior Doors 60 day 34001001	1/1/10	Two Months	00003773	00004672	0000001075
Int Sys Movable Partition Walls Int Sys Moveable Partition Walls 60 day 34001001	1/1/10	Two Months	00003779	00005014	0000001034
Int Sys Restroom Specialties Partitions/Hardware Int Sys Restroom Specialties 60 day 34001001	1/1/10	Two Months	00003775	00004972	0000001038
Kitch Sys Cooking Equipment Kitch Sys Cooking Equipment 30 day 34001001	1/1/10	Monthly	00003777	00004963	0000001026
Kitch Sys Exhaust Fans and Hoods Kitch Sys Exhaust Fans and Hoods 30 day 34001001	1/1/10	Monthly	00003780	00004968	0000001027
Kitch Sys Specialty Items Kitch Sys Specialty Items 30 day 34001001	1/1/10	Monthly	00003778	00004965	0000001028
Mech Sys Air Dryers ALL Mech Sys Air Dryer 30 day 34001001	1/1/10	Monthly	00015313	00015714	0000001229
Mech Sys Cabinet/Unit Heaters ALL 6 Mech Sys Cabinet Heater 60 day 34001001	1/1/10	Two Months	00008035	00010585	0000001031
Mech Sys Heat Exchangers DHW ALL 2 Mech Sys Hot Water Generator 30 day 34001001	1/1/10	Monthly	00014964	00015474	0000001087
Mech Sys Heat Exchangers Other ALL 5 Mech Sys Heat Exchanger 30 day 34001001	1/1/10	Monthly	00014944	00015464	0000001011
Mech Sys Hot Water Heater Electric Shop Boiler Rm Mech Sys Hot Water Heater Elect 30 day 34001001	1/1/10	Monthly	00014943	00015398	0000001009
Mech Sys Low Pressure Boiler #A-Boiler Mech Sys Low Pressure Boiler Oil 30 day 34001001	1/1/10	Monthly	00014945	00015457	0000001178

## PM Work Order Forecast by Building &amp; Next Due Month

## PM's Due On or Before December 31, 2010 for Location #34001001

<u>Equipment Description / PM Description</u>	<u>Next WO</u>	<u>Frequency</u>	<u>Equip ID</u>	<u>PM ID</u>	<u>Job Plan ID</u>
<b>34001001 - Nenana K12 School</b>					
Mech Sys Low Pressure Boiler #B-Boiler Mech Sys Low Pressure Boiler Oil 30 day 34001001	1/1/10	Monthly	00014947	00015460	0000001178
Mech Sys Water Softeners Mech Sys Water Softener 30 day 34001001	1/1/10	Monthly	00016617	00016664	0000001151
<b>February 2010</b>					
Fire Prot Sys Sprinkler System Dry Fire Prot Sys Automatic Sprinkler 90 day 34001001	2/1/10	Quarterly	00003765	00017454	0000001247
<b>March 2010</b>					
Fuel Sys Natural Gas - Science Room and Voc Ed Fuel Sys Gas Leak Check 90 day 34001001	3/1/10	Quarterly	00010619	00013279	0000001148
Kitch Sys Cooling Equipment Kitch Sys Cooling Equipment 90 day 34001001	3/1/10	Quarterly	00003776	00004961	0000001231
Mech Sys Air Compressors ALL 3 Mech Sys Air Compressor 90 day 34001001	3/1/10	Quarterly	00015247	00004934	0000001032
Mech Sys Air Handling Units ALL 10 Mech Sys Air Handling Unit 90 day 34001001	3/1/10	Quarterly	00007608	00009998	0000001145
Mech Sys Low Pressure Boiler #A-Boiler Mech Sys Low Pressure Boiler Oil 90 day 34001001	3/1/10	Quarterly	00014945	00015458	0000001177
Mech Sys Low Pressure Boiler #B-Boiler Mech Sys Low Pressure Boiler Oil 90 day 34001001	3/1/10	Quarterly	00014947	00015461	0000001177
Plumbing Sys Fixtures Plumbing Sys Fixtures 90 day 34001001	3/1/10	Quarterly	00012838	00013679	0000001197
<b>June 2010</b>					
Asbestos Management Asbestos Survey 180 day 34001001	6/1/10	Semi-Annual	00003785	00005010	0000001065
Elect Sys Motor Controllers ALL 38 Elect Sys Motor Controller 180 day 34001001	6/1/10	Semi-Annual	00008962	00011029	0000001001
Elect Sys Panel Enclosures Elect Sys Panel Enclosures 365 day 34001001	6/1/10	Annual	00005007	00006603	0000001081
Elect Sys Transformers Air Cooled ALL 2 Elect Sys Transformer Dry Type 365 day 34001001	6/1/10	Annual	00015397	00015775	0000001233
Ext Sys Exterior Doors Metal Ext Sys Exterior Doors 180 day 34001001	6/1/10	Semi-Annual	00003770	00004659	0000001049
Ext Sys Exterior Wall Systems Ext Sys Exterior Wall Systems 365 day 34001001	6/1/10	Annual	00003769	00004991	0000001048
Ext Sys Exterior Windows Ext Sys Exterior Windows 180 day 34001001	6/1/10	Semi-Annual	00003774	00004942	0000001053
Fuel Sys Natural Gas - Science Room and Voc Ed Fuel Sys LP Gas Tanks 365 day 34001001	6/1/10	Annual	00010619	00013280	0000001152
Fuel Sys Underground Fuel Tanks 2,000 Gal Fuel Sys Fuel Tanks 365 day 34001001	6/1/10	Annual	00003768	00004984	0000001070
Grnds/Playgrnd Grounds Grnds/Plygrnd Equip Grounds 365 day 34001001	6/1/10	Annual	00003784	00005036	0000001072

## PM Work Order Forecast by Building &amp; Next Due Month

## PM's Due On or Before December 31, 2010 for Location #34001001

<u>Equipment Description / PM Description</u>	<u>Next WO</u>	<u>Frequency</u>	<u>Equip ID</u>	<u>PM ID</u>	<u>Job Plan ID</u>
<b>34001001 - Nenana K12 School</b>					
Grnds/Playgrnd Play Deck Wooden Grnds/Plygrnd Equip Play Deck 180 day 34001001	6/1/10	Semi-Annual	00003783	00005032	0000001058
Grnds/Playgrnd Playground Equipment Wood Grnds/Plygrnd Equip PlyGrnd Equip 365 day 34001001	6/1/10	Annual	00003782	00005031	0000001071
Int Sys Floors Int Sys Floors 180 day 34001001	6/1/10	Semi-Annual	00007391	00009673	0000001134
Int Sys Interior Doors Int Sys Interior Doors 180 day 34001001	6/1/10	Semi-Annual	00003773	00004676	0000001060
Mech Sys Air Dryers ALL Mech Sys Air Dryer 180 day 34001001	6/1/10	Semi-Annual	00015313	00015715	0000001230
Mech Sys Air Handling Units ALL 10 Mech Sys Air Handling Unit 365 day 34001001	6/1/10	Annual	00007608	00009999	0000001146
Mech Sys Cabinet/Unit Heaters ALL 6 Mech Sys Cabinet Heater 180 day 34001001	6/1/10	Semi-Annual	00008035	00010584	0000001076
Mech Sys Circulating Pumps ALL 25 Mech Sys Circulating Pump 180 day 34001001	6/1/10	Semi-Annual	00007849	00010352	0000001160
Mech Sys Heat Exchangers DHW ALL 2 Mech Sys Hot Water Generator 365 day 34001001	6/1/10	Annual	00014964	00015475	0000001088
Mech Sys Hot Water Heater Electric Shop Boiler Rm Mech Sys Hot Water Heater Elect 180 day 34001001	6/1/10	Semi-Annual	00014943	00015399	0000001045
Mech Sys Low Pressure Boiler #A-Boiler Mech Sys Low Pressure Boiler Oil 180 day 34001001	6/1/10	Semi-Annual	00014945	00015456	0000001179
Mech Sys Low Pressure Boiler #B-Boiler Mech Sys Low Pressure Boiler Oil 180 day 34001001	6/1/10	Semi-Annual	00014947	00015459	0000001179
Mech Sys Steam Humidifiers ALL 3 Mech Sys Humidification Sys Steam 180 day 34001001	6/1/10	Semi-Annual	00014992	00015411	0000001223
Mech Sys Valves & Actuators Motorized ALL Mech Sys Valve Motorized 180 day 34001001	6/1/10	Semi-Annual	00014997	00015412	0000001226
Mech Sys Valves & Actuators Non-Motorized ALL Mech Sys Valve Non-Motorized 365 day 34001001	6/1/10	Annual	00014998	00015413	0000001227
Mech Sys Valves Sediment Strainer Mech Sys Sediment Strainer Valve 365 day 34001001	6/1/10	Annual	00014999	00015414	0000001225
Mech Sys Vent / Exhaust Fans Mech Sys Vent / Exhaust Fans 180 day 34001001	6/1/10	Semi-Annual	00003753	00004926	0000001047
Roof Sys Pitched Roof Metal 62,000 Sq Ft Roof Sys Pitched Roof Metal 365 day 34001001	6/1/10	Annual	00003781	00005018	0000001062
Struct Sys Foundation and Superstructure Struct Sys Foundation Superstruct 365 day 34001001	6/1/10	Annual	00003772	00004666	0000001073
<b>August 2010</b>					
Fire Prot Sys Fire Alarm Sys Heat Actuated Fire Prot Sys Fire Alarm Sys 365 day 34001001	8/1/10	Annual	00003764	00004888	0000001067
Fire Prot Sys Fire Extinguishers ABC Fire Prot Sys Fire Extinguishers 365 day 34001001	8/1/10	Annual	00003763	00009486	0000001120
Fire Prot Sys Halon Extinguishing System Kitchen Fire Prot Sys Extinguishing Sys 365 day 34001001	8/1/10	Annual	00003766	00005022	0000001068
Fire Prot Sys Sprinkler System Dry Fire Prot Sys Automatic Sprinkler 365 day 34001001	8/1/10	Annual	00003765	00004957	0000001069

# PM Work Order Forecast by Building & Next Due Month

PM's Due On or Before December 31, 2010 for Location #34001001

<u>Equipment Description / PM Description</u>	<u>Next WO</u>	<u>Frequency</u>	<u>Equip ID</u>	<u>PM ID</u>	<u>Job Plan ID</u>
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## 34001001 - Nenana K12 School

September 2010

Asbestos Management Asbestos Notification of AMP 365 day 34001001	9/1/10	Annual	00003785	00014228	0000001205
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## NENANA CITY PUBLIC SCHOOL



P.O. BOX 10  
NENANA, ALASKA 99760  
907-832-5464  
FAX 907-832-5625

Kimberly Andrews  
School Finance Specialist  
State of Alaska  
Department of Education & Early Development – Facilities  
801 West 10<sup>th</sup> Street, Suite 200  
P.O. Box 110500  
Juneau, AK 99811-0500

Dear Kim,

September 2, 2008

This letter serves to address the training requirements for the proper operation and maintenance of the Nenana Vocational Educational Building – Project #GR-03-037. On or around January 12, 2007 representatives of T-Bar Construction came to the Nenana City School for this purpose. Shortly after the presentation began it was noted that the building was incomplete in that it did not contain electrical service of 208 volts / 3 phase. It is understood that because of this discovery the training session was ended abruptly.

On February 27, 2007 there were additional training sessions by the installers of the digital data controller and the dust collector. John Grimes - Director of Operations/Maintenance, Steve Jones and Kelvin Schubert – Maintenance joined the contractors for the tour and new installation training.

On June 14, 2007 Kelvin Schubert – Director of Operations/Maintenance asked John Martin of Siemens Building Technologies, Inc to come to Nenana and confirm the “As Built” drawings of the Voc Ed boiler room. Steve Jones – Maintenance joined the fact finding mission and training. During the training it was discovered that there was a short in a control panel pilot light and the boiler would not run. After clearing the defective light socket, both boilers began to run. When the main shut off switches were turned off the burners continued to fire. It was determined that the control circuits on the burners were wired incorrectly. Arrangements were made and the circuits were rewired correctly.

In addition to the training mentioned above, John Grimes, past Director of Maintenance, received Operating and Maintenance Manuals for the Siemens Apogee Automation DDC and air handling unit dated February 22, 2007. And again, on July 15, 2008 Kelvin Schubert, Director of Operations received “As Built” blue prints and drawings from Gary Thompson owner of T-Bar Construction.

Respectfully Submitted,

Kelvin Schubert  
Director of Operations/Maintenance  
Nenana City Public Schools  
PO Box 10, 2nd & C Street  
Nenana, AK 99760-0010  
907-832-5464  
Cell: 907-978-3674  
kschubert@nenana.schoolaccess.net

State of Alaska  
 Department of Education & Early Development

## Annual Report Grant Award for Capital Improvement Projects

1. EED Grant Number: \_\_\_\_\_
2. Grantee: \_\_\_\_\_
3. Project Name: \_\_\_\_\_
4. Reporting Period: From \_\_\_\_\_ To \_\_\_\_\_
5. Funding Sources: Chapter/SLA \_\_\_\_\_ Page \_\_\_\_\_ Lines \_\_\_\_\_



<b>6. Project Funding</b>	Grant Appropriations	\$0
	Participating Share	\$0
	Other Funds	\$0
	<b>Total Funds</b>	<b>\$0</b>

Cost Category	Original Budget	Current Budget	Expenditures to Date
CM by Consultant			
Land			
Site Investigation			
Design Services			
Construction Contracts			
Equipment			
District Administrative			
Overhead			
Art			
Project Contingency			
<b>Total Project</b>			

**7. Funds Received to Date** \_\_\_\_\_ \$0



DATE - 6/03/09  
 TIME - 13:35:54  
 PROG - GNL-570  
 REPT - DWSICIPREVEK

CIP REVENUE/EXPENDITURE REPORT  
 FUND 552 09-008 MIN K-12 SCH IMPRV  
 May 31, 2009

ACCOUNT NUMBER / TITLE	CURRENT BUDGET	PROJ-TO-DATE BALANCE	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET
<b>REVENUE ACCOUNTS</b>				
PROGRAM 0000 UNDESIGNATED				
552:006.0884.0000.413 MANAGEMENT SERVICES **	192,432	214	0	192,218
552:006.0883.0000.416 ENGINE & ARCH SERVICES **	962,158	574,048	0	388,110
552:006.0888.0000.440 OTHER PURCHASED SERVICES ***	48,108	1,002	0	47,106
552:006.0885.0000.500 CONSTRUCTION ***	9,621,578	1,496	0	9,620,082
552:006.0886.0000.510 EQUIPMENT	158,677	2,598	0	156,079
552:006.0889.0000.527 CIP-CONTIGENCY	481,079	0	0	481,079
552:006.0881.0000.528 CIP-OVERHEAD	481,079	0	0	481,079
552:XXX.XXXX.0000.XXX UNDESIGNATED	11,945,111	579,357	0	11,365,754
<b>REVENUE ACCOUNTS</b>	<b>11,945,111</b>	<b>238,902</b>	<b>0</b>	<b>11,706,209</b>
<b>EXPENSE ACCOUNTS</b>				
PROGRAM 0000 UNDESIGNATED				
552:006.0884.0000.413 MANAGEMENT SERVICES **	192,432	214	0	192,218
552:006.0883.0000.416 ENGINE & ARCH SERVICES **	962,158	574,048	0	388,110
552:006.0888.0000.440 OTHER PURCHASED SERVICES ***	48,108	1,002	0	47,106
552:006.0885.0000.500 CONSTRUCTION ***	9,621,578	1,496	0	9,620,082
552:006.0886.0000.510 EQUIPMENT	158,677	2,598	0	156,079
552:006.0889.0000.527 CIP-CONTIGENCY	481,079	0	0	481,079
552:006.0881.0000.528 CIP-OVERHEAD	481,079	0	0	481,079
552:XXX.XXXX.0000.XXX UNDESIGNATED	11,945,111	579,357	0	11,365,754
<b>EXPENSE ACCOUNTS</b>	<b>11,945,111</b>	<b>579,357</b>	<b>0</b>	<b>11,365,754</b>
552:XXX.XXXX.XXXX.XXX 09-008 MIN K-12 SCH IMPRV	0	340,455	0	340,455

Project Closeout Worksheet



School District:   
 School Name:   
 Project Name:   
 Project Number:   
 Grant Amount: \$0  
 Recipient's Participating Share: \$0  
 Other Funds: \$0  
 Project Total: \$0

From Appendix A of Project Agreement

Cost Category	Vendor	Actual Expense	Budget
List each vendor separately			
Consulting CM			
In-House CM			
Land			
Site Investigation			
Design Services			
Construction			
Equipment			
Technology			
Indirect/Administration			
	EED Overhead		
Art			
Contingency			
<b>Project Total</b>		<b>\$ -</b>	<b>\$0.00</b>

Total Project Cost	\$ -
State Share	#DIV/0!
Local Share	#DIV/0!
EED Overhead	\$ -
Remaining State Share	#DIV/0!
Previous Grant Payments	
<b>Final Grant Payment</b>	<b>#DIV/0!</b>

This is to certify that for the purposes of compliance with a grant in the amount of XXXXXX awarded under the authority of Chapter X/SLA 0X, pageX, lines X-X, for the purposes of XXXXXXXXXXXXXXXXXXXXXXXXXX, that to the best of my knowledge all funds were spent in a manner consistent with the language of the contract agreement with the State of Alaska, Department of Education & Early Development.

In addition, in lieu of an independent final project audit, I am providing the Department with an account of the project that includes a balance sheet listing all revenues and all expenditures by budget category for this project.

\_\_\_\_\_  
Signature of Grant Recipient

\_\_\_\_\_  
Date

### Project Closeout Worksheet



School District: **enter district name**  
 School Name: **enter school name**  
 Project Name: **enter project name**  
 Project Number: **enter project number**

Grant Amount:	\$0
Recipient's Participating Share:	\$0
Other Funds:	\$0
Project Total:	\$0

**From Appendix A of Project Agreement**

Cost Category	Vendor	Actual Expense	Budget
List each vendor separately			
Consulting CM			
In-House CM			
Land			
Site Investigation			
Design Services			
Construction			
Equipment			
Technology			
Indirect/Administration			
	EED Overhead		
Art			
Contingency			
<b>Project Total</b>		<b>\$ -</b>	<b>\$ -</b>

This is to certify that for the purposes of compliance with a grant in the amount of XXXXXX awarded under the authority of Chapter X/SLA 0X, pageX, lines X-X, for the purposes of XXXXXXXXXXXXXXXXXXXXXXXXXXXX, that to the best of my knowledge all funds were spent in a manner consistent with the language of the contract agreement with the State of Alaska, Department of Education & Early Development.

In addition, in lieu of an independent final project audit, I am providing the Department with an account of the project that includes a balance sheet listing all revenues and all expenditures by budget category for this project.

\_\_\_\_\_  
Signature of Grant Recipient

\_\_\_\_\_  
Date

# Summary of In-House Expenses



School District: enter district name  
 School Name: enter school name  
 Project Name: enter project name  
 Project Number: enter project number

Grant Amount:	\$0
Recipient's Participating Share:	\$0
Other Funds:	\$0
Project Total:	\$0

**From Appendix A of Project Agreement**

Cost Category	Description	Qty	Unit	Unit \$	Actual Expense
List each expense or employee separately					
In-House CM					
Site Investigation					
Design Services					
Construction					
Equipment					
Technology					
Indirect/Administration					
Art					
<b>Project Total</b>					\$ -

\_\_\_\_\_  
Signature of Grant Recipient

\_\_\_\_\_  
Date



School District: **Glory City Schools**  
 School Name: **Glory High School**  
 Project Name: **New PE Building**  
 Project Number: **xx-xxx**

Grant Amount:		\$1,305,600
Recipient's Participating Share:		\$26,112.00
Other Funds:	Glory Gen Fund	\$10,267
Project Total:		\$1,341,979.00

**From Appendix A of Project Agreement**

Cost Category	Vendor	Actual Expense	Budget
List each vendor separately			
Subcontracted CM			
In-House CM	Jan Itor	\$ 27,000.00	\$ 26,112.00
Land	Hardrock Realty	\$ 221,432.00	\$ 220,000.00
Site Investigation	Humus Engineering	\$ 75,500.00	\$ 75,000.00
Design Services	Architects Four Higher	\$ 44,500.00	\$ 42,380.00
Construction	Nails Pounded, Inc.	\$ 772,423.00	\$ 770,000.00
	District Maintenance Crew # 3	\$ 22,000.00	\$ 20,000.00
Equipment	Jim's Gym Equipment	\$ 68,042.00	\$ 102,000.00
	Syt's Office and School Equipment	\$ 34,017.00	
Technology	Mac's Computing Center	\$ 28,945.00	\$ 26,000.00
Indirect/Administration	Glory School District Office	\$ 31,000.00	\$ 30,800.00
	Advertising	\$ 650.00	
	DOE overhead	\$ 12,245.00	\$ 12,245.00
Art	Cool Sculptures	\$ 4,225.00	\$ 4,000.00
Contingency			\$ 7,900.00
<b>Project Total</b>		<b>\$ 1,341,979.00</b>	<b>\$ 1,336,437.00</b>

## Summary of In-House Expenses



School District: enter district name  
 School Name: enter school name  
 Project Name: enter project name  
 Project Number: enter project number

Grant Amount:	\$0
Recipient's Participating Share:	\$0
Other Funds:	\$0
Project Total:	\$0

**From Appendix A of Project Agreement**

Cost Category	Description	Qty	Unit	Unit \$	Actual Expense
List each item or vendor separately					
In-House CM	Bigshot, Jim	21.5	Hr	\$ 24.34	\$ 523.31
					\$ -
					\$ -
Site Investigation					\$ -
					\$ -
					\$ -
Design Services					\$ -
					\$ -
					\$ -
Construction	Littleshot, Henry	91.5	Hr	\$ 18.19	\$ 1,664.39
	Driver, John	119.5	Hr	\$ 34.12	\$ 4,077.34
	Backhoe	96	Hr	\$ 40.00	\$ 3,840.00
					\$ -
Equipment					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Technology					\$ -
					\$ -
					\$ -
Indirect/Administration	Accounting	5	Hr	\$ 25.00	\$ 125.00
					\$ -
					\$ -
Art					\$ -
					\$ -
					\$ -
<b>Project Total</b>					<b>\$ 10,230.04</b>

## Construction Management

Construction Management (CM) includes two categories: CM accomplished by a private contractor and CM accomplished by district/borough staff. Costs may be incurred for one or the other and in some cases both. Estimates for “in-house” construction management should include actual staff time allocated to the project, staff travel and per diem and direct costs of telephone, etc. It should include construction management costs done by staff and all on site representation. For private contractors it should include costs as anticipated to include oversight of any phase of the project. Construction management includes management of the project's scope, schedule, quality, and budget during any phase of the planning, design and construction of the facility.

Maximum for construction management by consultant + 'in-house' = 5%

Statutory Limit by Private Contractor: 2-4%

Recommended In-house: 2-5%

## Land

Land is a variable unrelated to construction cost and should include actual purchase price plus title insurance, fees and closing costs. Land cost is limited to the lesser of the appraised value of the land or the actual purchase price of the land. Land costs are excluded from project percent calculations.

## Site Investigation

Site Investigation is also a variable unrelated to construction cost and should include land survey, preliminary soil testing, environmental and cultural survey costs, but not site preparation. Site investigation costs are excluded from project percent calculations.

## Design Services

Design Services should include full standard architectural and engineering services and extra services such as educational specifications, condition surveys, construction administration and post occupancy evaluation. Architectural and engineering fees can be budgeted based upon a percentage of construction costs. Because construction costs vary by region and size, so may the percentage fee to accomplish the same effort.

Recommended: 6-8% (Renovation might run 2% higher)

## Construction

Construction includes all contract work as well as force account for facility construction, site preparation and utilities. This is the base cost upon which others are estimated and equals 100%.

## Equipment/Technology

Equipment/Technology includes all moveable furnishing, instructional devices or aids, electronic and mechanical equipment with associated software and peripherals (consultant services necessary to make equipment operational may also be included). It does not include installed equipment, nor consumable supplies, with the exception of the initial purchase of library books. Items purchased should meet the district definition of a fixed asset and be accounted for in an inventory control system. Equipment/Technology budgets have two benchmarks for standard funding: percentage of construction costs and per-student costs as discussed in DOE's Guideline for School Equipment Purchases. If special technology plans call for higher levels of funding, itemized costs should be presented in the project budget separate from standard equipment.

Recommended: 0-7% of construction cost or between \$1700 - \$3050 per student depending on school size and type.

## Indirect/Administration

Indirect/Administration includes an allocable share of district overhead costs, such as payroll, accounts payable, procurement services, and preparation of the six year capital improvement plan and specific project applications. It also includes the Department of Education & Early Development overhead charges.

Recommended: 2-4%

**Art**

Percent for Art includes the statutory allowance for art in public places. This may fund selection, design/fabrication and installation of works of art. One percent of the construction budget is required except for REAA projects which require only one-half of one percent. The department recommends budgeting for art.

**Contingency**

Contingency is a safety factor to allow for unforeseen changes. This item is a project contingency for project changes and unanticipated costs in **other budget areas**, therefore no actual project cost can be attributed to contingency.

Recommended: 5% Fixed

**Project Total**

The project total in the "Actual Expense" column should equal all grants, participating share and other fund contributions to the project total. The "Budget" total project amount should reflect the amount listed in Appendix A of the Project Agreement.

# Draft

[DATE]

???, Commissioner  
 Alaska Department of Education & Early Development  
 801 West 10<sup>th</sup> Street, Suite 200  
 P.O. Box 110800  
 Juneau, Alaska 99811-0800

RE: [EED PROJECT NUMBER] [PROJECT NAME]

Dear ???:

As authorized by law<sup>1</sup>, and provided for by regulation<sup>2</sup>, the [SCHOOL DISTRICT] is submitting supplemental information to the department supporting our request to complete *<a portion>* *<all>* of the project utilizing in-house resources.

The district intends to procure contractors and materials as necessary for the project. All such procurement will be completed utilizing competitive procedures as required by 4 AAC 31.080(a) and 4 AAC 31.080(h).

The district is making the request for the following reason<s>:

- *<The district has the capacity; including necessary trained and licensed staff, to complete the requested work.>*[DESCRIBE SPECIFIC CAPACITY RELATED TO THE REQUEST]
- *<The district has experience on projects of similar size and scope.>*[PROVIDE EVIDENCE IN THE FORM OF A LISTING OF SIMILAR PROJECTS INCLUDING PROJECT DESCRIPTION AND STAFF WHO WORKED ON THOSE PROJECTS AND WHETHER THEY ARE THE SAME AS STAFF WORKING ON THIS PROJECT]
- *<The remote rural location and small size of the project provide limited opportunity for general contractors interested in bidding on this project, however, specialty and sub-contractors may be utilized to supplement district staff.>*[PROVIDE SPECIFIC INFORMATION SUPPORTING THIS STATEMENT INCLUDING THE NUMBER OF GENERAL CONTRACTORS AVAILABLE IN THE COMMUNITY OR REGION, THE TOTAL COST OF THE PROJECT AND THE ESTIMATED COST OF CONTRACTED WORK]

The following information outlines the proposed work plan:

## In-house Construction

Statement of scope: *[Sample: Qualified district personnel will demolish and clear areas identified as part of the project. Staff will perform concrete work, frame and patch/replace all wall, ceiling and floor finishes. All electrical work and incidental plumbing and mechanical work will be accomplished in-house with appropriately licensed personnel.]*

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<sup>1</sup> AS 14.11.020(d)

<sup>2</sup> 4 AAC 31.080(a)

Statement of technical expertise: (In addition to providing a statement of expertise, provide appropriate licensure, certification, or representative experience in completing similar work for technical personnel working on the project) *[Sample: The district employs journeyman carpenters, a plumber (lic. #), an electrical administrator (lic. #), and qualified laborers. The district also employs an AHERA-certified inspector who will be on site to assure regulatory compliance on asbestos related work. District staff has the experience necessary to mobilize personnel, materials and equipment for the project.]*

### Estimated Cost:

Work Item	Labor Hours	Labor Rate <sup>1</sup>	Labor Cost	Materials Cost <sup>2</sup>	Total
Demolition	1	\$1	\$1		\$1
Concrete Slab Repair	1	\$1	\$1	\$1	\$2
Framing & Sheetrock	1	\$1	\$1	\$1	\$2
Wall Patching/Finishes	1	\$1	\$1	\$1	\$2
Floor Patching/Finishes	1	\$1	\$1	\$1	\$2
Ceiling Patching/Finishes	1	\$1	\$1	\$1	\$2
Electrical	1	\$1	\$1	\$1	\$2
Incidental Plumbing	1	\$1	\$1	\$1	\$2
Incidental Heating/Ventilation	1	\$1	\$1	\$1	\$2
<b>Total</b>					<b>\$17</b>

*Notes:*

1. Labor rate includes all employee benefits
2. See attached materials list for quantity and price information

### Contracted Construction

Statement of scope: *<Plumbing and electrical work will be completed with a licensed, bonded contractor. Heating and ventilation work will be completed by a licensed, bonded contractor. Work required for relocation/alteration of fire alarm and sprinkler systems will be completed by a licensed, bonded contractor. >*

Statement of procurement method: *<Separate contracts will be utilized for each of these specialties. If the district locates a contractor with more than one specialty license, work in those areas may be combined. Price or rate quotations will be solicited from qualified sources as determined available. See attached District Purchasing Bidding Policy, which complies with 4 AAC 31.080(h) construction procurement below \$100,000.>*

### Estimated Cost:

Work Item	Labor Hours	Labor Rate <sup>1</sup>	Labor Cost	Materials Cost	Total
Plumbing	1	\$1	\$1	\$1	\$2
Heating & Ventilation	1	\$1	\$1	\$1	\$2
Fire Alarm	1	\$1	\$1	\$1	\$2
Sprinkler Relocation	1	\$1	\$1	\$1	\$2
<b>Total</b>					<b>\$8</b>

Notes:

1. Labor rates per contractor quote

## Owner-Furnished/Contractor Installed Materials

Statement of scope: *<The district intends on purchasing all plumbing fixtures to match district standards and supply this material to the plumbing contractor.>*

Statement of risk/benefit: *<Some coordination is needed to ensure that the plumbing rough-in matches the fixture specifications. The district will minimize this risk by providing cut sheets and specifications for all furnished items to the plumbing contractor. The benefit of in-house purchase is the avoidance of contractor mark-ups on materials and the ability to purchase items to district standards.>*

### Estimated Cost:

Material/Equipment Item	Cost	Shipping/Transportation	Total
Plumbing fixtures	\$1	\$1	\$2
<b>Total</b>			<b>\$2</b>

The district certifies that this project will cost less than \$100,000 *<or requests a determination from the department that the proposed method of construction is in the best interest of the state>*<sup>3</sup>.

[IF THE ESTIMATED PROJECT COST (COST OF THE IN-HOUSE LABOR AND ANY CONTRACTED WORK) EXCEEDS \$100,000, THEN THE DISTRICT IS REQUIRED TO PROVIDE A DETAILED EXPLANATION DESCRIBING WHY THE PROJECT IS IN THE BEST INTERESTS OF THE STATE INCLUDING AN ESTIMATE OF THE PROJECT COST IF ALL OF THE WORK WERE CONTRACTED TO A GENERAL CONTRACTOR.]

By submitting this letter, the district certifies that the identified work will be completed in accordance with the project scope identified in the project agreement for [PROJECT NUMBER]. Any work not completed in the identified scope, will be completed by the district, at the sole cost of the district.

If you need additional information, please feel free to contact me.

Sincerely,

[NAME]  
Project Manager

Enclosure  
Materials Lists

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<sup>3</sup> 4 AAC 31.080(a)

Employee Certifications

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EED Endorsement

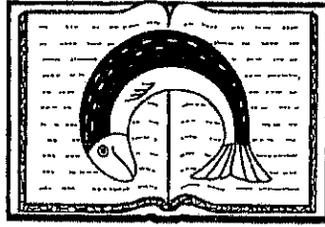
Concur

Concur w/stipulations

Deny

\_\_\_\_\_  
EED Representative

\_\_\_\_\_  
Date



**LOWER  
KUSKOKWIM  
SCHOOL  
DISTRICT**

**Capital Projects**

P.O. BOX 305, BETHEL, AK. 99559  
Ph: 907-543-4891 FAX: 907-543-4908

July 25, 2008

10-013

Sam Kito, Facilities Engineer  
SF/Facilities

Department of Education & Early Development  
801 West 10<sup>th</sup> Street  
P.O. Box 110500  
Juneau, AK 99811

The Lower Kuskokwim School District intends to accomplish the Prime Power Generators, Platinum project (not a current funded project) in-house. Materials for the project will be procured in accordance with the district's written procurement policies including appropriate competitive selection. Two small contracts for construction services are anticipated. This letter certifies that all such procurement will be accomplished in accordance with established district procedures that fully comply with the provisions of 4 AAC 31.080 – *Construction and Acquisition of Public School Facilities*. We understand this construction delivery method to be permissible under Alaska Administrative Code and believe it to be in the best interest of the state for the following reasons:

- **Location:** Platinum is the smallest of LKSD's Kuskokwim Delta communities. Its infrastructure to support imported construction activity is minimal. The district's in-house labor force is familiar with the school site and its remoteness and is able to work more effectively on small projects than would be contractors.
- **Cost:** Some cost factors (remote location, minimal infrastructure for housing, etc.) are listed above. In addition, LKSD employee's labor rates are below prevailing wage rates for construction required by Alaska law. When the qualifications of both the in-house and contracted labor force are substantially similar—as in this case—the cost of the project will be less when done in-house.
- **Schedule:** To support the school's mission, the work needs to be accomplished in the summer of 2008. Since this is the most challenging time of year to secure construction contractors, it is more likely the work will be completed on time by using in-house labor.

By this letter we are requesting concurrence with our intended delivery method based on the following work plan:

### **In-house Construction**

#### **Statement of scope:**

This project is to convert the Arviq School in Platinum from community power to prime power. This is needed due to the extreme unreliability of the community power grid. The project includes the removal of the existing 40 Kw standby generator from building Generator - PT03 (EED 31023005) in Platinum and converting that building to storage use [The facility is too small to house the upgraded gen sets.] The Voc Ed Shop – PT04 (EED 31023002) will be used to house the new school power plant. The shop equipment will be relocated and significant structural upgrades will be made to the floor system in this building prior to installing the new generators. Work will include new floor beams, timber footings and 1/4" steel floor plate bases. Two new, 50Kw standby-rating, generators, with upgrades for a prime power rating at approximately 45Kw will be purchased and installed by the district's heavy equipment/generator mechanic. An automatic transfer switch will be installed to allow load sharing between the two units, each of which has the capacity to carry the full load of the school. A 4000 gallon double wall fuel tank will be transported and installed on site adjacent to the new power plant. This tank will provide approximately 50% of the needed annual fuel supply and will be refilled from the bulk fuel farm as required. To carry the power to the school, the underground service to the school will be upgraded along with the MDP at the school. An existing utility pole that provides connection to community power will be replaced to raise conductors to an approved height above adjacent buildings. This existing community power service will now become the backup power.

#### **Statement of technical expertise:**

**Generator Installation:** The district employs a heavy equipment/generator mechanic, Robert Lindsey, with over 5 years experience. This individual has changed out 4 standby generators of similar or larger size than the Platinum units. In this case installation will consist of placement of the skid-mounted generators on spring isolation joints, assembly of the exhaust system including piping, muffler and wall thimble and installation of radiator intake/exhaust louvers. All these components are factory supplied items to ensure compatibility with the gen sets. In order to preserve warranty and ensure proper operation, Cummins NW will provide a service technician to be on site in Platinum. This individual will be responsible for start-up, testing and synchronization of the units and will certify their operational status.

**Electrical Installation:** The district employs a journeyman electrician, Ed Chase, with over 20 years experience. Ed has performed electrical maintenance and upgrades ranging from power generation to low-voltage special electrical systems. Since this work is not strictly replacement-in-kind maintenance, oversight by a licensed Electrical Administrator is required. This will be provided by the district's contract employee filling our vacant Electrical Administrator position.

Supervision: The project superintendent for this work is the district's PM Supervisor whose duties include the Platinum School, Gerald Korthuis. PM Supervisors are senior-level Plant Facilities personnel who have gained broad knowledge through hands-on work and formal certifications for all aspects of building operations. The planning and execution of this project rests with this individual.

Estimated Cost: **\$161,668**

Work Item	Labor Hours	Labor Rate <sup>1</sup>	Labor Cost	Materials Cost <sup>2</sup>	Total
Generator Removal/Disposition	40	\$43.25	\$1,730.01	\$0.00	\$1,730.01
Shop Tools Removal/Disposition	80	\$43.25	\$3,460.02	\$0.00	\$3,460.02
Voc Ed Shop Upgrades	100	\$43.25	\$4,325.02	\$8,743.00	\$13,068.02
	80	\$43.25	\$3,460.02	\$0.00	\$3,460.02
Generator and ATS Installation	40	\$43.25	\$1,730.01	\$46,630.00	\$48,360.01
	24	\$59.48	\$1,427.44	\$0.00	\$1,427.44
Electrical Upgrades	80	\$59.48	\$4,758.15	\$14,727.00	\$19,485.15
	80	\$43.25	\$3,460.02	\$0.00	\$3,460.02
Fuel Tank Installation	80	\$43.25	\$3,460.02	\$27,650.00	\$31,110.02
	40	\$43.25	\$1,730.01	\$0.00	\$1,730.01
Temp Labor Support	160	\$12.55	\$2,008.33	\$0.00	\$2,008.33
Supervision/Job Planning	60	\$43.25	\$2,595.01	\$0.00	\$2,595.01
			\$34,144.07	Subtotal	\$127,290.72
Equipment (backhoe @ \$85/hr)					\$5,100.00
General Conditions (freight, per diem, travel)				23%	\$29,276.87
				Total	\$161,667.59

Notes:

- Fully developed labor rates including benefits 55.13%
- See attached for materials list with quantity and price information

### Contracted Construction

Statement of scope: Two elements of the work are beyond the capability Plant Facilities due to the requirement for specialty equipment and/or warranty work. These include the installation of one power pole and the generator start-up/certification.

Statement of procurement method: Quotes for pole installation will be solicited from the Coastal Village Regional Fisheries and the local power company. CVRF is building a small plant in Platinum and may have the ability to do the install. The generator start-up services will be sole sourced to Cummins NW, Inc., the generator vendor.

Estimated Cost: **\$8,424**

Work Item	Labor Hours	Labor Rate <sup>1</sup>	Labor Cost	Materials Cost <sup>2</sup>	Total
Pole Installation	LS		\$4,000	\$0	\$4,000
Generator start-up	LS		\$3,800	\$0	\$3,800
			\$7,800.00	Subtotal	\$7,800.00
Contingency (estimators)				8%	\$624.00
				Total	\$8,424.00

Notes:

**Owner-Furnished/Contractor Installed Materials**

Statement of scope: One on-hand power pole will be provided by LKSD to the successful offeror on the pole installation solicitation.

Statement of risk/benefit: This is no risk associated with this owner-provided item.

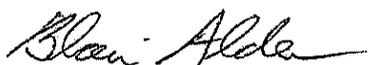
Estimated Cost: **\$975**

Material/Equipment Item	Cost	Shipping/Transportation	Total
1. 60' wood pole	\$900	\$75	\$975

Total Estimated Cost: **\$171,067**

Our point of contact for this work is Gary Hanson, Plant Facilities Director (543-4888).

Sincerely,



Blair Alden, Assistant Superintendent  
Lower Kuskokwim School District

Enclosure  
Materials Lists & Quotes

EED Endorsement

Concur

Concur w/stipulations

Non-concur

•

\_\_\_\_\_  
EED Representative

\_\_\_\_\_  
Date



Engineering, Inc.

Mechanical &amp; Electrical Engineers

July 10, 2012

**Revised April 1, 2013**

Bob Dickens  
 Bering Strait School District  
 P.O. Box 225  
 Unalakleet, Alaska 99684

**REFERENCE: Shaktoolik School Major Maintenance Renovation  
 Energy Consumption Report**

Based on the current design and energy rates, annual consumption costs estimate at **\$348,222**

HEATING FUEL COSTS		
Heating Degree Days		13,403
Yearly Building Transmission Heat Load	1,439,496,041 Btu	3,234,252,324 Btu
Yearly Ventilation Heat Load	1,794,756,282 Btu	
Fuel value equivalent	140,000 Btu/gal	23,102 gal
<b>Annual Fuel Cost</b>	<b>\$4.21 /gal</b>	<b>\$97,259</b>

DOMESTIC HOT WATER FUEL COSTS		
Occupied Days		181
Yearly Hot Water Heating Energy Load		149,579,328 Btu
Fuel value equivalent	140,000 Btu/gal	23,102 gal
<b>Annual Fuel Cost</b>	<b>\$4.21 /gal</b>	<b>\$4,498</b>

ELECTRICITY COSTS		
208V Three-phase Service Amperage		800 amp
Connected Load		281 kVa
Peak Load		198 kVa
Yearly Electricity Usage		425,465 kWh
<b>Annual Fuel Cost *</b>	<b>\$0.5500 /kWh</b>	<b>\$246,465</b>

\* Based on AVEC billing information for 1/1/2012 - 5/31/12 provided by BSSD.

Prepared by,

Adam W. Wilson, P.E.  
 Mechanical Project Engineer

aww/hhm  
 12-0474-R1/K9105.10

**ANCHORAGE  
 WASILLA**

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