DeKalb County School District

**DESIGN & CONSTRUCTION**
1780 Montreal Road
Tucker, GA 30084-6705
(678) 676-1345

**Dr. Norman C. Sauce III**
INTERIM SUPERINTENDENT

Date: January 20, 2026

# Accounting Routing/Transmittal Form

| | | | |
|---|---|---|---|
| Project: | Early Learning Center HVAC and Controls Replaceme | Cost Code: | F300CIP. FUND 300, 0150. GEN CONTR .5048 |
| Project Mgr: | Donta' Collins | Requisition Number: | |
| Payee: | Evergreen Construction | PO Number: | |

☐ **Purchase Order Request**

☐ **Invoice** — **Invoice Number:**

☒ **Pay Application** — **Pay Application Number:** ELC #13

**Pay Application**

| | |
|---|---|
| Original Contract Sum: | $6,692,898.00 |
| Net Change by Change Order: | $509,581.08 |
| Contract Sum to Date: | **$7,202,479.08** |
| Total Completed & Stored to Date: | $7,202,479.08 |
| Retainage: | $0.00 |
| Total Earned Less Retainage: | $7,202,479.08 |
| Total Previous Billings (Net): | $7,061,796.00 |
| **Current Period Request (Net):** | **$140,683.08** |
| **Balance to Finish (includes retainage):** | **$0.00** |
| **Percent Complete:** | **100 %** |

**Invoice / P.O. Request**

| | |
|---|---|
| Projected Spending Amount: | |
| Previously Billed: | |
| **Invoice Amount:** | |
| Billed to Date: | |

Notes: RFP 23-752-026 ESSR III Early Learning Center HVAC and Controls Replacement

☐ **Other:**

## APPROVALS

*Please Type Name, Initial, Date and Forward to Next Approver*

| | | | |
|---|---|---|---|
| Project Manager | Donta' Collins [signature] | 3/6/26 | |
| Director of Facilities and CIP | Keith Ball [signature] | 3.10.26 | |
| Accounting Department | Sakita Fleet Sakita D. Fleet | 3.10.26 | |
| | | | |

**Georgia Department of Education**
**Facilities Services Unit**

**Certificate of Contractor or His Duly Authorized Representative**

Reimbursement Request Number: ELC #013 Project Number: #23-752-026

Project Name: Early Learning Center Major Building System Replacement

To the best of my knowledge and belief, I certify that all items, units, quantities, and prices of work and material shown on this Reimbursement Request No. ELC #013 are correct; that all work has been performed and materials supplied in full accordance with the terms and conditions of the contract documents between DeKalb County Board of Education (Owner) and and EVERGREEN CONSTRUCTION (Contractor); dated: November 17, 2023 and all authorized changes thereto; and that the following is a true and correct statement of the contract account up to and including the last day of the period covered by this estimate and that no part of the "amount due this estimate" has been received.

| | | |
|---|---|---|
| 1. Original Contract Sum | $ | 6,692,898.00 |
| 2. Net change by Change Orders | $ | 509,581.08 |
| 3. Contract Sum to Date (1 + 2) | $ | 7,202,479.08 |
| a. Total amount earned for work in place (original contract) | $ | 6,692,898.00 |
| b. Total amount earned for work in place (change orders) | $ | 509,581.08 |
| c. Value of materials stored off site | $ | 0.00 |
| d. Total amount earned [ (a) plus (b) plus (c) ] | $ | 7,202,479.08 |
| e. Amount Retained (0%) | $ | 0.00 |
| f. Total earned less retained percentage [ (d) minus (e) ] | $ | 7,202,479.08 |
| g. Total previously approved | $ | 7,061,796.00 |
| h. Amount due THIS REQUEST FOR CONTRACTOR [ (f) minus (g) ] | $ | 140,683.08 |
| i. Amount due THIS REQUEST FOR ARCHITECT | $ | 0.00 |
| j. Total amount requested (h plus i) | $ | 140,683.08 |

I further certify that all claims outstanding against the undersigned Contractor for labor, materials and expendable equipment employed in the performance of said contract have been paid in full in accordance with the requirements of said contract, except such outstanding claims as are listed below or on the attached sheet, which statement contains all claims against the Contractor which are not yet paid, including all disputed claims and any claims to which the Contractor has or will assert any defense.

I further certify that all the materials indicated on this Reimbursement Request as being stored on the site, but not yet incorporated into the building, have been purchased, delivered, and are now stored on the site for future incorporation into the building, and until so incorporated the title to same is, upon payment of this statement, vested in the Owner. Furthermore the undersigned Contractor assumes full responsibility for the existence, protection, and, if necessary, replacement of the above-mentioned materials until the completion of this contract.

Contractor Evergreen Construction Date: 10/23/2025

By: ______________________ (Signature) Title: Project Manager

Certificate of the Supervising Architect

I certify that I have verified this Reimbursement Request and that to the best of my knowledge and belief it is a true and correct statement of work performed and materials supplied by the Contractor and that the Contractor's certified statement of his account and the amount due him is correct and just and that all work and material in this Reimbursement Request have been performed in full accordance with the terms and conditions of the contract documents and authorized changes thereto.

Name ______________________ (Signature) Title: ______________________

**DE Form 0263, Revised April 1999**

**TO OWNER/CLIENT:**
The DeKalb County Board of Education
1701 Mountain Industrial Blvd
Stone Mountain, Georgia 30083

**PROJECT:**
Early Learning Center
797 Fayetteville Road SE
Atlanta, Georgia 30316

**APPLICATION NO:** 13
**PERIOD:** 10/01/25 - 10/31/25
**PROJECT NO:** 2023-014
**CONTRACT DATE:** 11/17/2023
**DUE DATE:**

**FROM CONTRACTOR:**
Evergreen Construction
3200 Cobb Galleria Parkway, Suite 240
Atlanta, Georgia 30339

**VIA ARCHITECT/ENGINEER:**
Neal Ridgel (Epsten Group)
101 Marietta Street NW Suite 2600
Georgia 30303

**CONTRACT FOR:** Early Learning Center, HVAC and Controls Replacement

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Evergreen Construction

By: [signature] Date: 10/23/25

State of: Florida
County of: Hillsborough
Subscribed and sworn to before me this 23rd, 2025 day of October
Notary Public: B. Ellis
My commission expires: 11-3-2028

Notary Public State of Florida
Brittany L Ellis
My Commission HH 609249
Expires 11/3/2028

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

| | | | |
|---|---|---|---|
| 1. | Original Contract Sum | | $6,692,898.00 |
| 2. | Net change by change orders | | $509,581.08 |
| 3. | Contract Sum to date (Line 1 ± 2) | | $7,202,479.08 |
| 4. | Total completed and stored to date (Column G on detail sheet) | | $7,202,479.08 |
| 5. | Retainage: | | |
| | a. 0.00% of completed work | $0.00 | |
| | b. 0.00% of stored material | $0.00 | |
| | Total retainage (Line 5a + 5b or total in column I of detail sheet) | | $0.00 |
| 6. | Total earned less retainage (Line 4 less Line 5 Total) | | $7,202,479.08 |
| 7. | Less previous certificates for payment (Line 6 from prior certificate) | | $7,061,796.00 |
| 8. | Current payment due: | | **$140,683.08** |
| 9. | Balance to finish, including retainage (Line 3 less Line 6) | | $0.00 |

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|---|---|---|
| Total changes approved in previous months by Owner/Client: | $382,594.00 | $(13,696.00) |
| Total approved this month: | $140,683.08 | $0.00 |
| Totals: | $523,277.08 | $(13,696.00) |
| Net change by change orders: | $509,581.08 | |

## ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $140,683.08

*(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)*

ARCHITECT/ENGINEER:

By: Date:

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 13
APPLICATION DATE:
PERIOD: 10/01/25 - 10/31/25

**Contract Lines**

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED FROM PREVIOUS APPLICATION (D + E) | WORK COMPLETED THIS PERIOD | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| 1 | General Conditions | $548,716.00 | $548,716.00 | $0.00 | $0.00 | $548,716.00 | 100.00% | $0.00 | $0.00 |
| 2 | General Contractor Bonds | $36,427.00 | $36,427.00 | $0.00 | $0.00 | $36,427.00 | 100.00% | $0.00 | $0.00 |
| 3 | Insurance | $93,661.00 | $93,661.00 | $0.00 | $0.00 | $93,661.00 | 100.00% | $0.00 | $0.00 |
| 4 | Site Utilities | $64,869.00 | $64,869.00 | $0.00 | $0.00 | $64,869.00 | 100.00% | $0.00 | $0.00 |
| 5 | Concrete | $4,396.00 | $4,396.00 | $0.00 | $0.00 | $4,396.00 | 100.00% | $0.00 | $0.00 |
| 6 | Masonry | $21,978.00 | $21,978.00 | $0.00 | $0.00 | $21,978.00 | 100.00% | $0.00 | $0.00 |
| 7 | Structural Steel | $222,562.00 | $222,562.00 | $0.00 | $0.00 | $222,562.00 | 100.00% | $0.00 | $0.00 |
| 8 | Roofing | $108,085.00 | $108,085.00 | $0.00 | $0.00 | $108,085.00 | 100.00% | $0.00 | $0.00 |
| 9 | Finishes and Accessories | $669,962.00 | $669,962.00 | $0.00 | $0.00 | $669,962.00 | 100.00% | $0.00 | $0.00 |
| 10 | HVAC | $4,146,667.00 | $4,146,667.00 | $0.00 | $0.00 | $4,146,667.00 | 100.00% | $0.00 | $0.00 |
| 11 | Electrical | $775,575.00 | $775,575.00 | $0.00 | $0.00 | $775,575.00 | 100.00% | $0.00 | $0.00 |
| 12 | Clearance Letter | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 13 | Mobilization | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 14 | EPD Notification | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 15 | Precision Management -Labor for relocating and protecting Owner FFE items during construction | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 16 | Materials(boxes) & Visqueen to move-out and protect of personal belongings left in school | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 17 | Flood Brothers -Removal, storage, and reinstallation of owner FFE items such as computers during construction | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 18 | Cleanstar National Inc. -Final waxing of the floors for school opening | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 19 | Removal, storage, and reinstallation of the smart boards during construction | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 20 | Chip Out Two Holes In Corridor Wal | $0.00 | $0.00 | $140,683.08 | $0.00 | $140,683.08 | 100.00% | $(140,683.08) | $0.00 |
| | TOTALS: | $6,692,898.00 | $6,692,898.00 | $140,683.08 | $0.00 | $6,833,581.08 | 102.10% | $(140,683.08) | $0.00 |

**Change Orders**

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED FROM PREVIOUS APPLICATION (D + E) | WORK COMPLETED THIS PERIOD | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| 21 | PCCO#1 | | | | | | | | |
| 21.1 | PCO#IOC-003 003-(Internal) Abatement Unit Rates Associated with ACM Reports Provided by DCSD | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.2 | PCO#IOC-004 004-RFI-008 Disconnect Switches for WSHP's | $7,056.00 | $7,056.00 | $0.00 | $0.00 | $7,056.00 | 100.00% | $0.00 | $0.00 |
| 21.3 | PCO#006 New Lights in Rooms 114, 115 and 117 | $8,005.00 | $8,005.00 | $0.00 | $0.00 | $8,005.00 | 100.00% | $0.00 | $0.00 |

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 21.4 | PCO#IOC-001 001-RFI #002 - HVAC Equipment and Electrical Coordination | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.5 | PCO#IOC-002 002-RFI#004 - FCU-1 Information Required | $19,112.00 | $19,112.00 | $0.00 | $0.00 | $19,112.00 | 100.00% | $0.00 | $0.00 |
| 21.6 | PCO#13C RFI# - 018-Relocate WSHPs to Classrooms & RFI# -19 Add Condensation Pump | $77,236.48 | $77,236.48 | $0.00 | $0.00 | $77,236.48 | 100.00% | $0.00 | $0.00 |
| 21.7 | PCO#21 RFI-6- Watchdog Alarm System | $(12,711.60) | $(12,711.60) | $0.00 | $0.00 | $(12,711.60) | 100.00% | $0.00 | $0.00 |
| 21.8 | PCO#011 Demo Existing Gas Pipe | $2,047.82 | $2,047.82 | $0.00 | $0.00 | $2,047.82 | 100.00% | $0.00 | $0.00 |
| 21.9 | PCO#005 Hanging Low Voltage Wiring (T&M) | $4,634.92 | $4,634.92 | $0.00 | $0.00 | $4,634.92 | 100.00% | $0.00 | $0.00 |
| 21.10 | PCO#23 RFI#-22- Adding Heat Trace for Cooling Tower Exterior Piping | $882.42 | $882.42 | $0.00 | $0.00 | $882.42 | 100.00% | $0.00 | $0.00 |
| 21.11 | PCO#007 RFI #07 and #09 - New Structural Details Supports for Cooling Tower and RTUs | $30,087.46 | $30,087.46 | $0.00 | $0.00 | $30,087.46 | 100.00% | $0.00 | $0.00 |
| 21.12 | PCO#24 Repairing Kitchen Receptacles and service line under kitchen hood | $1,075.66 | $1,075.66 | $0.00 | $0.00 | $1,075.66 | 100.00% | $0.00 | $0.00 |
| 21.13 | PCO#25 Boiler- Added items per State Inspector | $5,757.45 | $5,757.45 | $0.00 | $0.00 | $5,757.45 | 100.00% | $0.00 | $0.00 |
| 21.14 | PCO#26 Clean Drain Line | $895.00 | $895.00 | $0.00 | $0.00 | $895.00 | 100.00% | $0.00 | $0.00 |
| 21.15 | PCO#10 RFI #012 - Wall Rating Requirements | $12,848.47 | $12,848.47 | $0.00 | $0.00 | $12,848.47 | 100.00% | $0.00 | $0.00 |
| 21.16 | PCO#009 RFI #010 - New Exhaust Fan #11 Rated at 208 Volts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.17 | PCO#014 14 - Penetrating the Tectum Ceiling for Decking Hangers (T&M) | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.18 | PCO#016 -RFI#016-Exhaust Fans 5, 9, and 10 Existing Conditions | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.19 | PCO#018 RFI-#18 Existing WSHP In Dry Food Storage | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.20 | PCO#19 RFI -20 Sheet M-101A Transfer Grilles In Area A Classroom Bathrooms | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 100.00% | $0.00 | $0.00 |
| 21.21 | PCO#03B Abatement of Asbestos Containing Materials (ACM) | $28,825.50 | $28,825.50 | $0.00 | $0.00 | $28,825.50 | 100.00% | $0.00 | $0.00 |
| 21.22 | PCO#12 Relocation and Cleaning – School Demobilization and Remobilization | $115,853.25 | $115,853.25 | $0.00 | $0.00 | $115,853.25 | 100.00% | $0.00 | $0.00 |
| **22** | **PCCO#2** | | | | | | | | |
| 22.1 | PCO#27 RFI #023: CFM Design At Rooms 112.2 & 112.3 | $20,690.16 | $20,690.16 | $0.00 | $0.00 | $20,690.16 | 100.00% | $0.00 | $0.00 |
| **23** | **PCCO#3** | | | | | | | | |
| 23.1 | PCO#29 Material To Replace Heat Exchanger | $75,603.89 | $0.00 | $0.00 | $0.00 | $0.00 | 0.00% | $75,603.89 | $0.00 |
| 23.2 | PCO#28 Labor To Replace Heat Exchanger | $54,968.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0.00% | $54,968.00 | $0.00 |
| | **TOTALS:** | **$452,867.88** | **$322,295.99** | **$0.00** | **$0.00** | **$322,295.99** | **71.17%** | **$130,571.89** | **$0.00** |

**Grand Totals**

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| | **GRAND TOTALS:** | **$7,202,479.08** | **$7,061,796.00** | **$140,683.08** | **$0.00** | **$7,202,479.08** | **100.00%** | **$0.00** | **$0.00** |

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 12
APPLICATION DATE: 07/14/2025
PERIOD: 12/01/24 - 06/30/25

**Contract Lines**

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 1 | General Conditions | $548,716.00 | $548,716.00 | $0.00 | $0.00 | $548,716.00 | 100.00% | $0.00 | $0.00 |
| 2 | General Contractor Bonds | $36,427.00 | $36,427.00 | $0.00 | $0.00 | $36,427.00 | 100.00% | $0.00 | $0.00 |
| 3 | Insurance | $93,661.00 | $93,661.00 | $0.00 | $0.00 | $93,661.00 | 100.00% | $0.00 | $0.00 |
| 4 | Site Utilities | $64,869.00 | $64,869.00 | $0.00 | $0.00 | $64,869.00 | 100.00% | $0.00 | $0.00 |
| 5 | Concrete | $4,396.00 | $4,396.00 | $0.00 | $0.00 | $4,396.00 | 100.00% | $0.00 | $0.00 |
| 6 | Masonry | $21,978.00 | $21,978.00 | $0.00 | $0.00 | $21,978.00 | 100.00% | $0.00 | $0.00 |
| 7 | Structural Steel | $222,562.00 | $222,562.00 | $0.00 | $0.00 | $222,562.00 | 100.00% | $0.00 | $0.00 |
| 8 | Roofing | $108,085.00 | $108,085.00 | $0.00 | $0.00 | $108,085.00 | 100.00% | $0.00 | $0.00 |
| 9 | Finishes and Accessories | $669,962.00 | $669,962.00 | $0.00 | $0.00 | $669,962.00 | 100.00% | $0.00 | $0.00 |
| 10 | HVAC | $4,146,667.00 | $4,146,667.00 | $0.00 | $0.00 | $4,146,667.00 | 100.00% | $0.00 | $0.00 |
| 11 | Electrical | $775,575.00 | $775,575.00 | $0.00 | $0.00 | $775,575.00 | 100.00% | $0.00 | $0.00 |
| | Based Contract Totals: | $6,692,[illegible].00 | $6,692,[illegible].00 | $0.00 | $0.00 | $6,692,898.00 | 100.00% | $0.00 | $0.00 |

**Change Orders**

| A | B | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 1 | PCCO-01R | $344,416.00 | $344,416.00 | | $0.00 | $344,416.00 | 100.00% | $0.00 | $0.00 |
| 2 | PCCO-02 | $24,482.00 | $24,482.00 | | $0.00 | $24,482.00 | 100.00% | $0.00 | $0.00 |
| 3 | PCCO-03 | $140,683.08 | | $140,683.08 | | $140,683.08 | 100.00% | $0.00 | $0.00 |
| | SUBTOTALS: | $509,581.08 | $368,[illegible].00 | $140,683.08 | $0.00 | $509,581.08 | 100.00% | $0.00 | $0.00 |

**Grand Totals**

| A | | C | D | E | F | G | | H | I |
|---|---|---|---|---|---|---|---|---|---|
| ITEM NO. | | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D + E + F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| | GRAND TOTALS: | $7,202,479.08 | $7,061,796.00 | $140,683.08 | $0.00 | $7,202,479.08 | 100.00% | $0.00 | $0.00 |

## WAIVER AND RELEASE OF LIEN
## AND PAYMENT BOND RIGHTS UPON FINAL PAYMENT

**STATE OF GEORGIA**
**COUNTY OF** Cobb

**THE UNDERSIGNED MECHANIC AND/OR MATERIALMAN HAS BEEN EMPLOYED BY** Evergreen Construction **(NAME OF CONTRACTOR) TO FURNISH** General Contracting **(DESCRIBE MATERIALS AND/OR LABOR) FOR THE CONSTRUCTION OF IMPROVEMENTS KNOWN AS** Early Learning Center **(TITLE OF THE PROJECT OR BUILDING) WHICH IS LOCATED IN THE CITY OF** Decatur**, COUNTY OF** DeKalb**, AND IS OWNED BY** DeKalb County Board of Education **(NAME OF OWNER) AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

797 Fayettaville Road SE
Atlanta, GA 30316

**(DESCRIBE THE PROPERTY UPON WHICH THE IMPROVEMENTS WERE MADE BY USING EITHER A METES AND BOUNDS DESCRIPTION, THE LAND LOT DISTRICT, BLOCK AND LOT NUMBER, OR STREET ADDRESS OF THE PROJECT.)**

**UPON THE RECEIPT OF THE SUM OF $** 140,683.08 **THE MECHANIC AND/OR MATERIALMAN WAIVES AND RELEASES ANY AND ALL LIENS OR CLAIMS OF LIENS IT HAS UPON THE FOREGOING DESCRIBED PROPERTY OR ANY RIGHTS AGAINST ANY LABOR AND/OR MATERIAL BOND ON ACCOUNT OF LABOR OR MATERIALS, OR BOTH, FURNISHED BY THE UNDERSIGNED TO OR ON ACCOUNT OF SAID CONTRACTOR FOR SAID PROPERTY.**

**GIVEN UNDER HAND AND SEAL THIS** 23rd **DAY OF** Cctober**,** 25**.**

Notary Public State of Florida
Brittany L Ellis
My Commission HH 609249
Expires 11/3/2028

_______________ **(SEAL)**
**(SIGNATURE)**
Steve Hall
**(PRINT NAME)**
Evergreen Construction
**(COMPANY NAME)**

**(WITNESS)**
400 N. Ashley DR. Tampa, Florida 33602
**(ADDRESS)**

**NOTICE: WHEN YOU EXECUTE AND SUBMIT THIS DOCUMENT, YOU SHALL BE CONCLUSIVELY DEEMED TO HAVE WAIVED AND RELEASED ANY AND ALL LIENS AND CLAIMS OF LIENS UPON THE FOREGOING DESCRIBED PROPERTY AND ANY RIGHTS REGARDING ANY LABOR OR MATERIAL BOND REGARDING THE SAID PROPERTY TO THE EXTENT (AND ONLY TO THE EXTENT) SET FORTH ABOVE, EVEN IF YOU HAVE NOT ACTUALLY RECEIVED SUCH PAYMENT, 90 DAYS AFTER THE DATE STATED ABOVE UNLESS YOU FILE AN AFFIDAVIT OF NONPAYMENT PRIOR TO THE EXPIRATION OF SUCH 90 DAY PERIOD. THE FAILURE TO INCLUDE THIS NOTICE LANGUAGE ON THE FORM SHALL RENDER THE FORM UNENFORCEABLE AND INVALID AS A WAIVER AND RELEASE UNDER O.C.G.A. § 44-14-366.**

DeKalb County
School District

**REQUEST FOR APPROVAL OF "AFTER THE FACT" TRANSACTION**

An "After-the Fact" is an unauthorized transaction that has been made without prior issuance of an approved expense claim, approved purchase order, or use of a Purchasing Credit Card. An attempt is then made to initiate an expense claim or purchase order to pay for the expense. Such a transaction violates purchasing guidelines; and in turn creates financial liability and risk for the district.

**Unauthorized travel, and/or purchase of goods and services are defined as:**

- Expense claims entered in Munis for reimbursement, after travel has taken place
- Purchasing procedures were not in accordance with Board Policy DJE and Regulation DJE-R-(1) Purchasing
- Appropriate approvals to order or obtain goods and services were not obtained prior to making a purchase. (Local, Budget Unit Manager, and Finance approval)
- Travel, goods, and/or services were obtained without prior approval and/or issuance of a valid DCSD approved expense claim, or purchase order

**Emergency Purchase** is defined as any situation that threatens to jeopardize the health, welfare or safety of students, staff, the District or the public or the loss of an essential District service, including but not limited to interruption of the instructional program.

The **Budget Unit Manager's** Signature is required for all **unauthorized travel or purchases** made by DCSD schools and departments. Unauthorized financial commitments require that any **invoice** submitted **"After the Fact"** must be accompanied by a justification statement for the deviation from policy. The expense claim and/or purchase order will not be approved by the Division of Finance, Vendor Services Department without this signed document.

**Person Responsible for travel or goods/services:** Donta' Collins
Printed Name

02/16/2026
Date of Travel or Delivery of Goods/Services

Regional Project Manager
Title

**Location #** 752 **Expense Claim #** ELC #13 **Requisition #**________

**Justification for Deviation from Policy:**

Due to lack of funds in current cost code, the existing pay application was held until a budget reallocation was processed and new funds was transferred.

(Attach sheet if necessary)

To ensure this does not happen again, all future projects will have available funds allocated to cover the quote project cost.

Submitted by: [signature] Date: 02/16/2026

Immediate Supervisor Name: [signature] Signature: [signature] Date: 3.10.26

Budget Unit Manager Name: Gia Jennings Signature: [signature] Date: 3/11/26

Chief/Deputy Chief Name: ERICK HOFSTETTER Signature: [signature] Date: 3.16.20

Attach the form to the Expense Claim or Requisition

# THE DEKALB COUNTY BOARD OF EDUCATION
## CONSTRUCTION CONTRACT CHANGE ORDER
(General Contractor)

**Project Name: Early Learning Center HVAC and Controls Replacement**
**Project No.: F300CIP.01030.GENCONTR.0193**
**Change Order No.:03**
**Date: 6/25/2025**

| | |
|---|---|
| **Contractor:** | **Evergreen Construction**<br>3200 Cobb Galleria Pkwy Suite 240<br>Atlanta, GA 30339<br>(the "Contractor") |

**Project Description:** Early Learning Center HVAC and Controls Replacement

**Reason for Change:** Existing conditions, Changes requested by owner.

**The Contract for the above-referenced Project is hereby amended to provide for the following described change(s) upon the terms set forth below:**
**Scope of Work (for this change):**
1. Replacement of Cooling Tower Heat Exchanger - **$140,683.00**

**Total: $140,683.00**

| **Contract Amount:** | | |
|---|---|---|
| | Original Contract Price: | $ 6,692,898.00 |
| | Previous Change Orders (Nos. 1-2): | $ 368,898.00 |
| | Current Contract Price (with Change(s)): | $ 7,061,796.00 |
| | Amount of this Change Order: | $ 140,683.00 |
| | Revised Contract Price: | $ 7,202,479.00 |

| **Contract Time:** | | |
|---|---|---|
| | Original Substantial Completion Date: | August 14, 2024 |
| | ~~Increase/(Decrease)~~ in calendar days by previous Change Order(s): | 0 |
| | Increase/(~~Decrease~~) in calendar days by this Change Order: | 373 |
| | Revised Substantial Completion Date: | August 22, 2025 |

**Attachments (Incorporated by Reference):**

**CLAIM IDENTIFICATION OR WAIVER**
The Contractor has no claims arising out of or related to the Project for any (i) costs, expenses, profit, overhead, direct damages, consequential damages or increase in the Contract Price or (ii) delay or impact to the Contractor or the Project except as identified as follows:

and any and all claims that are not identified hereinabove by the Contractor are hereby waived by the Contractor.

***Signatures are included on the following page.***

As changed hereinabove, the Contract for the above-referenced Project shall continue in full force and effect.

Agreed to by the Contractor:

*Wilm F McCorkl* ____________________ *6-30-25*

Bill McCorkle – Evergreen Construction — Date
Vice President

Recommended for Acceptance by Architect:

____________________ ________

Olu Oshinubi – Epsten Group — Date
Architecture Department Manager

Recommended for Acceptance by Project Manager:

*KhBooth* ____________________ *20-Apr-26*

Khal Booth — Date
Project Manager

____________________ ________

Artis Johnson — Date
Program Director
Operations

____________________ ________

Keith Ball — Date
Executive Director – Capital Improvements & Facilities

____________________ ________

Erick Hofstetter — Date
Chief Operating Officer

**Approved by The DeKalb County Board of Education:**

____________________ ________

Dr. Norman C. Sauce III — Date
Interim Superintendent

____________________ ________

Mrs. Deirdre P. Pierce — Date
Board Chair

| | | |
|---|---|---|
| **Board of Education Approval:** (Required Over $100,000) | **Date:** N/A | **Item No.:** N/A |

***Early Learning Center HVAC and Controls Replacement – Change Orders Overview***

**PURPOSE**

To provide an overview of Change Orders Nos. 1, 2, and 3 associated with the Early Learning Center HVAC and Controls Replacement project and document the justification, cost impacts, and funding responsibility.

**BACKGROUND**

The Early Learning Center HVAC and Controls Replacement project has required three change orders to address owner-requested scope adjustments, system performance corrections, and an emergency equipment failure identified after project completion.

***Change Order No. 1***

Change Order No. 1, in the amount of **$344,416.00**, was **ratified by the Board on November 11, 2024**. This change order incorporated owner-requested items, RFIs, design development refinements, unforeseen conditions, and coordination issues encountered during construction. These items were necessary to align installed systems with functional and operational requirements.

***Change Order No. 2***

Change Order No. 2 totaled **$24,482.00** and addressed additional ductwork required in the girls' and boys' restrooms. During testing and balancing, airflow deficiencies were identified at the return ductwork. The additional ductwork was required to correct cubic feet per minute (CFM) deliverables and ensure proper ventilation and system performance.

***CHANGE ORDER NO. 3 – DESCRIPTION***

**Change Order No. 3** addresses the **replacement of the cooling tower heat exchanger** at a cost of **$140,683.07**.

On **May 14, 2025**, the school reported excessive indoor temperatures in multiple classrooms. An investigation conducted by DCSD HVAC staff, Evergreen Construction, and Georgia Mechanical determined that the cooling tower heat exchanger had failed due to freeze damage. A walkthrough on **May 30, 2025**, confirmed that the cooling tower had not been fully drained during winterization, resulting in cracking of the heat exchanger.

As winterization is a maintenance responsibility, the manufacturer classified the failure as maintenance-related and denied warranty coverage.

***JUSTIFICATION***

At the time of the failure, extreme heat conditions created an urgent life-safety concern for students, staff, and teachers. The previous leadership authorized immediate procurement of a replacement heat exchanger and directed the team to complete installation before the start of the school year to avoid occupying an unconditioned building. The original lead time for the heat exchanger was approximately **six to eight weeks**, plus installation and commissioning time.

Following the warranty denial, it was proposed that the repair costs be covered through maintenance budget funds, as the project was complete and the failure was unrelated to construction workmanship. Evergreen Construction was instructed to separate labor and material costs so payments could be processed independently.

**FINANCIAL IMPACT**

- Change Order No. 1 (Ratified 11/11/2024): **$344,416.00**
- Change Order No. 2: **$24,482.00**
- Change Order No. 3: **$140,683.07**

Supporting documentation has been provided to substantiate responsibility for Change Order No. 3.

DISRUPTING FOR EXCELLENCE
NEW LEVELS
NEW HEIGHTS

Robert R. Freeman Administrative Complex
1701 Mountain Industrial Boulevard
Stone Mountain, GA 30083

**MEMORANDUM**

TO: Mr. Erick Hofstetter, Chief Operating Officer
Division of Operations

FROM: Dr. Devon Q. Horton, Superintendent
Office of the Superintendent

DATE: November 11, 2024

RE: **Capital Improvement Project ~ Ratification ~ Evergreen Construction ~ Early Learning Center HVAC and Controls Replacement ~ Change Order No. 01 ~ Owner Requested Items and Unforeseen Conditions (Not to exceed $344,416)**

At its business meeting on Monday, November 11, 2024, the DeKalb Board of Education approved a Ratification / **budget reallocation in the amount of $344,416 from Local Capital Projects Fund to the Contractor cost code.**

It is also **approved Change Order No. 1 to Evergreen Construction** for the **Early Learning Center HVAC and Controls Replacement** project that will be funded by the budget reallocation.

Please take the appropriate action to affect this directive of the Board.

DQH:cm

c: Ms. Carla Smith, Executive Director, Vendor Services, Division of Finance
Ms. Latrice Brown-Shropshire, Purchasing Assistant, Division of Finance

# THE DEKALB COUNTY BOARD OF EDUCATION
## CONSTRUCTION CONTRACT CHANGE ORDER

Evergreen Construction

**Project Name:** Early Learning Center
**Project No.:** 23-752-026
**Change Order No.:** 1
**Date:** 08/29/2024

**Contractor:** Evergreen Construction
3200 Cobb Galleria Pkwy Ste. 240
Atlanta, Ga 30339 Phone: 678-244-6500
(the "Contractor")

**Project Description:** HVAC & Controls Replacement
**Reason for Change:** Various RFI responses, Unforeseen Conditions, Design Development, and Coordination.

**The Contract for the above-referenced Project is hereby amended to provide for the following described change(s) upon the terms set forth below:**

| PCO# DESCRIPTION | $ COSTS |
|---|---|
| IOC-004 RFI-008 Disconnect Switches for WSHP's- | $7,675.00 |
| IOC-003 (Internal) Abatement Unit Rates Associated with ACM Reports Provided by DCSD- | $0.00 |
| IOC-002 RFI#004 - FCU-1 Information Required | $20,578.00 |
| IOC-001 RFI #002 - HVAC Equipment and Electrical Coordination | $0.00 |
| 26 Clean Drain Line | $1,048.00 |
| 25 Boiler- Added items per State Inspector | $6,560.00 |
| 24 Repairing Kitchen Receptacles and service line under kitchen hood | $1,214.00 |
| 23 RFI#-22- Adding Heat Trace for Cooling Tower Exterior Piping | $1,006.00 |
| 21 RFI-6- Watchdog Alarm System | ($13,696.00) |
| 19 RFI -20 Sheet M-101A Transfer Grilles In Area A Classroom Bathrooms | $0.00 |
| 018 RFI-#18 Existing WSHP In Dry Food Storage | $0.00 |
| 016 RFI#016-Exhaust Fans 5, 9, and 10 Existing Conditions | $0.00 |
| 014 Penetrating the Tectum Ceiling for Decking Hangers (T&M) | $0.00 |
| 13C RFI# - 018-Relocate WSHPs to Classrooms & RFI# -19 Add Condensation Pump | $86,259.00 |
| 12 Relocation and Cleaning – School Demobilization and Remobilization | $138,197.00 |
| 011 Demo Existing Gas Pipe | $2,262.00 |
| 10 RFI #012 - Wall Rating Requirements | $13,997.00 |
| 009 RFI #010 - New Exhaust Fan #11 Rated at 208 Volts | $0.00 |
| 007 RFI #07 and #09 - New Structural Details Supports for Cooling Tower and RTUs | $33,535.00 |
| 006 New Lights in Rooms 114, 115 and 117 | $8,733.00 |
| 005 Hanging Low Voltage Wiring (T&M) | $5,158.00 |
| 03B Abatement of Asbestos Containing Materials (ACM) | $31,890.00 |
| | Total: **$344,416.00** |

**Contract Amount:**

| | |
|---|---|
| Original Contract Price: | $6,692,898.00 |
| Previous Change Orders () | $0.00 |
| Current Contract Price (with Change(s)): | **$6,692,898.00** |
| Amount of this Change Order: | $344,416.00 |
| Revised Contract Price: | **$7,037,314.00** |

**Contract Time:**

| | |
|---|---|
| Original Substantial Completion Date | **08/14/2024** |
| Increase/(Decrease) in calendar days by previous Change Order(s): | 0 |
| Increase/(Decrease) in calendar days by this Change Order: | 0 |
| Revised Substantial Completion Date: | N/A |

**Attachments (Incorporated by Reference):**

### CLAIM IDENTIFICATION OR WAIVER

The Contractor has no claims arising out of or related to the Project for any (i) costs, expenses, profit, overhead, direct damages, consequential damages or increase in the Contract Price or (ii) delay or impact to the Contractor or the Project except as identified as follows:

As changed hereinabove, the Contract for the above-referenced Project shall continue in full force and effect.

Agreed to by the Contractor:

William F. McCorkle
Vice President – Evergreen Construction

10-10-24
Date

Recommended for Acceptance by Architect:

Olu Oshinubi
Architecture Department Manager – Epstein Group

10/10/2024
Date

Recommended for Acceptance by Program Director:

Donta' Collins
DCSD Project Manager

10/11/24
Date

Richard Boyd
Director of Design & Construction

10/11/24
Date

Erick Hofstetter
Chief Operating Officer

10.11.24
Date

**Approved by The DeKalb County Board of Education:**

Dr. Devon Q. Horton
Superintendent

12-11-24
Date

Mr. Diijon DaCosta Sr.
Board Chair

12.13.24
Date

| | | | | |
|---|---|---|---|---|
| **Board of Education Approval:** **(Required Over $100,000)** | **Date:** | N/A | **Item No.:** | N/A |

DeKalb County
School District

# DeKalb County School District

**DESIGN & CONSTRUCTION**
1780 Montreal Road
Tucker, GA 30084-6705
(678) 676-1345

**Dr. Devon Horton**
SUPERINTENDENT

## Routing/Transmittal Form

Project: Early Learning Center Elementary HVAC Replac
Project No: F300CIP.01530.GENCONTR.5068
Contractor: Evergreen Construction
Architect: Espten Group
Originator: Donta' Collins
Date: May 28, 2025

## DOCUMENT ATTACHED

**Design/Construction Phase**

- [ ] **Contract Award Package:** *(Reason Below)*
  - [ ] *Notice of Award*
  - [ ] *Notice to Proceed*
  - [ ] *Original Contract*
- [ ] **Mandatory Addendum to Owner Architect Agreement - State Capital Outlay**
- [ ] **Work Authorization**
- [ ] **Request for Proposal/Invitation to Bid Package**
  - [ ] *Review*
  - [ ] *Signature*
- [ ] **Design Contract Additional Services Request**
- [x] **Change Order**
- [x] **Change Order Request:** *(Reason Below)* — **COR Amount** 24,482.00
- [ ] **Amendment** — **Amendment Amount** ______
  - [ ] *Owner Request*
  - [ ] *Errors/Omissions*
  - [ ] *Unforeseen Conditions*
  - [ ] *Regulatory Change*
  - *Other (Specify):* ______
- [ ] **Review of Drawings or Specifications**
- [ ] **Finish Board/Color Boards**
- [ ] **Plaque Dedication Authorization**
- [ ] **Project Close-Out:** *(Reason Below)*
  - [ ] *Release of Retainage*
  - [ ] *Recommendation of Acceptance*
  - [ ] *Report of Substantial Completion*
  - [ ] *Certificate of Substantial Completion*
- [ ] **Other:** ______

Notes: Additional ductwork is required for the girls' and boys' restrooms to correct CFMs at the return duct.

## REVIEWERS & APPROVALS

*Please Fill In Appropriately and Forward to the Next Approver*

| Review | Approve | | |
|---|---|---|---|
| ● | ● | Regional Project Manager | Donta' Collins — APPROVED By E2017... at 2:19 pm, May 28, 2025 [signature] |
| ● | ● | Senior Project Manager | Chante Lemon [signature] |
| ● | ● | Director-Capital Improvements & Facilities | Keith Ball [signature] 6.2.25 |
| ○ | ● | Chief Operating Officer | Eric Hofstetter [signature] 6.10.25 |
| ○ | ○ | | |
| ○ | ○ | | |
| ○ | ○ | | |

Outlook

## RE: [EXTERNAL]RE: Early Learning Center Change Order

**From** Donta' Collins (Operations) <Donta'_Collins@dekalbschoolsga.org>
**Date** Thu 16-Apr-26 9:24 PM
**To** Artis Johnson (Operations) <Artis_L_Johnson@dekalbschoolsga.org>; Khal Booth (Operations) <Khal_Booth@dekalbschoolsga.org>
**Cc** Chris Webb (Operations) <Chris_B_Webb@dekalbschoolsga.org>; Sakita Fleet (Mountain Industrial Center) <Sakita_Fleet@dekalbschoolsga.org>; Erick Hofstetter (Operations) <Erick_Hofstetter@dekalbschoolsga.org>; Keith Ball (Operations) <Keith_Ball@dekalbschoolsga.org>

3 attachments (3 MB)

PCO-28 Replacement of Cooling Tower Heat Exchanger.pdf; [EXTERNAL]Early Learning Center - PCO-28 & PCO-29 Labor & Material Cost For Replacement of Cooling Tower Heat Exchanger; [EXTERNAL]Early Learning Center - Walkthrough of HVAC Equipment;

Good morning Artis,

There is no board action associated with this change order; however, the DCSD change order process was initiated. At the time of the cooling tower damage, Richard Boyd authorized the work to procure a new heat exchanger and make every effort to complete the installation before the end of summer. The original lead time for the heat exchanger was approximately eight weeks. Due to the extreme heat conditions in the building, this situation was treated as a life safety and emergency matter. Richard's priority was to ensure that teachers, staff, and students would not begin the school year in an unconditioned building.

I have attached supporting documentation outlining why these costs are being attributed to the District. I also previously provided a hard copy of the change order for your reference.

On May 14, 2025, the school reported that multiple classrooms were experiencing excessive heat. The following day our HVAC technicians and Evergreen Construction investigated the issue and determined that the heat exchanger in the cooling tower was leaking. On May 30, 2025, DCSD conducted a walkthrough with Evergreen Construction and GA Mechanical to assess the damage and determine whether the repairs would be covered under warranty.

As part of standard winterization procedures, the DCSD HVAC team was responsible for draining the heat exchanger and cooling tower systems to prevent freezing. Unfortunately, the cooling tower was not drained, and as a result, the manufacturer classified the issue as maintenance-related and denied warranty coverage.

Following this determination, It was proposed to Bobby that the repair costs be covered using maintenance budget funds, since the project was completed and the failure was attributed to improper winterization. I was then instructed to request that Evergreen separate the change order into labor and material costs so they can be paid independently.

**Donta' Collins**

**Regional Project Manager II**

DeKalb County School District

Operations Department

1780 Montreal Road

Tucker, GA 30084

678.676.1466 (o) | 404.840.4818 (c) | 678.676.1350 (f)

donta'_collins@dekalbschoolsga.org

*Our mission is to provide exemplary support*
*services to enhance student growth and achievement.*

**From:** Artis Johnson (Operations) <Artis_L_Johnson@dekalbschoolsga.org>
**Sent:** Thursday, April 9, 2026 8:52 AM
**To:** Khal Booth (Operations) <Khal_Booth@dekalbschoolsga.org>; Donta' Collins (Operations) <Donta'_Collins@dekalbschoolsga.org>
**Cc:** Chris Webb (Operations) <Chris_B_Webb@dekalbschoolsga.org>; Sakita Fleet (Mountain Industrial Center) <Sakita_Fleet@dekalbschoolsga.org>; Erick Hofstetter (Operations) <Erick_Hofstetter@dekalbschoolsga.org>; Keith Ball (Operations) <Keith_Ball@dekalbschoolsga.org>
**Subject:** Re: [EXTERNAL]RE: Early Learning Center Change Order
**Importance:** High

Good morning Donta,

I hope you are doing well.

When you have a moment, could you please provide a copy of the Board action related to this matter for our records? Additionally, I would appreciate clarification on who within District leadership authorized the work to proceed prior to formal Board approval. At present, I do not see any correspondence from Keith Ball or Chief Hofstetter within the existing email chain, and I want to ensure we have a complete and accurate understanding of the decision-making process.

Please understand that I am not questioning the decision itself; however, given the District's established governance protocols, it is important that we clearly document the basis under which standard procedures were bypassed. Specifically, if this was treated as an emergency or exigent circumstance, we should ensure that the appropriate justification is formally captured and aligned with District policy and procurement requirements.

In addition, could you please provide the formal determination or supporting documentation outlining why these costs are being attributed to the District? It would be helpful to understand the contractual or operational rationale, including whether this was deemed an unforeseen condition, a life-safety issue, or otherwise necessary to protect the schedule or occupants.

From a program controls and audit perspective, maintaining a clear and well-documented record of authorization, justification, and cost responsibility is essential—particularly in instances where actions precede Board approval. This will support any future reviews, and protect the District's position moving forward.

Thank you in advance for your assistance on this. Please let me know if it would be helpful to discuss further.

Sincerely,


Artis Johnson

Program Director

DeKalb County School District

O : 404 790-8985

DeKalb County
School District


---

**From:** Khal Booth (Operations) <Khal_Booth@dekalbschoolsga.org>
**Sent:** Wednesday, April 8, 2026 3:07 PM
**To:** Artis Johnson (Operations) <Artis_L_Johnson@dekalbschoolsga.org>
**Cc:** Chris Webb (Operations) <Chris_B_Webb@dekalbschoolsga.org>; Artis Johnson (Operations) <Artis_L_Johnson@dekalbschoolsga.org>; Sakita Fleet (Mountain Industrial Center) <Sakita_Fleet@dekalbschoolsga.org>
**Subject:** Fw: [EXTERNAL]RE: Early Learning Center Change Order

Artis,
Good afternoon, please see attached OCO #3 for your review and reference from Evergreen Construction regarding damaged coils. Please let me know if there is anything additional required.

Best regards,

Khal


**Khal Booth**

Project Manager

1780 Montreal Road

Tucker, GA 30084

Mobile: 404.308.9940

DeKalb County
School District

---

**From:** Donta' Collins (Operations) <Donta'_Collins@dekalbschoolsga.org>
**Sent:** Wednesday, April 8, 2026 1:11 PM
**To:** Khal Booth (Operations) <Khal_Booth@dekalbschoolsga.org>
**Subject:** FW: [EXTERNAL]RE: Early Learning Center Change Order

**Donta' Collins**
**Regional Project Manager II**
DeKalb County School District
Operations Department
1780 Montreal Road
Tucker, GA 30084
678.676.1466 (o) | 404.840.4818 (c) | 678.676.1350 (f)
donta'_collins@dekalbschoolsga.org

*Our mission is to provide exemplary support*
*services to enhance student growth and achievement.*

**From:** Steve Hall <shall@evergreencorp.com>
**Sent:** Tuesday, July 1, 2025 9:18 AM
**To:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Cc:** Chante Lemon (Dept-Plant Services) <Chante_Lemon@dekalbschoolsga.org>; Charles Adams <cadams@evergreencorp.com>
**Subject:** FW: [EXTERNAL]RE: Early Learning Center Change Order

Donta,

Please see the attached signed change order and authorization form.

Steve Hall LEED GA | Sr. Project Manager

3200 Cobb Galleria Parkway, Suite 240 | Atlanta, GA 30339 | www.evergreencorp.com
o. 678.244.6544 | m. 404.825.5500 | shall@evergreencorp.com

EVERGREEN
CONSTRUCTION

**From:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Sent:** Thursday, June 26, 2025 1:10 PM
**To:** Steve Hall <shall@evergreencorp.com>
**Cc:** Charles Adams <cadams@evergreencorp.com>; Chante Lemon (Dept-Plant Services) <Chante_Lemon@dekalbschoolsga.org>
**Subject:** RE: [EXTERNAL]RE: Early Learning Center Change Order

Steve,

Yes, we would like to proceed. Attached is a Field Order Authorization Form that needs Bill's signature as well. This form will allow us to proceed simultaneously with the change order and Board Agenda Item.

Thank you,

**Donta' Collins**
**Regional Facilities Maintenance Manager**
DeKalb County School District
Operations Department
1780 Montreal Road
Tucker, GA 30084
678.676.1466 (o) | 404.840.4818 (c) | 678.676.1350 (f)
donta'_collins@dekalbschoolsga.org

*Our mission is to provide exemplary support services to enhance student growth and achievement.*

**From:** Steve Hall <shall@evergreencorp.com>
**Sent:** Thursday, June 26, 2025 10:40 AM
**To:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Cc:** Charles Adams <cadams@evergreencorp.com>
**Subject:** RE: [EXTERNAL]RE: Early Learning Center Change Order

Are we being asked to proceed with this change order ahead of the board meeting approval?

Steve Hall
C: 813.523.4982

**From:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Sent:** Thursday, June 26, 2025 10:29 AM
**To:** Steve Hall <shall@evergreencorp.com>
**Cc:** Charles Adams <cadams@evergreencorp.com>
**Subject:** Re: [EXTERNAL]RE: Early Learning Center Change Order

Steve,

Yes, this will have to go before the board for approval. It will be the August Board meeting. July board meeting deadline has already passed.


**Donta' Collins**

**Regional Project Manager**

DeKalb County School District
Operations - Design & Construction Dept.

1780 Montreal Road

Tucker, GA 30084

678.676.1466 (o) | 404.840.4818 (c) | 678.676.1350(f)

donta'_collins@dekalbschoolsga.org


*Our mission is to provide exemplary support*

*services to enhance student growth and achievement.*

---

**From:** Steve Hall <shall@evergreencorp.com>
**Sent:** Thursday, June 26, 2025 10:24:08 AM
**To:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Cc:** Charles Adams <cadams@evergreencorp.com>
**Subject:** [EXTERNAL]RE: Early Learning Center Change Order

Donta, good morning. I had a question regarding this change. Will this need to go to board approval? If so, what board meeting is the plan for it to go to?

Steve Hall LEED GA | Sr. Project Manager
3200 Cobb Galleria Parkway, Suite 240 | Atlanta, GA 30339 | www.evergreencorp.com
o. 678.244.6544 | m. 404.825.5500 | shall@evergreencorp.com

**From:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Sent:** Thursday, June 26, 2025 9:55 AM
**To:** Charles Adams <cadams@evergreencorp.com>
**Subject:** Early Learning Center Change Order

Charles,

Per our conversation attached is the change order form that needs Bill's signature.

Thank you

**Donta' Collins**
**Regional Facilities Maintenance Manager**
DeKalb County School District
Operations Department
1780 Montreal Road
Tucker, GA 30084
678.676.1466 (o) | 404.840.4818 (c) | 678.676.1350 (f)
donta'_collins@dekalbschoolsga.org

*Our mission is to provide exemplary support*
*services to enhance student growth and achievement.*

**From:** testmailbox@dekalbschoolsga.org <testmailbox@dekalbschoolsga.org>
**Sent:** Thursday, June 26, 2025 9:57 AM
**To:** Donta' Collins (Dept-Plant Services) <Donta'_Collins@dekalbschoolsga.org>
**Subject:** Attached Image

EVERGREEN
CONSTRUCTION

June 11, 2025

Mr. Donta Collins
**Dekalb County School District**
1780 Montreal Road
Tucker, GA

RE: Early Learning Center - HVAC Replacement
PCO #28 – Replacement of Cooling Tower Heat Exchanger

Dear Donta:

As outlined in my attached email dated 5/31/25, Evergreen Construction and our HVAC subcontractor met with DeKalb County School's HVAC maintenance division and Michael Burdette to further evaluate the continued stated issues relating to the cooling tower on Friday, 05/30/25. During this meeting, it was determined that the cooling tower issues were related to damages to the heat exchanger. It was found that the heat exchanger had cracked through the winter freezing temperatures as it was not properly drained. As agreed, and understood, DCSD maintenance is required to drain the heat exchanger and cooling tower systems each winter to ensure protection from the freezing temperatures. Unfortunately, as this is a maintenance related issue, the manufacturer will not cover the damages under the warranty.

As requested, enclosed is our proposal to replace the heat exchanger in the cooling tower. While we are working to address this issue as quickly as possible, the replacement heat exchanger has an approximate 8-week lead time along with 2-weeks of onsite installation.

This Potential Change Order (PCO-28) results in an added cost of **$ 140,683.00** to the current contract value. Please note that this change does not include or account for material escalation/expediting should the work be impacted due to unforeseen schedule impacts.

Should you have any questions or need additional information, please do not hesitate to contact me at **(678) 860-1147**.

Sincerely:

Charles Adams

Charles Adams
Assistant Project Manager
Enclosure(s)

cc: Steve Hall – Evergreen Construction

**EVERGREEN CONSTRUCTION**

# PCO #28

Evergreen Construction
3200 Cobb Galleria Parkway, Suite 240
Atlanta, Georgia 30339
Phone: (678) 244-6500

**Project:** 2023-014 - Early Learning Center
797 Fayetteville Road SE
Atlanta, Georgia 30316

# Prime Contract Potential Change Order #28: Replacement of Cooling Tower Heat Exchanger

| | | | |
|---|---|---|---|
| **TO:** | The DeKalb County Board of Education<br>1701 Mountain Industrial Blvd<br>Stone Mountain, Georgia 30083 | **FROM:** | Evergreen Construction<br>3200 Cobb Galleria Parkway, Suite 240<br>Atlanta, Georgia 30339 |
| **PCO NUMBER/REVISION:** | 28 / 0 | **CONTRACT:** | 2023-014 - Early Learning Center, HVAC and Controls Replacement |
| **REQUEST RECEIVED FROM:** | | **CREATED BY:** | Charles Adams **(Evergreen Construction)** |
| **STATUS:** | Pending - In Review | **CREATED DATE:** | 6/11/2025 |
| **REFERENCE:** | | **PRIME CONTRACT CHANGE ORDER:** | None |
| **FIELD CHANGE:** | No | | |
| **LOCATION:** | Roof>Area B>Cooling Tower | **ACCOUNTING METHOD:** | Amount Based |
| **SCHEDULE IMPACT:** | 0 days | **PAID IN FULL:** | No |
| **EXECUTED:** | No | **SIGNED CHANGE ORDER RECEIVED DATE:** | |
| | | **TOTAL AMOUNT:** | $140,683.07 |

**POTENTIAL CHANGE ORDER TITLE:** Replacement of Cooling Tower Heat Exchanger

**CHANGE REASON:** Existing Condition

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*
CE #028 - Replacement of Cooling Tower Heat Exchanger

**ATTACHMENTS:**

| # | Budget Code | Description | Amount | Payroll Taxes & Insurance (35.32% Includes Cost Type (1)) | Subtotal |
|---|---|---|---|---|---|
| 1 | 15-99-100.S H.V.A.C..Subcontract | Replace Heat Exchanger | $130,571.89 | $0.00 | $130,571.89 |
| | | **Subtotal:** | **$130,571.89** | **$0.00** | **$130,571.89** |
| | | | | Subcontractor General Liability Insurance (0.34% ): | $443.94 |
| | | | | Pollution Insurance ( ≈ 0.09% ): | $111.77 |
| | | | | Builders Risk Insurance.Materials ( ≈ 0.16% ): | $205.00 |
| | | | | Management Software (0.24% ): | $313.37 |
| | | | | Subcontractor Default Insurance (1.28% ): | $1,671.32 |
| | | | | EVERGREEN Markup Subcontracts (5.00% ): | $6,665.86 |
| | | | | EVERGREEN Markup Self-Perform (10.00% ): | $0.00 |
| | | | | Bond (0.50% ): | $699.92 |
| | | | | **Grand Total:** | **$140,683.07** |

**Neal Ridgel (Epsten Group)**
101 Marietta Street NW Suite 2600
Georgia 30303

**The DeKalb County Board of Education**
1701 Mountain Industrial Blvd
Stone Mountain, Georgia 30083

**Evergreen Construction**
3200 Cobb Galleria Parkway, Suite 240
Atlanta, Georgia 30339

| | | | | | |
|---|---|---|---|---|---|
| **SIGNATURE** | **DATE** | **SIGNATURE** | **DATE** | **SIGNATURE** | **DATE** |

## Charles Adams

**From:** Charles Adams
**Sent:** Saturday, May 31, 2025 9:54 AM
**To:** Donta' Collins (DEPT OF FACILITIES & OPERATION); Michael Burdette (Dept-Plant Services); Tommy Sanders; Jacob Westmoreland
**Cc:** Steve Hall; John Andrews; justin_c_thurman@dekalbschoolsga.org
**Subject:** Early Learning Center - Walkthrough of HVAC Equipment

Good Morning Team,

I apologize for the delay on following up with an email after yesterday's walk as I had an emergency to deal with.

Attendees:
Michael Burdette – DCSD
Justin Thurman – DCSD
Donta Collins – DCSD
Charles Adams – Evergreen Construction
Tommy Sander – Georgia Mechanical Inc.
John Andrews – Georgia Mechanical Inc.
Jacob Westmoreland – Georgia Mechanical Inc.
Josh Trinkle – Georgia Mechanical Inc.

After Georgia Mechanical and DeKalb County Schools' HVAC team inspected the cooling tower to discuss the heat exchanger damage, it is clear that the damage occurred from freezing water. The manufacturer will not be able to cover this under warranty, and there will be a cost to replace and repair the damage. DCSD is aware of the damage and the responsibility to repair the heat exchanger. Georgia Mechanical is working closely with the manufacturer, BAC, to provide a cost and lead time for a replacement. Evergreen Construction and GMI will work closely to finalize this cost and provide it to DCSD as soon as possible to receive approval before June 12th. Along with the heat exchanger, GMI will perform additional work on the drainage system to ensure accessibility is easier for DCSD maintenance to drain the cooling tower during winter.

While on the roof and discussing the make-up air unit providing heat in the kitchen. I reviewed the drawings and submittal to verify that the system is indeed supplied with natural gas, and when the air is below 65 degrees Fahrenheit, the heat will turn on. I made the mistake and confused the complaints I had received about the air temperature in the kitchen. The kitchen staff was complaining that it was too hot in the kitchen due to the make-up air pulling outside air that would be hot during the hotter seasons, and the option for cooling was not added to the make-up air unit. RTU-5 services the kitchen, and test & balance corrected the CFM's and Control Concepts Inc. lowered the set point in the kitchen to accommodate the temperature back in September.

As we continued our walk, Evergreen and GMI were taken into the pump room, where one of the pumps for the cooling tower was making a high-pitched noise when operating. GMI will have a technician service the pump and resolve the issue.

DCSD also brought it to Evergreen Construction and Georgia Mechanical's attention that the Art Room #113 WSHP is still making a loud noise when operating, even after the motor was replaced. GMI will provide a technician to diagnose the issue and inform Evergreen.

Once we made our walk to Sector D, Georgia Mechanical informed DCSD that there are 3 wall-hung BARD units in the third wing that are having the compressors replaced under warranty. Once the new compressors are received, GMI will replace and test to ensure these 3 BARD units are operating correctly.

Lastly, in the last wing, Michael Burdette commented on the finished look of the ductwork coming out from the top of the floor-mounted BARD units. I informed him that this was brought up before, and the discussion was that students were not utilizing these rooms, and that the units prior didn't have anything covering the ductwork. To accommodate this undesirable look, DCSD is providing Georgia Mechanical with the dimensions of the area to be covered, and GMI will build a metal cover for DCSD to install and paint.

Thank you for everybody that was able to come out and discuss the issues being raised at Early Learning Center, and if there is anything anyone would like to add please feel free to do so in this email chain.

Regards,

Charles Adams | Assistant Project Manager
3200 Cobb Galleria Parkway, Suite 240, Atlanta, GA 30339 | www.evergreencorp.com
Office (Direct): 678.244.6556 | Cell: 678.860.1147 | cadams@evergreencorp.com
EVERGREEN
CONSTRUCTION

**GEORGIA MECHANICAL, INC.**

Heating • Air Conditioning • Refrigeration
COMMERCIAL • INDUSTRIAL • FOOD SERVICE

**Project:** Dekalb Early Learning
**Change Request #:**
**Description:** Replacement AM section of the custom closed curcuit tower. Georgia Mechanical is providing pricing only all parts and labor will be provided by BAC the tower manufacturer. Currenty the parts can be provided in 4 weeks

**Project Number**
**Description**
Date

MATERIAL

| | Item Description | Qty | Type | Unit Cost | Subtotal | Cost Code |
|---|---|---|---|---|---|---|
| 1 | JMP Quote 98366/1 dated 6/2/25 | 1 | | 69,681.00 | 69,681.00 | |
| 2 | | 0 | | 0.00 | 0.00 | |
| 3 | | 0 | | 0.00 | 0.00 | |
| | Subtotal | | | | 69,681.00 | |
| | Sales Tax (If not included) | | | 8.5% | 5,922.89 | |
| | Total Material | | | | | 75,603.89 |

LABOR

| | Item Description | Qty | Type | Unit Cost | Subtotal | Cost Code |
|---|---|---|---|---|---|---|
| 1 | JMP labor proposal dated 6/3/25 | 1 | lot | 54968.00 | 54,968.00 | |
| 2 | | | hours | 0.00 | 0.00 | |
| 3 | | | hours | 0.00 | 0.00 | |
| | Subtotal | | | | 54,968.00 | |
| | Labor Burden | | | 0.0% | 0.00 | |
| | Total Labor | | | | | 54,968.00 |

EQUIPMENT

| | Item Description | Qty | Type | Unit Cost | Subtotal | Cost Code |
|---|---|---|---|---|---|---|
| 1 | | 0 | weeks | | 0.00 | |
| 2 | | | i.e. week | | 0.00 | |
| 3 | | | i.e. month | | 0.00 | |
| | Total Equipment | | | | | 0.00 |

TIERED SUBCONTRACTORS

| | Tiered Subcontractor | Subtotal | Cost Code |
|---|---|---|---|
| 1 | | 0.00 | |
| 2 | | 0.00 | |
| 3 | | 0.00 | |
| | Total Tiered Subcontractor Cost | | 0.00 |

TOTALS

| | | |
|---|---|---|
| Subtotal Subcontractor's Work | | 130,571.89 |
| OH & P on Subcontractor's Work | 0% | 0.00 |
| Total Subcontractor's Work | | 130,571.89 |
| Subtotal on Tiered Subcontractor Work | | 0.00 |
| Sub's Markup on Tiered Subcontractors | 0.0% | 0.00 |
| Total Tiered Subcontractor Work & Markup | | 0.00 |
| **Total** | | **$130,571.89** |

Our reference: 118093/ 0

# Quotation

**Customer:**
ALL BIDDERS- US CURRENCY OFFICIAL
JESSUP
JESSUP, MD 20794
United States

**Customer Contact:**

| QUOTATION DETAILS | |
|---|---|
| **Project Name** | Dekalb Early Learning-Coil Section |
| **JMP Quote Number** | 98366 / 1 |
| **Date** | 6/2/2025 |
| **Offer validity** | 7/1/2025 |
| **For the attention of** | |

| # | Product Type | Model Number | Quantity | Unit Price ($) | Total Price ($) |
|---|---|---|---|---|---|
| 100 | AM Section-CCT/Cond; | AMS_CL - CUSTOM<br>AM Section-ClosedCircuitTower | 1 | 69,681.00 | 69,681.00 |
| | | | | **Total Net Price (USD)** | **69,681.00** |

**Notes:**

- Lead Time is 6-8 weeks ARO.
- The Quote number is required to place an order.
- A Purchase Order (made out to JMP Equipment Company, LLC) with Ship To Address, Bill To Address, and Signature must be sent to the above location.
- To ensure proper parts are ordered, please provide the equipment serial and model number.

**Quotation clarification:**

1. Payment terms: 30 Days
2. Prices are quoted in USD currency
3. Bestway freight is included.
4. Applicable Sales and/or Use taxes are NOT included and will be added to the final invoice.

**Important notification**

**All orders should be addressed to:**
JMP Equipment Company, LLC
3560 Engineering Drive
Peachtree Corners, GA 30092
USA

**Please send all your orders to:**
Tim Biddy (NA - Southeast)
timb@jmpco.com

JMP

AL Contractor # 21084
GA Contractor # CN208508
NC Contractor # 16303
SC Contractor # CLM 115927

Hydronic & Steam Equipment, Pumps
Heat Exchangers & Plumbing
Water Source Heat Pumps

June 3, 2025

All Bidders

Subject: Dekalb Early Learning
BAC Coil Module Replacement

JMP Equipment Company, LLC is pleased to present the following labor proposal for the BAC coil bundle module section replacement at Dekalb Early Learning. Our proposal includes supervision, labor, welding, and materials to perform the necessary coil module replacement. The customer shall be responsible for providing the replacement coil module, electrical disconnect/reconnections of any electrical conduit as well as any piping insulation that may need to be replaced.

Our proposal includes the following sections:

- Scope of Work
- Scope of Supply
- Pricing Details

We appreciate this opportunity and look forward to working with you on this project. If we may be of further assistance or if you have any questions, please do not hesitate to call me.

Sincerely,

Tim Biddy

Tim Biddy

## Scope of Work: BAC Coil Bundle Module Replacement

JMP Equipment Company, LLC is proposing the following scope of work listed below for the replacement of the serpentine coil bundle module. No additional work will be performed without prior approval.

### Item #1: Mobilize and Set Up Jobsite

a. Complete necessary site access and badging procedures.
b. Set up the superintendent work truck and tool trailer in the designated area.
c. Set up all project equipment and tools in the designated work area.
d. Receive delivery of the coil bundle module from the customer.
e. Note: The customer must disconnect / remove any electrical conduit that may interfere with the coil module replacement in advance of the replacement.

### Item #2: Coil Bundle Module Labor Replacement (Qty 1)

a. Disconnect the inlet and outlet piping connections from the coil section.
b. Note: The customer shall be responsible for removing the existing insulation in advance of the replacement.
c. Disconnect and unbolt the existing coil bundle module section in preparation for removal.
d. Any electrical conduit or wiring that needs to be removed and/or reinstalled upon completion is the responsibility of the customer. JMP is not responsible for any electrical services.
e. Hoist the old deteriorated / damaged coil bundle module section off the existing BAC unit and place onto a dedicated customer supplied flatbed truck/trailer for disposal. Coil bundle module section disposal shall be provided by the customer.
f. Hoist the new coil bundle module section into place on the existing fluid cooler and bolt into place.
g. Weld new flanges onto the coil bundle inlet and outlet connections (if applicable).
h. Bolt the new flanges to the existing piping supply and discharge lines with new bolt and gasket kits.
i. Fill the new coil module section with water to test for leaks.
j. Note: Customer shall consult their local water treatment vendor to ensure proper water treatment program is implemented after start-up.
k. Verify the distribution spray system is properly seated and drift eliminators are tightly installed.
l. Turn the unit back over to the customer for commissioning.
m. Note: If the inlet and outlet connections need to be re-insulated, new insulation services shall be supplied and installed by others. JMP shall not be responsible for new piping insulation.

### Item # 3: Jobsite Cleanup & Demobilize

a. Place all construction debris and trash into job site dumpsters for disposal. Dumpsters will be provided by the customer.
b. Disposal of the old coil bundle module shall be provided by the customer.

### Scope of Supply

James M. Pleasants includes the following Scope of Supply for this repair:

Supervision ........ JMP
Labor ........ JMP
Materials ........ JMP
Welding Equipment & Supplies ........ JMP
BAC Coil Module ........ Customer

**Equipment**

Forklift/Lull/ Crane & Rigging ........ JMP
Trailer (material storage) ........ NA
Sanitary Facilities and Wash Stations ........ Customer
Laydown / Staging Area ........ Customer
Construction Power ........ Customer
JMP will require 120V, 30A service to operate and charge small tools
Full Time Safety Professional ........ NA
Note: Superintendent will provide safety function
Hazardous Material Transportation and Disposal ........ NA
Non-hazardous Material Transportation Disposal ........ Customer
Confined Space Attendant ........ NA
Lock-Out Tag-Out Electrical Source ........ Customer
De-Water Cold Water Basins and Re-Fill Basins ........ Customer
Piping Insulation (if applicable) ........ Customer

**Pricing Section**

JMP is providing the following pricing for the scope of work outlined above. No additional work will be performed without JMP agreed upon approval.

**Total Net Price** (Mobilization, Labor, and Supervision): .......................................................................................... **$ 54,968.00**

***Pricing Terms***

- Payment terms are net (30) days.
- Prices are valid for acceptance within (30) days of the date of the proposal.
- Crew mobilization and travel expenses are included. Project includes (1) crew mobilization. Any additions or deletions from the scope of work may require pricing modifications.
- Applicable taxes are NOT included. If the customer is tax exempt, customer must provide a tax exemption certificate with the purchase order.
- Any additions and/or deletions from the scope of work may require pricing adjustments and/or modifications.
- Work permits will be provided to JMP within 30 minutes of scheduled start time each day. Excessive and/or reoccurring delays will be charged to the Customer / Owners account.
- Confined space attendant and procedures are not included but may be provided at an additional cost of required.
- TWIC cards are not required and/or included.
- No personal air monitors are required and/or included.
- Customer is responsible for all electrical disconnect / reconnection of conduit that may need to be removed to complete the scope of work.
- Customer is responsible for removing and reinstalling any piping insulation that may be coving the supply and/or discharge piping. JMP is not responsible for installing new piping insulation (if applicable).