International Leadership of Texas, Inc.

April 20, 2022 Regular Board Meeting

Date and Time

Wednesday April 20, 2022 at 6:15 PM CDT

Location

2021 Lakeside Blvd., Richardson, TX 75082

Board of Directors of International Leadership of Texas

Meeting Notice & Mission Statement

In compliance with the Texas Open Meetings Act, the Texas Government Code, Chapter 551, timely public advance written notice (at least 72 hours before the scheduled time of the meeting) is given of the subjects to be considered by the Board of Directors of International Leadership of Texas (the "Board") and the Board will convene a Regular Open Meeting of the Board of Directors of International Leadership of Texas on the date and time set forth herein.

The Meeting will take place at 2021 Lakeside Blvd., Richardson, TX 75082.

International Leadership of Texas Board of Directors will be holding its regularly scheduled public board meeting at the date and time noticed above. Members of the public will be able to watch the meeting via the link **https://zoom.us/j/801651349** or by a link that will be posted on the ILTexas.org website (click the button "Board Meetings" to view any updates to this Notice).

If you would like to sign up to speak at the meeting, please send your name to board@iltexas.org, 24-Hours in advance of the noticed Meeting time so that we will be able to promote you to a panelist, which will allow you to speak with our board members.

It is the intent of the Board to have a quorum physically present at the above address. Board members not physically present may participate by live two-way video and audio feed in accordance with the Texas Open Meetings Act. If a quorum of the Board cannot be physically present at the above address, it is the intent to have the presiding officer physically present at the above address.

The Board hereby certifies that this notice was posted on a bulletin board or on something akin thereto or at a place readily accessible and convenient to the public at 2021 Lakeside Blvd., Richardson, TX 75082, as well as online at www.ILTexas.org. And that the meeting will be accessible at the address listed immediately above. The items on this Agenda may be taken in any order. The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

/s/ Finn Simmensen, For ILTexas' Board

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:15 PM**
	Opening Items			
	A. Record Attendance and Guests			
	B. Call the Meeting to Order			
II.	**Approve Minutes of Prior Meetings**			
	A. APPROVE MINUTES OF MARCH 30, 2022 REGULAR BOARD MEETING	Approve Minutes		
III.	**Public Speakers**			
	Board Services			
IV.	**Superintendent-CEO Report and Information Items**			
	A. SUPERINTENDENT-CEO REPORT	FYI	Eddie Conger	
	B. SCHOOL LEADERSHIP REPORT	FYI	Dr. Thomas Seaberry	

		Purpose	Presenter	Time
C.	DEPUTY SUPERINTENDENT OF ACADEMIC STUDENT SERVICES REPORT	FYI	Dr. Laura Carrasco	
D.	CHIEF ADMINISTRATIVE OFFICER REPORT	FYI	Jerry McCreight	

V. BOARD COMMITTEE REPORTS

A.	REPORT FROM FINANCE AND AUDIT COMMITTEE	Discuss	Tracy Cox	
B.	REPORT FROM NOMINATION COMMITTEE	Discuss	Dr. Lynne Beach	

VI. Executive Session

A. AUTHORIZATION — FYI

Closed Session for Any and All Reasons Permissible by Texas Law, including, but not limited to, Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.083, 551.084, pertaining to any item listed on this agenda, as permitted by applicable law.

B. CONSULT WITH ATTORNEY PURSUANT TO GOVERNMENT CODE 551.071 — Discuss

Consultation with counsel regarding pending litigation.

VII. CONSENT AGENDA

A. CONSENT AGENDA ITEMS -- SINGLE VOTE UNLESS OTHERWISE SPECIFIED — Vote

1. Approve/Ratification of contracts from March 29--April 18, 2022.
2. Approve the retention of Sutton Frost Cary LLP as auditors for the 2021-2022 School Year.
3. Approve award of Janitorial contract for 2022-2023 school year to PBS.
4. Approve the final furniture package -- adding in office, cafeteria, and miscellaneous furniture -- for BG Ramirez K-8 above and beyond the previously approved classroom furniture package,
5. Approve the Chromebook charging cabinets package for BG Ramirez K-8.
6. Approve the furniture package for the Windmill Lakes-Orem HS MCJROTC Phase 5 Project (3 offices; 2 classrooms, and misc.).
7. Approve the furniture package for Arlington-Grand Prairie HS portables.

	Purpose	Presenter	Time
8. Approve the lease for Arlington-Grand Prairie HS portables (8 buildings, 16 classrooms, at least one (1) year).			
9. Approve on the lease for Windmill Lakes-Orem HS portables (4 buildings, 8 classrooms, at least one (1) year).			
VIII. Board Items for Discussion/Action			**6:15 PM**
A. CONSIDER/ACT ON MARCH, 2022 FINANCIAL REPORT	Vote	James Dworkin	
Discuss/Take Action to approve the March, 2022 International Leadership of Texas, Inc. Financial Report.			
B. DISCUSS/ACT RE NOMINATION AND SELECTION OF BOARD OFFICERS			5 m
Discuss/Take Action on nominations and selection of officers for the ILTexas Board of Trustees.			
IX. Appeal of Administrative Action			**6:20 PM**
A. HEAR AND DECIDE FORMER EMPLOYEE'S APPEAL OF PERSONNEL ACTION	Vote		
Hear and decide former employee's appeal of termination of employment. This Appeal may be held in Executive Session pursuant to Section 551.074 of the Texas Government Code.			
X. Closing Items			
A. Adjourn Meeting	Vote		

Coversheet

APPROVE MINUTES OF MARCH 30, 2022 REGULAR BOARD MEETING

Section: II. Approve Minutes of Prior Meetings
Item: A. APPROVE MINUTES OF MARCH 30, 2022 REGULAR BOARD MEETING
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for March 30, 2022 Regular Board Meeting on March 30, 2022

APPROVED

International Leadership of Texas, Inc.

Minutes

March 30, 2022 Regular Board Meeting

Date and Time
Wednesday March 30, 2022 at 6:15 PM

Board of Directors of International Leadership of Texas

Meeting Notice & Mission Statement
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/s/ Finn Simmensen, For ILTexas' Board

Directors Present
Brian Beaudreault (remote), Dr. Lynne Beach, Major General James Williams, PETER GUDMUNDSSON, Tracy Cox (remote)

Directors Absent
Gabriela Smith, Soner Tarim

Guests Present
Aaron Thorson, Amanda Thomas (remote), Angela Marcellus (remote), CADET 2, CADET 3, Charles Klein, Craig Timberlake (remote), Dr. Laura Carrasco, Dr. Thomas Seaberry, Eddie Conger, Finn Simmensen, Frank Miller (remote), James Dworkin, James T. (Tim) Brightman, Jerry McCreight, Julian Toledo, Karen Marx, Kayla Nations-Perkins, Marcus Young, Regina Jones (remote), Sara Urquidez (remote), Shannon Urbina-Haider (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Major General James Williams called a meeting of the board of directors of International Leadership of Texas, Inc. to order on Wednesday Mar 30, 2022 at 6:17 PM.

II. Approve Minutes of Prior Meetings

A. APPROVE MINUTES OF JANUARY 26, 2022 REGULAR BOARD MEETING

PETER GUDMUNDSSON made a motion to approve the minutes from January 26, 2022 Regular Board Meeting on 01-26-22.
Dr. Lynne Beach seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. APPROVE MINUTES OF FEBRUARY 16, 2022 REGULAR MEETING AND TAPR

PETER GUDMUNDSSON made a motion to approve the minutes from February 16, 2022 Regular Board Meeting and Annual Presentation of Texas Academic Performance Report on 02-16-22.
Dr. Lynne Beach seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. APPROVE MINUTES OF MARCH 11, 2022 SPECIAL MEETING

PETER GUDMUNDSSON made a motion to approve the minutes from Special Board Meeting on 03-11-22.
Dr. Lynne Beach seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Public Speakers

A. Short Student Presentation on JROTC Program

<> Student Julian Toledo briefed the Board on his admission to the U.S. Air Force Academy and on his experience at ILTexas and fielded questions from Board Members.

ILTexas MJROTC instructor Lt. Col. Fears briefed the Board. Lt. Col. Fears introduced ILTexas students <> and <>, who briefly addressed the Board on their activities.

Lt. Col. briefed the Board on skills and values instilled in cadets by the JROTC program.

IV. Superintendent-CEO Report and Information Items

A. SUPERINTENDENT-CEO REPORT

Superintendent-CEO Eddie Conger reported to the Board.

B. SCHOOL LEADERSHIP REPORT

Deputy Superintendent of School Leadership Dr. Thomas Seaberry reported to the Board.

Dr. Seaberry introduced Sara Urquidez, who briefed the Board on college admission highlights of the Academic Success Program.

C. DEPUTY SUPERINTENDENT OF ACADEMIC STUDENT SERVICES REPORT

Deputy Superintendent of Academics and Student Affairs Dr. Laura Carrasco reported to the Board.

Dr. Carrasco introduced Executive Director of Special Education Shannon Urbina Haider, who briefed the Board on the Special Education Evaluation.

Senior Executive Director of Special Programs Frank Miller continued the presentation.

D. CHIEF ADMINISTRATIVE OFFICER REPORT

V. Executive Session

A. AUTHORIZATION

B. CONSULT WITH ATTORNEY PURSUANT TO GOVERNMENT CODE 551.071

The Board entered Executive Session at 4:49 p.m. and returned to Open Session at 8:8:49 p.m., having conducted no votes and having made no decisions while in Executive Session.

VI. CONSENT AGENDA

A. CONSENT AGENDA ITEMS -- SINGLE VOTE UNLESS OTHERWISE SPECIFIED

PETER GUDMUNDSSON made a motion to approve the Consent Agenda with the exception of Item 2 thereof, which was removed to Section VIII for discrete consideration.
Dr. Lynne Beach seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Board Items for Discussion/Action

A. CONSIDER/ACT ON FEBRUARY, 2022 FINANCIAL REPORT

Dr. Lynne Beach made a motion to approve the February, 2022 Financial Report.
PETER GUDMUNDSSON seconded the motion.
FO James Dworkin reported to the Board.
The board **VOTED** unanimously to approve the motion.
PETER GUDMUNDSSON made a motion to Approve Consent Item 2, RFQ 22-0004.
Dr. Lynne Beach seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

PETER GUDMUNDSSON made a motion to adjourn.
Dr. Lynne Beach seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Finn Simmensen

Coversheet

SUPERINTENDENT-CEO REPORT

Section: IV. Superintendent-CEO Report and Information Items
Item: A. SUPERINTENDENT-CEO REPORT
Purpose: FYI
Submitted by:
Related Material: This Page is Blank.docx

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Coversheet

SCHOOL LEADERSHIP REPORT

Section:	IV. Superintendent-CEO Report and Information Items
Item:	B. SCHOOL LEADERSHIP REPORT
Purpose:	FYI
Submitted by:	
Related Material:	This Page is Blank.docx

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Coversheet

DEPUTY SUPERINTENDENT OF ACADEMIC STUDENT SERVICES REPORT

Section: IV. Superintendent-CEO Report and Information Items
Item: C. DEPUTY SUPERINTENDENT OF ACADEMIC STUDENT SERVICES REPORT
Purpose: FYI
Submitted by:
Related Material: Academic Board Report, April 2022.pdf

ILTexas Academic Board Report

Finish Strong: 24 Instructional Days Remaining

April 20, 2022

Presented by: Dr. Laura Carrasco
Deputy Superintendent of Academics & Student Services

2021-2022 ILTexas Priorities:

Increase capacity of principals/APs as instructional leaders (w Dr. Seaberry as lead):

a) Instructional Leadership Professional Development (PD)

b) Observation/ Feedback Support & Instructional Rounds

c) Clarity/follow through with academic non-negotiables, roles & responsibilities (campus-area-HQ)

Improve Tier 1 Instruction:

a) High Quality Instructional Materials (HQIM)/ Lesson Plans

b) Improved Instruction: i) Intellectual Preparation Process (IPP) during Professional Learning Communities (PLC), ii) PD from Deans/ICs during PLC time around our ILTexas scope and sequence & iii) Coaching Observation Feedback efficacy

c) Improve fidelity to DLI program implementation

d) Ensure special populations have the supports they need

Multi-Tiered System of Supports (MTSS):

a) Improve Access to Tier 2 Diagnostics/Diagnostic Data Analysis & clarity of available academic and behavior interventions

b) Ensure campuses have a system for tracking and monitoring MTSS

c) Reading & Math Accelerated Learning (w/ weekly implementation data)

HB3 Reading Academy

Roadmap to Completion

Texas Reading Academies

Content Overview

A House Bill 3 (HB 3) Initiative from the 86th Legislative Session

TEA Texas Education Agency

HB 3 Statute Includes

All kindergarten through third-grade teachers and principals must begin the Texas Reading Academies training before the 2022-2023 school year.

Goal

To increase teacher knowledge and implementation of evidence-based practices to positively impact student literacy achievement.

Learning Paths

Once enrolled in the Texas Reading Academies, participants may access one of three paths appropriate to their learning needs.

- General and special education teachers (English Language Arts)
- Bilingual general education and bilingual special education teachers (Biliteracy)
- Administrators

Texas Reading Academies — Steeped in the Science of Teaching Reading (STR)

STR

A term that describes educator application of evidence-based reading methods that best support development of skilled reading.

Reading Academy Roadmap

168
Teachers
Instructional Coaches
Administrators
Completed
2021

1

248
Teachers
Instructional Coaches
Administrators
currently enrolled
2022

2

200+ Expected
Participants
2023

3

530+ Teachers
Administrators
Instructional
Coaches
expected to
complete by
2023-2024

4

Current completion: 32%

IL Texas Reading Academy Landing Page Link

Gifted & Talented Executive Summary

Gifted and Talented Identified Numbers by School Year

School Year	Total # GT Identified	Percentage of GT	Charter Total # of Students
2013-2014	117	5%	2,499
2014-2015	306	7%	4,661
2015-2016	343	7%	5,030
2016-2017	642	6%	10,239
2017-2018	819	5%	16,131
2018-2019	995	5%	18,665
2019-2020	1,145	6%	19,360
2020-2021	1,304	6%	19,801
2021-2022	1,527	8%	20,340

Gifted and Talented Referrals

- Total # of Referrals this school year: 940
- Total # of students that qualified for GT this school year: 288
- 31% Qualified for GT of those referred

ILTexas Gifted and Talented Services: Project Based Challenges

Spring Semester 2022

Garland K8- 1st-2nd Grade GT Group

<u>1st Grade Designing Playgrounds:</u>

Students were tasked with designing and building their own playgrounds

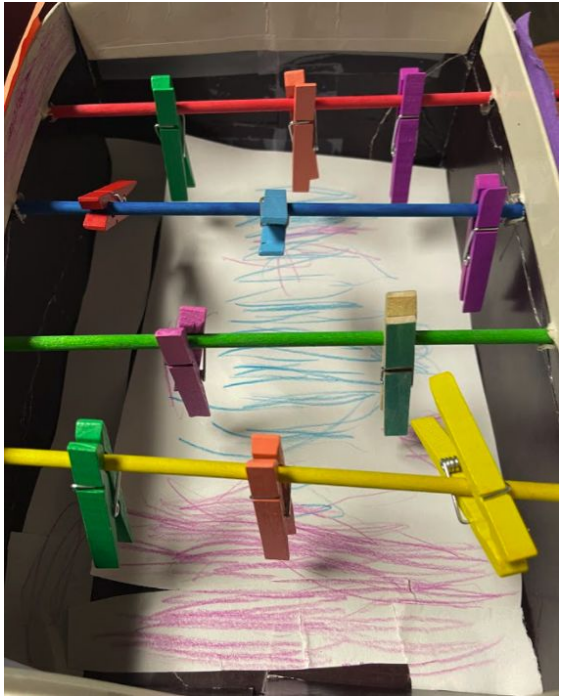
<u>2nd Grade Designing Zoo:</u>

Students were tasked with designing and researching how to build their own zoo

Lancaster K8- K2 GT Group

<u>Foosball</u>

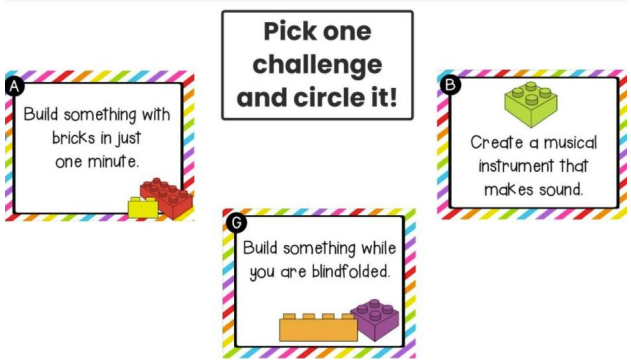
Students were tasked with researching and constructing their own working foosball table.

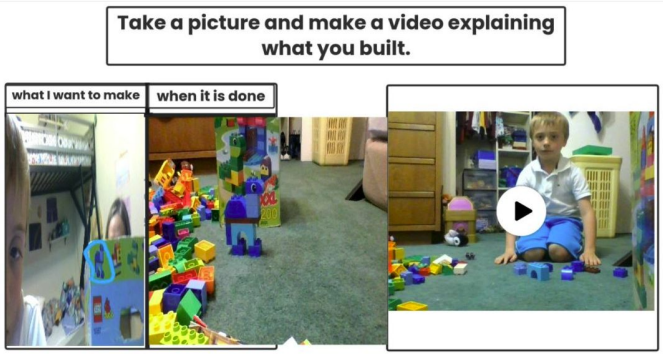


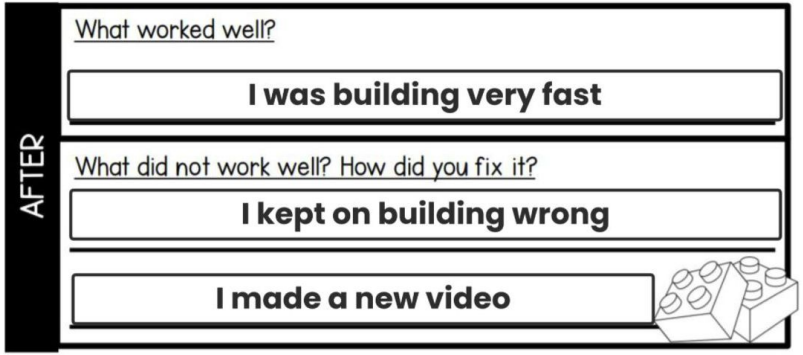
Arlington K8- Kinder-2nd Grade GT

<u>Lego Challenges:</u>

Students were given three options- Build something with lego bricks in just one minute, create a musical instrument that makes sound, or build something while blindfolded.



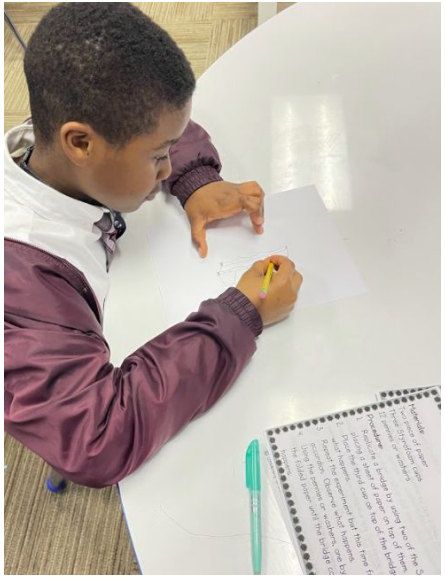


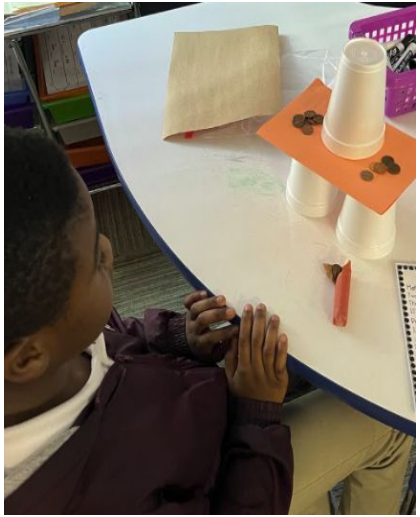


Grand Prairie K8- 2nd Grade GT Group

<u>STEM Bridge Challenge</u>

Students were tasked with constructing, designing, and building their own bridge with supplied materials. Students had to test their bridges to see how much weight the bridge could support.

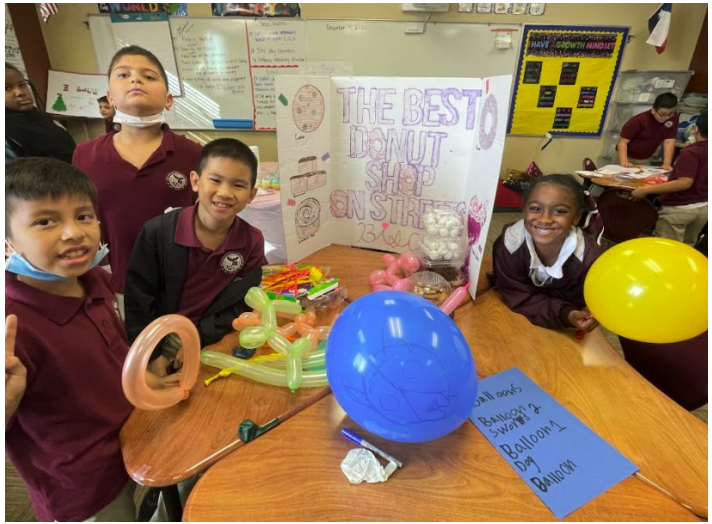




Grand Prairie K8- 3rd Grade GT Group

<u>Create your own Business</u>

Students were tasked with creating, researching, developing, and implementing their own business. After making their business model, they were then able to present it to their peers.



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Saginaw K8 -5th Grade GT Class

Board Game Challenge

Students were tasked with creating their own board game. They were asked to take three games and combine them into one game. It had to include: Rules, Board, Game Pieces, Description of the Game, and a Name for the Game.

Guess-n-Go Rules

By Souadou

Play

Player with card must give clues on what the card says without speaking.

Everyone must guess until someone gets it correct. Each player gets 3 chances.

If they get it correct they may move. If no ones gets it correct player must reveal card and choose a new one.

Roll the dice to move.

If you are in front of a ladder you must climb it. If you are in front of a slide you must go down.

If 2 players land on the same spot, the person who was originally there will go back 2 spots.

Good VS Bad (Sorta inspired by Flicker) (MONOPOLY, UNO,) (PASSWORD)

Read the Instructions

Before starting the game, the players will decide which number is going to be the number for the good person, and for the bad person. They can also choose the banker

GOOD PERSON

The good person is going to create the password, and can give 10 clues. If the password was guessed, or they gave out 10 clues, the game ends. If the password was guessed, the good side wins

BAD PERSON

It's the responsibility of the bad person to make the others think "differently" about the clues. The bad person can also steal money from the bank and bribe others with the money to keep their mouth shut. If by chance cards it says to not say anything about the clues, you have no choice but to stay shut about the clues. They have to share the money with the person they are working with.

NEUTRAL

The neutral is not really the best group to be into. You can either work for the bad, or work for the good. They also have to give $50 dollars for each clue. If all of the neutral people have gone bankrupt and they haven't guessed the password, they lose to the bad person. If someone finds out they are working with the bad person, the bad side is obligated to pay $200. The person receiving the money is obligated to keep their mouth shut.

BANKER

They are in charge of giving the money, (which is $1650). If they choose to play, they have to play on the good side. $400 is owed to be on the bad side.

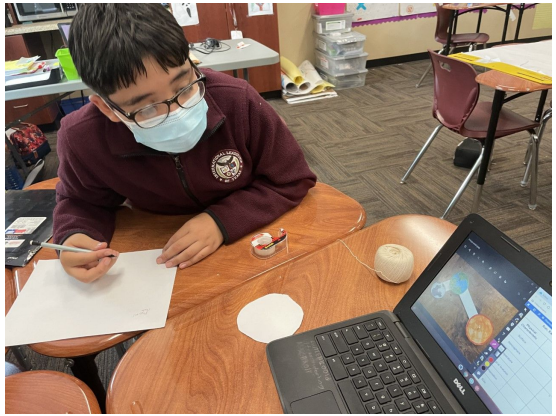
BOARD GAME

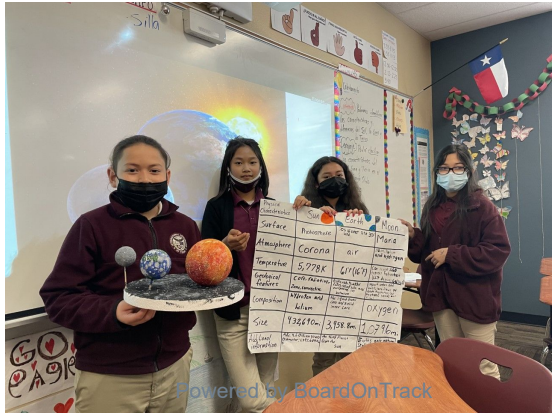
There's 6 pieces for 6 players (MAXIMUM). You first roll the dice and decide the numbers for the good person & the bad person. Once that is decided, you start the game. Roll the dice and go how many times the number you rolled. There will be a 'safe side', where you can buy land that stays there for the rest of the game. There will be luck cards, good cards, and rental cards (The cards you need in order for people to rent your land). The luck cards are to see if you can test your luck. You might be owing $100 to the bank, (which the banker can take half). Or the bank might just be giving you $250. The good cards, you don't have to worry about because everything in the good cards is 'good'. The rental cards you use to give to the person that is owing rent. The UNO cards are used to figure out whether you have permission to cheat. A 0, 1, 3, 5 & 9 are cards that give you permission to cheat. ANY TEAM CAN CHEAT! Their will be exclusive cards, which can help your team briefly!

Windmill Lakes K8- 5th Grade GT Class

<u>Sun, Earth, and Moon</u>

Students researched and made models comparing the Sun, Earth, and Moon





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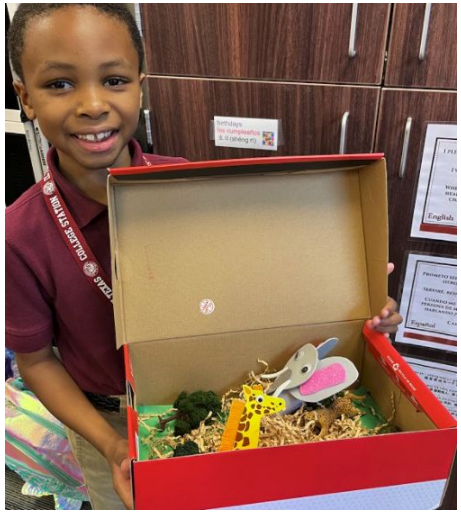
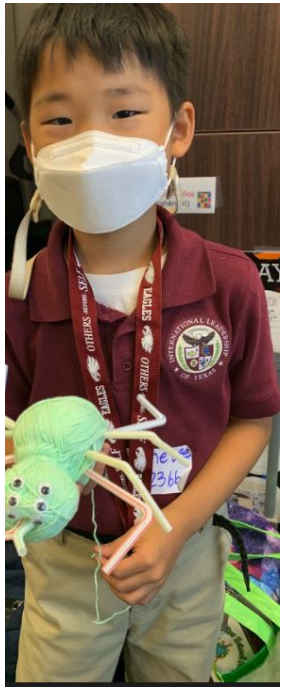
College Station K8- 2nd Grade GT Class

<u>Animals and Animal Exhibits</u>

Students were tasked with creating their own animal exhibit dioramas as well as creating their own animals





College Station K8- 6th Grade GT Class

Robotic Hands

Students were tasked with designing a robotic hand using only cardboard, straws, rubber bands, tape, scissors, nylon cord, ruler, and a pen. They were then tasked with testing their robotic hands to see what all it could or could not pick up.

Extracurricular Activities
&
Fine Arts

Model United Nations

- LDHS participated TEXMUN 2022, hosted by the Osgood Center for International Studies
  - Class of 2022 MUN team member Sally Qalawi received an Outstanding Delegation award in the Security Council for her work negotiating a resolution on Middle Eastern security as the Delegation of Kenya
- YMCA Model UN State Summit LDHS, KSHS, KK8, GK8
- Awarded: 3 Rising Star recipients (Keller K8), 1 Shining Star Recipient (Garland K8) & 1 Honorable Delegate (KSHS)

Junior World Affairs Council

- High School students have participated in 215 events since August 2021
- Events have been virtual this year

World Affairs Council DALLAS FORT WORTH

Family Career and Community Leaders of America -Keller Saginaw

- 50 Students participated in the Regional conference
- 27 Students participated in the State conference
- 3 Students qualified for Nationals in the Sustainability Challenge

Events include: Entrepreneurship, Event Mgt, Public Policy Advocate, National Programs in Action, Interpersonal Communication, & Sustainability Challenge

UIL Music- Fine Arts

UIL: University Interscholastic League

Congrats to these schools who are participating in Music UIL-2022!

GHS Band

AGPHS Orchestra

EFW Orchestra

KSHS Choir

Keller K8 Band

AGPHS Choir

Arlington K8 Band

GHS Choir

Garland K8 Band

AGPHS Band

KWHS Band

4 GHS Guitar and Band Students Qualified for UIL STATE SOLO Contest

UIL Theater One Act Play Contest

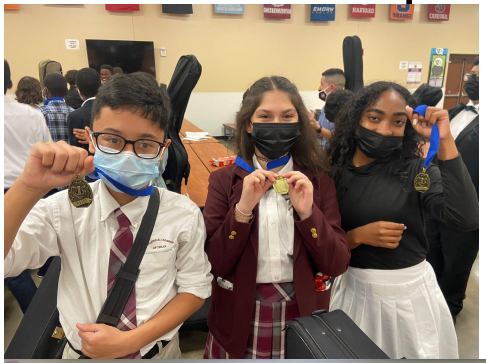
Congrats to GHS and AGPHS for competing in UIL OAP!

Powered by BoardOnTrack

ILTexas Fine Arts Solo Contest

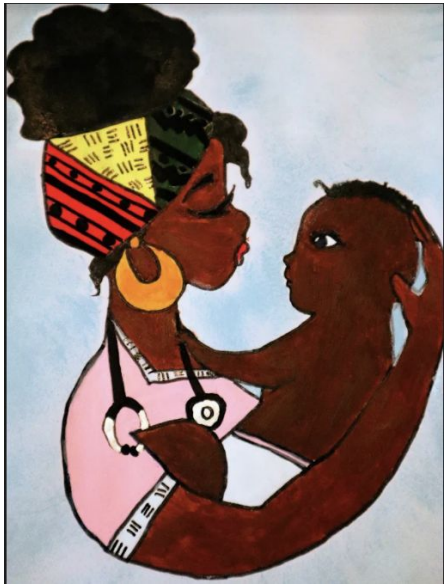
Houston Area March 26th- **762 Student Participants**

DFW Area April 9th- **1104 Student Participants**



Black History Month K-8 Art Contest

84 students entered and here are the winners!



Did You Know?? Fine Arts Data

Spring 2022 Fine Arts Enrollment

	Campus Enrollment	# Students in FA	% Students in FA
All Charter Total =	20282	19475	96%

K-5 Music/Art	% Enrolled Charter	Band	% Enrolled Charter	Orchestra	% Enrolled Charter
11296	56%	1537	8%	665	4%

Dance	% Enrolled Charter	Choir	% Enrolled Charter	Theater	% Enrolled Charter
409	2%	909	5%	1571	8%

Guitar	% Enrolled Charter	6-12 Art	% Enrolled Charter
517	3%	2571	13%

Thank you! ¡Gracias! 谢谢!

Coversheet

CHIEF ADMINISTRATIVE OFFICER REPORT

Section:	IV. Superintendent-CEO Report and Information Items
Item:	D. CHIEF ADMINISTRATIVE OFFICER REPORT
Purpose:	FYI
Submitted by:	
Related Material:	NEW HIRES 04.20.2022.pdf BOARD REPORT 04.20.2022.pdf

INTERNATIONAL LEADERSHIP OF TEXAS

Faculty and Support Staff New Hires
Subsequent to March 30th, 2022
For Board Notification on April 20th, 2022

NEW HIRES FOR THE 21/22 SCHOOL YEAR			
Position	**Assignment**	**Building**	**Start Date**
PROF - DISTRICT	EXECUTIVE DIRECTOR - EDUCATOR PREP	HEADQUARTERS	03/31/2022
TEACHER	HIGH	AGGIELAND HIGH	04/08/2022
TEACHER	ELEMENTARY	EAST FW ELEMENT	04/11/2022
PARA - DISTRICT	EXECUTIVE ADMIN ASSISTANT	HEADQUARTERS	04/11/2022
PARA - CAMPUS	INSTRUCTIONAL AIDE	Katy Elem Schoo	04/11/2022
TEACHER	HIGH	Keller High Sch	04/11/2022
NURSE	NURSE	Arlington High	04/14/2022
TEACHER	HIGH	LANCASTER HIGH	04/14/2022
PARA - CAMPUS	INSTRUCTIONAL AIDE	Keller High Sch	04/14/2022
PARA - CAMPUS	ATTENDANCE CLERK	BG RAMIREZ ELEM	04/18/2022
AUX - FOOD SERVICE	FOOD SERVICE CASHIER	WEST PARK ELEME	04/18/2022
PARA - CAMPUS	INSTRUCTIONAL AIDE	Keller Elem Sch	04/18/2022
TEACHER	ELEMENTARY	HOUSTON OREM EL	04/18/2022
AUX - MAINTENANCE	LANDSCAPER	AREA OFFICE TAR	04/18/2022
PARA - CAMPUS	INSTRUCTIONAL AIDE	BG RAMIREZ ELEM	04/18/2022
AUX - TRANSPORTATION	BUS DRIVER	AREA OFFICE DAL	04/20/2022

Total employees hired subsequent to 03/30/2022: 16
Total Employee Count for 21/22 SY: 2243
All employees are contingent upon Fingerprint and HR Clearance.

INTERNATIONAL LEADERSHIP OF TEXAS

Authorized Position Report

April 20, 2022

21/22 SCHOOL YEAR

Position	# Positions	Positions Filled	Available FTE	Pending	Unfilled
AUX - FOOD SERVICE	21	16	5	-	5
AUX - MAINTENANCE	35	29	6	-	6
AUX - TRANSPORTATION	29	27	2	1	1
COUNSELOR	53	49	4	-	4
LIBRARIAN/MEDIA	20	20	-	-	-
NURSE	18	18	-	-	-
PARA - CAMPUS - INSTRUCTIONAL AIDE	314	216	98	6	92
PARA - CAMPUS - FRONT OFFICE	131	115	16	5	11
PARA - DISTRICT	73	68	5	-	5
PROF - CAMPUS	38	38	-	-	-
PROF - CAMPUS ADMIN	93	86	7	2	5
PROF - DISTRICT	221	182	39	6	33
SLP	13	10	3	-	3
SUPERINTENDENT	1	1	-	-	-
TEMPS	-	-	-	-	-
TEACHER	1,451	1,368	83	16	67
Total	**2,511**	**2,243**	**268**	**36**	**232**

Coversheet

REPORT FROM FINANCE AND AUDIT COMMITTEE

Section:	V. BOARD COMMITTEE REPORTS
Item:	A. REPORT FROM FINANCE AND AUDIT COMMITTEE
Purpose:	Discuss
Submitted by:	
Related Material:	This Page is Blank.docx

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Coversheet

REPORT FROM NOMINATION COMMITTEE

Section:	V. BOARD COMMITTEE REPORTS
Item:	B. REPORT FROM NOMINATION COMMITTEE
Purpose:	Discuss
Submitted by:	
Related Material:	This Page is Blank.docx

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Coversheet

CONSULT WITH ATTORNEY PURSUANT TO GOVERNMENT CODE 551.071

Section: VI. Executive Session
Item: B. CONSULT WITH ATTORNEY PURSUANT TO GOVERNMENT CODE 551.071
Purpose: Discuss
Submitted by:
Related Material: This Page is Blank.docx

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Coversheet

CONSENT AGENDA ITEMS -- SINGLE VOTE UNLESS OTHERWISE SPECIFIED

Section: VII. CONSENT AGENDA
Item: A. CONSENT AGENDA ITEMS -- SINGLE VOTE UNLESS OTHERWISE SPECIFIED
Purpose: Vote
Submitted by:
Related Material:
CONSENT 01 RATIFY CONTRACTS 3-28 -- 4-18.pdf
CONSENT 02 APPROVE SUTTON FROST CARY AUDITORS 21-22SY.pdf
CONSENT 03 APPROVE AWARD JANITORIAL CONTRACT 22-23 -- PBS.pdf
CONSENT 04 APPROVE FINAL FURNITURE BG RAMIREZ K8.pdf
CONSENT 05 APPROVE CHARGING CABINET BG RAMIREZ K8.pdf
CONSENT 06 APPROVE FINAL FURNITURE WLOHS MJROTC.pdf
CONSENT 07 APPROVE AGPHS PORTABLES FURNITURE.pdf
CONSENT 08 APPROVE AGPHS PORTABLES LEASE.pdf
CONSENT 09 APPROVE WLOHS PORTABLES LEASE.pdf

01	Approve/Ratification of contracts from March 29--April 18, 2022

Ratified Contracts 3/29/2022 - 4/18/2022

Department	Contract Subject Matter	Project Title	Contract Cost (largest to smallest)	Notes
Curriculum	Math	Carnegie Math	$302,000.00	
PEIMS	Student Application System	ILTexas Student Application System	$199,840.00	
PEIMS	ILTexas Admissions	ILTexas Admissions	$64,951.20	Per year for 48 months
Lancaster K8	to provide professional development as well as coaching in the area of Schoolwide Culture Routines and Observation and Feedback	Region 10 Texas Instructional	$10,000.00	
Schools	Speaker for ILTexas	Leadership Speaker Chris Singleton	$8,000.00	
IT	Network Cross Connect	Network Cross Connect DataBank	$7,350.00	$150 one time, $200 monthly
AOH	Lifetouch	2022 Lifetouch	$0.00	Paid for by students when they order a yearbook
Windmill Lakes K8	Spring photos	Windmill Lakes K8 - Spring Photos	$0.00	

02	Approve the retention of Sutton Frost Cary LLP as auditors for the 2021-2022 School Year

April 14, 2022

Board of Trustees
International Leadership of Texas, Inc.

Understanding of Engagement

We are pleased to confirm our understanding of the services we are to provide for International Leadership of Texas, Inc. for the year ended June 30, 2022.

Audit Scope and Objective

We will audit the financial statements of International Leadership of Texas (Organization), which comprise the statement of financial position as of June 30, 2022, the related statements of activities and cash flows for the year then ended and the related notes to the financial statements. Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, in accordance with auditing standards generally accepted in the United States of America (GAAS) and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

1. Supplemental Schedules Required by TEA:
    a. Statement of Financial Position
    b. Statement of Activities
    c. Statement of Cash Flows
    d. Schedule of Expenses
    e. Schedule of Capital Assets
    f. Budgetary Comparison Schedule
    g. Education Programs Schedule
    h. Schedule of Real Property Ownership Interest
    i. Schedule of Related Party Compensation and Benefits
2. Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

The objectives of our audit is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting

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www.sfcllp.com
Phone 817.649.8083

principles (GAAP) and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditors' Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization. Because the determination of waste and abuse is subjective, Government Auditing Standards do not expect auditors to perform specific

procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors. We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls
- Improper revenue recognition
- Noncompliance with federal awards

Audit Procedures-Internal Control

We will obtain an understanding of the Organization and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to

preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards* and the Uniform Guidance.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Organization's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards.*

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the Organization's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on The Organization's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will prepare the Organization's federal information return for the year ended June 30, 2022 based on information provided by you. We will also assist in preparing the financial statements and schedule of expenditures of federal awards of the Organization in conformity with GAAP and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the financial statements, schedule of expenditures of federal awards, related notes, depreciation schedule and tax services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management with regard to tax positions taken in the preparation of the information return, but management must make all decisions with regard to those matters.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards and all accompanying information in conformity with GAAP; and for compliance with applicable laws and regulations (including federal statutes), rules and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-

party relationships and transactions and other matters; (2) access to personnel, accounts, books, records, supporting documentation and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the Organization from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the Organization involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the Organization complies with applicable laws, regulations, contracts, agreements and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and

content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions for the report and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, the schedule of expenditures of federal awards and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees and Other

We understand that your employees will prepare all cash, accounts receivable and other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the Organization; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Sutton Frost Cary LLP and constitutes confidential information. However, subject to applicable laws and regulation, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Sutton Frost Cary LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the U.S. Department of Education or Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Amy Michie is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately August 1, 2022.

We estimate that our fees for these services will be as follows:

Audit of financial statements	$55,000
Compliance audit required by Uniform Guidance	$12,000
Preparation of financial statements, supplemental schedules and notes	$8,500
Preparation of Form 990 International Leadership of Texas	$2,950

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the board of directors of the Organization. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section or add an emphasis of-matter or other-matter paragraph to our auditors' report or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue reports or we may withdraw from this engagement.

The Government Auditing Standards report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance and (2) the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

You agree that any dispute (other than our efforts to collect an outstanding invoice) that may arise regarding the meaning, performance or enforcement of this engagement or any prior engagement that we have performed for you, will, prior to resorting to litigation, be submitted to mediation and that the parties will engage in the mediation process in good faith once a written request to mediate has been given by any party to the engagement. Any mediation

initiated as a result of this engagement shall be administered within the counties of Dallas, Texas or Tarrant, Texas, by a mutually agreed upon mediation organization and any ensuing litigation shall be conducted within said county, according to Texas law. The results of any such mediation shall be binding only upon agreement of each party to be bound. The costs of any mediation proceeding shall be shared equally by the participating parties.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Sutton Frost Cary

A Limited Liability Partnership

RESPONSE:

This letter correctly sets forth the understanding of International Leadership of Texas, Inc.

_____
Officer Signature

_____
Title

_____
Date

03	Approve award of Janitorial contract for 2022-2023 school year to PBS

$4.58M

Bid Tabulation

International Leadership of Texas

Campus	Sq Ft	OPTION A: Monthly Day and Night Consumables Included	Sq Ft Rate	Annual	OPTION B: Monthly Day and Night Consumables Additional	Sq Ft Rate	Annual
Garland HS	75,711	$ 16,580.00	0.219	$ 198,960.00	$ 14,975.00	0.198	$ 179,700.00
Garland ES/MS	92,012	$ 18,615.00	0.202	$ 223,380.00	$ 17,000.00	0.185	$ 204,000.00
Keller ES/MS	93,003	$ 18,710.00	0.201	$ 224,520.00	$ 17,100.00	0.184	$ 205,200.00
North Richland Hills ES/MS	111,822	$ 21,585.00	0.193	$ 259,020.00	$ 19,595.00	0.175	$ 235,140.00
Arlington-Grand Prairie HS	89,183	$ 18,650.00	0.209	$ 223,800.00	$ 17,050.00	0.191	$ 204,600.00
Grand Prairie ES/MS	92,481	$ 18,395.00	0.199	$ 220,740.00	$ 17,240.00	0.186	$ 206,880.00
Arlington ES/MS	89,990	$ 18,110.00	0.201	$ 217,320.00	$ 16,495.00	0.183	$ 197,940.00
Katy ES	92,481	$ 18,700.00	0.202	$ 224,400.00	$ 17,100.00	0.185	$ 205,200.00
Westpark ES/MS	92,481	$ 18,495.00	0.200	$ 221,940.00	$ 16,885.00	0.183	$ 202,620.00
Katy/Westpark HS	87,621	$ 18,125.00	0.207	$ 217,500.00	$ 16,525.00	0.189	$ 198,300.00
Windmill Lakes ES/MS	94,000	$ 19,985.00	0.213	$ 239,820.00	$ 18,385.00	0.196	$ 220,620.00
Windmil Lakes Orem HS	107,729	$ 20,750.00	0.193	$ 249,000.00	$ 18,750.00	0.174	$ 225,000.00
Keller-Saginaw HS	87,621	$ 20,135.00	0.230	$ 241,620.00	$ 18,535.00	0.212	$ 222,420.00
Saginaw ES/MS	94,411	$ 20,485.00	0.217	$ 245,820.00	$ 18,880.00	0.200	$ 226,560.00
East Fort Worth ES/MS	94,000	$ 18,925.00	0.201	$ 227,100.00	$ 17,325.00	0.184	$ 207,900.00
Houston Orem ES/MS	94,931	$ 19,050.00	0.201	$ 228,600.00	$ 17,445.00	0.184	$ 209,340.00
College Station ES/MS	94,500	$ 19,365.00	0.205	$ 232,380.00	$ 17,755.00	0.188	$ 213,060.00
Aggieland HS	29,581	$ 9,995.00	0.338	$ 119,940.00	$ 9,000.00	0.304	$ 108,000.00
Lancaster/Desoto HS	20,000	$ 9,365.00	0.468	$ 112,380.00	$ 8,365.00	0.418	$ 100,380.00
Lancaster ES/MS	94,407	$ 18,800.00	0.199	$ 225,600.00	$ 17,195.00	0.182	$ 206,340.00
BG Ramirez ES/MS	94,000	$ 19,365.00	0.206	$ 232,380.00	$ 17,755.00	0.189	$ 213,060.00
TOTAL	1,821,965	$ 382,185.00	0.210	$ 4,586,220.00	$ 349,355.00	0.192	$ 4,192,260.00

Option A - Consumable products include paper towels(restroom/breakroom), toilet paper, hand soap, hand sanitizer, wax paper liners, all can liners.
Option B - Consumables would be purchased as-needed, and rebilled at cost-plus 5% each month

Frank

Vendor	Price 0-30	Reputation 0-10	Quality of vendors goods and services 0-10	Meet Districts needs 0-20	Past Relationship With ILTexas 0-10	Other Factors 0-20	Total
PBS	28	9	9	19	9	18	**92**
Janiking	29	3	3	3	2	2	**42**
AHI	29	8	8	18	0	18	**81**
RAS	18	6	6	15	0	10	**55**
Faulk	29	8	8	18	0	18	**81**
Best	25	8	7	15	0	15	**70**
Ambasador	30	8	9	19	0	18	**84**
JDM	18	7	7	7	0	15	**54**
Atalian	18	7	7	8	0	16	**56**
Jengo	16	8	8	17	0	17	**66**
Service first	29	7	7	15	0	15	**73**

Dave

Vendor	Price 0-30	Reputation 0-10	Quality of vendors goods and services 0-10	Meet Districts needs 0-20	Past Relationship With ILTexas 0-10	Other Factors 0-20	Total
PBS	28	8.5	9	18.5	9	18	**91**
Janiking	29	2	3	4	2	5	**45**
AHI	29	7.5	8.5	17	0	18	**80**
RAS	18	7	7	16	0	17	**65**
Faulk	29	8	7.5	15	0	17	**76.5**
Best	25	8	6	13	0	15	**67**
Ambasador	30	9	7	15	0	17	**78**
JDM	18	8	7	14	0	16	**63**
Atalian	18	7	7	13	0	14	**59**
Jengo	16	5	6	12	0	13	**52**
Service first	29	7.5	7.5	15	0	15	**74**

Keith

Vendor	Price 0-30	Reputation 0-10	Quality of vendors goods and services 0-10	Meet Districts needs 0-20	Past Relationship With ILTexas 0-10	Other Factors 0-20	Total
PBS	28	9	8	15	9	19	88
Janiking	29	1	2	3	2	3	40
AHI	29	9	8	14	0	18	78
RAS	18	8	7	17	0	17	67
Faulk	29	9	8	18	0	18	82
Best	25	8	8	16	0	14	71
Ambasador	30	8	8	19	0	18	83
JDM	18	7	7	14	0	14	60
Atalian	18	7	7	15	0	15	62
Jengo	16	8	7	14	0	14	59
Service first	29	7	7	15	0	14	72

Eddie

Vendor	Price 0-30	Reputation 0-10	Quality of vendors goods and services 0-10	Meet Districts needs 0-20	Past Relationship With ILTexas 0-10	Other Factors 0-20	Total
PBS	28	9	9	19	9	18	92
Janiking	29	8	7	10	7	15	76
AHI	29	9	8	19	0	19	84
RAS	18	6	6	18	0	16	64
Faulk	29	9	9	18	0	18	83
Best	25	7	8	15	0	14	69
Ambasador	30	9	9	20	0	18	86
JDM	18	5	5	15	0	13	56
Atalian	18	5	7	13	0	12	55
Jengo	16	8	5	14	0	13	56
Service first	29	8	5	13	0	13	68

PBS	363
Ambasador	331
AHI	323
Faulk	322.5
Service first	287
Best	277
RAS	251
JDM	233
Jengo	233
Atalian	232
Janiking	203

RFP

INTERNATIONAL LEADERSHIP OF TEXAS

REQUEST FOR PROPOSAL

RFP Title: JANITORIAL SERVICES
RFP Number: 22-0002

Due Date:
Monday, April 11, 2022
@ 2:00 pm

PREPARED BY:

INTERNATIONAL LEADERSHP OF TEXAS
2021 LAKESIDE BLVD.
RICHARDSON, TEXAS 75082
PHONE: 214-257-8376 FAX: 972-666-4801

International Leadership of Texas Inc, is a nonprofit corporation duly organized and existing under the laws of the State of Texas and is an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. The Company was incorporated on January 4, 2011, and was formed to provide open-enrollment charter schools operating in the State of Texas. Its charter was granted by the State Board of Education on May 26, 2013, is valid until July 31, 2028, and is subject to renewal for additional ten-year periods. ILTexas first began operating charter schools in the 2013-14 school year. ILTexas currently serves approximately 21,000 students within 20 campuses in the DFW, Houston and College Station area.

Texas is a strong economic force in the world and its top three countries of export are Mexico, Canada, and China. China has become the second largest economy, and now, more than ever, it is critical that future generations are prepared for today's internationally connected world. At ILTexas, education is taught from a global perspective, where all students are given the opportunity to learn the English, Spanish, and Chinese languages, and graduate with the necessary tools for future leadership and success in the international world.

The core of the ILTexas education is our exclusive leadership program, which emphasizes servant leadership and teaches students how to live our motto, "Others Before Self." Every year, each grade level carries out a student-led service-learning project. With minimal help from teachers, the students are responsible for the entire process—from brainstorming, research, and choosing an idea to planning, organizing, and executing the service project that gives back to their community.

ILT MISSION STATEMENT

The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

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SECTION I

Sealed proposals will be received by International Leadership of Texas District Headquarters located at 2021 Lakeside Blvd, Richardson, Texas 75082 **on Monday, April 11, 2022 at 2:00 pm** and then publicly opened.

INSTRUCTIONS TO PROPOSERS

1. Sealed proposals will be received in accordance with the attached specifications. The sealed envelope containing your proposal should be plainly marked with the RFP title and bid #22-001, opening/due date and time. Proposals will be publicly opened and the name of the respondents read aloud. Prices will not be read nor disclosed in any other manner until award is made at the **April 20th, 2022 Board Meeting**. Late proposals WILL NOT be accepted.

This advertisement is scheduled to run for two weeks on the week of March 14, 2022 and March 21, 2022.
Mail or deliver one (1) original and three (3) complete paper copies of proposal package to:

International Leadership of Texas
Attn: Rosie Castillo - Purchasing Coordinator
2021 Lakeside Blvd.
Richardson, Texas 75082

2. You must answer all questions in these forms and provide it to us as your bid.

3. We have the right to reject any part of this bid. If any part of this bid or any contract entered into between ILTexas and bidder is invalid, the remainder, at our option, remains in force and is not affected.

4. All questions regarding this invitation must be submitted in writing (email preferred) to **purchasing@iltexas.org Requests for information/interpretation must be received on or before Monday, March 28, 2022**. Only questions answered by formal written addenda will be binding.

5. All Proposers must execute the forms enclosed (or otherwise requested herein) for the proposal to be considered responsive. The name of the company representative on these forms should be the same. All supplemental information required herein must be included with the Proposal. Failure to provide complete and accurate information may disqualify the proposer.

6. It is the policy of ILTexas not to discriminate on the basis of sex, disability, race, color, or national origin in its educational programs and/or activities, nor in its employment practices.

7. In order to ensure the integrity of the selection process, Proposer's employees, officers, agents, or other representatives shall not lobby or attempt to influence a vote or recommendation related to the Proposer's response, directly or indirectly, through any contact with school board members or other district officials from the date this Proposal is released until the award.

8. This proposal is subject to cancellation by the District if any person significantly involved in initiating, negotiating, securing, drafting, or creating the offer is at any time while the proposal is in effect, an employee of any other party to the proposal in any capacity or a consultant to any other party of the proposal with respect to the subject matter of the proposal.

9. Any ILTexas board member who has any substantial interest, either direct or indirect, in any business entity seeking to contract with the District, shall, before any vote or decision on any matter involving the business entity, file an affidavit stating the nature and extent of interest and shall abstain from any participation in the matter. This is not required if the vote or decision will not have any special effect on the entity other than its effect on the public.

However, if a majority of the governing body are also required to file, and do file similar affidavits, then the member is not required to abstain from further participation. Vernon's Texas Codes Annotated, Local Government Code, Ch. 171.

10. Vendors (owners, officers, employees, volunteers, etc.) may not work on district property where students may or may not be present when they have charges pending, have been convicted, received probation or deferred adjudication for the following:

A. Any offense against a child

B. Any sex offense

C. Any crimes against persons involving weapons or violence

D. Any felony offense involving controlled substances

E. Any felony offense against property

F. Any other offense the District believes might compromise the safety of students, staff, or property

11. All contractors, subcontractors and their employees must submit to ILTexas proof of a satisfactory criminal record history of all individuals working on District property through background checks conducted as required by Senate Bill 9. The criminal record history must be obtained by the successful proposer before any work is performed.

12. Use or possession of weapons, fire arms, tobacco, alcohol beverages, controlled substances, and/or drugs, even in vehicles, is strictly prohibited on school district property. Any harassment of employees, students, or volunteers is also strictly prohibited.

CALENDAR OF EVENTS

Target Date	Time	Description of Events
3/14/22 and 3/21/22	2 weeks	Advertise Janitorial Services Notice
3/24/22	5:00 pm	**(Potential Vendors)** Walk through of Saginaw K-8, immediately following Keller/Saginaw HS
3/28/22	12:00 noon	Request for Information/Interpretation
4/11/22	**2:00 pm**	**Receive Proposals from interested parties**
4/20/22	6:30 pm	International Leadership of Texas to award contract
7/1/2022	Estimated	Janitorial Services Begins

SECTION II

RFP RESPONSE CHECKLIST

To be considered for award of **this** solicitation, all pages requiring signature (including but not limited to Forms A - R, must be completed with all requested information, **SIGNED** and **RETURNED** sealed in an envelope or other appropriate package adequate to conceal and contain the contents prior to the RFP date and time

Please verify that the documents listed below have been completed, signed, and included in your RFP prior to submittal. **TO BE CONSIDERED FOR AWARD, ALL MANDATORY FORMS REQUIRED *MUST* BE COMPLETED, SIGNED AND RETURNED WITH THIS SOLICITATION.**

Mandatory Forms required to be considered for the Award of this solicitation:

- ☐ Completed – RFP Response - Form A
- ☐ Completed – Deviation/Compliance Signature – Form B
- ☐ Completed – Non-Collusion Statement – Form C
- ☐ Completed – Criminal Background Check and Felony Conviction Notification – Form D
- ☐ Completed – Resident/Non-Resident Certification – Form E
- ☐ Completed – Debarment & Suspension Certification - Form F
- ☐ Completed – References – Form G
- ☐ Completed – Historically Underutilized Business Program (HUB) – form H
- ☐ Completed – Model SB9 Contractor Certification – Form I
- ☐ Completed – Inter-local Agreement Clause – Form J
- ☐ Completed – Certification of Regarding Lobbying – Form K
- ☐ Completed – Clean Air and Water Act Compliance – Form L
- ☐ Completed – Proposer/Vendor Certification Forms – Form M
- ☐ Completed – Record Retention Requirements for Contracts Paid with Federal Funds – Form N
- ☐ Completed – SB 252 – Chapter 2252 Certification – Form 0
- ☐ Completed – House Bill 89 Verification – Form P
- ☐ Completed – Conflict of Interest Questionnaire – Form Q
- ☐ Completed – W9 – Form R

FORM A

RFP RESPONSE FORM

The undersigned, in submitting this RFP and endorsement of same, represents that he/she is authorized to obligate his/her firm, that he/she is an equal opportunity employer and will not discriminate with regard to race, color, religion, national origin, sexual orientation, or age or disability unrelated to job performance of this RFP; and that he/she has read this entire RFP package (Sections I through VII), is aware of the covenants contained herein and will abide by and adhere to the expressed requirements in ***all*** sections of this RFP.

SUBMITTED BY:

Firm: _____
(OFFICIAL Firm Name)

MUST BE SIGNED IN INK TO BE CONSIDERED RESPONSIVE

By: _____
(Original Signature)

Name _____
(Typed or Printed Name)

Title: _____ _____
(Type or Printed Title) (Date)

Address: _____

City/ST/Zip: _____

Phone #: _____ Fax #: _____

Email: _____

Taxpayer Identification #: _____

NOTE: Submit copy of Proposer's current W-9 Form

I hereby acknowledge receipt of the following addenda ***(if applicable)*** which have been issued and incorporated into the RFP Document. (*Please initial in ink beside each addenda received.*)

Addendum No. 1 _____ Addendum No. 3 _____

Addendum No. 2 _____ Addendum No. 4 _____

FORM B

DEVIATION/COMPLIANCE SIGNATURE FORM

Company Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____ Fax #: _____

Email: _____

If the undersigned Proposer intends to deviate from Specifications listed in this RFP document, all such deviations must be listed on this page, with complete and detailed conditions and information included or attached. The District will consider any deviations in its RFP award decisions, and the District reserves the right to accept or reject any RFP based upon any deviations indicated below or in any attachments or inclusions.

In the absence of any deviation entry on this form, the Proposer assures the District of his/her full compliance with the Terms and Conditions, Item Specifications, and all other information contained in this RFP document.

☐ No Deviation

☐ Yes Deviations

Signature of Proposer	***Date Signed***

If yes is checked, please list below. Attach additional sheet(s) if needed.

_____

_____

_____

_____

_____

_____

_____

_____

FORM C

NON-COLLUSION STATEMENT

"The undersigned affirms that he/she is duly authorized to execute this RFP, that this company, corporation, firm, partnership or individual has not prepared this RFP in collusion with any other Proposer, and that the contents of this RFP as to prices, terms or conditions of said RFP have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this RFP."

Firm Name: _____

_____

City/State/Zip: _____

Telephone #: _____ Fax #: _____

Bidder Signature: _____

Printed Name: _____

Position/Title: _____ Date Signed: _____

Signature of Company Official Authorizing RFP: _____

Name of Company Official: ***(Please type/print)*** _____

Official Position: _____ Date Signed: _____

Firm hereby assigns to purchaser any and all claims for overcharges associated with this RFP which arise under the antitrust laws of the United States, 15 USCA Section 1 and which arise under the antitrust laws of the State of Texas, Business and Commerce Code, Section 15.01.

FORM D

CRIMINAL BACKGROUND CHECK AND FELONY CONVICTION NOTIFICATION

(a) CRIMINAL BACKGROUND CHECK

Proposer will obtain history record information that relates to an employee, applicant for employment, or agent of the Proposer if the employee, applicant, or agent has or will have continuing duties related to the contracted services; and the duties are or will be performed on school property or at another location where students are regularly present. The Proposer certifies to the ILTEXAS before beginning work and at no less than an annual basis thereafter that criminal history record information has been obtained. Proposer shall assume all expenses associated with the background checks, and shall immediately remove any employee or agent who was convicted of a felony, or misdemeanor involving moral turpitude, as defined by Texas law, from ILTEXAS's property or other location where students are regularly present. ILTEXAS shall be the final decider of what constitutes a "location where students are regularly present." Proposer's violation of this section shall constitute a substantial failure.

If the Proposer is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the District with this Agreement showing compliance.

(b) FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the District if the person or owner or operator of the business entity has been convicted of a felony." The notice must include a general description of the conduct resulting in the conviction of a felony.

Subsection (b) states, "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction." The district must compensate the person or business entity for services performed before the termination of the contract.

THE FELONY CONVICTION NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION.

I, the undersigned agent for the firm named below, certify that the information concerning criminal background check and notification of felony convictions has been reviewed by me, the following information furnished is true to the best of my knowledge, and I acknowledge compliance with this section.

Firm's Name: _____

Authorized Company Official's Name: _____

(please print clearly or type)

A. My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable:

Signature of Company Official: _____ Date: _____

B. My firm is not owned nor operated by anyone who has been convicted of a felony.

Signature of Company Official: _____ Date: _____

FORM D - CONTINUED

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

_____

Details of Conviction(s): _____

_____

Signature of Company Official: _____ Date: _____

NOTE: Name and signature of company official should be the same as on the affidavit (Form C)

Vendor is responsible for the performance of the persons, employees and/or sub-contractors Vendor assigns to provide services for the International Leadership of Texas pursuant to this RFP on any and all International Leadership of Texas campuses or facilities. Vendor will not assign individuals to provide services at a International Leadership of Texas campus or facility who have a history of violent, unacceptable, or grossly negligent behavior or who have a felony conviction, without the prior written consent of the International Leadership of Texas Purchasing Department.

FORM E

RESIDENT/NONRESIDENT CERTIFICATION

Texas Government Code Chapter 2252 relates to bids by nonresident contractors. The pertinent portions of the Act are as follows:

Section 2252.001(3)

"Nonresident bidder" means a bidder who is not a resident (of the State of Texas).

Section 2252.001(4)

"Resident bidder" means a bidder whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

Section 2252.002

A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

I certify that _____is a

Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4).

Signature: _____

Printed Name: _____

I certify that _____ is a

Nonresident Bidder of Texas as defined in Texas Government Code Section 2252.001(3) and our principal place of business is:

City and State: _____

Signature: _____

Printed Name: _____

If the Bidder is a Nonresident Bidder of Texas, please answer the following:

Does the vendor's ultimate parent company or majority owner employ at least 500 persons in Texas?

Yes _____ No _____

FORM F

DEBARMENT AND SUSPENSION CERTIFICATION

This certification is required by the Federal Regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668, 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;

2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicated for or otherwise criminally or civilly charged by a government entity with commission of any of the offense enumerated in Paragraph (2) of this certification; and,

4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default. Where the prospective recipient of federal assistance funds is unable to certify to any of the statements in this certification, such prospective recipient shall attach an explanation to this certification form.

****

Name of Organization/Firm: _____

Signature of Authorized Representative: _____

Date: _____

FORM G

REFERENCES

1. Company Name: _____
   Address: _____
   _____
   _____

   Business Phone: _____ Fax: _____
   Contact Person: _____ Email: _____

   Description of project or work completed: _____
   _____
   _____

2. Company Name: _____
   Address: _____
   _____
   _____

   Business Phone: _____ Fax: _____
   Contact Person: _____ Email: _____

   Description of project or work completed: _____
   _____
   _____

3. Company Name: _____
   Address: _____
   _____
   _____

   Business Phone: _____ Fax: _____
   Contact Person: _____ Email: _____

   Description of project or work completed: _____
   _____

FORM H

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) PROGRAM
COMPLIANCE GUIDELINES & FORMS

This Form should be completed and signed by the Prime Vendor/Contractor.

- It is the intent of the ILTEXAS HUB Program to identify and track true sub-contracting/outsourcing opportunities by prime vendors that build the capacity of smaller HUB/M/WBE companies.
- These forms must be attached to any procurement documents submitted to the ILTEXAS and are due at the time of bid/proposal opening.

AFFIRMATION

As evidenced by my signature below, I affirm that I am an authorized representative of the Prime Vendor/Contractor, and that the information and supporting documentation submitted are true and correct. I further understand and agree that, if awarded any portion of the solicitation:

- I will submit Prime Assessment Report – PAR to the District or District's representative, verifying my compliance with this HUB Utilization Plan (HUP), including the expenditure(s) I have made to subcontractors.
- I must seek approval from the District prior to making any modifications to the HUP.

For additional information about this form, please contact the person listed below. *All questions must be submitted in writing* via e-mail and received seven (7) calendar days prior to the opening date. *No verbal responses will be provided.*

Solicitation # (from page 1) :			
Solicitation Title (from page 1) :			
Prime Vendor / Contractor Name:			
Prime Vendor / Contractor Address :			
	City:	State:	Zip:
Contact Person :		Phone:	Email:
Signature :			

SUMMARY OF UTILIZATION

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) PROGRAM

- A "Historically Underutilized Business" (HUB)...
  - ...is at least 51% owned by an Asian Pacific American, Black American, Hispanic American, Native American and/or American woman.
  - ...is an entity with its principal place of business in Texas, and
  - ...has an owner residing in Texas with a proportionate interest that actively participates in the control, operations and management of the entity's affairs.

- A HUB is defined as a business formed for the purpose of making a profit in which at least 51 percent of the business is owned, operated, and controlled by one or more of the following:
  - "Minority-Owned Business Enterprise (MBE)" is defined for the purposes of this policy to mean a business enterprise that is at least 51 percent owned by a minority individual or group.
  - "Minority individual" is defined for purposes of this policy to include Black Americans, Hispanic Americans, Asian Americans, Asian-Pacific Americans, Native Americans or persons with a disability.
  - "Woman-Owned Business Enterprise (WBE)" is defined for purposes of this policy as a business enterprise that is at least 51 person owned by a woman or women.

- The Prime Contractor is the vendor that ILTEXAS has awarded a contract to.

- A Sub Contractor is a company that the Prime contractor has hired to provide a portion of the goods/services contracted for:
  - A prime's supplier is not considered a sub-contractor in this definition because the supplier is not needed for the particular goods/services being acquired, but are for the general operations of the prime contractor.
  - This would be considered a tier three HUB vendor. At the present time, ILTEXAS is not calculating tier three relationships.

- HUB Programs typically try to identify <u>true</u> sub-contracting or outsourcing opportunities that will help build the capacity of smaller HUB firms at the tier two level.
  - One concern has been "pass through money" which exists when a prime selects a sub for cosmetic purposes and no true sub-contracting or outsourcing opportunity exists.
  - "Pass through money" tends to drive prime prices up and can increase the costs of goods/services.
  - Pass through operations conflicts with the primary purpose of competitive procurement which is to drive costs down.

- The attached HUB Compliance Guidelines and Forms are due at the time of bid/proposal. The HUB Compliance Guidelines and Forms are not transferable from previously submitted bids or proposals.

- The District's HUB participation expectation is **<u>25%</u>** utilization of the total dollar value of the contract. The HUB goal is applicable to any change orders, additional services, modifications or revisions to the original contract.

- The District recognizes certifications issued by the State of Texas Historically Underutilized Business (HUB), North Central Texas Regional Certification Agency (NCTRCA), the U.S Small Business Administration (SBA) or any other recognized certification agency.

- Failure to be certified as a HUB does not preclude a firm from participating in the District's contracting and purchasing activities.

- All District bidders/proposers are required to demonstrate positive and reasonably good faith efforts to subcontract with and/or procure supplies/services with HUBs in available subcontracting areas. The District reserves the right to determine if a company has demonstrated good faith effort. Primes who propose to utilize their own workforce will be required to provide a detailed explanation.

- Changes to the List of Subcontractors in the HUB Utilization Plan must be reviewed and approved in writing by the Purchasing Department and/or the District CIP office, prior to any changes being made.

- The prime shall notify the Purchasing Department and/or the District CIP office if the percentage of HUB participation declines or falls below the level of participation represented in the HUB Utilization Plan. The prime shall promptly notify the Purchasing Department and/or the District CIP office within 7 days and obtain a listing of other qualified HUB vendors to meet the commitment amount.

- The Prime will be required to submit a Prime Assessment Report indicating the amounts paid to the subcontractors. Proof of payment reflecting the pay activity report should be attached. Approved proofs of payments are cancelled checks, partial release of liens or notarized letter from the subcontractor stating the bid package number, date and total amount received to date and amount received that month. The Prime Assessment Report will be submitted as requested by the District.

- Prime agrees to establish a written contract with each subcontractor. At minimum, the contract must include the scope of work, payment terms, nondiscrimination clause, and termination of HUB Clause, Prompt Payment Clause, and Retainage Clause. (If applicable).

- The prime will be required to maintain records showing the subcontract/supplier awards, subcontractor payment history, specific efforts to identify and award contracts to HUBs, and copies of executed contracts with HUBs. The prime shall provide access to books, records and accounts to authorized officials of the District, state or Federal agencies for the purpose of verifying HUB participation and good faith efforts to carry out this HUB policy. All District contracts are subject to HUB audit.

PLEASE PROVIDE ANSWERS TO THE FOLLOWING QUESTIONS:

Question 1. As the prime vendor/contractor, is your company a Historically Underutilized Business (HUB)/ Minority or Woman-Owned Business Enterprise (M/WBE)?

☐ Yes - Complete section A, questions 2 and 3.

☐ No - Complete questions 2 and 3.

Section A. Certifying Entity North Central Texas Regional Certification Agency (NCTRCA), State of Texas Historically Underutilized Business (HUB), Department of Transportation (DOT), Small Business Administration (SBA) – 8A or SDB, South Central Texas Regional Certification Agency (SCTRCA), D/FW Minority Business Council, National Minority Supplier Development Council, City of Houston, Corpus Christi Regional Transportation, Women's Business Council and City of Austin. (If you are not HUB/M/WBE certified, list non-certified.)	Certification Number (If you are not HUB/M/WBE certified, list not applicable "N/A")	AA – African American; AI – Asian Indian; AP – Asian Pacific American; NA – Native American; HI – Hispanic American; WO – American Women (excludes AA, AI, AP, NA, ,HI women) Ethnicity	Gender

Question 2. Will you use subcontractors as a part of this solicitation?

☐ Yes – Go to question 3.

☐ No, I will not be subcontracting any portion of the contract, and will be fulfilling the entire contract with my own resources. (By answering "No", complete sections D and E.)

Question 3. Is your subcontractor a HUB/M/WBE?

☐ Yes - Complete Sections B, D and E.

☐ No - Complete Sections B, C, D and E.

HUB Evaluation
Points / Percentage Matrix

Is the Prime a HUB? Yes Is the Sub a HUB? Yes ● 10 points or 10 %	Is the Prime a HUB? No Is the Sub a HUB? Yes ● 7 points or 7 %
Is the Prime a HUB? Yes Is the Sub a HUB? No ● 4 points or 4 %	Is the Prime a HUB? No Is the Sub a HUB? No ● 0 points or 0 %

Section B.

Subcontractor Utilization (List all subcontractors (minority and non-minority) that will be utilized in this bid/proposal. Non-certified firms will not be counted towards the prime's HUB/M/WBE subcontracting goals. Bidders/proposers may not apply one of its subsidiary companies or its own workforce towards meeting its HUB/M/WBE subcontracting goals. Use additional sheets if necessary.)

Subcontractor/ Supplier Name	**Contact Person & Phone Number**	**Certification Agency**	**Certification #**	**Ethnicity/ Gender**	***Service / Supplies to be provided***	**Estimated Amount**	**% Of Total Bid**
					Totals		

Section C. Good Faith Efforts Documentation (Complete this section if subcontractors will be utilized; however, the subcontractors are not HUB/M/WBE.)

	Yes	No
1. Was contact made with M/WBEs by telephone or written correspondence at least one week before the bid was due to determine whether any M/WBEs were interested in subcontracting and/or joint ventures?	☐	☐
2. Were contracts broken down to provide opportunities for subcontracting?	☐	☐
3. Was your company represented at a pre-bid/proposal conference to discuss, among other matters, M/WBE participation opportunities and obtain a list (not more than two months old) of certified M/WBEs?	☐	☐
4. Was information provided to M/WBEs concerning bonding, lines of credit, technical assistance, insurance, scope of work, plans/specifications, etc.?	☐	☐
5. Were subcontracting opportunities advertised in general circulation, trade associations, minority/women-focused media and/or minority chambers of commerce?	☐	☐
6. Did you encourage non-certified M/WBEs to pursue certification status?	☐	☐
7. Were negotiations conducted in good faith with interested M/WBEs?	☐	☐
8. Were the services utilized of available minority and women, community organizations, contractor groups, local, state, and federal business assistance offices, and other organizations that provide assistance in the identification of M/WBEs?	☐	☐

Section D. Past Performance with the ILTEXAS HUB Program

List HUB/M/WBE subcontractors that were utilized on previous International Leadership of Texas projects.

ILTEXAS Bid # or Inter-local Agreement Information	Name of Project	HUB/M/WBE Subcontractor/Supplier or Joint Venture Partner	HUB/M/WBE Contact Person & Phone Number	Amount or % of Bid

Section E. Mentor Protégé or Joint Venture

	Yes	No
1. Does your company currently participate in a Joint Venture Agreement with a Certified HUB/M/WBE for this solicitation? (If yes, attach a notarized Joint Venture Agreement.)	☐	☐
2. Does your company currently participate in a Mentor Protégé Plan? (If yes, attach a current Mentor Protégé Plan.)	☐	☐

FORM I

Model SB 9 Contractor Certification Form

Criminal History Record Information Review of Certain Contract Employees

Introduction: Texas Education Code Chapter 22 requires service contractors to obtain criminal history record information regarding covered employees and to certify to the District that they have done so. Covered employees with disqualifying convictions are prohibited from serving at a school district.

Definitions:

Covered employees: Includes all employees of a contractor (to include any subcontractors and/or independent contractors) who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes direct contact with students.

Disqualifying conviction: One of the following offenses, if at the time of the offense: (a) a felony offense under Title 5, Texas Penal Code; (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure; or c) an equivalent offense under federal law or the laws of another state.

On behalf of _____ ("Name of Contractor"), I
First Name: _____ Last Name: _____
Address: _____ City: _____ State: _ Zip: ___
Telephone: _____Fax: _____
E-mail: _____

Certify that [check one]:
[ ] None of Contractor's employees are *covered employees,* as defined above.
Or
[ ] Some or all of the Contractor's employee are *covered employees.* If this box is selected, I further certify that:

Contractor has obtained all required criminal history record information, through the Texas Department of Public Safety, regarding its covered employees. None of the covered employees has a disqualifying conviction. Contractor has taken reasonable steps to ensure that its employees who are not covered employees do not have continuing duties related to the contract services or direct contact with students.

If Contractor receives information that a covered employee has a disqualifying conviction, Contractor will immediately remove the covered employee from contract duties and notify the District in writing within 3 business days.

Upon request, Contractor will make available for the District's inspection the criminal history record information of any covered employee. If the District objects to the assignment of a covered employee on the basis of the covered employee's criminal history record information, Contractor agrees to discontinue using that covered employee to provide services at the District.

Noncompliance by the Contractor with this certification may be grounds for contract termination.

_____ _____
Signature Date

FORM J

INTERLOCAL AGREEMENT CLAUSE

Several governmental entities around International Leadership of Texas have indicated an interest in being included in this contract. Should these governmental entities decide to participate in this contract, would you (the vendor) agree that all terms, conditions, specifications, and pricing would apply?

Yes _____ No_____

If you (the vendor) check yes, the following will apply:

Governmental entities utilizing Internal Governmental contracts with International Leadership of Texas will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by governmental entity other than International Leadership of Texas will be billed directly to that government entity and paid by that government entity. International Leadership of Texas will not be responsible for another governmental entity's debts. Each governmental entity will order its own material/service as needed.

For information regarding the Educational Purchasing Cooperative of North Texas, please visit their website at the following address: http://www.epcnt.com/INDEX.htm

Company Name: _____
(Typed or printed)

Title of Authorized Representative: _____
(Typed or printed)

Signature of Authorized Company Official: _____

Date Signed: _____

FORM K

Certification of Regarding Lobbying

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding $100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U. S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewable, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “disclosure Form to Reporting Lobbying,” in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding $100,000 in Federal funds at all appropriate tiers and that all subreceipients shall certify and disclose accordingly.

_____

Name / Address of Organization

_____

Name / Title of Submitting Official

_____ _____

Signature Date

FORM L

Clean Air and Water Act Compliance

I, the vendor, am in compliance with the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended and understand that contracts and sub-grants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387) and that violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Name of Company _____

Address of Company _____

Title of Submitting Official _____

Signature _____

FORM M

PROPOSER/VENDOR CERTIFICATION FORMS

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS – APPENDIX II TO 2 CFR PART 200

The following provisions are required and apply when federal funds are expended by International Leadership of Texas for any contract resulting from this procurement process.

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when federal funds are expended, International Leadership of Texas reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does vendor agree? YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of $10,000)

Pursuant to Federal Rule (B) above, when federal funds are expended, International Leadership of Texas reserves the right to immediately terminate any agreement in excess of $10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor, in the event vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. International Leadership of Texas also reserves the right to terminate the contract immediately, with written notice to vendor, for convenience, if International Leadership of Texas believes, in its sole discretion that it is in the best interest of International Leadership of Texas to do so. The vendor will be compensated for work performed and accepted and goods accepted by International Leadership of Texas as of the termination date if the contract is terminated for convenience of International Leadership of Texas. Any award under this procurement process is not exclusive and International Leadership of Texas reserves the right to purchase goods and services from other vendors when it is in the best interest of International Leadership of Texas to do so.

Does vendor agree to abide by the above?

YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when federal funds are expended by International Leadership of Texas on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does vendor agree to abide by the above?

YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(C) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when federal funds are expended by International Leadership of Texas, during the term of an award for all contracts and subgrants for construction or repair, the vendor will be in compliance with all applicable Davis-Bacon Act provisions.

Does vendor agree? YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(D) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by International Leadership of Texas, the vendor certifies that during the term of an award for all contracts by International Leadership of Texas resulting from this procurement process, the vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act.

Does vendor agree? YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(E) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by International Leadership of Texas, the vendor certifies that during the term of an award for all contracts by International Leadership of Texas resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

Does vendor agree? YES _____ (If yes, insert initials of Authorized Representative of vendor.)

(F) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by International Leadership of Texas, the vendor certifies that during the term of an award for all contracts by International Leadership of Texas resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

(G) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by International Leadership of Texas, the vendor certifies that during the term of an award for all contracts by International Leadership of Texas resulting from this procurement process, the vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

(H) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (I) above, when federal funds are expended International Leadership of Texas, the vendor certifies that during the term and after the awarded term of an award for all contracts by International Leadership of Texas resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

(1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

FORM N

RECORD RETENTION REQUIREMENTS FOR CONTRACTS PAID FOR WITH FEDERAL FUNDS – 2 CFR § 200.333

When federal funds are expended by International Leadership of Texas for any contract resulting from this procurement process, the vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The vendor further certifies that vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or sub-grantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When federal funds are expended by International Leadership of Texas for any contract resulting from this procurement process, the vendor certifies that the vendor will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321, et seq.; 49 C.F.R. Part 18).

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

Vendor certifies that vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

CERTIFICATION OF NON-COLLUSION STATEMENT

Vendor certifes under penalty of perjury that its responses to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joiut venture, partnership, corporation or other business or legal entity.

Does vendor agree? YES _____ (If yes, insert the initials of Authorized Representative of vendor.)

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above under Proposer/Vendor Certification Forms.

Vendor's Name/Company Name: _____

Address, City, State, and Zip Code: _____

Phone Number: _____ Fax Number: _____

Printed Name and Title of Authorized Representative: _____

Email Address: _____

Signature of Authorized Representative: _____Date: _____

FORM O

SB 252 - CHAPTER 2252 CERTIFICATION

I, _____, the undersigned representative of _____ (Company or business name) being an adult over the age of eighteen (18) years of age, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, certify that the company named above is not listed on the website of the Comptroller of the State of Texas concerning the listing of companies that are identified under Section 806.051, Section 807.051 or Section 2253.153. I further certify that should the above-named company enter into a contract that is on said listing of companies on the website of the Comptroller of the State of Texas which do business with Iran, Sudan or any Foreign Terrorist Organization, I will immediately notify the International Leadership of Texas Purchasing Department.

_____

Name of Company Representative (Print)

_____

Signature of Company Representative

_____

Date

FORM P

House Bill 89 VERIFICATION

I, _____, the undersigned representative of

_____Company or Business name

(hereafter referred to as company) being an adult over the age of eighteen (18) years of age, verify that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and

2. Will not boycott Israel during the term of the contract the above-named Company, business or individual with the Fort Worth Independent School District.

Pursuant to Section 2270.001, Texas Government Code:

1. *"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

_____ _____

Date Signature of Company Representative

FORM Q

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

(A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;

(B) a transaction conducted at a price and subject to terms available to the public; or

(C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

***

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than $100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Form provided by Texas Ethics Commission www.ethics.state.tx.us Revised 11/30/2015

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of vendor who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 **Name of local government officer about whom the information is being disclosed.**

_____

Name of Officer

4 **Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 **Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

_____ _____

Signature of vendor doing business with the governmental entity Date

Form provided by Texas Ethics Commission www.ethics.state.tx.us Revised 11/30/2015

FORM R

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

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

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

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

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

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

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

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

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

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

☐☐ – ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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

Cat. No. 10231X Form **W-9** (Rev. 11-2017)

SECTION III - RFP REQUIREMENTS AND CONDITIONS

In submitting a RFP, Proposer understands and agrees to be bound by the following terms and conditions which shall be incorporated into any future contracts, agreements, or purchase orders relating to this RFP between the vendor and the International Leadership of Texas. By submitting a RFP, each Proposer agrees to waive any claim it has or may have against the International Leadership of Texas arising out of or in connection with the administration, evaluation, or recommendation of any RFP; waiver of any requirements under the RFP Documents; acceptance or rejection of any RFPs; and award of Contracts, if any. **The District may elect to issue subsequent proposals and approve additional vendors for the same or similar items/services during the agreement period, if it is determined to be in the best interest of the District. Subsequent proposals will have the same proposal number followed by an alpha character i.e. (Proposal xx-xxx). Vendors that have responded successfully to the original or a subsequent proposal do not have to respond other subsequent proposal.**

1. WITHDRAWING RFP

RFPs submitted to International Leadership of Texas (hereinafter called "ILTEXAS" or "District") can be withdrawn, upon written request, prior to the time set for opening RFPs. A RFP may not be withdrawn after the RFPs have been opened, and the Proposer, by submitting a RFP, warrants and guarantees that the RFP has been carefully reviewed and checked and that it is in all things true and accurate and free of mistakes.

RFPs cannot be altered or amended after opening time. Any alterations made before opening time **must** be initialed by Proposer or his/her authorized agent.

2. CONSIDERATION OF RFP

RFPs must be signed, sealed and delivered to the International Leadership of Texas, located on 2021 Lakeside Blvd, Richardson, TX 75082, on or before RFP due date and time. Unsigned, unsealed or late RFPs will not be considered. After RFPs are opened and publicly read aloud, the RFPs will be tabulated for comparison on the basis of the evaluation criteria in Section V . The International Leadership of Texas Board of Trustees reserves the right to reject any or all RFPs, to waive technicalities, and to re-advertise for new RFPs, or proceed to do the work otherwise in the best interests of the District.

Cash discounts with terms less than thirty (30) days will not be considered in the awarding of RFPs and will be tabulated as "net."

RFPs received after the date and time specified **will not** be considered. The Purchasing Department will notify those firms submitting late RFPs and will hold documents for pick-up for five (5) business days following late RFP notification. **All late RFPs which are not picked up by the Proposer within five business days will be discarded.**

3. AWARD CRITERIA (See Section V – RFP Evaluation Criteria)

The District reserves the right to award this RFP to a single vendor, multiple vendors, each line item separately, or in any combination it determines to be in the best interest of the District. If the Proposer chooses to bid/propose "all or none" or is not agreeable to multiple or split awards, it must be noted on the Deviation/Compliance Form and included with the RFP.

Regardless of the award of RFP hereunder, the District retains the right to purchase the same or similar materials or items from other sources should it be determined that doing so would be in the District's best interest.

4. IRREGULAR RFP

RFPs will be considered irregular if they show any omissions, alterations of form, additions, or conditions not called for, unauthorized alternate RFPs, failure to return all forms and copies, or irregularities of any kind. However, the District reserves the right to waive any irregularities and to make the award in the best interests of the District.

5. REJECTION OF RFP

The District reserves the right to reject any or all RFPs, and all RFPs submitted are subject to this reservation. RFPs may be rejected, among other reasons, for any of the following specific reasons:

A. RFP received after the time limit for receiving bids as stated in the advertisement.
B. RFP containing any irregularities.
C. Unbalanced value of any items.
D. Improper or insufficient RFP guaranty, if required.
E. Where the Proposer, any Sub-contractor or Supplier, or the surety on any bond given, or to be given, is in litigation with the District or where such litigation is contemplated or imminent, in the sole opinion of the District.

6. DISQUALIFICATION OF PROPOSERS

Proposers may be disqualified and their RFPs not considered, among other reasons, for any of the following specific reasons:

A. Reason for believing collusion exists among the Proposers.
B. Reasonable grounds for believing that any Proposer is interested in more than one RFP for the work contemplated.
C. Where the Proposer, any Sub-contractor or Supplier, or the surety on any bond given, or to be given, is in litigation with the District or where such litigation is contemplated or imminent, in the sole opinion of the District.
D. The Proposer being in arrears on any existing Contract/Purchase Order or having defaulted on a previous Purchase Order.
E. Lack of competency as revealed by pertinent factors, including but not necessarily limited to, experience and equipment, financial statement and questionnaires.
F. Uncompleted work that in the judgment of the District will prevent or hinder the prompt completion of additional work if awarded.
G. Where the Proposer has failed to perform in a satisfactory manner on a previous Purchase Order/Contract.

7. CONFIDENTIAL OR PROPRIETARY MARKINGS

Any portion of the RFP that Proposer considers confidential or proprietary information, or to contain trade secrets of Proposer, must be marked accordingly. This marking must be explicit as to the designated information. This designation may not necessarily guarantee the non-release of the information under the Public Information Act or as otherwise required by law, but does provide the District with a means to review the issues thoroughly and, if justified, request an opinion by the Attorney General's office prior to releasing any information requested under the Public Information Act.

8. NEW MATERIALS

Unless otherwise stated in the specifications, all supplies and components to be provided under this RFP shall be new (not used or reconditioned, and not of such age or so deteriorated as to impair their usefulness or safety), of

current production, and of the most suitable grade for the purpose intended. If at any time during the performance of this RFP the Vendor believes that the furnishing of supplies or components which are not new is necessary or desirable, it shall notify the District immediately, in writing, including the reasons and proposing any consideration which will flow to the District if authorization to use such supplies or components is granted.

9. BRAND NAME OR SUITABLE SUBSTITUTE

This clause is applicable only when a "brand name or suitable substitute" description is included in a solicitation. As used in this clause, the term "brand name" includes identification or products by make and model.

A. If items for which RFPs have been called for have been identified by a "brand name or suitable substitute" description, such identification is intended to be descriptive, but not restrictive, and is to indicate the quality and characteristics of products that will be satisfactory. RFPs offering "suitable substitute" products will be considered for award if such products are clearly identified in the RFPs and are determined by the District to be equal in all material respects to the brand name products referenced.

B. Should any product be delivered or service performed which is not as the successful Proposer has purported it to be in its submitting of this RFP, said Proposer will be required to correct any deficiencies without additional cost to the District.

10. SAMPLES

Samples and/or product specification documents may be required for items, as specified in Section VII - Special Terms & Conditions/Proposal Specifications. Product specification documents (as required in Section VII - Special Terms & Conditions/Proposals Specifications) shall be submitted with the RFP, properly referenced and clearly marked so as to indicate related RFP item. Samples, when requested on Section VI, must be furnished at no cost to the District and will not be returned. Each sample should be clearly marked with bidder's/proposer's name, RFP number, and item number on the RFP. **DO NOT ENCLOSE IN OR ATTACH RFP TO SAMPLE.** ILTEXAS assumes no responsibility for the handling of samples in any manner. Improperly identified samples will not be considered.

When samples and/or product specifications are not required to be submitted with the RFP (not stated on Section VII – Special Terms & Conditions/Proposals Specifications) ILTexas reserves the right to request samples and/or product specification documents for any merchandise submitted for RFP before final selections are made. Samples and/or product specifications requested after RFP opening must be received within five (5) calendar days after request.

SECTION IV – GENERAL TERMS AND CONDITIONS

1. TERMS OF PAYMENT

Terms of payment to the successful Proposer will be contingent upon the terms offered based on invoices submitted to and approved by the District for payment. Invoices shall be fully documented in accordance with the specifications and contain individual pricing for each item. **No payments shall be made on invoices not listing an ILTEXAS Purchase Order number.**

Invoices will be paid upon completion of delivery and acceptance **30 days from receiving invoice**. Invoices must reflect only the amount due for goods or the portion of the services performed, materials and equipment furnished for the period covered by each invoice. Invoices shall be priced per unit prices as awarded.

Email your invoice(s) to **accountspayable@iltexas.org**. Please include the following items on your invoice document:

- Company Name/Name of Contact, Purchase Order Number, Remit Address, Detailed on items/or services rendered, Invoice Number, Invoice Date, Total Amount Due

It is preferred that you email your invoices; however, if you do not have this capability, you may mail your invoice to the following address:

International Leadership of Texas
ATTN: Accounts Payable
2021 Lakeside Blvd.
Richardson, TX 75082

2. TAX EXEMPT STATUS

The International Leadership of Texas is exempt from Federal Excise Tax. **DO NOT INCLUDE TAX IN RFP PRICES.** Excise Tax Exemption Certificate will be furnished upon request. ILTexas Federal ID Number is **27-4549127**.

3. RIGHTS TO INSPECT AND AUDIT

The Vendor (and Vendor's suppliers, vendors, sub-contractors, insurance agents, and other agents) shall maintain and the District shall have the right to examine records, documents, books, accounting procedures and practices and any other supporting evidence deemed necessary by the District to substantiate compliance with the terms of this agreement. Such right of examination shall include reasonable access to and cooperation by all Vendors personnel who have worked on or have knowledge related to the performance of this RFP. Proprietary/Trade Secret information pertaining to this RFP may not be withheld from the District or its Authorized Representative.

4. VENDOR RESPONSIBILITIES

The Vendor shall be fully responsible for the quality and accuracy of any and all Work performed in conjunction with this RFP. Neither acceptance of such Work by the District, nor payment therefore, shall relieve the Vendor of

this responsibility. If and when applicable, the Vendor shall complete all services in conformity with professional standards, and shall provide qualified personnel to meet agreed upon schedules.

5. ASSIGNMENT

The successful Proposer may not assign its rights and duties under an award without the written consent of the International Leadership of Texas. Such consent shall not relieve the assignor of liability in the event of default by its assignee.

6. TERMINATION OF WORK FOR DISTRICT CONVENIENCE

Whenever ILTEXAS, in its discretion, deems it to be in the District's best interests, it may terminate any resulting award for the District's convenience. Such termination shall be effective thirty (30) days after ILTEXAS delivers written notice of such termination for convenience to the Vendor. Upon receipt of such notice from the District, Vendor shall not thereafter incur, and ILTexas shall have no liability for, any costs under this RFP that are not necessary for actual performance of the RFP between the date of the notice of termination for convenience and the effective date of that termination for convenience. In the event of a termination for convenience hereunder, ILTEXAS shall have no liability to Vendor for lost or anticipated profit resulting there from.

The ILTexas can terminate any resulting award for this RFP with thirty (30) calendar days' notice, in the event no funds or insufficient funds are appropriated and budgeted or are otherwise not available in the next fiscal year for obligations herein provided, however, this provision shall not be construed so as to permit the ILTexas to terminate this RFP in order to enter other Contracts or make other arrangements for essentially the same services made the subject of this RFP. **Multi-term agreements are subject to review and ratification at the end of each school year during the term.**

7. DEFAULT AND REMEDIES

The Vendor shall be considered in default of this RFP, and such default shall be grounds for the District to terminate any resulting award for this RFP and/or pursue any and all relief, at law or in equity, to which it may be entitled by reason of such default if Vendor fails to perform any of its obligations under this RFP and fails to correct such non-performance within ten (10) calendar days of written notice from the District to do so. Should any termination of this RFP under this Item 7 be held to be unenforceable or otherwise improper by a court of competent jurisdiction, then such termination shall be considered a termination for convenience under Item 6 of Section IV - General Terms and Conditions.

8. GRATUITIES

The District may, by written notice to the Vendor, cancel this RFP without liability to Vendor if it is determined by the District that gratuities, in the form of entertainment, compensation, gifts, or otherwise, were offered or given by the Vendor, or any agent or representative of the Vendor, to any Board Member, officer, or employee of International Leadership of Texas with a view toward securing a RFP or securing favorable treatment with respect to the awarding or amending, or the making of any determinations with respect to the performing of such an agreement.

9. JURISDICTION

The Purchase Order(s) resulting from this RFP shall be enforceable in Dallas County, Texas, and if legal action is necessary by either party with respect to the enforcement of any and all of its terms and conditions, exclusive venue for same shall lie in Dallas County, Texas.

10. NOTICE OF DELAYS

Whenever the Vendor encounters any difficulty which is delaying or threatens to delay timely performance (including actual or potential labor disputes), the Vendor shall immediately give notice in writing to the District, including all relevant information. Such notice shall not in any way constitute a basis for an extension of the delivery or performance schedule or be construed as a waiver by the District of any right or remedies to which it is entitled by law or pursuant to provisions herein. Failure to give such notice, however, may be grounds for denial of any request for an extension of the delivery or performance schedule because of such delay.

11. FORCE MAJEURE

Neither Vendor nor the District shall be responsible or deemed to be in default of its obligations to the other to the extent any failure to perform or delay in performing its obligations under this RFP is caused by events or conditions beyond the reasonable control of that party, and are not due to the negligence or willful misconduct of such party (hereinafter, "Force Majeure events"). For purposes of this RFP, Force Majeure events shall include, but not be limited to, acts of God or public enemy, war, riot or civil commotion, strikes, epidemic, fire, earthquake, tornado, hurricane, flood, explosion, or other catastrophes, or events or conditions due to governmental law, regulations, ordinances, order of a court of competent jurisdiction, executive decree or order. However, in the event of such delay(s) or nonperformance, the party so delayed shall furnish prompt written notice to the other party (including the date of inception of the Force Majeure event and the extent to which it will affect performance) and shall undertake all efforts reasonably possible to cure the delay or nonperformance and mitigate its effects or to otherwise perform. The District shall not be responsible for payment for any product or service delayed or foreclosed by any Force Majeure event unless and until such delayed or foreclosed product or service is provided. The provisions of this section shall not preclude the District from canceling or terminating any resulting award (or any order for any goods or services included herein), or from revising the scope of the Work, as otherwise permitted under this RFP.

12. DELIVERIES OF GOODS

A. A specific delivery date may be required to be a part of each RFP. The District considers delivery time to be that period elapsing from the time the individual order is placed until that order or work thereunder is received by the District at the specified delivery location.

B. All items covered by this RFP shall be delivered F.O.B Destination ILTexas, from point of assembly to the District location(s) specified on each purchase order. **RFP PRICING SHALL INCLUDE ALL FREIGHT/DELIVERY CHARGES.** The District shall not be liable for any deliveries of merchandise unless same has been received at the specified delivery location within ILTexas, inspected and accepted as in full compliance with the Specifications. Risk of theft, destruction, loss or damage to any work, materials, shipment, or deliveries will be borne exclusively by the successful Proposer until after the District completes its inspection and acceptance of said work, material, shipments, or deliveries; the burden and cost of insurance against such risks shall be assumed by the successful Proposer.

C. Deliveries will be made only upon authorization of the ILTexas, and shall be made if, as, and when required and ordered by the District, at such intervals as directed by the District. It is important that each supplier understand the following information:

- All purchases made by the District will be made via ILTexas purchase order.
- Do not provide goods/services absent a bona fide, signed purchase order.

- Do not provide goods/services exceeding the quantities contained on the purchase order.
- The District will only pay invoices which match the purchase order description, quantity, and price.

D. Deliveries shall be to the location identified in each Purchase Order. Each proof of delivery shall list the ILTexas purchase order number, exact quantity delivered, back orders (if any) and number of pallets.

E. Proposer warrants that all deliveries made under the Purchase Order will be of the type and quality specified; and the District may reject and/or refuse any delivery that falls below the quality specified in the Specifications. The District shall not be held to have accepted any delivery until after an inspection of same has been made and an opportunity to exercise its right of rejection has been afforded.

F. Failure by the Vendor to make reasonable delivery as and when requested shall entitle the District to acquire quantities from alternate sources wherever available, with the right to seek reimbursement from the Vendor for amounts, if any, paid by the District over and above the RFP price.

G. All materials delivered shall be free of any and all liens and shall upon acceptance thereof become the property of the District, free and clear of any liens.

H. Acceptance by the District of any delivery shall not relieve the Vendor of any guarantee or warranty, express or implied, nor shall it be considered an acceptance of material not in accordance with the Specifications and shall not waive the District's right to request replacement of defective material.

13. PERFORMANCE OF SERVICES

A. Performance will be made only upon authorization of the District, in the form of a bon-a-fide, signed Purchase Order and shall thereafter be made if, as, and when required and ordered by the District.

B. Performance shall be at the location identified in each order.

C. The scope of this RFP and requirements of the District as shown in the specifications shall not be considered as binding on the District, and the work actually may be less than or greater than projected.

D. Proposer warrants that all work will be of the type and quality specified, and the District may reject and/or refuse work that falls below the quality required in the specifications.

E. Failure by the Vendor to make reasonable progress as and when requested shall entitle the District to seek work from alternate sources wherever available, with the right to seek reimbursement from the Vendor for amounts, if any, paid by the District over and above the RFP price.

F. All materials delivered shall be free of any and all liens and shall upon acceptance thereof become the property of the District, free and clear of any materialman’s, supplier's, or other type liens.

G. All work performed, as herein shown under the Specifications, shall be of the highest quality workmanship and shall in every respect meet or exceed the industry standards for this type RFP.

H. If deemed necessary, inspections will be made by authorized district personnel on a routine basis. Any deficiencies in the work performance disclosed during such inspections must be corrected following receipt

of notification by the Vendor. Continued failure to take such corrective actions could, at the District's discretion, lead to termination of any resulting award.

I. Failure of Vendor to fully comply with the terms and provisions of this RFP shall constitute grounds for declaring the Vendor in default.

J. Acceptance by the District of any delivery shall not relieve the Vendor/Supplier of any guarantee or warranty, express or implied, nor shall it be considered an acceptance of material not in accordance with the Specifications and shall not waive the District's right to request replacement of defective material.

14. WARRANTY INFORMATION

A. Warranty – Product: Manufacturers' standard warranty for parts and labor must be included in the prices bid/proposed and must meet or exceed any additional warranty requirements specified herein. All manufacturers' warranties shall be enforced to benefit the District, and replacement of defective materials shall be made promptly upon request.

B. Warranty – Price: The price to be paid by the District shall be that contained in Seller's RFP which Seller warrants to be no higher than Seller's current prices on orders by others for products of the kind and specification covered by this RFP for similar quantities under similar or like conditions and methods of purchase. In the event Seller breaches this warranty, the prices of the items shall be reduced to the Seller's current prices on orders by others. Or in the alternative, the District may cancel the Purchase Order(s) without liability to seller for breach of Seller's actual expense.

C. Warranty – Safety: Seller warrants that the product sold to the District shall conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970. In the event the product does not conform to OSHA standards, the District may return the product for correction or replacement at the Seller's expense. In the event Seller fails to make the appropriate correction within a reasonable time, correction made by the District will be at Seller's expense.

15. INDEMNIFICATION AND HOLD HARMLESS

The vendor shall defend, indemnify, and hold harmless International Leadership of Texas, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connected with, or resulting from any acts or omissions of vendor or any agent, employee, sub-contractor, or supplier of vendor in the execution or performance of this RFP.

16. PRICE INCREASES

If this document includes the option to extend for additional year(s), price increases for each additional year will be negotiated not to exceed the consumer price index (CPI) in the Dallas/Fort Worth and/or Houston area at the time of renewal. Price negotiations may be negotiated to prices below the current pricing. Negotiations for price changes, when required, will be completed forty-five (45) days before date of renewal.

17. INTER-LOCAL AGREEMENTS

ILTexas reserves the right to purchase the goods and/or services in this RFP through an inter-local agreement, if it is deemed that the inter-local agreement is more advantageous to the District.

18. INSURANCE REQUIREMENTS (See Section VII - Special Terms & Conditions)

IF REQUIRED *(and stated on Section VII)*, these requirements apply to all non-Capital Improvement Program construction projects and to the other bids/proposals as required in Section VII – Special Terms & Conditions/Bid Specifications. The successful Proposer will submit the following Certificates of Insurance naming the International Leadership of Texas, as Certificate Holder; ILTexas will be named additional insured on General Liability Certificates. Certificates may be faxed to ILTexas at 972-666-4801. The selected Proposer will be required to supply the insurance certificate(s) prior to the start of the project. The selected Proposer agrees to provide insurance policies or contracts for insurance, when requested, in addition to Certificates of Insurance. **The District reserves the right to require higher limits of coverage depending on the size, scope, and nature of a RFP.**

TYPES OF INSURANCE COVERAGE	LIMITS OF LIABILITY
1. Worker's Compensation	Statutory – The Vendor shall provide and maintain Worker's Compensation and Employer's Liability Insurance with a limit of not less than: Each Accident $100,000 Disease-Policy Limit $500,000 Disease-Each Employee $100,000 The Vendor shall require subcontractors to provide insurance for the latter's employees, unless such employees are covered by a Worker's Compensation policy furnished by the General Contractor.
2. General Liability	The Vendor shall provide and maintain Comprehensive General Liability Insurance protection including "Products and Completed Operations" coverage with a limit not less than: General Aggregate $1,000,000 Each Occurrence $1,000,000 Products-Comp Ops $1,000,000
3. Auto Liability Insurance	The Vendor shall provide and maintain during the life of this RFP, automobile public liability insurance in amounts of not less than $300,000 each single occurrence for bodily injury or death (maximum of $100,000 per person), and $100,000 for each single occurrence of property damage or destruction. Said insurance policy must provide protection for non-owned and hired vehicles as well as vehicles owned by Vendor.

19. BID SECURITY REQUIREMENT (See Section VII - Special Terms & Conditions)

IF REQUIRED *(and stated on Section VII)*, RFPs shall be accompanied by either an **original** cashier's check, certified check, or money order upon a state bank in the amount not less than five per cent (5%) of the total maximum RFP price payable without recourse to the International Leadership of Texas, or an **original** bid bond in the same amount from a reliable surety company licensed to do business in the State of Texas. Bid Security serves as a guarantee that the Proposer will enter into a contract and execute a payment and performance bond on any or all projects $25,000 or above within fifteen (15) days after notice of award.

20. PAYMENT BOND (See Section VII - Special Terms & Conditions)

IF REQUIRED *(and stated on Section VII)*, for projects in excess of $25,000, an **original** payment bond will be required of the successful Proposer and shall be executed by a surety company acceptable to the District and authorized to do business in Texas. The payment bond shall be in an amount equal to one hundred percent (100%) of the total sum for all projects in excess of $25,000. **Original** bonds shall be delivered to the District no later than fifteen (15) days after receiving the notice of award.

21. PERFORMANCE BOND (See Section VII - Special Terms & Conditions)

IF REQUIRED *(and stated on Section VII)*, for projects in excess of $100,000, BOTH an **original** performance bond and an **original** payment bond will be required of the successful Proposer and shall be executed by a surety company acceptable to the District and authorized to do business in Texas. The performance and payment bond shall be in an amount equal to one hundred percent (100%) of the total sum for all projects in excess of $100,000. Failure to deliver the performance bond and payment as specified shall be considered as having abandoned the contract and the bid bond will be retained by the District as liquidated damages. **Original** bonds shall be delivered to the District no later than fifteen (15) days after receiving the notice of award.

22. Rights to Inventions Made Under a Contract or Agreement.

If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or sub recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or sub recipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

SECTION V – REQUEST FOR PROPOSALS EVALUATION CRITERIA

In evaluating Request for Proposals submitted and per the Texas Education Code 44.031(b), the following considerations shall be considered to determine the best value for the District.

	Factors	**Possible Points or Weighted Averages**
1.	purchase price/discount	30
2.	the reputation of the vendor or of the vendor's goods or services	10
3.	the quality of the vendor's goods or services	10
4.	the extent to which the goods or services meet the District's needs	20
5.	the vendor's past relationship with the District	10
6.	the total long-term cost to the District to acquire the vendor's goods or services	10
7.	any other relevant factor as specified in the special Terms and conditions of this request for proposals	10
	Total	100

SECTION VI - PERIOD OF PERFORMANCE

The Term of this Agreement shall be for three **(3) years** with the option to extend for up to **two (2) additional years** in one-year increments. All purchase orders dated and issued within these dates will be subject to the terms and conditions of this proposal. ILTexas has the option to extend this RFP 22-0002 at the end of the performance period for up to 120 days if determined to be in the best interest of the district to ensure availability of products and/or services. All purchase orders dated and issued will be subject to the terms and conditions of this RFP. **Do not provide any goods or services without a bona-fide purchase order signed by Chief Financial Officer (CFO).**

SECTION VII – SPECIAL TERMS AND CONDITIONS

Specifications for Services

General

International Leadership of Texas is accepting RFP's (Request for Proposals) for Janitorial Services. As there are multiple categories, multiple vendors will be awarded in order that discounts may be obtained in each category. Items will be purchased on an as-needed basis.

Special Terms and Conditions

Contract
The proposal document, addenda and any negotiated documents, returned and awarded by ILTexas shall constitute the contract. The contract will be put into effect by means of executed purchase order(s) after proposals have been awarded.

Proposal Evaluation
ILTexas reserves the right to accept or reject in part or in whole any proposal submitted, and to waive any technicalities for the best interest of the School District.

Contractor Selection
If awarded, the contract shall be based on the School District's evaluation criteria of price, product conformity, references and compliance with the proposal requirements. A responsive proposer shall have submitted a complete sealed proposal packet within the stated timeline and in accordance with the proposal specifications. A responsible proposer shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

Cancellation
The School District shall not pay for services or supplies that are deemed by ILTEXAS to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation. The School District reserves the right to cancel the contract, without cause, upon thirty (30) days' written notice.

References
Vendors must provide at least three (3) references for which they have performed similar services within the past twenty-four (24) months. Two (2) of the references shall be school districts serviced. The references should be of like size and nature as ILTexas. The references shall include the name of the company/district, contact person, phone number, fax number and e-mail address, length of time work has been performed, types of tasks performed and service provided. See attached reference sheet.

Delivery
If delivery is available and requested, materials shall be shipped FOB (Free on board) Destination to the "Ship To" address designated on the purchase order. Title to the material shall pass to ILTEXAS upon receipt by the School District. Delivery shall be made as soon as possible after receipt of order, or as noted on purchase order. Payment shall be made by the District after satisfactory delivery.

Quality of Material
Any item that does not perform or meet tests as specified by the seller shall be replaced by the contractor at no cost to the District.

Sole Source Providers
Proposers offering items that are exclusively theirs, and which are not marketed through any other vendor or distributor should complete the Sole Source Affidavit. This affidavit must be notarized and can be submitted with your proposal document RFP 22-0002.

Suitability for Intended Use
All chemicals must be certified lead free, non-toxic and will require a MSD (Material Safety Data) sheet (chemicals defined as paints, lacquers, thinners, caulks, fillers, etc.). This documentation must be provided at time of purchase, before payment is approved. All other supply items should be comparable in quality and intended use. Suitability for intended use: (paints, pastes, inks, chemicals, markers, etc.) MSD sheet should clearly indicate item number.

LOCATIONS (on next page)

LOCATION DETAILS

Campus	Address	Acres	Square Ft	Student Capacity	# of Porters
Garland ES/MS	3301 N Shiloh Road Garland, TX, 75044	13.17	92,012.00	1416	3
Garland HS	4413 N Shiloh Road Garland, TX 75044	14.2	75,771.00	800	3
Arlignton ES/MS	4950 S. Bowen Arlington, TX 76017	40.81	89,990.00	1416	3
Keller ES/MS	2301 Heritage Trace Parkway Ft Worth, TX 76177	13.358	93,003.00	1416	3
Arlington- Grand Prairie HS	2851 Ragland Road, Grand Prairie, TX 75052	23.7	89,183.00	800	3
Keller-Saginaw HS	10537 NW Highway 287, Fort Worth, TX 76131	13.982	87,621.00	1200	3
Grand Prairie ES/MS	3501 Great Southwest Parkway, Grand Prairie, TX 75052	14.15	92,481.00	1416	3
North Richland Hills ES/MS	4131 Rufe Snow Drive, North Richland Hills, TX 76180	12.847	111,822.00	1416	3
Katy ES	24406 Franz Road, Katy, TX 77493	14.2	92,481.00	1416	3
Westpark ES/MS	15300 Bellaire Boulevard, Houston, TX 77083	14.76	92,481.00	1416	3
Katy-Westpark HS	20055 Beechnut Street, Richmond, TX 77407	21.3	87,621.00	1200	3
Lancaster ES/MS	1900 W Pleasant Run Road, Lancaster, TX 75146	11.68	94,407.00	1416	3
East Fort Worth ES/MS	5901 Boca Raton Boulevard, Fort Worth, TX 76112		94,000.00	1416	3
Saginaw EM/MS	500 Old Decatur Road N, Saginaw, TX 76179	11.9	94,411.00	1416	3
Windmill Lakes ES/MS	9898 Windmill Lakes Boulevard, Houston, TX 77075		94,000.00	1416	3
Houston Orem ES/MS	5445 E Orem Drive, Houston, TX 77048	14.5	94,931.00	1416	3
College Station ES/MS	3610 Longmire Dr., College Station, TX 77845	14.52	94,500.00	1416	3
Windmill Lakes Orem HS	9901 Windmill Lakes Blvd Houston, TX 77075	18.499	107,279.00	800	3
Aggieland HS	2611 S Texas Ave College Station TX 77840		29,581.00	400	2
BG Ramirez ES/MS	4114 Road 5200, Cleveland, TX 77327		94,000.00	1416	3
Lancaster/Desoto HS	901 N Polk Street, Suite 101, Desoto, TX 75115		20,000.00	380	2

Some locations are subject to change due to construction of upcoming schools

Evening cleaning does not require number of porters as listed for day cleaning on the chart above.
When needed, additional porters will be required from 10:00 am to 2:00 pm for High Tech Covid Cleaning

SECTION VIII – CLEANING PROCEDURES

Introduction

These guidelines are provided as standards for ILTexas' expectations for cleaning services. It is the responsibility of the Contractor to ensure that these procedures are followed. The Contractor may modify the order in which each procedure is performed to maximize efficiency but may not do so if it compromises cleanliness (such as sweeping the floor and then dusting instead of the other way around). The Contractor will create and maintain a log of which areas were cleaned at what time and by which employee(s). The contractor Shall provide, to its employees, training from all Chemical and Equipment company Representatives listed in this document. Proof of training shall be provided for each employee within 1 month of hire start date.

Building Information

- 1/3rd of the campus is carpet
- 1/3 of the campus is polished concrete
- 3,000 sq. feet of VCT
- 1/3 is sports courts and turf
- Aggieland HS is LVT
- Lancaster/Desoto HS is VCT (mopping will be necessary, no waxing)

Equipment Request

New Equipment will be used at the beginning of the new contract to fulfill all cleaning procedures stated on this RFP.

A. CHEMICALS

1. This section should be used to identify which chemicals should be used for daily and non-routine cleaning.
2. The use of bleach, Fabuloso®, Pine-Sol®, and other household cleaning chemicals by the Contractor are prohibited without prior-written permission from the ILTexas Facilities Executive Director.
3. It shall be The Contractors responsibility to provide all required training for proper handling techniques and SDS to comply with all applicable labor and safety laws.
4. There will be 2 options for chemicals given, EnvirOx and 3M. If another system is deemed better by Contractor, it shall be approved by ILTexas Director before approved.
5. For the purpose of all procedures in this manual as it relates to chemical usage, when you see EnvirOx® listed as chemical used in procedure, it should be substituted if option 2 or other ILTexas approved chemical is agreed upon.

EnvirOx® Required Use (Option 1)

1. Contractor will provide EnvirOx® H2Orange2 Concentrate 117 or H2Orange2 Hyper-Concentrate 112 sanitize/virucide cleaner, at Contractor's expense, to properly execute the tasks listed in this document. No substitutions will be accepted when the EnvirOx® is appropriate for the application.
2. EnvirOx® H2Orange2 should be dispensed into designated, color coded spray bottles. No other chemicals should be used in EnvirOx® H2Orange2 spray bottles. Spray bottles purchased by Contractor should be labeled with their company name or initials.

3. The EnvirOx® H2Orange2 117 dispenser dispenses two different levels of concentration. Green and Red. Green is a lower concentration but retains the disinfecting properties required for use in this scope of work. Red is used in instances where more disinfecting or more cleaning action is required.
4. The EnvirOx® H2Orange2 112 dispenser dispenses at more than 2 levels of concentration. Reference the EnvirOx® website for further directions on application.
5. Annex III – EnvirOx® H2Orange2 Use Wall Charts is a collection of diagrams and instructions provided by EnvirOx®. The Contractor will adhere to the use levels indicated on the chart.
    a. It shall be The Contractor's responsibility to obtain further information from the manufacturer, EnvirOx®.
6. At no point should the Contractor pour EnvirOx® straight into a mop bucket or attempt to dilute the chemical manually.

Other Chemicals

1. The Contractor may use the following additional chemicals.
    a. Stainless Steel Cleaner – Submit for approval
    b. Carpet Spotter – Submit for approval
    c. Glass Cleaner – Submit for approval
    d. Enzyme Bathroom Cleaner- Submit for approval
    e. Spray Buffing Compound – This product must be compatible with 3M stone care.
    f. Scrub and Recoat Cleaner – This product must be compatible with 3M stone care.
    g. EnvirOx® Critical Care™ disinfectant-fungicide-virucide
    h. NCL® Natural Miracle™ Biologically Engineered Instant Malodor Destroyer and Cleaner
    i. Kaivac, Inc. KaiBlooey™ Restroom Cleaner or Hillyard C3 chemicals – may only be used in proper dilution with Kaivac or Hillyard cleaning equipment
2. All chemicals listed above as "submit for approval" will require submission to the Executive Director of Facilities for approval before these chemicals may be used.

B. CROSS CONTAMINATION PREVENTION PROGRAM

In an effort to prevent cross contamination of heavily soiled areas with less soiled common areas, the Contractor will be required to adhere to a cross contamination prevention program (CCPP). The CCPP takes steps to properly identify mops, mop buckets, and rags for use in specified areas only. It is unrealistic to clean schools to pharmaceutical standards and completely eliminate cross-contamination. However, the CCPP is used to mitigate and minimize the possibility of cross contamination. The following colors are used to identify equipment. The CCPP may vary slightly from campus to campus.

- **Red**
    - Mop bucket – for use in restrooms or for biohazard clean-up only.
    - Rags – for use for cleaning toilets, urinals and walls/partitions where there may be splash back.
- **Blue**
    - Mop buckets – for use in common area cleaning such as gyms, stairs, hallways, dining areas. Not for use in restrooms
    - Rags – Windows and mirrors only

- **Yellow**
  - Mop buckets – typically for waxing operations only. For campuses that do not already have blue mop buckets, yellow mop buckets can be used instead. A separate bucket should be used for waxing operations if this is the case.
  - Rags – use for wax cleanup of floors, baseboards and doors.
- **Green**
  - Rags – used for table surfaces (desktops, tables), counters and general disinfecting.

Mop buckets and mop handles may be marked with spray paint or labeling in lieu of purchasing new equipment.

C. GLASS CLEANING PROCEDURES

Spot Cleaning Procedures

1. Use a microfiber cloth in accordance with the cross-contamination procedures (blue) or a paper towel and green EnvirOx®.
2. Remove tape or stubborn stains on glass.
3. Clean around campus work or decorations taking care not to disturb it.
4. Spray green EnvirOx® directly on to glass if overspray is not likely. Spray green EnvirOx® directly to microfiber cloth if overspray is likely (such as a narrow window on a door).
5. Wipe glass in a figure 8 motion overlapping from side to side until glass is clean. Wipe the perimeter of the glass as a final motion. Switch cloth to a clean portion to do a final wipe if the glass is still hazy. Switch to a clean cloth if necessary.
6. Clean all glass up to 7’ from the ground.
7. Clean any glass that has a “hazy” or “foggy” look regardless of how long it has been cleaned last.
8. For classrooms, all glass should be spot cleaned
9. For entry vestibules, both the inside and outside glass should be cleaned.
10. Receptionist glass should be cleaned, inside and out, in its entirety.

Deep Cleaning Procedures

11. Use a microfiber cloth in accordance with the cross-contamination procedures and green EnvirOx®.
12. Remove tape on glass. Remove adhesive from glass by soaking a portion of a cloth in green EnvirOx® and rubbing the glass. Do not use a razor on the glass.
13. Clean off any decorations or markings on the glass.
14. Spray green EnvirOx® directly on to glass if overspray is not likely. Spray green EnvirOx® directly to microfiber cloth if overspray is likely (such as a narrow window on a door).
15. Wipe glass in a figure 8 motion overlapping from side to side until glass is clean. Wipe the perimeter of the glass as a final motion. Switch cloth to a clean portion to do a final wipe if the glass is still hazy. Switch to a clean cloth if necessary.
16. Using the same cloth, clean the edges of the glass and glazing paying special attention to the corners and bottom edge where dirt or dust may accumulate.
17. Clean all window ledges and hollow metal frames to ensure there is no dust or dirt buildup. Move and replace items on window ledges, if necessary, to clean underneath them.

D. FLOOR SWEEPING AND DUST MOPPING PROCEDURES

1. Prep the area to be cleaned by picking up large trash from area such as boxes, large wrappers or large paper. Move light objects or objects on wheels such as trash cans or chairs.
2. Place chairs on top of tables or desks, seat down. Do not place chairs on top of tables where the chair feet touch the desk/table tops unless they will be disinfected with green EnvirOx® after they are put back on the floor.
3. The area should have already been dusted as appropriate.
4. Using a stiffer bristled small broom, sweep out dust and debris from corners and edges of the area to be cleaned. This will allow the dust mop to capture that dust later. Sweep the tops of the baseboards or cove base.
5. Ensure you use a clean dust mop.
6. Walk behind the dust mop as you perform the cleaning. Walk from the perimeter of the room/area towards the inside while keeping about a 6" overlap between each pass.
7. Attempt to channel the dirt/debris towards the outside of the room or to a central location of a hallway or large area.
8. Periodically shake off dust mop when you return to the central location where you are collecting dust/dirt.
9. Clean scuff marks with a felt tip (such as a tennis ball on a stick) or by hand using a microfiber cloth and green EnvirOx®.
10. Spot clean spills, sticky areas or heavily soiled areas using a mop and mop bucket. Remove small stickers, gum or other sticky debris from the floor.
11. Sweep up collected debris using a broom and dust pan and place into trash can.
12. Remove any large dust clumps and then perform a final dust mop swipe over the area that was just swept to collect any lingering dust/dirt.
13. Sweep up the collected debris again, if any and place into trash can.
14. 5x a week before auto scrubbing or mopping at night, the dust mop shall have EZTrap or comparable tack cloth to ensure fine dirt is picked up and secured in the cloth.

E. FLOOR MOPPING PROCEDURES

15. Use a color-coded mop and mop bucket to comply with the CCPP. You may also need an appropriately coded microfiber cloth for heavy soil.
16. The area should have already been dusted as appropriate then dust mopped/swept in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures".**
17. Fill the mop bucket with the appropriate dilution of EnvirOx® for the application. This is typically using the green EnvirOx® concentration. For restrooms, the red EnvirOx® may be needed. It is more effective to change out mop water more frequently rather than attempting to use a higher concentration of chemical.
18. 2x a week an approved Enzyme chemical shall be used in the restrooms to help with urine, excrement, etc that soaks into the concrete.
19. Remove mats from area being mopped.
20. Place "wet floor" signs at the entrances of the room or the perimeter of the area that is being mopped.
21. Dip the mop in the mop bucket and then wring out the mop head to prevent it from dripping. The mop should be wet but not dripping.
22. In a space, start from the area furthest from the exit and work your way back.

23. Pay particular attention to corners and edges of the room.
24. If possible, start with the edges of a space to prevent buildup in those areas.
25. Move the mop in a figure 8 motion to allow for overlap as you move across an area. Move the mop in a wiping motion rather than a sweeping motion. Using a sweeping motion will fling dirt and debris to the sides instead of capturing it.
26. Dip mop in mop water about every 100 square feet.
27. Change out mop water when it becomes visibly soiled.
28. When finished, empty and rinse the mop bucket into a custodian closet sink only. If debris or mop fibers are trapped on the sink strainer, remove the debris by hand and place it in a trash can. Do not attempt to force flush debris down the drain as this may cause problems with the sewer system.
    a. Periodically scrub the inside and outside of the mop bucket to keep it clean and remove dirt buildup.
29. Replace mats only after the floor has dried completely. Failing to do so may cause discoloration.
30. Thoroughly rinse the mop with clean water. Wring it a few times in a mop bucket wringer and re-rinse it a few times to allow all of the soil to come out of the mop. If the mop fibers are easily coming apart, it is time to replace the mop head.
31. Hang the mop on a wall hood or mop holder. Ensure that the mop drips into the mop sink. Place the mop bucket under the mop if there is no sink available. Do not lean the mop head against the wall. This may cause mildew or mold on the wall itself.
32. **Replace the mop head at least once a month.**

F. FLOOR SCRUBBER PROCEDURES

1. A walk-behind may be used in lieu of mopping large areas. The walk-behind shall be used at a minimum of 3x per week.
2. Follow the manufacturer's instructions on operations compatible with the floor that are to be cleaned.
3. EnvirOx® will be used as the cleaning chemical with floor scrubbers. It is the Contractors responsibility to ensure compatibility with the floor machine being used.
4. 3M Scotch-Brite Clean and Shine pad shall be used every time walk-behind is used. No other pads will be allowed for Auto-scrubbing.

G. VACUUMING RUGS AND CARPETS

1. Prep the area to be vacuumed by removing all obstructions from the vacuuming path such as boxes or trash cans. Place chairs on top of tables or move them out of the way as you are vacuuming. Remove any large debris that won't be recovered by the vacuum or may clog the vacuum.
2. To start, it is a good idea to uncoil the power cord behind your vacuum and work forward from that point. This will keep the cord out of your way at all times.
3. Normal carpeting may require up to 3 or 4 passes with an upright model to recover all of the debris located in the carpet fibers. Heavy traffic areas may require up to 7 passes for full recovery. The most efficient recovery will occur when vacuuming against the nap of the carpeting. Overlapping your strokes will definitely increase the recovery of dirt.
4. Use upholstery tools and attachments to vacuum up tight against baseboards and into hard to reach areas.
5. For rugs, sweep under rugs in classrooms and vacuum the back of the rugs underneath.

6. Only empty the vacuum refuse canister in an area where any debris won't get on to other surfaces except the floor. Empty it in a hallway with a hard floor rather than a smaller space such as a classroom. This will allow you to sweep up any debris that may have fallen to the floor. It is also suggested to empty the canister into a larger trash can.
7. Change the filter if disposable or clean it routinely. This will help maximize the efficiency of the vacuum.
8. Replace any furniture or trash cans that were moved out of the way at the beginning of the process.
9. At the end of the vacuuming operations, the vacuum should be wiped with a green microfiber cloth or disposable paper towel damp with green EnvirOx®.

H. RESTROOMS

Before entering the restroom, you must have a broom, dust pan, red, green, and blue microfiber towel and a red mop bucket with fresh water. Use required personal protective equipment such as gloves and safety glasses.

1. At the restroom entrance, use a damp green microfiber rag with green EnvirOx® to wipe down the door handle and kick plate
2. Clean the door glass, if any, and any windows to the restroom, if any. Follow glass cleaning procedures as specified in Section **C "Glass Cleaning Procedures**," Subsection "**Spot Cleaning Procedures**."
3. Empty wastebasket and feminine napkin receptacles. Replace the wastebasket liners and/or feminine napkin wax paper liners. Ensure the liners are secure on the trash can/receptacle.
4. Enter restroom and spray all mirrors, sinks, and toilet chrome flushing mechanisms with green EnvirOx® to disinfect. Let sit for 5 minutes to allow for kill time.
5. Wipe soap and paper towel dispensers with green EnvirOx®.
6. Wipe hand dryers, if any, with green EnvirOx®. Dust the air intake of the hand dryer. Clean the wall underneath the hand dryer(s) where there may be water marks.
7. During the required sit time for the items sprayed with green EnvirOx®, spray the toilets and urinals with red EnvirOx®. Also spray partition walls or walls which may have overspray from urine. Allow the EnvirOx® to sit for at least 5 minutes. Do not allow it to dry, re-spray if necessary.
8. Clean all mirrors in their entirety in accordance with the procedures specified in **C "Glass Cleaning Procedures**," Subsection "**Spot Cleaning Procedures**." Do not only spot clean the mirrors in the restrooms, clean the entire mirror and edges.
9. Using a green microfiber rag, wipe down the sinks and the chrome flushing mechanisms.
10. Clean toilet bowl
    a. With the toilet seat down, flush the toilet. Use a pail filled with water and dump the water into the toilet. This will cause the toilet to flush but not refill to the normal water level. With the water level lowered, spray the entire inside of the bowl and under the lip of the rim of the toilet with red EnvirOx®. Let the EnvirOx® sit in the bowl while you clean the exterior of the toilet.
    b. Use the red EnvirOx® spray and red microfiber rag to wipe down the exterior of the toilet. Start at the top and work your way down towards the floor, including thoroughly cleaning/disinfecting the toilet seat. Using a bowl brush, thoroughly scrub the interior of the toilet, including under the flushing rim. Flush toilet.
11. Clean the urinal
    a. Some urinals have a flush valve key. Insert the key and turn it clockwise until it stops and then push in to flush.
    b.

c. Flush urinal to rinse interior surfaces. Remove any urinal screens or blocks, and other foreign materials. Using red EnvirOx®, spray a solid stream along the top of the inside flushing edge of the urinal. Allow the solution to run down the inside surface of the urinal. Allow the EnvirOx® to sit at least 2 minutes.
d. Spray the exterior of the urinal with red EnvirOx®. Wipe down the exterior surfaces with a red microfiber towel or disposable paper towel moist with red EnvirOx®. Make sure to wipe down pipes and flushing handle as well. Scrub the interior surface of the urinal with a bowl brush, taking care to thoroughly scrub all surfaces.
e. Flush urinal and scrub again as needed to allow soil to be fully rinsed out of urinal.
f. Replace the urinal screen or block into the bottom of the urinal. Flush the urinal again to rinse the urinal screen or block. If the urinal screen/block is no longer deodorizing, replace the urinal screen/block.
g. For waterless urinals spray red cloth with EnvirOx® and wipe from outside to inside of the urinal. DO NOT SPRAY EnvirOx® DIRECTLY INTO URINAL.

12. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures**".
13. Mop floors in accordance with Section **E "Floor Mopping Procedures"**.
14. Clean up by wiping clean all external surfaces, including walls and base boards that may have caught any overspray. Properly dispose of all rags or paper towels. Rinse out bowl brush and pail. Take off protective gloves and dispose of them or thoroughly wash them. If they are reusable, make sure they are properly labeled for restroom use only to avoid cross-contamination. Remove safety glasses and clean. Wash hands thoroughly and then sanitize.
15. Sign the restroom log sheet once you have completed the entire process in each of the restrooms. By signing the restroom log sheet, you are acknowledging that everything is clean before you leave.
16. Kaivac or Hillyard C3 restroom cleaning systems shall be used 3x a week during night time cleaning.

I. Classroom Cleaning Procedures

Daily Cleaning

1. Before entering the classroom, first wipe down the door handle and front window with green EnvirOx® to disinfect. The cloth or towel should be sprayed instead of attempting to spray directly on to the handle. This will prevent overspray on the door finish.
2. Clean exterior door kick plate using green EnvirOx® if smudges, water marks or splashes are present.
3. Clean all glass outside of the classroom that views into the classroom in accordance with **C "Glass Cleaning Procedures"**.
4. Immediately after entering the classroom, clean the inside door handle, kick plate and glass using EnvirOx® green concentration to clean and disinfect.
5. Dust window blinds inside the classroom. 1x week
6. Spot clean windows from the inside in accordance with **C "Glass Cleaning Procedures"**.
7. Once inside the classroom, all desks and tables must be wiped down with EnvirOx® green concentration to disinfect 1x week.

8. Wipe down window ledges, book shelves, AV carts, and cubbies (built-in or stand-alone) without moving or disturbing belongings.
9. Clean telephone headset and receiver with damp cloth and red EnvirOx® to disinfect. Spray EnvirOx® into cloth and not directly on to phone.
10. For science classrooms:
    a. Do not disturb work.
    b. Clean inside sinks using red EnvirOx®. Rinse the inside of the sink by allowing water to flow for a few seconds. If the sink has not been used since the last cleaning, a simple wipe down of dust will do. Run the water for a few seconds to allow the P-trap to rinse.
    c. Clean faucets and gas outlets and remove any deposits or stains from these fixtures.
    d. Clean science countertops using green EnvirOx®.
    e. Clean the demonstration table in the same procedure. If the demonstration table is on wheels, do not run the water. Demonstration tables that are on wheels use a portable water tank that has to be emptied.
11. For art classrooms:
    a. Do not disturb work.
    b. Clean three compartment sink if it is apparent it was used the previous work day or once a week, whichever is more frequent.
    c. Clean backsplashes of all paint or debris.
    d. Clean countertops using green EnvirOx®.
12. For computer classrooms:
    a. Do not disturb work.
    b. Clean all desktops around computer equipment.
    c. Dust computer monitors, keyboards and CPU's
13. Clean dry erase boards in accordance with Section **P** "**Dry Erase Board Cleaning**".
14. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**.
15. All rugs in classrooms must be vacuumed. Vacuum in accordance with Section **G "Vacuuming Rugs and Carpets"**. Rugs should be lifted up to check for debris underneath. If dirt or debris is found, remove the rug, sweep the floor underneath and replace rug.
16. Take out trash and replace trash can liner if soiled. The liner will be considered soiled if anything wet was inside or if there is lots of dust (such as lots of pencil shavings).
17. Clean trash can if it becomes noticeably dirty or smelly. Trash can must be cleaned at least once a week per the frequency chart.
18. Mop floors in accordance with Section **E "Floor Mopping Procedures"**.
19. Dust projectors in accordance with Section **P**, Subsection "**Dust Projectors**" as indicated on the frequency chart.
20. Perform High Dusting in accordance with Section **P**, Subsection "**High Dusting**" as indicated on the frequency chart.
21. Clean behind furniture in accordance with Section **P,** Subsection **"Clean Behind Furniture"** as indicated on the frequency chart. Do not drag furniture on VCT or Concrete floors.
22. Shampoo rugs in accordance with frequency chart.
23. Contractor is not responsible for cleaning personal microwaves or mini-fridges. If a personal microwave or mini-fridge is un-kept (dirty or moldy) report it to the campus Operations immediately.

Deep Cleaning

1. Perform cleaning duties as described in Section "**Daily Cleaning**".
2. All duties listed on the frequency chart will be performed at the same time (same day/night) in order to complete the deep cleaning duties for that classroom.
3. Remove tape, staples and graffiti from doors and door frames, both inside and out.
4. Dust the top of the door frame and window frames.
5. Thoroughly dust all window blinds. Open and close window blinds to clean both the top and bottom of each blade.
6. Clean all classroom windows both inside and out, in accordance with Section **C "Glass Cleaning Procedures",** subsection **"Deep Cleaning Procedures"**.
7. Clean all dry erase boards using a damp cloth or paper towel and green EnvirOx®. Erase any items on board. Remove any glue or adhesive residue. Remove any tape even where tape was applied to create lines. Clean the aluminum marker holder using a damp paper towel (not a microfiber cloth) in order to remove all dry erase marker build-up.
8. All desks, tables and chairs must be cleaned.
    a. Wipe down all tabletops and remove any tape, graffiti or adhesive.
    b. Clean desk cubbies (if equipped).
    c. Clean desk legs.
    d. Clean all hard-plastic chairs with green EnvirOx® and remove all visible soil.
    e. Wipe down chair legs with a cloth and green EnvirOx®.
    f. Clean all teacher's chairs with a cloth and green EnvirOx®.
9. Wipe down window ledges, book shelves, AV carts, and cubbies. Move light items (less than 30lbs) to clean underneath and replace when finished.
10. For science classrooms:
    a. Clean inside sinks using red EnvirOx®. Rinse the inside of the sink by allowing water to flow for several seconds. Clean the sink even if it seems that it has not been used in some time.
    b. Thoroughly clean faucets and gas outlets and remove any deposits or stains from these fixtures.
    c. Clean science countertops using green EnvirOx®.
    d. Clean any science cabinets and glass, inside and out. Clean inside and out of drawers. There is no need to remove cabinet/drawer contents. Clean around the contents. No need to clean inside of cabinet/drawers that are locked.
    e. Clean the demonstration table in the same procedure. If the demonstration table is on wheels, do not run the water. Demonstration tables that are on wheels use a portable water tank that has to be emptied.
11. All rugs will be shampooed. All stains will be removed from rugs.
12. Trash cans shall be cleaned, inside and out using red EnvirOx®. All buildup of dirt or grime will be removed. Stains on the outside shall be cleaned.
13. The procedures listed in Section **P, "Miscellaneous"** as subsections will be performed. Some subsections differentiate between "Daily Cleaning" and "Deep Cleaning".

J. Hallways

1. Move items off the ground or away from the area that is being cleaned. Heavy furniture or boxes may be cleaned around. Trash cans, boxes that are trash or items that are on wheels should be re-located temporarily to allow for cleaning.
2. Remove trash from the tops of lockers (if any) daily.
3. Dust all areas that may accumulate dust that are below 7'.
    a. Dust the tops of lockers once a week
    b. Reference the frequency chart for additional dusting.
4. Clean all glass inside of the hallway in accordance with section **C "Glass Cleaning Procedures"**.
    a. For exterior entry/exit ways and vestibules, clean inside and outside of the glass in its entirety in accordance with section **C "Glass Cleaning Procedures".** This glass will be cleaned up to 7' or the next window frame (hollow metal or aluminum) divider.
    b. For receptionist windows, clean inside and outside of the glass in its entirety in accordance with section **C "Glass Cleaning Procedures"**.
5. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**.
6. Mop floors in accordance with Section **E "Floor Mopping Procedures".**
7. Perform the additional tasks listed on the frequency chart at the corresponding interval.

Water Fountains

1. Clean water fountain basins with green EnvirOx® and a rag or cloth. All mineral or hard water deposits should be removed from the water nozzle.
2. Clean the outside of the water fountain with green EnvirOx® and a rag or cloth. Clean all soil from push buttons or levers.
3. Clean all dust from slats or grates on the outside of the fountain.
4. Spot clean walls around water fountains from any splash marks or smudges.
5. A stronger chemical may be used to remove calcium build up.

K. Locker Rooms

1. Take out trash and replace trash can liner if soiled. The liner will be considered soiled if anything wet was inside or if there is lots of dust (such as lots of pencil shavings).
2. Clean trash can if it becomes noticeably dirty or smelly. Trash can must be cleaned at least once a week per the frequency chart.
3. Clean toilets, urinals, sinks and floors around these areas in accordance with Section **H "Restrooms".**
4. Spray showers with red EnvirOx® in accordance with the wall charts in Annex III. Allow for an appropriate kill time (5 minutes) and wipe clean. For heavy soil, scrub with a stiff bristle brush.
5. Disinfect stools/benches by spraying red EnvirOx® and wiping with a red cloth.
6. Disinfect all lockers by spraying red EnvirOx® and wiping with a green rag. Remove trash from and dust the tops of lockers daily.
7. Spot wash walls with red EnvirOx® and a green rag. Remove any splashes or hazy look on tiled walls.

8. Wipe all partitions by spraying red EnvirOx® and wiping with a red rag. Pay special attention to the areas where the partition meets the floor. Clean the stainless-steel collars, if any, and ensure they are clean from splashes and dirt buildup.
9. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**.
10. Mop floors in accordance with Section **E "Floor Mopping Procedures"**.

L. Gyms and Multipurpose Rooms

All rooms listed in this section will follow these same basic cleaning procedures.

1. As you are entering the room, clean the door handle and kick plates (if any) with green EnvirOx® to disinfect. If the doors are metal, spot clean any smudges or stains from the door. Repeat this for the inside of the door.
2. Spot clean glass from the inside of the multipurpose room in accordance with Section **C "Glass Cleaning Procedures"**. This includes any door glass.
3. Spot clean glass from the outside of the multipurpose room in accordance with Section **C "Glass Cleaning Procedures"** even if the outside of the windows lead to the exterior of the building. This includes any door glass. There is no need to remove water deposits caused by irrigation spray.
4. Take out trash from any trash cans in the room and replace the liner. Clean trash cans at least once a week. If milk or other liquids leak into the trash can, rinse the trash can with water (either outside or in the custodian closet sink) and do not replace the liner to let the trash can air dry. Spray green EnvirOx® to disinfect and deodorize the inside of the trash can. No need to wipe.
    a. This trash can procedure applies to all large trash cans (32-gallon trash cans, typically "Brute" brand trash cans) that may be found in other areas of the building such as hallways just outside of multipurpose room.

Multipurpose Rooms

1. Take out trash from any trash cans in the room and replace the liner. Clean trash cans at least once a week. If milk or other liquids leak into the trash can, rinse the trash can with water (either outside or in the custodian closet sink) and do not replace the liner to let the trash can air dry. Spray green EnvirOx® to disinfect and deodorize the inside of the trash can. No need to wipe.
2. Move café tables out of the way to clean floors and replace them in the same configuration when finished. If chairs are set out for a special event, clean around the special event equipment (chairs, tables, stands).
3. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**.
4. Mop floors in accordance with Section **E "Floor Mopping Procedures".**
5. If café tables are replaced, wipe down the table tops with green EnvirOx® to disinfect.
6. Clean microwaves or counters that may be in the dining area using a green cloth damp with green EnvirOx®.

Gym (Wood Floors)

1. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**.
2. Remove marks with an approved floor cleaner compatible with the floor's finish, and use a non-abrasive soft cloth or a dust mop to clean.
3. Usage of tape of any kind is not permitted. Remove any tape found on the floor.

Bleachers

Bleachers may be present in multipurpose rooms or gyms. They should be cleaned daily.

1. If bleachers are closed, expand the bleachers to be able to clean the steps.
2. Sweep each level of bleacher floor and pick up all trash.
3. Spot wipe seats and handrails with green EnvirOx® and a damp green microfiber rag.
4. Spot mop floors with green EnvirOx® using equipment in accordance with the CCPP.
5. Close the bleachers and sweep the floor underneath the bleachers following procedures in accordance with the type of floor.

M. Admin Areas

These tasks should be performed without disturbing staff or teacher work. The following tasks should be performed in all areas listed in this section:

1. As you are entering the room, clean the door handle and kick plates (if any) with green EnvirOx® to disinfect. If the doors are metal, spot clean any smudges or stains from the door. Repeat this for the inside of the door. Repeat this process for each door inside an admin office area or other offices located throughout the building.
2. Take out trash and replace trash can liner if soiled. The liner will be considered soiled if anything wet was inside or if there is lots of dust (such as lots of pencil shavings).
3. Clean trash can if it becomes noticeably dirty or smelly. Trash can must be cleaned at least once a week per the frequency chart.
4. Spot clean glass from the inside of the offices/admin areas in accordance with Section **C "Glass Cleaning Procedures".** This includes any door glass.
   Spot clean glass from the outside of the offices/admin areas in accordance with Section **C "Glass Cleaning Procedures**" but not if the outside of the windows lead to the exterior of the building. Door glass should be cleaned even if it leads to the exterior of the building.
5. Contractor is not responsible for cleaning personal microwaves or mini-fridges. If a personal microwave or mini-fridge is un-kept (dirty or moldy) report it to the campus Operations immediately.

Offices and Admin Areas

A. Dust on top of desktops, bookshelves, computer screens, computers, keyboards, file cabinets, window ledges, blinds and anything else that may collect dust under 7'

B. Clean all desktops, countertops, conference room tables and window ledges with green EnvirOx® and a green microfiber rag.
C. Clean dry erase boards in accordance with Section **P**, Subsection "**Dry Erase Board Cleaning**".
D. Clean floors
    a. Vacuum carpets and rugs in accordance with Section **G "Vacuuming Rugs and Carpets".**
    b. Sweep and dust mop floors (if hard floors are present) in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures".**
    c. Mop floors (if hard floors are present) in accordance with Section **E "Floor Mopping Procedures".**

Break Rooms

1. In break rooms, always replace the liner.
2. Dust on top of desktops, bookshelves, computer screens, computers, keyboards, file cabinets, window ledges, blinds and anything else that may collect dust under 7'
3. Clean all tabletops, countertops, cabinets and window ledges with green EnvirOx® and a green microfiber rag.
4. Disinfect all microwave ovens and the outside of refrigerators with green EnvirOx® and a green microfiber rag.
5. Clean dry erase boards in accordance with Section **P**, Subsection "**Dry Erase Board Cleaning**".
6. Ensure all coffee makers or hot plates are turned off. Empty coffee pots into sink and rinse the pots with clean water.
7. Clean sinks
    a. Use green EnvirOx® and green microfiber rags to clean the sink basin and fixtures.
    b. Wipe clean soap and paper towel dispensers.
8. Clean floors
    a. Vacuum carpets and rugs in accordance with Section **G, "Vacuuming Rugs and Carpets".**
    b. Sweep and dust mop floors (if hard floors are present) in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures".**
9. Mop floors (if hard floors are present) in accordance with Section **E "Floor Mopping Procedures".**

Nurse's Stations

1. In Nurse's stations, always replace the liner.
2. Dust on top of desktops, bookshelves, computer screens, computers, keyboards, file cabinets, window ledges, blinds and anything else that may collect dust under 7'
3. Clean all tabletops, countertops, cabinets and window ledges with green EnvirOx® and a green microfiber rag.
4. Disinfect all microwave ovens and the outside of refrigerators with green EnvirOx® and a green microfiber rag.
5. Clean dry erase boards in accordance with Section Q, Subsection "Dry Erase Board Cleaning".
6. Wipe nurse's beds and chairs with red EnvirOx® and a green microfiber rag.
7. Clean sinks
    a. Use green EnvirOx® and green microfiber rags to clean the sink basin and fixtures.
    b. Wipe clean soap and paper towel dispensers.

8. Clean floors
    a. Vacuum carpets and rugs in accordance with **Section G, "Vacuuming Rugs and Carpets".**
    b. Sweep and dust mop floors (if hard floors are present) in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures".**
9. Mop floors (if hard floors are present) in accordance with Section **E "Floor Mopping Procedures".**
10. Clean attached restrooms, if equipped, in accordance with Section **H "Restrooms".**

N. Elevators

1. Sweep and dust mop floors in accordance with Section **D "Floor Sweeping and Dust Mopping Procedures"**
2. Clean door tracks with vacuum cleaner and/or damp sponge and rag.
3. Wipe push buttons, telephone and box, and metal hand rails using green EnvirOx® and a green rag.
4. Remove spots and smudges from walls and doors using green EnvirOx® and a green rag.
5. Clean stainless steel (if any) with a stainless-steel polish and paper towels.
6. Clean spots from floor (carpet) with carpet spot remover, and vacuum floor in accordance with

O. Janitorial Closets

In an effort to prevent cross contamination of chemicals, mops, rags, and brooms, each janitorial closet will have a photo of how each closet should look like at the end of each shift. This photo will be posted on the backside of the door as you walk in. All contractors will be required to adhere to the photo in order to maintain an orderly closet.

Routine Nightly Cleaning

1. See Photo on back of closet door
2. Rinse mop buckets, mops place in designated area.
3. Rinse floor machine and place in designated area.
4. Clean mop sink strainer, do not flush things down the sink that are large enough to hold in your hand.
5. Hang mops to dry, do not leave them on the floor or in the sink place in designated area
6. Hang dust mops place in designated area
7. Wipe down FRP paneling or wall behind mop sink

Janitorial Closets (Heavy Cleaning)

1. Remove all equipment from the closet
2. Ensure all chemicals are properly labeled
3. Clean floors
4. Wipe shelves
5. Wipe walls
6. Remove drain strainers and clean
7. Remove hard water stains on mop sink, faucet and around walls/FRP paneling.

P. Miscellaneous

Dry Erase Board Cleaning

A. Daily Cleaning - Clean Dry erase boards if they are blank using a damp cloth or paper towel and green EnvirOx®. Do not allow EnvirOx® to soak on dry erase board. Remove any glue or adhesive residue. Do not clean areas of the dry erase board where a teacher/staff has added tape to create lines on the board. Clean the aluminum marker holder using a damp paper towel (not a microfiber cloth) in order to remove dry erase marker build-up and discard.
B. Deep Cleaning – Clean Dry erase boards even if they have writing. Use a damp cloth or paper towel and green EnvirOx®. Do not allow EnvirOx® to soak on dry erase board. Remove all tape, glue or adhesive residue. Clean the aluminum marker holder using a damp paper towel (not a microfiber cloth) in order to remove dry erase marker build-up and discard.

Dust Projectors

A. Daily Cleaning – Dust overhead projectors that are either mounted on a ceiling mount or on a rolling AV cart. Dust the top of the projector and vents of the projector. Do not use chemicals on the projector. Do not touch the lens. Dust SMART board projectors in the same procedure in addition to dusting the SMART board boom.
B. Deep Cleaning - Dust overhead projectors that are either mounted on a ceiling mount or on a rolling AV cart. Dust the top of the projector and vents of the projector. Do not use chemicals on the projector. Do not touch the lens. On ceiling mounted projectors, wipe the cords and extension pole all the way up to the ceiling including the ceiling plate. Use a damp microfiber cloth and green EnvirOx®. Do not use chemicals on the projector. Do not touch the lens.

Dust Return / Supply Air Grills and Ceiling

A. Daily Cleaning – Dust all HVAC return and supply air vents and grills using a brush attachment on a vacuum cleaner. Do not use compressed air to clean vents. Spot clean ceiling tiles that may be dusty.
B. Deep Cleaning - Dust all HVAC return and supply air vents and grills using a brush attachment on a vacuum cleaner. Do not use compressed air to clean vents. Also dust adjacent ceiling tiles that may have an accumulation of dust. Dust adjacent walls or drywall ceiling that may also have dust from the vent.

High Dusting

A. Dust all areas on the wall or items mounted on the wall which may accumulate dust.
B. Dust all clocks, window ledges, window frames, door frames, picture frames, inspirational signage, projector screens, projector screen mounts, US and Texas Flags, fire alarm devices, emergency lighting, the tops of tack boards/cork boards, thermostats and any other wall mounted device that may collect dust.

C. Dust all mounted TV's and SMART board screens and projectors. Do not touch the SMART board projector lenses or mirrors.
D. Dust all high ledges in common areas using an extension pole.
E. Dust the tops of all lockers and remove trash/debris, if any.
F. Remove dust and debris from inside of pendant lighting and wall mounted scone lighting.

Clean Behind Furniture

A. Move all furniture that can be safely moved by two people. Do not drag furniture on VCT floor or it may be damaged. During yearly waxing operations, move all furniture using proper equipment such as a dolly.
B. Move furniture a few feet or just enough to allow for cleaning of the floor underneath and the wall behind the furniture.
C. Clean the floor consistent with the type of flooring.
D. Dust the wall and anything on the wall that may be blocked by the furniture.
E. Clean the baseboard behind the furniture.
F. Clean the back side of the furniture.
G. Replace the furniture.

Q. Waxing and Floor Maintenance

A. Contractor will provide IL Texas with a process for high speed buffing, burnishing, burning, stripping and waxing. ILTexas Director will approve the process prior to work starting.
B. High speed buffing will be considered any floor buffer with an RPM of no less than 1,500. Low-speed floor scrubbers are not considered high speed buffers/burnishers and will not be accepted as such in this scope of work.
C. All chemicals (floor wax, spray buffing compound, floor stripper) must be approved by the Contract Manager prior to use.
D. 6 coats of wax are required when re-waxing. Follow the manufacturer's recommended procedures.

R. Frequency

List of Area Types

Type 1 – Administrative, office and counselor areas

Type 2 – Hallways, Vestibules, Landings, Common Areas and Stairwells

Type 3 – Classrooms

Type 4 – Libraries

Type 5 – Gymnasiums

Type 6 – Restrooms/Locker rooms

Table 1 below applies to areas labeled as Type 1 – Administrative, Office and Counselor areas.

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
All	Spot Clean Glass	X					
	Clean Doors	X					
	Dust Blinds	X					
	Wipe Down Desks	X					
	Clean Entire Receptinist Window	X					
	Clean Window Ledges	X					
	Empty Trash Cans	X					
	Vacuum	X					
	Clean Floor Mats/Entry Mats	X					
	Clean Phones	X					
	Sweep/Dust Mop	X					
	Mop	X					
	Dust computer monitors	X					
	Dust keyboard/mouse	X					
	Clean Dry Erase Board Marker Trays	X					
	Clean All Entry Glass to Offices (In and Out)		X				
	Sanitize keyboard/mouse		X				
	Clean Trash Can		X				
	Dust Projectors		X				
	Clean Dry Erase Boards		X				
	Spot Clean Carpet			X			
	High Dusting			X			
	Floor Buffing (high speed)			X			
	Return/Supply Air Grills				X		
	Ceiling Tiles around Air Grills				X		
	Clean Baseboards				X		
	Clean Behind Furniture					X	
	Shampoo Carpet					X	
	Floor Strip / Wax 6 coats						X
Break Areas	Clean Sinks	X					
	Clean Counters/Cabinets	X					
	Clean Water	X					
Conf. Rooms	Clean Refrigerator Interor					X	
	Clean Table					X	
	Clean Executive Chairs					X	

Table 2 below applies to areas labeled as Type 2 – Hallways, Vestibules, Landings, Common Areas and Stairwells.

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
All	Spot Clean Glass	X					
	Clean Doors	X					
	Dust Blinds	X					
	Wipe Down Desks	X					
	Clean Entire Receptinist Window	X					
	Clean Window Ledges	X					
	Empty Trash Cans (if any)	X					
	Vacuum	X					
	Clean Floor Mats/Entry Mats	X					
	Dust Handrails	X					
	Sweep/Dust Mop/Mop Hard Floors	X					
	Sweep/Dust Mop/Mop Stairs and Landings	X					
	Dust computer Monitors	X					
	Dust keyboard/mouse	X					
	Clean Glass Up to 7'	X					
	Clean All Entry Glass to Offices (In and Out)		X				
	Sanitize keyboard/mouse		X				
	Clean Trash Can		X				
	Clean Dry Erase Boards		X				
	Floor Buffing (high speed)		X				
	Spot Clean Carpet			X			
	Detail Clean Handrails			X			
	High Dusting			X			
	Return/Supply Air Grills				X		
	Ceiling Tiles around Air Grills				X		
	Clean Baseboards				X		
	Clean Glass Above 7'				X		
	Clean Behind Furniture					X	
	Shampoo Carpet					X	
	Scrub Stairwell Steps					X	
	Floor Strip / Wax 6 coats						X

Table 3 below applies to areas labeled as Type 3 – Classrooms

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
All	Spot Clean Glass	X					
	Clean Door	X					
	Dust Blinds	X					
	Wipe Down Desks	X					
	Clean Window Ledges	X					
	Empty Trash Can	X					
	Vacuum	X					
	Wipe Cubbies	X					
	Clean Dry Erase Board	X					
	Clean Phones	X					
	Sweep/Dust Mop	X					
	Mop	X					
	Clean Trash Can		X				
	Dust Projectors		X				
	High Dusting			X			
	Floor Buffing (high speed)			X			
	Spot Clean Carpet			X			
	Return/Supply Air Grills				X		
	Ceiling Tiles around Air Grills				X		
	Clean Baseboards				X		
	Clean Behind Furniture					X	
	Floor Strip / Wax 6 coats						X
Science Classrooms	Clean Sinks		X[1]				
	Clean Counters/Cabinets	X					
	Clean Water / Gas Fixtures		X[1]				
Art Classrooms	Clean Sinks		X[1]				
	Clean Backsplash		X[1]				
	Clean Plumbing Fixtures		X[1]				
	Clean Counters/Cabinets	X					
Computer Labs	Dust computer monitors	X					
	Dust keyboard/mouse	X					
	Sanitize keyboard/mouse		X				

Table 4 below applies to areas labeled as Type 4 – Libraries

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
All	Spot Clean Glass	X					
	Clean Door	X					
	Dust Blinds	X					
	Wipe Down Desks/Tables/Counters	X					
	Wipe tops of bookshelves	X					
	Clean Window Ledges	X					
	Empty Trash Can	X					
	Vacuum	X					
	Wipe Cubbies	X					
	Clean Dry Erase Board	X					
	Clean Phones	X					
	Sweep/Dust Mop	X					
	Mop	X					
	Dust tops of books on bookshelves		X				
	Clean Trash Can		X				
	Dust Projectors		X				
	High Dusting			X			
	Floor Buffing (high speed)			X			
	Spot Clean Carpet			X			
	Return/Supply Air Grills				X		
	Ceiling Tiles around Air Grills				X		
	Clean Baseboards				X		
	Shampoo Carpet					X	
	Clean Behind Furniture					X	
	Floor Strip / Wax 6 coats						X

Table 5 below applies to areas labeled as Type 5 – Gyms and multipurpose rooms

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
All	Spot Clean Glass	X					
	Clean Door	X					
	Dust Blinds	X					
	Wipe Down Tables (if put down)	X					
	Clean Window Ledges	X					
	Empty Trash Can	X					
	Vacuum	X					
	Wipe Cubbies	X					
	Clean Dry Erase Board	X					
	Clean Phones	X					
	Sweep/Dust Mop	X					
	Mop	X					
	Clean Bleachers	X					
	Clean Trash Can		X				
	VCT Floor Buffing (high speed)		X				
	High Dusting			X			
	Return/Supply Air Grills (If less than 15')				X		
	Ceiling Tiles around Air Grills				X		
	Clean Baseboards				X		
	Shampoo Carpet					X	
	Clean Behind Furniture					X	
	VCT Floors - Strip / Wax 6 coats						X

Table 6 below applies to areas labeled as Type 6 – Restrooms

	Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually
All	Spot Clean Glass	X				
	Clean Door	X				
	Clean Window Ledges	X				
	Empty Trash Can	X				
	Empty Feminine Napkin	X				
	Wipe Dispensers	X				
	Clean toilets/urinals/sinks	X				
	Clean wall partitions	X				
	Clean Hand Dryers and Wall underneath	X				
	Sweep/Dust Mop	X				
	Mop	X				
	Clean Trash Can		X			
	High Dusting			X		
	Return/Supply Air Grills (If less than 15')			X		
	Ceiling Tiles / Ceiling around Air Grills			X		
	Clean Walls				X	
	Wash Partitions				X	
	Scrub Floors				X	
	Detail Restrooms					X

ADDITIONAL SERVICES – SEPARATE PRICE BID

KITCHEN AND CAFETERIA (CHILD NUTRITION)

Task	Daily	Weekly	Monthly	Quarterly	Semi-Annually
Dining Room Floors (Sweeping/Mopping)	X				
Daily Routine of Cleaning of Tables and Chairs (including Sanitizing)	X				
Cafeteria Walls		X			
Trash Removal	X				

04	Approve final furniture package for BG Ramirez K8

$284,372.16

tangram

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Quotation 1236

Quote Date 04/06/22
mm/dd/yy
Project 850
Customer INT165
Terms CPO#/NET 30 DAYS
Account Representative Lauren Ghizzoni

Quote To

Accounts Payable
Int'l Leadership of Texas
2021 Lakeside Boulevard
RICHARDSON TX 75082

Ship To

Int'l Leadership of Texas
4114 Rd 5200
Cleveland TX 77327

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Sales Location TANGRAM DALLAS

Thank you for the opportunity to provide this quote.

This quote is valid for 30 days only.

Please sign and return with PO# to expedite order placement.

All product is made to order. No changes or cancellations after order placement. No returns.
As you review your quotation, please be advised that the commercial interiors industry is experiencing disruptive supply chain issues, challenges re:labor availability, and commodity shortages (ex. lumber, steel, resins, microchips, and adhesives).

This could extend the lead times or delivery or your order.

We are proactively bringing this to your attention to keep you informed and to help you make business decisions to adjust your orders or projects as needed.

Client is responsible for proper care and cleaning of products. Please consult your Tangram representative for further information on appropriate cleaning procedures. Products whose materiality or appearance is affected by improper use of cleaning agents will not be covered by manufacturer warranty.

For questions concerning this quote, please contact:
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	Description	Quantity	Unit Price	Extended Price
	1ST GRADE			
1	**T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14	8T	403.69	3,229.52

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	Description	Quantity	Unit Price	Extended Price
1	Gallon, Satin Aluminum GLOBALINDU **Tag For** 1ST GRADE T9FB1902603			
Sub Total				3,229.52
Total				**3,229.52**
237 CAEFETERIA				
2	**10F1227C** - 10' Rectangular Table with Stool Seating - The Intermediate 27" H (10F1227C) Seat: Burgundy Frame: Chrome Top: Grey Nebula Number of Seats: 12 Seat Type: Individual Length When Open (ft): 10' Height When Open (in): 27" BIOFITENGI **Tag For** 237 CAEFETERIA 10F1227C	25T	2,038.68	50,967.00
3	**T9F984613** - Global Industrial? Standard Duty Plastic Tilt Truck, 1/2 Cu. Yd. Cap, 850 Lbs. Cap, Gray GLOBALINDU **Tag For** 237 CAEFETERIA T9F984613	4T	522.44	2,089.76
Sub Total				53,056.76
Total				**53,056.76**
2ND GRADE				
4	**T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU	8T	403.69	3,229.52

Qty	Description
1	229 CLASSROOM
1	230 CLASSROOM
1	231 CLASSROOM
1	232 CLASSROOM
1	233 CLASSROOM
1	234 CLASSROOM
1	235 CLASSROOM
1	236 CLASSROOM

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Description	Quantity	Unit Price	Extended Price
4 **Tag For** 2ND GRADE T9FB1902603			

Qty	Description
1	200 CLASSROOM
1	201 CLASSROOM
1	202 CLASSROOM
1	203 CLASSROOM
1	204 CLASSROOM
1	205 CLASSROOM
1	206 CLASSROOM
1	207 CLASSROOM

Sub Total			3,229.52
Total			**3,229.52**
309 GYM			
5 **WR324501BK** - Interion® Folding Chair, Steel, Black - Pkg Qty 4 GLOBALINDU **Tag For** 309 GYM WR324501BK	63T	33.89	2,135.07
6 **WRB678987** - Interion® Chair Cart with Double Tier for Folding Chairs - Holds 84 Chairs GLOBALINDU **Tag For** 309 GYM WRB678987	3T	666.88	2,000.64
Sub Total			4,135.71
Total			**4,135.71**
3RD GRADE			
7 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** 3RD GRADE T9FB1902603	8T	403.69	3,229.52

Qty	Description
1	107 CLASSROOM
1	109 CLASSROOM
1	209 CLASSROOM
1	220 CLASSROOM
1	244 CLASSROOM
1	259 CLASSROOM
1	260 CLASSROOM
1	262 CLASSROOM

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Description	Quantity	Unit Price	Extended Price
Sub Total			3,229.52
Total			**3,229.52**
4TH GRADE			
8 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU	7T	403.69	2,825.83

Tag For 4TH GRADE
T9FB1902603

Qty	Description
1	100 CLASSROOM
1	101 CLASSROOM
1	102 CLASSROOM
1	103 CLASSROOM
1	104 CLASSROOM
1	105 CLASSROOM
1	106 CLASSROOM

Sub Total			2,825.83
Total			**2,825.83**
5TH GRADE			
9 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU	6T	403.69	2,422.14

Tag For 5TH GRADE
T9FB1902603

Qty	Description
1	120 CLASSROOM
1	122 CLASSROOM
1	133 CLASSROOM
1	137 CLASSROOM
1	139 CLASSROOM
1	167 CLASSROOM

Sub Total			2,422.14
Total			**2,422.14**
6-8 ART			
10 **804272WB- SPECIAL** - 42x72" Rectangular 8000 Series with White Markerboard Top, Black Steel Frame and Black Legs- Special ALLIEDPLAS	7T	465.00	3,255.00

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Description	Quantity	Unit Price	Extended Price
10 **Tag For** 6-8 ART 72X42X29 **Qty** **Description** 7 125 6-8 ART			
11 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** 6-8 ART T9FB1902603 **Qty** **Description** 1 125 6-8 ART	1T	403.69	403.69
Sub Total			3,658.69
Total			**3,658.69**
6-8 MUSIC			
12 **1110302** - Upper podium measures 32?w x 38?d x 6?h Upper podium locks securely onto base podium and includes a detachable safety rail Durable grey carpeted surface with black steel framework for extra support Built-in wheels for easy mobility WENGERCORP **Tag For** 6-8 MUSIC 1110302 **Qty** **Description** 1 221a MUSIC ROOM	1T	1,491.25	1,491.25
13 **236C002** - Flex Conductor's Stand Desk rotates and locks into position so the lip may be toward or away from the user Desk tilts from flat to vertical Cast iron base with wheels for easy transport Desk measures 27?w x 20?h Desk height is adjustable from 36? - 52½? WENGERCORP **Tag For** 6-8 MUSIC 236C002 **Qty** **Description** 1 221a MUSIC ROOM	1T	845.00	845.00
14 **5288** - Industrial Wire Shelving, 36 x 24" Model # 5288BL (Black) SAFCOPRODU **Tag For** 6-8 MUSIC 5288	8T	275.00	2,200.00

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Description	Quantity	Unit Price	Extended Price
14			
Qty / Description: 8 — 221c OFFICE/MUSIC STORAGE			
15 **237B500** - Preface Music Stand 22-gauge aluminum surface Overall: Desk Measures 20 1/2?W x 12 1/2?L Stand adjusts from 24?? 46? safe rolled edges WENGERCORP **Tag For** 6-8 MUSIC 82MS Qty / Description: 26 — 221a MUSIC ROOM	26T	57.50	1,495.00
16 **9616BL** - Rectangular Wastebasket, 27-1/2 Qt. Model # 9616BL SAFCOPRODU **Tag For** 6-8 MUSIC 9616 Qty / Description: 1 — 221c OFFICE/MUSIC STORAGE	1T	52.00	52.00
17 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** 6-8 MUSIC T9FB1902603	1T	403.69	403.69
Sub Total			6,486.94
Total			**6,486.94**
6TH GRADE			
18 **803060BABV** - Allied Plastics, Science Tables, 30 x 60 Black Chemsurface Top, Black Viny T-Mold Edge, 30" H Surface, Black Steel Frame ALLIEDPLAS **Tag For** 6TH GRADE 803060BABV Qty / Description: 7 — 123 6TH GRADE SCIENCE	7T	331.25	2,318.75
19 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** 6TH GRADE T9FB1902603 Qty / Description:	7T	403.69	2,825.83

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Description	Quantity	Unit Price	Extended Price
19			
1 123 6TH GRADE SCIENCE			
1 132 CLASSROOM			
1 134 CLASSROOM			
1 136 CLASSROOM			
1 138 CLASSROOM			
1 140 CLASSROOM			
1 166 CLASSROOM			
Sub Total			5,144.58
Total			**5,144.58**
7TH GRADE			
20 **803060BABV** - Allied Plastics, Science Tables, 30 x 60 Black Chemsurface Top, Black Viny T-Mold Edge, 30" H Surface, Black Steel Frame ALLIEDPLAS	7T	331.25	2,318.75
Tag For 7TH GRADE 803060BABV			
Qty **Description**			
7 145 7TH GRADE SCIENCE			
21 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU	6T	403.69	2,422.14
Tag For 7TH GRADE T9FB1902603			
Qty **Description**			
1 142 CLASSROOM			
1 145 7TH GRADE SCIENCE			
1 159 CLASSROOM			
1 161 CLASSROOM			
1 163 CLASSROOM			
1 165 CLASSROOM			
Sub Total			4,740.89
Total			**4,740.89**
8TH GRADE			
22 **803060BABV** - Allied Plastics, Science Tables, 30 x 60 Black Chemsurface Top, Black Viny T-Mold Edge, 30" H Surface, Black Steel Frame ALLIEDPLAS	7T	331.25	2,318.75
Tag For 8TH GRADE 803060BABV			
Qty **Description**			

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Description	Quantity	Unit Price	Extended Price
22 7 151 8TH GRADE SCIENCE			
23 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** 8TH GRADE T9FB1902603	6T	403.69	2,422.14

Qty	Description
1	151 8TH GRADE SCIENCE
1	156 CLASSROOM
1	158 CLASSROOM
1	160 CLASSROOM
1	162 CLASSROOM
1	164 CLASSROOM

Sub Total	4,740.89
Total	**4,740.89**

ADMINISTRATION

24 **9616BL** - Rectangular Wastebasket, 27-1/2 Qt. Model # 9616BL SAFCOPRODU **Tag For** ADMINISTRATION 9616	15T	52.00	780.00

Qty	Description
4	113a FILES
1	114 COUNSELOR OFFICE
1	116 COUNSELOR OFFICE
1	118 COUNSELOR OFFICE
1	303 HEAD PRINCIPAL
1	304 OFFICE
1	305 ASSISTANT PRINCIPAL
1	306 ASSISTANT PRINCIPAL
1	307 ASSISTANT PRINCIPAL
1	308 TESTING
1	312 OFFICE
1	313 OFFICE

25 **FREIGHT** - Freight WADDELL **Tag For** ADMINISTRATION FREIGHT	1T	800.00	800.00

Qty	Description
1	300 LOBBY

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	Description	Quantity	Unit Price	Extended Price
26	**MG0841** - Mystic Coffee Table Solid Surface Tabletop LAMINATE top – Canyon Cherry; Steel Frame – Silver LESROINDUS **Tag For** ADMINISTRATION 40/20 **Qty** **Description** 2 300 LOBBY	2T	616.00	1,232.00
27	**ML1101** - Mystic Lounge Guest Chair 350 lb. Capacity ML1101-GR2 Wood Arm cap – Canyon Cherry; Steel Frame – Silver; Uph: Whisper Vinyl – Bordeaux LESROINDUS **Tag For** ADMINISTRATION MYSTIC **Qty** **Description** 2 300 LOBBY	2T	536.00	1,072.00
28	**ML1601** - Mystic Lounge Sofa ML1601-GR2 Wood Arm cap – Canyon Cherry; Steel Frame – Silver; Uph: Whisper Vinyl – Bordeaux LESROINDUS **Tag For** ADMINISTRATION MYSTIC **Qty** **Description** 2 300 LOBBY	2T	1,175.00	2,350.00
29	**OTG11612B** - OTG11612B Tilter Patterned Black fabric upholstery Pneumatic seat height adjustment Height adjustable armrests Single position tilt lock with tilt tension adjustment Fixed back angle Twin wheel carpet casters GLOBALFURN **Tag For** ADMINISTRATION OTG11612B **Qty** **Description** 1 303 HEAD PRINCIPAL 1 304 OFFICE 1 305 ASSISTANT PRINCIPAL 1 306 ASSISTANT PRINCIPAL 1 307 ASSISTANT PRINCIPAL	18T	186.30	3,353.40

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Description	Quantity	Unit Price	Extended Price
29 1 308 TESTING 1 Counselor Office 114 1 Counselor Office 116 1 Counselor Office 118 1 Office 312 8 Office 313			
30 **OTG11760B** - OTG11760B Mesh Back Guest Black mesh back and mesh fabric seat Four leg design with molded armrests GLOBALFURN **Tag For** ADMINISTRATION OTG11760B **Qty Description** 6 303 HEAD PRINCIPAL 6 304 OFFICE 2 305 ASSISTANT PRINCIPAL 2 306 ASSISTANT PRINCIPAL 2 307 ASSISTANT PRINCIPAL 2 308 TESTING 2 Counselor Office 114 2 Counselor Office 116 2 Counselor Office 118 2 Office 312	28T	149.40	4,183.20
31 **SPMD-3176** - 80"H X 72"W X 16"D SPIRIT MAROON DISPLAY CASE W/ SATIN FRAME WHITE LAMINATE LOGO BACK VBID20295 WADDELL **Tag For** ADMINISTRATION SPMD-3176 **Qty Description** 2 300 LOBBY	2T	3,492.31	6,984.62
Sub Total			20,755.22
Total			**20,755.22**
BATHROOMS			
32 **6H448** - Astet 24" Wide Dark Cherry Traditional Side Table LAMPSPLUS **Tag For** BATHROOMS 6H448 **Qty Description**	25T	112.40	2,810.00

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Description	Quantity	Unit Price	Extended Price
32			

Qty	Description
1	110 WOMENS BATHROOM
1	112 MENS CLASSROOM
1	126 MENS BATHROOM
1	127 MENS BATHROOM
1	128 WOMENS BATHROOM
1	129 WOMENS BATHROOM
1	153 MENS BATHROOM
1	155 WOMENS BATHROOM
1	208 MENS BATHROOM
1	210 WOMENS BATHROOM
1	211b TOILET
1	225 WOMENS BATHROOM
1	226 WOMENS BATHROOM
1	227 MENS BATHROOM
1	228 MENS BATHROOM
1	243 WOMENS BATHROOM
1	245 MENS BATHROOM
1	Toilet 255
1	Toilet 249
1	Toilet 250
1	Toilet 256
1	Mens 141
1	Womens 143
1	Womens 217a
1	Mens 217b

		Quantity	Unit Price	Extended Price
33	**T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU	25T	403.69	10,092.25

Tag For BATHROOMS
T9FB1902603

Qty	Description
1	110 WOMENS BATHROOM
1	112 MENS CLASSROOM
1	126 MENS BATHROOM
1	127 MENS BATHROOM
1	128 WOMENS BATHROOM
1	129 WOMENS BATHROOM
1	153 MENS BATHROOM
1	155 WOMENS BATHROOM
1	208 MENS BATHROOM
1	210 WOMENS BATHROOM
1	211b TOILET

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Description	Quantity	Unit Price	Extended Price
33 1 225 WOMENS BATHROOM 1 226 WOMENS BATHROOM 1 227 MENS BATHROOM 1 228 MENS BATHROOM 1 243 WOMENS BATHROOM 1 245 MENS BATHROOM 1 Toilet 255 1 Toilet 249 1 Toilet 250 1 Toilet 256 1 Mens 141 1 Womens 143 1 Mens 217b 1 Womens 217a			
Sub Total			12,902.25
Total			**12,902.25**
ELEM ART			
34 **804272WB- SPECIAL** - 42x72" Rectangular 8000 Series with White Markerboard Top, Black Steel Frame and Black Legs- Special ALLIEDPLAS **Tag For** ELEM ART 72X42X29 **Qty** **Description** 5 238 ELEM ART	5T	465.00	2,325.00
35 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** ELEM ART T9FB1902603 **Qty** **Description** 1 238 ELEM ART	1T	403.69	403.69
Sub Total			2,728.69
Total			**2,728.69**
ELEM MUSIC			
36 **1110302** - Upper podium measures 32?w x 38?d x 6?h Upper podium locks securely onto base podium and includes a detachable safety rail Durable grey carpeted surface with black steel framework for extra	1T	1,491.25	1,491.25

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	Description	Quantity	Unit Price	Extended Price
36	support Built-in wheels for easy mobility WENGERCORP **Tag For** ELEM MUSIC 1110302 **Qty** **Description** 1 240 ELEM MUSIC			
37	**236C002** - Flex Conductor's Stand Desk rotates and locks into position so the lip may be toward or away from the user Desk tilts from flat to vertical Cast iron base with wheels for easy transport Desk measures 27?w x 20?h Desk height is adjustable from 36? - 52½? WENGERCORP **Tag For** ELEM MUSIC 236C002 **Qty** **Description** 1 240 ELEM MUSIC	1T	845.00	845.00
38	**237B500** - Preface Music Stand 22-gauge aluminum surface Overall: Desk Measures 20 1/2?W x 12 1/2?L Stand adjusts from 24?? 46? safe rolled edges WENGERCORP **Tag For** ELEM MUSIC 82MS **Qty** **Description** 23 240 ELEM MUSIC	23T	57.50	1,322.50
39	**T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** ELEM MUSIC T9FB1902603 **Qty** **Description** 1 240 ELEM MUSIC	1T	403.69	403.69
Sub Total				4,062.44
Total				**4,062.44**
FACILITIES DIRECTOR				
40	**HSC1842** - Storage Cabinet 18D x 36W x 42H **Lock Opts:**	1T	479.98	479.98

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Description	Quantity	Unit Price	Extended Price
40 **.L:** Standard Random Key Lock **Select Paint Color:** **$(P1):** P1 Paint Opts **.P:** Black HONCOMPANY **Tag For** FACILITIES DIRECTOR 18x36x42			
Sub Total			479.98
Total			**479.98**
IT			
41 **9616BL** - Rectangular Wastebasket, 27-1/2 Qt. Model # 9616BL SAFCOPRODU **Tag For** IT 9616 **Qty** **Description** 2 117 IT OFFICE	2T	52.00	104.00
42 **OTG11612B** - Black Fabric Back & Seat, Single Position Tilt lock w/ Tilt Tension Adjustment, Height Adj. Armrests, Pneumatic Seat Height Adjustment, Molded Black Base, Dual Wheel Carpet Casters, GSP OTG SEATING **Global InStock Program:** **~NSP:** Global InStock Program GLOBALFURN	4T	209.59	838.36
Sub Total			942.36
Total			**942.36**
KINDER			
43 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** KINDER T9FB1902603 **Qty** **Description** 1 247 CLASSROOM 1 248 CLASSROOM 1 251 CLASSROOM 1 252 CLASSROOM 1 253 CLASSROOM 1 254 CLASSROOM	8T	403.69	3,229.52

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Quotation 1236

Description	Quantity	Unit Price	Extended Price
43 1 257 CLASSROOM 1 258 CLASSROOM			
Sub Total			3,229.52
Total			**3,229.52**
LIBRARY			
44 **H105534** - 10500 Series Bookcase 4-shelf 36Wx13-1/8Dx57-1/8H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** LIBRARY 13x36x57 **Qty** **Description** 22 121 LIBRARY	22T	362.90	7,983.80
45 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** LIBRARY T9FB1902603 **Qty** **Description** 1 121 LIBRARY	1T	403.69	403.69
46 **C-EXPL-18-CH-M** - Alumni Explorer 4-Leg Stacking Chair, 18" Shell Color to be Advised Chrome Frame Marquis Nylon Swivel Glides ALUMNICLAS **Tag For** **Qty** **Description** 1 121 Library	1T	52.78	52.78
47 **ATD-3072-2PD-PC-HPL-** - Alumni Accelerator Double Pedestal Teacher Desk 30"x72" High Pressure 1 1/8" Laminate Top with PVC Edge - Colors to be Advised Powder Coat Painted Frame & Pedestal - Color to be Advised Fixed Height 30" 3" Dual Wheel Locking Casters ALUMNICLAS **Tag For** **Qty** **Description** 1 121 Library	1T	1,493.00	1,493.00

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Description	Quantity	Unit Price	Extended Price
Sub Total			9,933.27
Total			**9,933.27**
MEZZANINE STORAGE			
48 **WR236618** - Global Industrial? Extra Heavy Duty Shelving, 72"W x 24"D x 72"H, 5 Shelves, Gray GLOBALINDU **Tag For** MEZZANINE STORAGE WR236618	8T	960.00	7,680.00
Sub Total			7,680.00
Total			**7,680.00**
NURSE			
49 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** NURSE T9FB1902603	1T	403.69	403.69
Sub Total			403.69
Total			**403.69**
SPED			
50 **9616BL** - Rectangular Wastebasket, 27-1/2 Qt. Model # 9616BL SAFCOPRODU **Tag For** SPED 9616	3T	52.00	156.00
51 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** SPED T9FB1902603	4T	403.69	1,614.76

Tag For 48:

Qty	Description
1	211a NURSE

Tag For 50:

Qty	Description
1	113b DYSLEXIA
1	147b SPEECH
1	149b DIAG

Tag For 51:

Qty	Description
1	111 SPED 6-8 RESOURCE
1	147a K-5 SELF CONTAINED
1	149a 6-8 SELF CONTAINED

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Description	Quantity	Unit Price	Extended Price
51 1 213 RESOURCE			
Sub Total			1,770.76
Total			**1,770.76**
STORAGE			
52 **5288** - Industrial Wire Shelving, 36 x 24" Model # 5288BL (Black) SAFCOPRODU **Tag For** STORAGE 5288 **Qty** **Description** 10 242 EXTERIOR STORAGE	10T	275.00	2,750.00
Sub Total			2,750.00
Total			**2,750.00**
TEACHER'S LOUNGE			
53 **GC3620** - PRIMACARE HT, 27"d x 25"w x 33"h, Guest Chairs, Low Back Single Seat Armchair, Open Arms, Steel Frame, Upholstered Seat And Back, GLOBALcare **Primacare HT Textile:** **~SIN:** Primacare HT Textile **~02:** Grade 02 **~ALLA:** Allante Free (Global) **A22F:** 1-Red Truffle **Primacare HT Frame Finish:** **TU:** F-Tungsten (TUN) **Primacare Armcap Finish:** **SH:** M-Shadow (SHW), SSU Armcaps **Primacare Moisture Barrier:** **NMB:** M-(STD) Moisture Barrier not Required **Primacare Sealed Seam:** **SSN:** M-(STD) Sealed Seam not Required **Commercial or GSA Offering:** **~STD:** Non-GSA (Commerical Furniture Offering) GLOBALFURN	3T	902.64	2,707.92
54 **GC3661-LP** - PRIMACARE, 20"d x 24"w x 17"h, Rectangular End Table, Theramlly Fused, GLOBALcare **Occasional Tables Top Finish:** **~GCL:** GLOBALcare Laminate Table Top Finish Options	1T	529.03	529.03

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Description	Quantity	Unit Price	Extended Price
54 **AWC:** 1-Avant Cherry **Primacare Table Leg Finish:** **TU:** F-Tungsten [TTU] **Commercial or GSA Offering:** **~STD:** Non-GSA (Commerical Furniture Offering) GLOBALFURN			
55 **H4041** - Olson Stacker 4040 Series Polymer St-Back 4-Ctn **Select Shell Color:** **.MB:** Mulberry **Select Frame Color:** **.Y:** FRAME: Chrome HONCOMPANY **Tag For** TEACHER'S LOUNGE H4041 **Qty** **Description** 2 215 TEACHER'S LOUNGE	2T	394.94	789.88
56 **HCT29LX** - Arrnge Seated Hght X-base for 42-48" Srfc **Select Paint Color:** **$(P1):** P1 Paint Opts **.BLCK:** Black Textured HONCOMPANY **Tag For** TEACHER'S LOUNGE HCT29LX **Qty** **Description** 2 215 TEACHER'S LOUNGE	2T	305.15	610.30
57 **HCTSQR42** - Arrange Table 42" Square Top **Grommet Selection:** **.N:** No Grommet **Select Grade:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **Select Edgeband Color:** **.H:** EDGE: Bourbon Cherry HONCOMPANY **Tag For** TEACHER'S LOUNGE 42 **Qty** **Description** 2 215 TEACHER'S LOUNGE	2T	219.73	439.46

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Description	Quantity	Unit Price	Extended Price
58 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** TEACHER'S LOUNGE T9FB1902603 **Qty** **Description** 1 215 TEACHER'S LOUNGE	1T	403.69	403.69
Sub Total			5,480.28
Total			**5,480.28**
Music Room 221			
59 **89454 488429 Z** - Stevens Industries 89454 488429 Z STEVENSIND **Tag For** **Qty** **Description** 3 Music Room 221	3T	678.88	2,036.64
60 **89432 278429 Z** - Stevens Industries 89432 278429 Z STEVENSIND **Tag For** **Qty** **Description** 2 Music Room 221	2T	597.74	1,195.48
61 **89416 148429 Z** - Stevens Industries 89416 148429 Z STEVENSIND **Tag For** **Qty** **Description** 4 Music Room 221	4T	544.76	2,179.04
Sub Total			5,411.16
Total			**5,411.16**
62 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	412.68	412.68
63 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:**	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
63 **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 114 COUNSELOR OFFICE			
64 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	36.20	36.20
65 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	268.34	268.34
66 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	351.14	351.14
67 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	32.13	32.13

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	Description	Quantity	Unit Price	Extended Price
68	**H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	412.68	412.68
69	**H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	351.14	351.14
70	**HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	36.20	36.20
71	**H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	268.34	268.34
72	**H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
72 **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 116 COUNSELOR OFFICE			
73 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	32.13	32.13
74 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	412.68	412.68
75 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	351.14	351.14
76 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	36.20	36.20
77 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:**	1T	268.34	268.34

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Description	Quantity	Unit Price	Extended Price
77 **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 118 COUNSELOR OFFICE			
78 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	351.14	351.14
79 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	32.13	32.13
80 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	412.68	412.68
81 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
81 **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 303 HEAD PRINCIPAL			
82 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	36.20	36.20
83 **H105491** - 10500 Series Credenza w/2 Lat Files 72Wx24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/72 **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	1,033.06	1,033.06
84 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 2 303 HEAD PRINCIPAL	2T	32.13	64.26
85 **H10534K** - 10500 Series72x37 1/8 Stack-On Storage 4-Dr Locking ETA **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x72x37 **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	559.74	559.74
86 **H105856** - 10500 Series Back enclosure for 72"W Stack on Storage **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates	1T	121.73	121.73

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Description	Quantity	Unit Price	Extended Price
86 **.N:** LAM: Mahogany HONCOMPANY **Tag For** ADMINISTRATION BACK(72) **Qty** **Description** 1 303 HEAD PRINCIPAL			
87 **H90056** - 10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure **Fabric Selection:** **$(AA):** Gr AA Fab **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB(72) **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	167.43	167.43
88 **HLED31AS** - 31" LED LIGHT W/ POWER SUPPLY (SINGLE) HONCOMPANY **Tag For** ADMINISTRATION HLED17A **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	218.95	218.95
89 **HTLP72** - Preside Laminate Panel Base For 72" W Table Tops **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 29H **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	275.40	275.40
90 **HTLA3672** - Preside 72W x 36D Racetrack Shaped Laminate Top **Edge Option:** **.G:** 2MM/Flat **H:** Edge: Bourbon Cherry **Select Grommet:** **.N:** No Grommets **Select Laminate:**	1T	298.78	298.78

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Description	Quantity	Unit Price	Extended Price
90 **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 303 HEAD PRINCIPAL			
91 **H105535** - 10500 Series Bookcase 5-shelf 36Wx13-1/8Dx71H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 13x36x71 **Qty** **Description** 1 303 HEAD PRINCIPAL	1T	421.73	421.73
92 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 304 OFFICE	1T	412.68	412.68
93 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 304 OFFICE	1T	351.14	351.14
94 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY	1T	36.20	36.20

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Description	Quantity	Unit Price	Extended Price
94 **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 304 OFFICE			
95 **H105491** - 10500 Series Credenza w/2 Lat Files 72Wx24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/72 **Qty** **Description** 1 304 OFFICE	1T	1,033.06	1,033.06
96 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 2 304 OFFICE	2T	32.13	64.26
97 **H10534K** - 10500 Series72x37 1/8 Stack-On Storage 4-Dr Locking ETA **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x72x37 **Qty** **Description** 1 304 OFFICE	1T	559.74	559.74
98 **H105856** - 10500 Series Back enclosure for 72"W Stack on Storage **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.N:** LAM: Mahogany HONCOMPANY **Tag For** ADMINISTRATION BACK(72) **Qty** **Description** 1 304 OFFICE	1T	121.73	121.73

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	Description	Quantity	Unit Price	Extended Price
99	**H90056** - 10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure **Fabric Selection:** **$(AA):** Gr AA Fab **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB(72) **Qty** **Description** 1 304 OFFICE	1T	167.43	167.43
100	**HLED31AS** - 31" LED LIGHT W/ POWER SUPPLY (SINGLE) HONCOMPANY **Tag For** ADMINISTRATION HLED17A **Qty** **Description** 1 304 OFFICE	1T	218.95	218.95
101	**HTLP72** - Preside Laminate Panel Base For 72" W Table Tops **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 29H **Qty** **Description** 1 304 OFFICE	1T	275.40	275.40
102	**HTLA3672** - Preside 72W x 36D Racetrack Shaped Laminate Top **Edge Option:** **.G:** 2MM/Flat **H:** Edge: Bourbon Cherry **Select Grommet:** **.N:** No Grommets **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 304 OFFICE	1T	298.78	298.78

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Description	Quantity	Unit Price	Extended Price
103 **H105535** - 10500 Series Bookcase 5-shelf 36Wx13-1/8Dx71H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 13x36x71 **Qty** **Description** 1 304 OFFICE	1T	421.73	421.73
104 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	412.68	412.68
105 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	351.14	351.14
106 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	36.20	36.20
107 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates	1T	268.34	268.34

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Description	Quantity	Unit Price	Extended Price
107 **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 305 ASSISTANT PRINCIPAL			
108 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	351.14	351.14
109 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	32.13	32.13
110 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 306 ASSISTANT PRINCIPAL	1T	412.68	412.68
111 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
111 **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 306 ASSISTANT PRINCIPAL			
112 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 306 ASSISTANT PRINCIPAL	1T	36.20	36.20
113 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 306 ASSISTANT PRINCIPAL	1T	268.34	268.34
114 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 306 ASSISTANT PRINCIPAL	1T	351.14	351.14
115 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 306 ASSISTANT PRINCIPAL	1T	32.13	32.13
116 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry	1T	412.68	412.68

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Description	Quantity	Unit Price	Extended Price
116 **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 307 ASSISTANT PRINCIPAL			
117 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description** 1 307 ASSISTANT PRINCIPAL	1T	351.14	351.14
118 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 307 ASSISTANT PRINCIPAL	1T	36.20	36.20
119 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 307 ASSISTANT PRINCIPAL	1T	268.34	268.34
120 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
120			
Qty Description 1 307 ASSISTANT PRINCIPAL			
121 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL Qty Description 1 307 ASSISTANT PRINCIPAL	1T	32.13	32.13
122 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 Qty Description 1 308 TESTING	1T	412.68	412.68
123 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF Qty Description 1 308 TESTING	1T	351.14	351.14
124 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL Qty Description 1 308 TESTING	1T	36.20	36.20
125 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry	1T	268.34	268.34

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Description	Quantity	Unit Price	Extended Price
125 HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 308 TESTING			
126 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 308 TESTING	1T	351.14	351.14
127 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 308 TESTING	1T	32.13	32.13
128 **H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 36/72 **Qty** **Description** 1 312 OFFICE	1T	412.68	412.68
129 **H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION BBF **Qty** **Description**	1T	351.14	351.14

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Description	Quantity	Unit Price	Extended Price
129 1 312 OFFICE			
130 **HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 312 OFFICE	1T	36.20	36.20
131 **H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 24/48 **Qty** **Description** 1 312 OFFICE	1T	268.34	268.34
132 **H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION FF **Qty** **Description** 1 312 OFFICE	1T	351.14	351.14
133 **HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** ADMINISTRATION PULL **Qty** **Description** 1 312 OFFICE	1T	32.13	32.13
134 **HTLP120** - Preside Laminate Panel Base For 120" W Table Tops **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 29H	1T	293.25	293.25

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Description	Quantity	Unit Price	Extended Price
134			
Qty Description 1 313 OFFICE			
135 **HTLA48120** - Preside 120W x 48D Racetrack Shaped Laminate Top **Edge Option:** **.G:** 2MM/Flat **H:** Edge: Bourbon Cherry **Select Grommet:** **.N:** No Grommets **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 48/120 Qty Description 1 313 OFFICE	1T	524.03	524.03
136 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 Qty Description 2 114 COUNSELOR OFFICE	2T	441.19	882.38
137 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB Qty Description 2 114 COUNSELOR OFFICE	2T	134.85	269.70
138 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER)	1T	240.15	240.15

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	Description	Quantity	Unit Price	Extended Price
138	HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 114 COUNSELOR OFFICE			
139	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 114 COUNSELOR OFFICE	1T	195.76	195.76
140	**H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description** 2 116 COUNSELOR OFFICE	2T	441.19	882.38
141	**HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 116 COUNSELOR OFFICE	2T	134.85	269.70
142	**HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 116 COUNSELOR OFFICE	1T	240.15	240.15
143	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY	1T	195.76	195.76

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Description	Quantity	Unit Price	Extended Price
143 **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 116 COUNSELOR OFFICE			
144 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description** 2 118 COUNSELOR OFFICE	2T	441.19	882.38
145 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 118 COUNSELOR OFFICE	2T	134.85	269.70
146 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	240.15	240.15
147 **HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 118 COUNSELOR OFFICE	1T	195.76	195.76
148 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:**	2T	441.19	882.38

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Page 39 / 43 (cont'd)

Description	Quantity	Unit Price	Extended Price
148 **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description** 2 305 ASSISTANT PRINCIPAL			
149 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 305 ASSISTANT PRINCIPAL	2T	134.85	269.70
150 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	240.15	240.15
151 **HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 305 ASSISTANT PRINCIPAL	1T	195.76	195.76
152 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description**	2T	441.19	882.38

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Description	Quantity	Unit Price	Extended Price
152 2 306 ASSISTANT PRINCIPAL			
153 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty Description** 2 306 ASSISTANT PRINCIPAL	2T	134.85	269.70
154 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty Description** 1 306 ASSISTANT PRINCIPAL	1T	240.15	240.15
155 **HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty Description** 1 306 ASSISTANT PRINCIPAL	1T	195.76	195.76
156 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty Description** 2 307 ASSISTANT PRINCIPAL	2T	441.19	882.38
157 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather	2T	134.85	269.70

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Description	Quantity	Unit Price	Extended Price
157 HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 307 ASSISTANT PRINCIPAL			
158 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 307 ASSISTANT PRINCIPAL	1T	240.15	240.15
159 **HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 307 ASSISTANT PRINCIPAL	1T	195.76	195.76
160 **H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description** 2 308 TESTING	2T	441.19	882.38
161 **HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 308 TESTING	2T	134.85	269.70
162 **HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY	1T	240.15	240.15

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	Description	Quantity	Unit Price	Extended Price
162	**Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 308 TESTING			
163	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 308 TESTING	1T	195.76	195.76
164	**H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** ADMINISTRATION 14x42x18 **Qty** **Description** 2 312 OFFICE	2T	441.19	882.38
165	**HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** ADMINISTRATION TB **Qty** **Description** 2 312 OFFICE	2T	134.85	269.70
166	**HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** ADMINISTRATION HLED31A **Qty** **Description** 1 312 OFFICE	1T	240.15	240.15
167	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY	1T	195.76	195.76

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	Description	Quantity	Unit Price	Extended Price
167	**Tag For** ADMINISTRATION HLED31AUO **Qty** **Description** 1 312 OFFICE			
168	**FREIGHT** - FREIGHT ALUMNICLAS	1T	662.00	662.00
169	**FREIGHT** - FREIGHT ALLIEDPLAS	1T	1,825.00	1,825.00
170	**FREIGHT** - FREIGHT BIOFITENGI	1T	5,914.00	5,914.00
171	**FREIGHT** - Stevens Industries Freight STEVENSIND	1T	2,500.00	2,500.00
172	**FREIGHT** - FREIGHT GLOBALINDU	1T	7,200.00	7,200.00
173	**FREIGHT** - Freight WENGERCORP	1T	2,500.00	2,500.00
174	**TANGRAM TO RECEIVE, DELIVER AND INSTALL DURING NORMAL BUSINESS HOURS, FREE AND CLEAR ACCESS WITH ELEVATOR USE. NO STAIR CARRY. (FEE)**	1	55,284.11	55,284.11
	Quotation Totals			
	Sub Total			284,372.16
	Grand Total			**284,372.16**

End of Quotation

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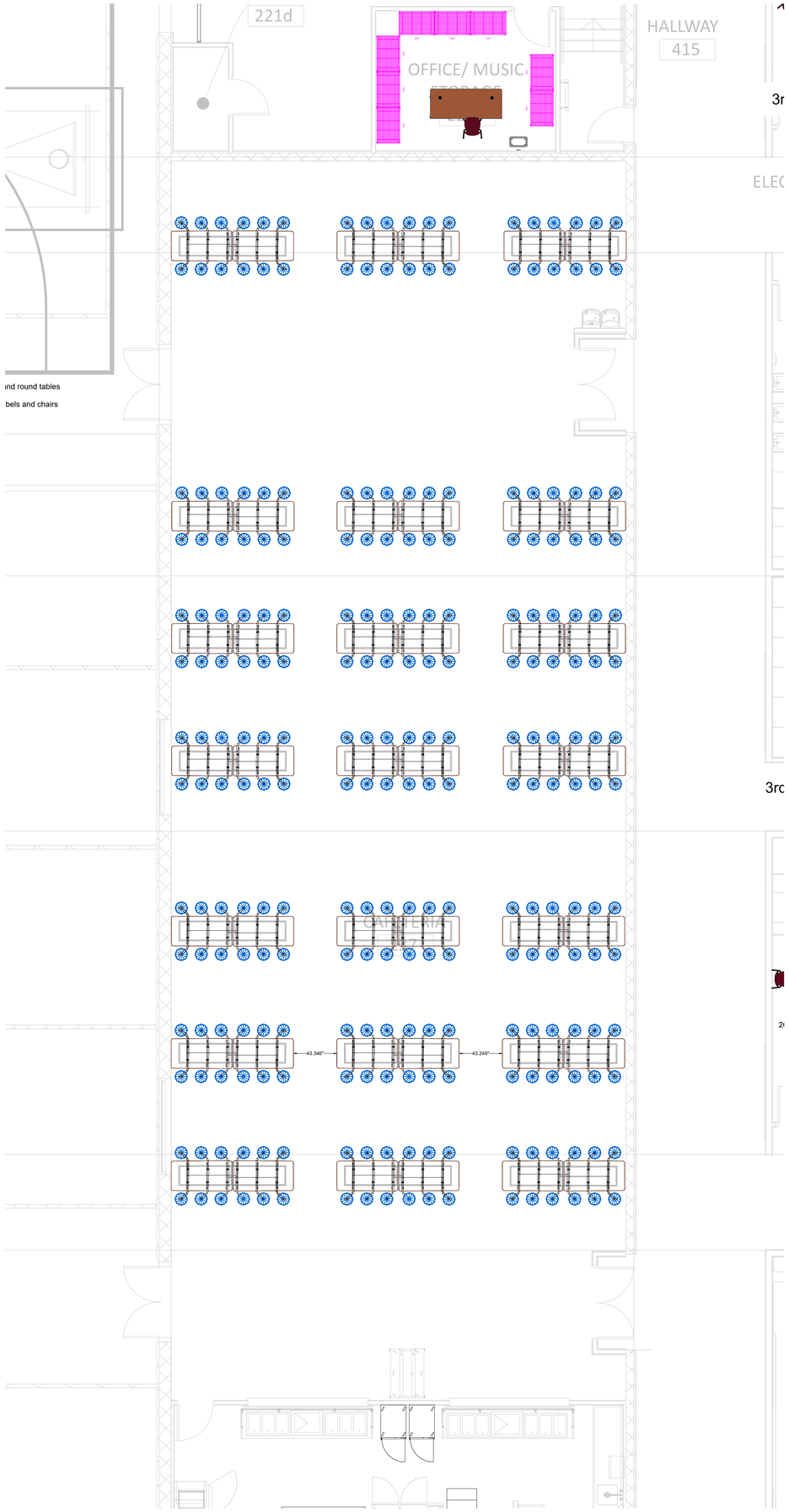

2D Floor Plan - Cafeteria Layout

1/1

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4/4/2022
Jolen Gibson
Lauren Ghizzoni
850

Designer
Salesperson
Project

Cafeteria Layout

Internatinoal Leadership of Texas

3610 Longmire Dr, College Station, TX 77845

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JULY 15TH TURNOVER

AUGUST 1STTURNOVER

3RD GRADE/4TH GRADE/ 5TH GRADE

26 per classroom

209,220,222,244,259,107,109,260-3rd Grade
100-106-4th Grade
120,122,133,135,137,139,167-5th Grade

6TH GRADE

28 per classroom

123,132,134,136,138,140,166-6th Grade

7TH GRADE

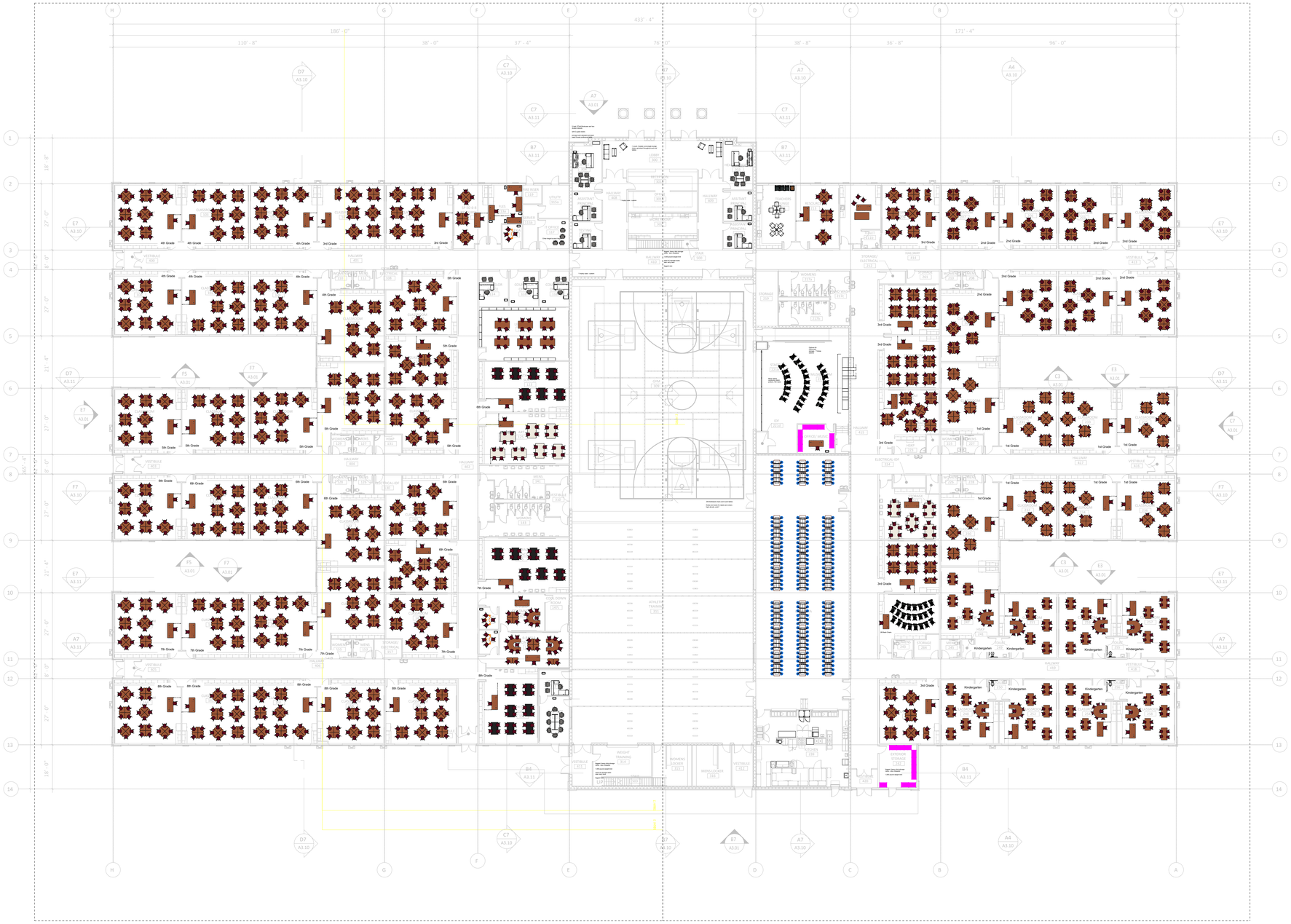
28 per classroom

142,145,159,161,163,165-7th Grade

8TH GRADE

28 per classroom

151,156,158,160,162,164-8th Grade



3RD GRADE/4TH GRADE/ 5TH GRADE

26 per classroom

209,220,222,244,259,107,109,260-3rd Grade
100-106-4th Grade
120,122,133,135,137,139,167-5th Grade

KINDER/ 1ST GRADE/2ND GRADE

20 per classroom

247-258-Kindergarten
229-236-1st Grade
200-207-2nd Grade

1/1

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3/24/2022
Jolen Gibson
Lauren Ghizzoni
850

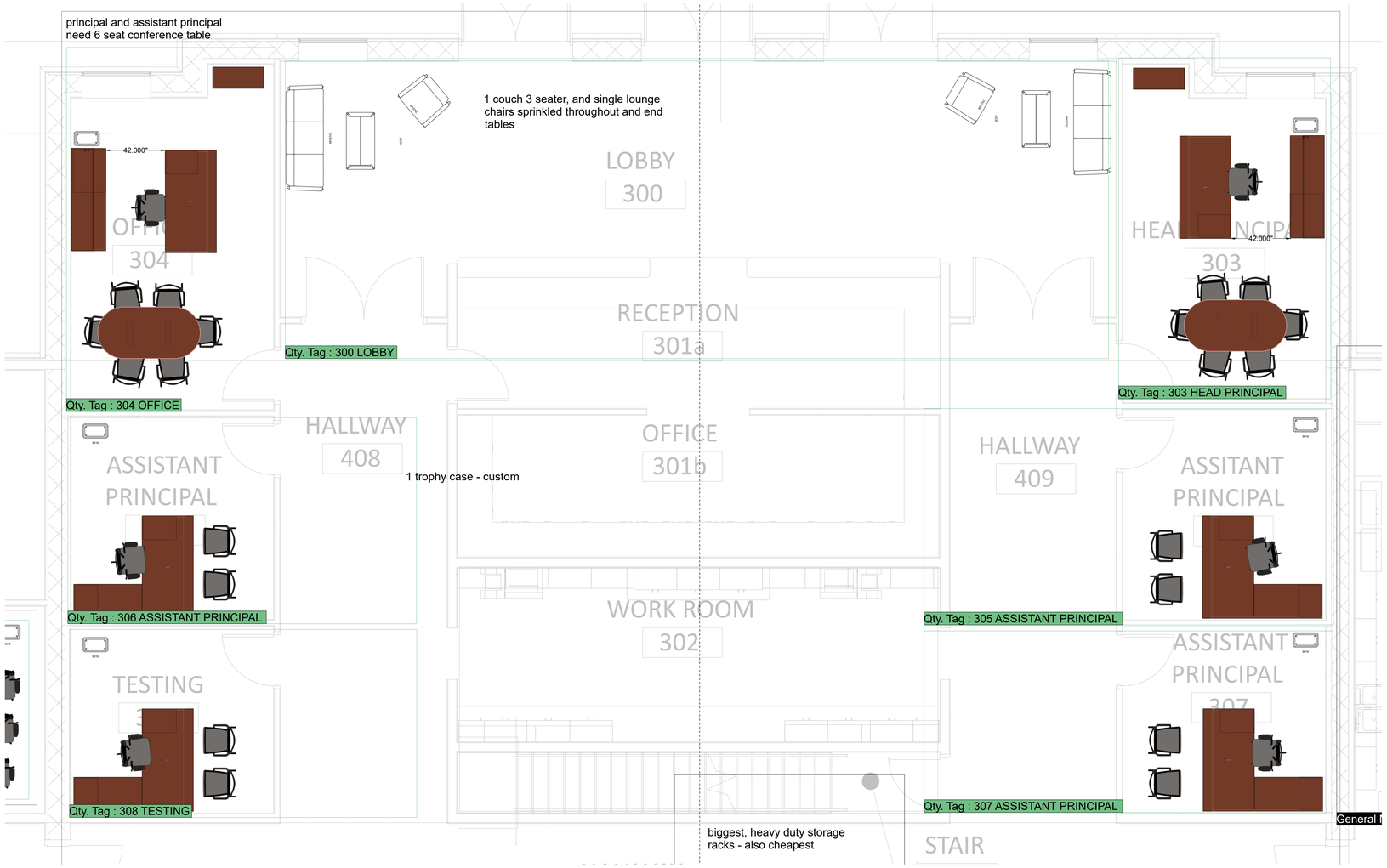
Designer
Salesperson
Project

Preliminary Overall Plan

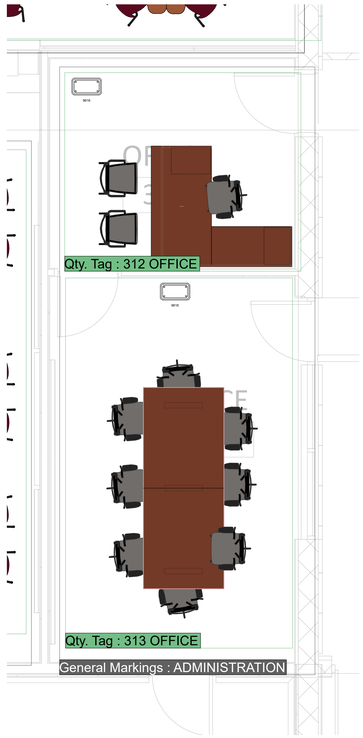
Internatinoal Leadship of Texas

3610 Longmire Dr, College Station, TX 77845

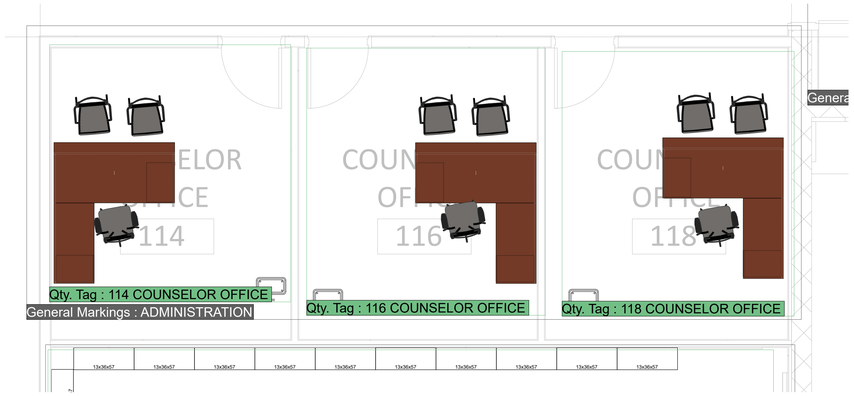
x:\Dallas Design\LT\ILT BG Ramirez\CET\032122 ILT BG Ramirez 1st FL Live Design.cmdrw



2D - Principal and Assistant Principal's Offices



2D - Office and Conference Room



2D - Counselor's Offices

1/1

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3/1/2022
Jolen Gibson
Lauren Ghizzoni
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Designer
Salesperson
Project

Private Offices

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x:\Dallas Design\LT\LT BG Ramirez\CET\022222 LLT BG Ramirez 1st FL Live Design.cmdrw

05	Approve Charging Cabinet Package for BG Ramirez K8

$135,520.00

QUOTE CONFIRMATION

DEAR CHARLES KLEIN,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MSCG907	4/12/2022	AC RFID 12 LOCKER	12440218	$135,520.00

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Anywhere Cart 12-Bay Secure Charging Locker with Standard Charging System Mfg. Part#: AC-LOCKER-12-RFID UNSPSC: 56101501 Contract: Standard Pricing	70	5630896	$1,936.00	$135,520.00

PURCHASER BILLING INFO

Billing Address:
INTERNATIONAL LEADERSHIP OF TEXAS
ACCTS PAYABLE
1651 N GLENVILLE DR
RICHARDSON, TX 75081-7208
Phone: (817) 665-0646
Payment Terms: NET 30 Days-Govt/Ed

DELIVER TO

Shipping Address:
INTERNATIONAL LEADERSHIP OF TEXAS
BG RAMIREZ
4114 ROAD 5200
CLEVELAND, TX 77327
Shipping Method: DROP SHIP-GROUND

SUBTOTAL	$135,520.00
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	$135,520.00

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION

Alec Campbell | (877) 509-5850 | aleccam@cdwg.com

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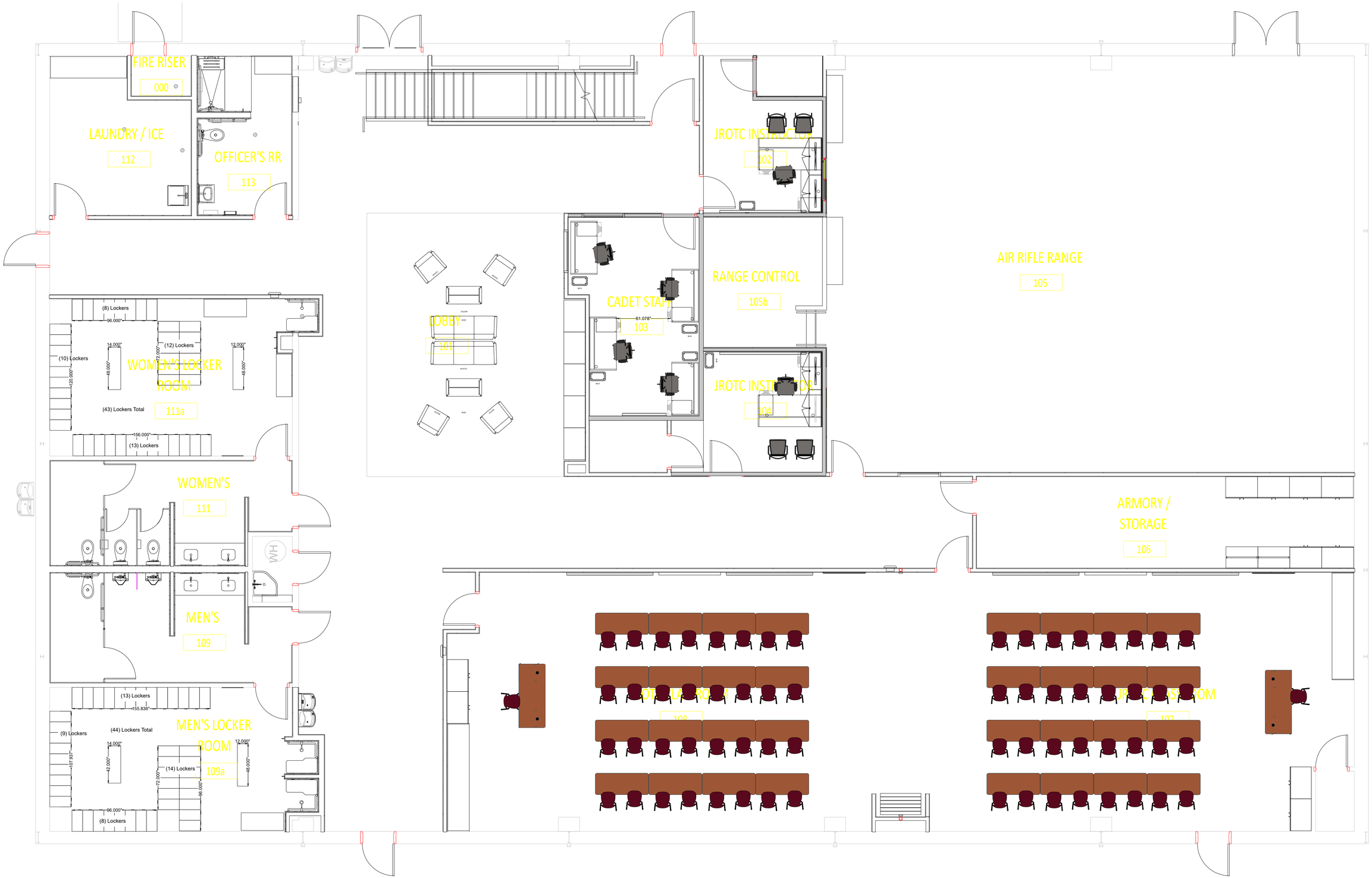
06	Approve final furniture package for Windmill Lakes Orem HS MJROTC

$30,166.16



1/8

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4/15/2022
Jalen Gibson
Lauren Ghizzoni

Designer
Salesperson

Overall Plan - First Floor

International Leadership of Texas Windmill Lakes-Orem HS

Windmill Lakes Blvd, Houston, TX 77075

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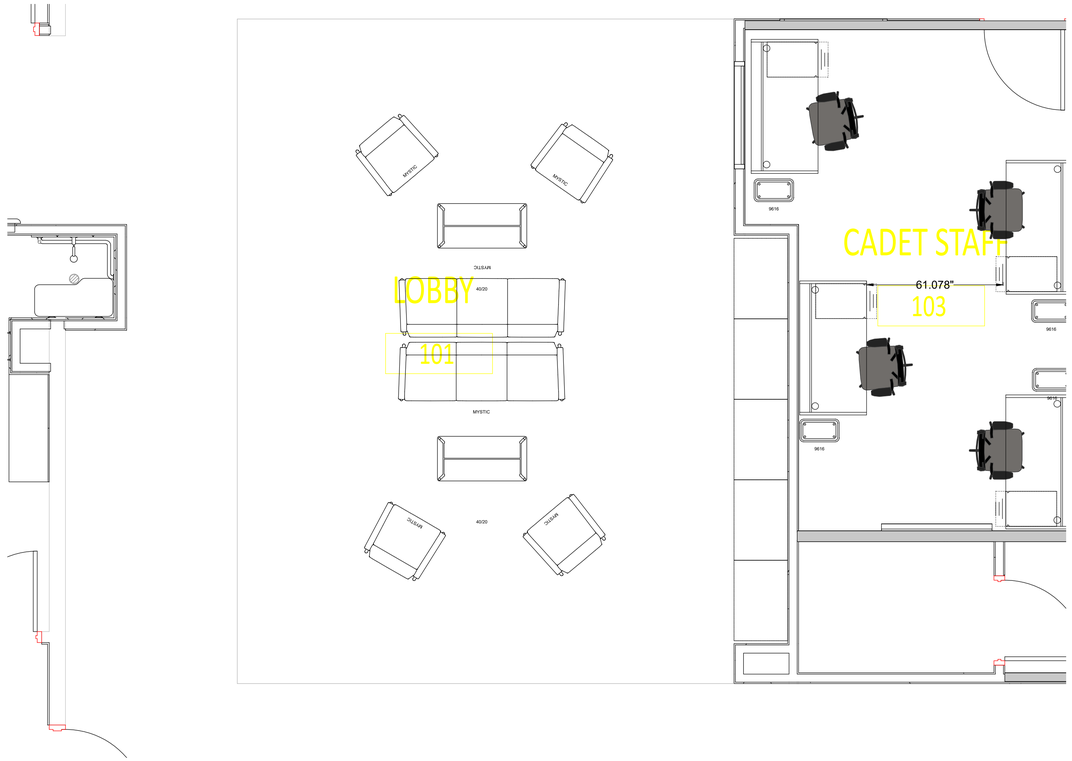
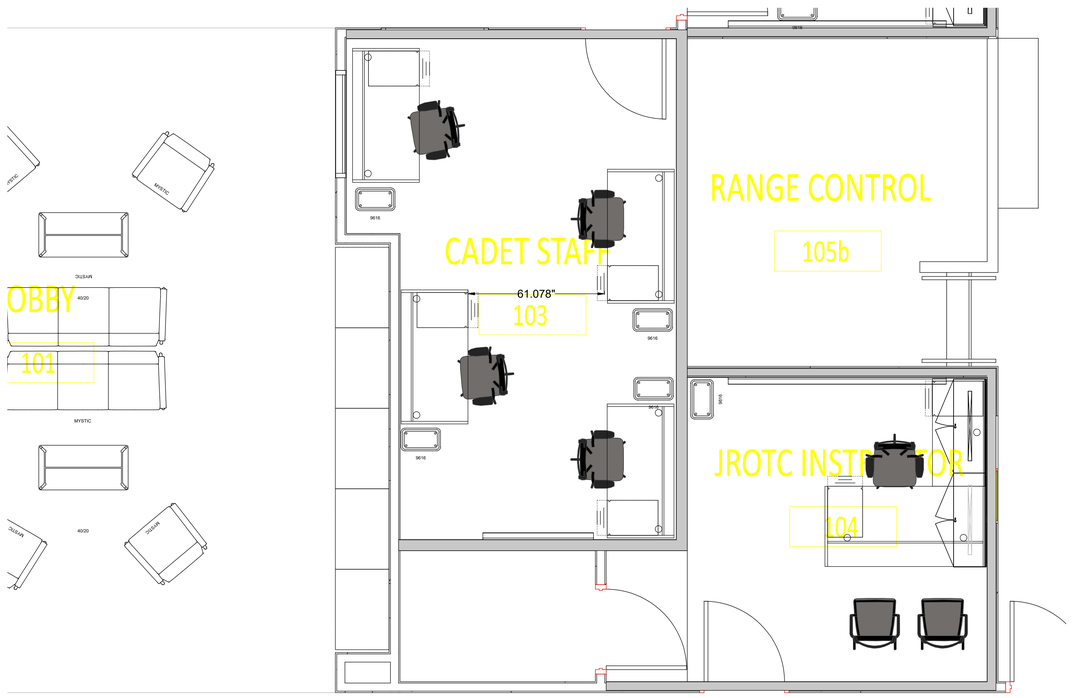


101 Lobby - 2D Floor Plan

3D Rendering



103 Cadet Staff - 2D Floor Plan

3D Rendering

2/8

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Salesperson

Lobby & Cadet Staff
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x:\Dallas Design\ILT\WLOHS MC\JROTC\CETW\LOHS JROTC.cmdrw

OTG11612B Tilter

B/B/F Pedestal

9616 Rectangular Wastebasket

3/8

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Lauren Ghizzoni

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Salesperson

Cadet Staff

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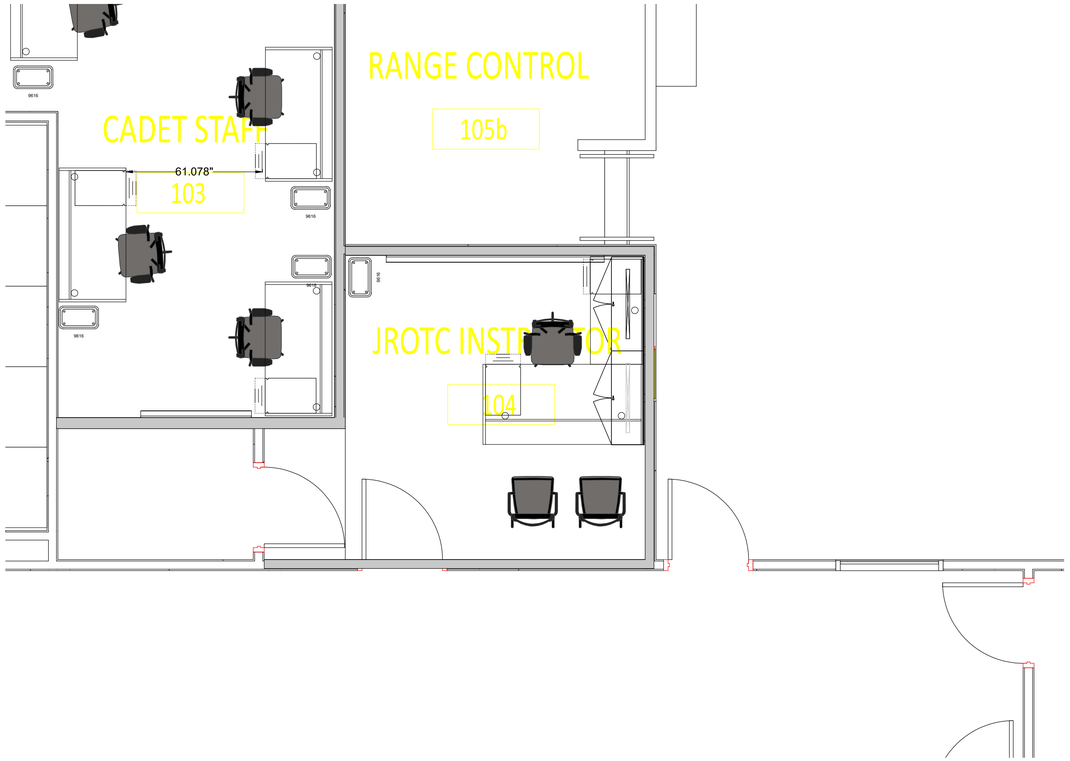
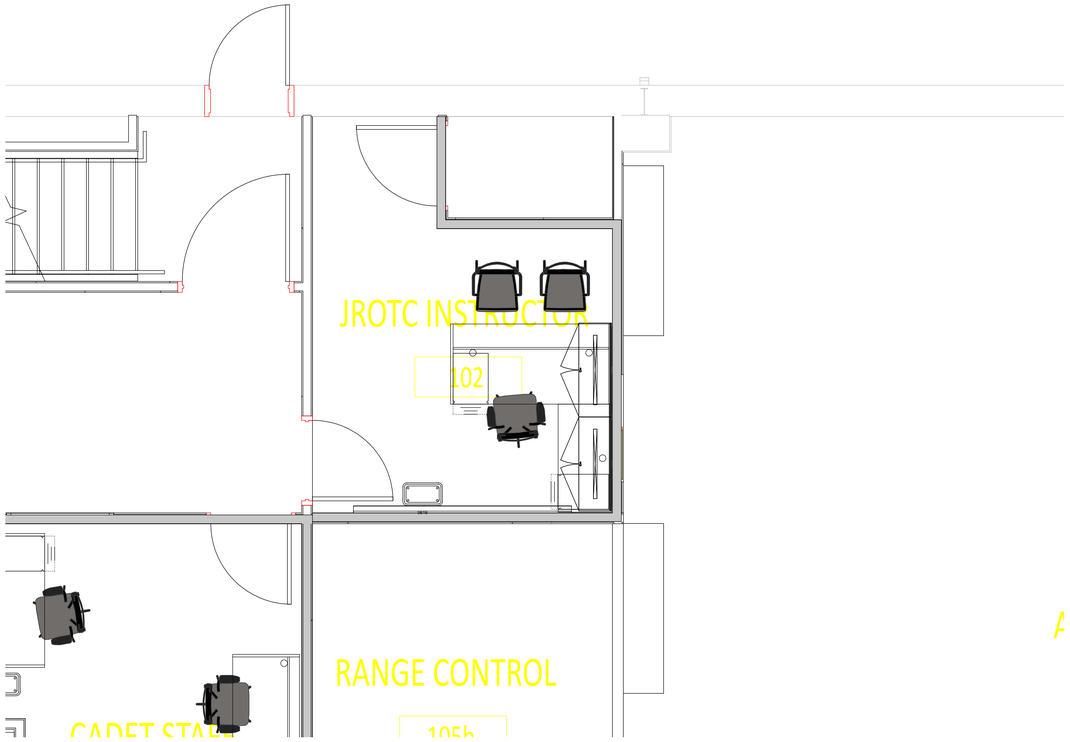


104 JROTC Instructor - 2D Floor Plan

3D Rendering



102 JROTC Instructor - 2D Floor Plan

3D Rendering

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Salesperson

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OTG11760B Mesh Back Guest

(2) 42" Wide Overheads with Tackboard

B/B/F Pedestal

F/F Pedestal

9616 Rectangular Wastebasket

OTG11612B Tilter

5/8

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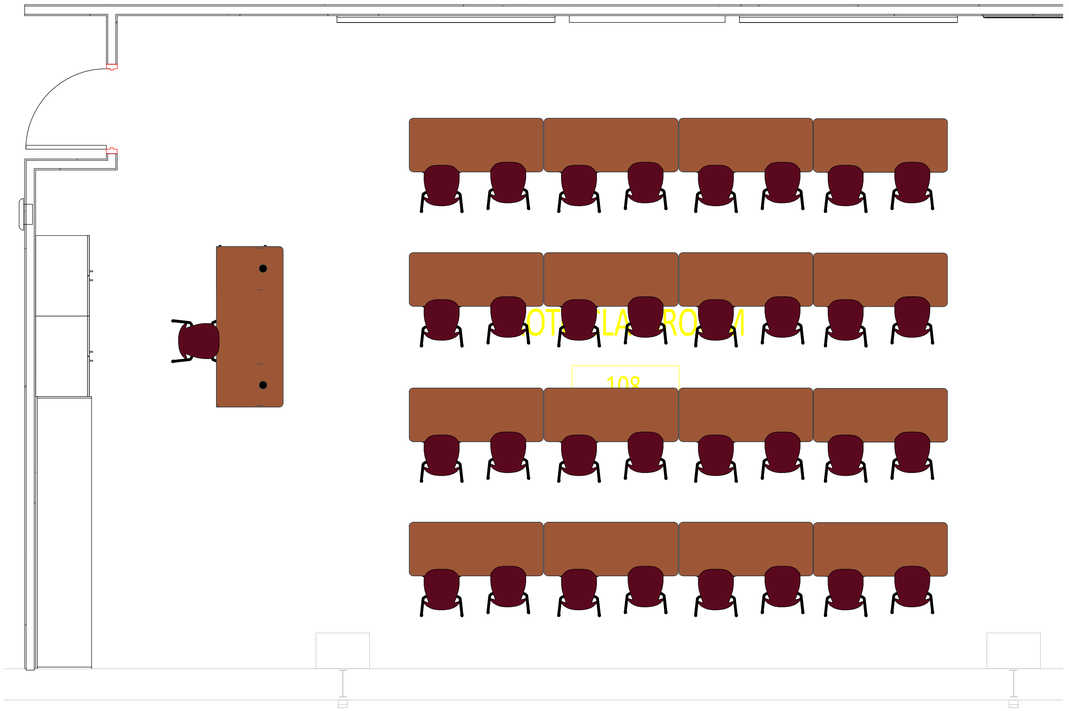
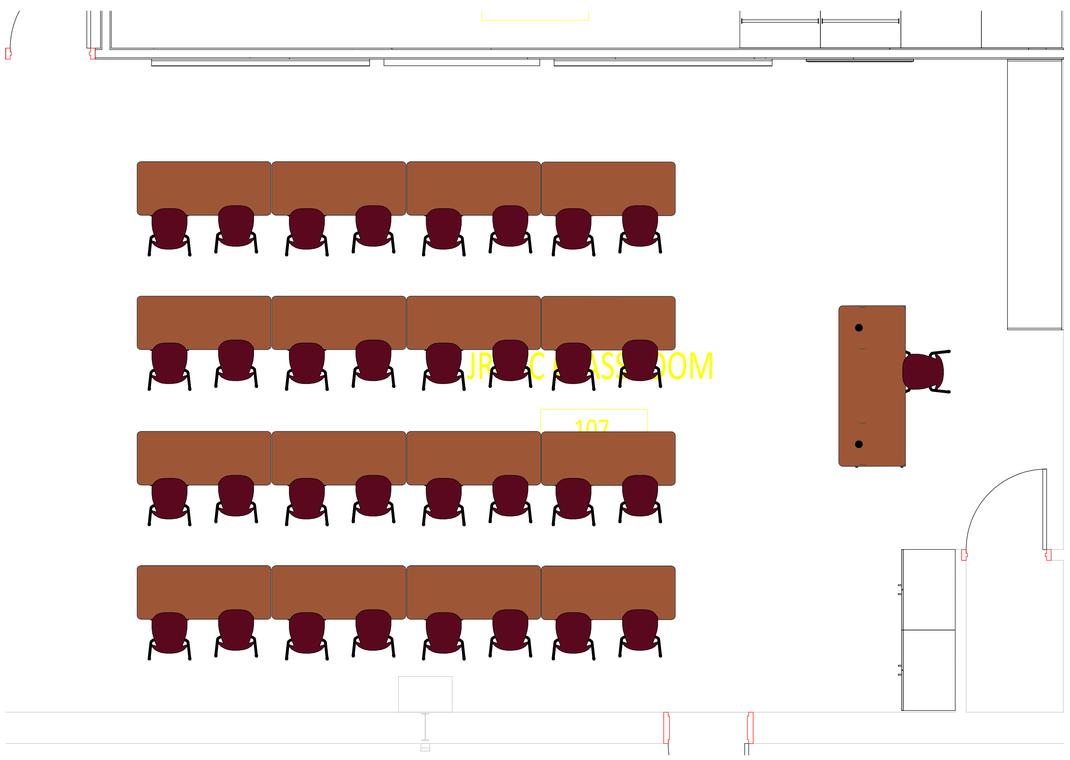
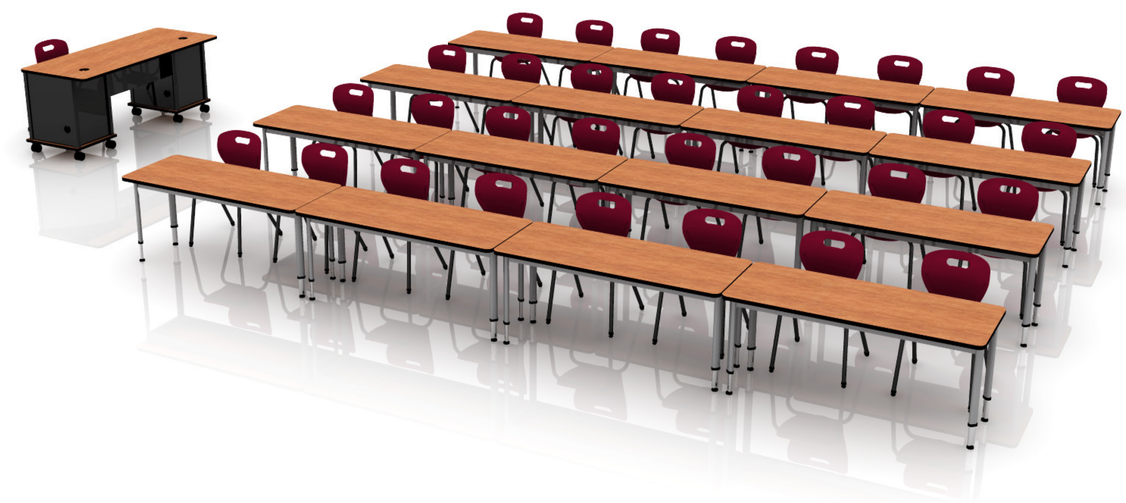


108 JROTC Classroom - 2D Floor Plan

3D Rendering



107 JROTC Classroom - 2D Floor Plan



3D Rendering

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4/15/2022
Jalen Gibson
Lauren Ghizzoni

Designer
Salesperson

JROTC Classrooms

International Leadership of Texas Windmill Lakes-Orem HS

Windmill Lakes Blvd, Houston, TX 77075

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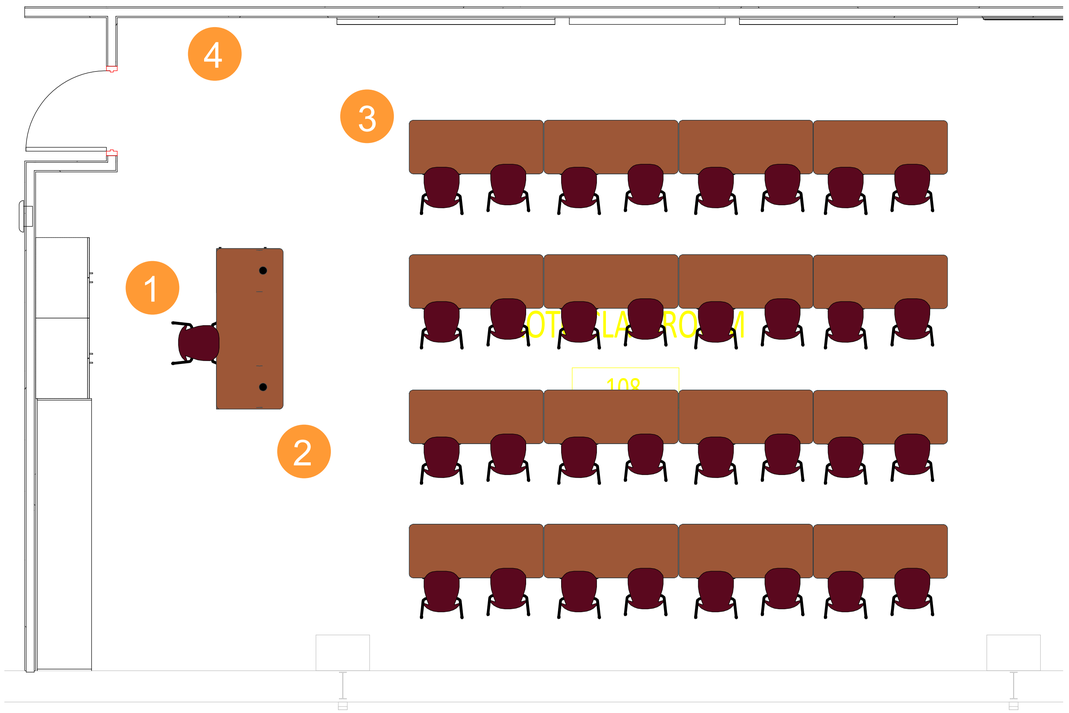
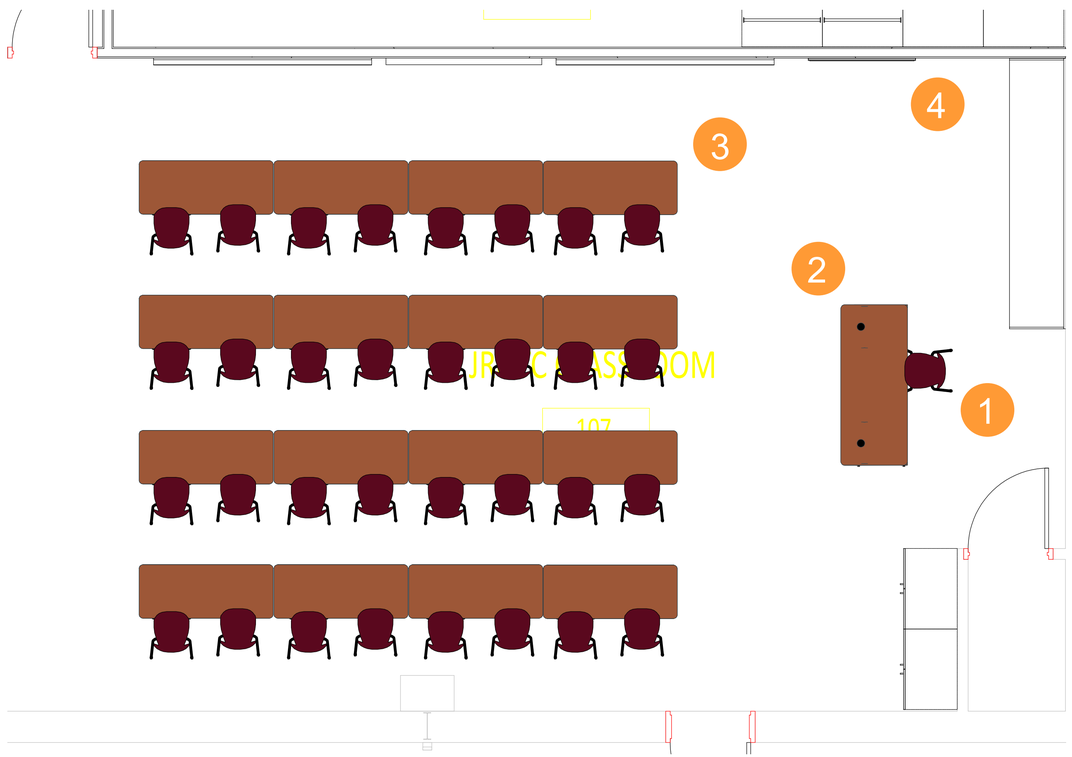


108 JROTC Classroom - 2D Floor Plan



107 JROTC Classroom - 2D Floor Plan

18" Explorer Chair

Teacher Double Pedestal Desk

Integrity Oval Leg Rectangle Table

Steel Half Round Trash Can

7/8

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Designer
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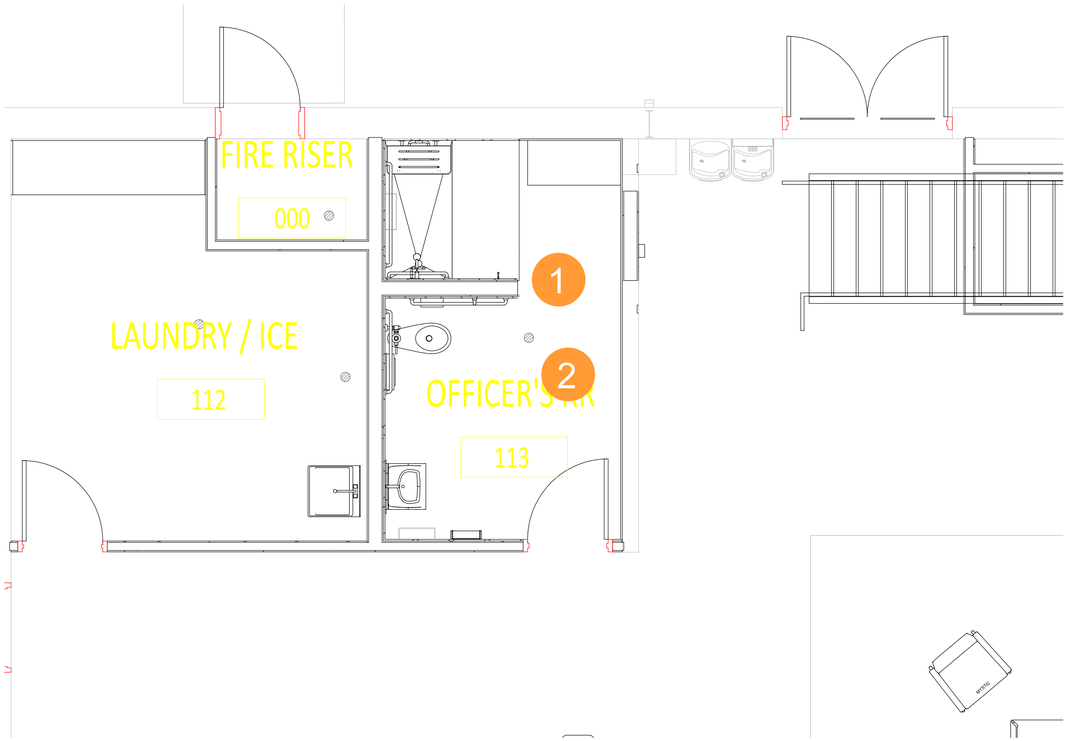
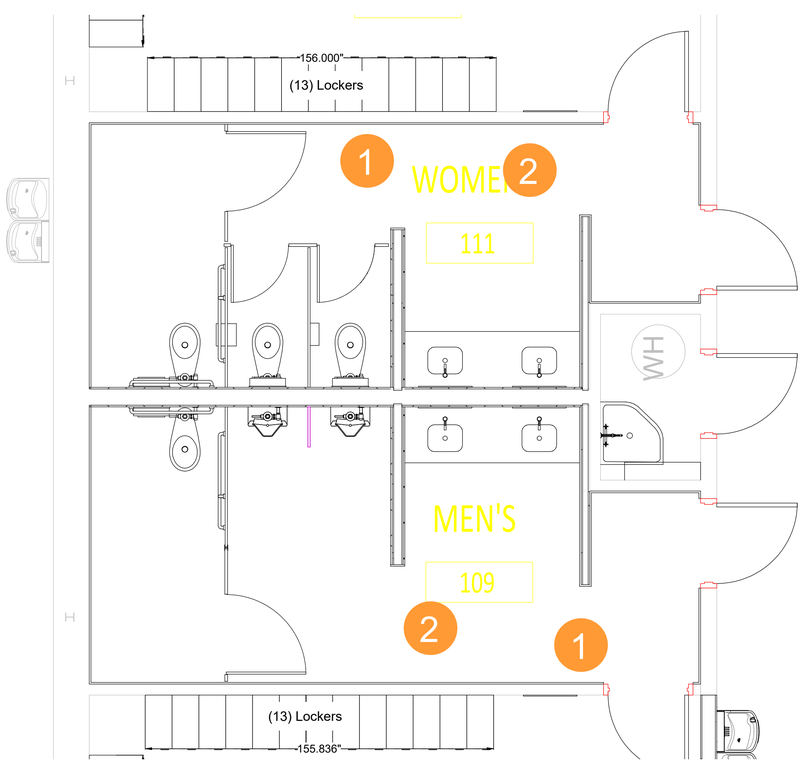


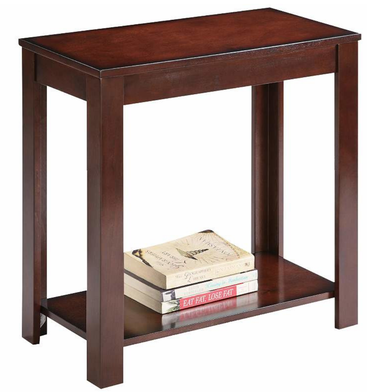
113 Officer's RR - 2D Floor Plan



109 Men's & 111 Women's Bathrooms - 2D Floor Plan

Traditional Side Table

1



Steel Half Round Trash Can

2

8/8

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4/15/2022
Jalen Gibson
Lauren Ghizzoni

Designer
Salesperson

Bathrooms

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Windmill Lakes Blvd, Houston, TX 77075

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Quotation 1577

Quote Date 04/19/22
mm/dd/yy
Project 1287
Customer INT165
Terms CPO#/NET 30 DAYS
Account Representative Lauren Ghizzoni

Quote To

Accounts Payable
Int'l Leadership of Texas
1651 N GLENVILLE DR STE 216
RICHARDSON TX 75081-1956

Ship To

Int'l Leadership of Texas
9901 WINDMILL LAKES BLVD
HOUSTON TX 77075-3331

Phone +1 (972) 479-9078
accountspayable@iltexas.org

Sales Location TANGRAM DALLAS

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As you review your quotation, please be advised that the commercial interiors industry is experiencing disruptive supply chain issues, challenges re:labor availability, and commodity shortages (ex. lumber, steel, resins, microchips, and adhesives).

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For questions concerning this quote, please contact:
Contact: Lauren Ghizzoni
Sales
lghizzoni@tangraminteriors.com
+1 (978) 804-6391

	Description	Quantity	Unit Price	Extended Price
	101 LOBBY			
1	**MG0840** - Mystic Laminate Top Coffee Table, 40" W x 20" D x 15.5" H SIlver Steel FInish Canyon Cherry HPL No Power Unit on Table	2T	287.00	574.00

Accepted by_____ Title_____ Date_____

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Quotation 1577

	Description	Quantity	Unit Price	Extended Price
1	LESROINDUS **Tag For** 101 LOBBY 40/20			
2	**ML1101** - Mystic Lounge Panel Arm Guest Chair, 28.5" W x 27" D x 32.5" H Silver Steel Finish Grade 4 Fabrics Whisper, Bordeaux LESROINDUS **Tag For** 101 LOBBY MYSTIC	4T	661.00	2,644.00
3	**ML1601** - Mystic Lounge Panel Arm Sofa, 73.5" W x 27" D x 32.5" H Silver Steel Finish Grade 4 Fabrics Whisper, Bordeaux LESROINDUS **Tag For** 101 LOBBY MYSTIC	2T	1,389.00	2,778.00
Sub Total				5,996.00
Total				**5,996.00**
102 JROTC INSTRUCTOR				
4	**H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR 36/72	1T	450.30	450.30
5	**H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR 24/48	1T	292.79	292.79
6	**H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D	1T	383.15	383.15

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	Description	Quantity	Unit Price	Extended Price
6	**Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR BBF			
7	**H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR FF	1T	383.15	383.15
8	**HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR PULL	1T	35.05	35.05
9	**HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR PULL	1T	39.50	39.50
10	**H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR 14x42x18	2T	481.40	962.80
11	**HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR TB	2T	147.14	294.28

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	Description	Quantity	Unit Price	Extended Price
12	**HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR HLED31A	1T	357.96	357.96
13	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** 102 JROTC INSTRUCTOR HLED31AUO	1T	291.80	291.80
14	**OTG11612B** - OTG11612B Tilter Patterned Black fabric upholstery Pneumatic seat height adjustment Height adjustable armrests Single position tilt lock with tilt tension adjustment Fixed back angle Twin wheel carpet casters GLOBALFURN **Tag For** 102 JROTC INSTRUCTOR OTG11612B	1T	186.30	186.30
15	**OTG11760B** - OTG11760B Mesh Back Guest Black mesh back and mesh fabric seat Four leg design with molded armrests GLOBALFURN **Tag For** 102 JROTC INSTRUCTOR OTG11760B	2T	149.40	298.80
16	**9616BL** - Rectangular Wastebasket, 27-1/2 Qt. SAFCOPRODU **Tag For** 102 JROTC INSTRUCTOR 9616	1T	52.00	52.00
Sub Total				4,027.88
Total				**4,027.88**
103 CADET STAFF				
17	**H10578** - 10500 Series Desk Shell 60W x 30D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY	4T	376.24	1,504.96

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Quotation 1577
Page 5 / 9 (cont'd)

Description		Quantity	Unit Price	Extended Price
17	**Tag For** 103 CADET STAFF 30/60			
18	**H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 103 CADET STAFF BBF	4T	383.15	1,532.60
19	**HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** 103 CADET STAFF PULL	4T	39.50	158.00
20	**OTG11612B** - OTG11612B Tilter Patterned Black fabric upholstery Pneumatic seat height adjustment Height adjustable armrests Single position tilt lock with tilt tension adjustment Fixed back angle Twin wheel carpet casters GLOBALFURN **Tag For** 103 CADET STAFF OTG11612B	4T	186.30	745.20
21	**9616BL** - Rectangular Wastebasket, 27-1/2 Qt. SAFCOPRODU **Tag For** 103 CADET STAFF 9616	4T	52.00	208.00
Sub Total				4,148.76
Total				**4,148.76**
104 JROTC INSTRUCTOR				
22	**H10594** - 10500 Series Desk Shell 72W x 36D x 29-1/2H **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR 36/72	1T	450.30	450.30

Accepted by_____ Title_____ Date_____

tangram

9200 SORENSEN AVENUE
SANTA FE SPRINGS, CA 90670
TEL: 562.365.5000
FAX: 562.777.9742
WWW.TANGRAMINTERIORS.COM

NEWPORT BEACH 949.955.6700 | BAKERSFIELD 661.397.5300 | FRESNO 559.275.4111 | DALLAS 214.902.7200

Quotation 1577

	Description	Quantity	Unit Price	Extended Price
23	**H10561** - 10500 Series Return Shell 29-1/2H x 48W x 24D **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR 24/48	1T	292.79	292.79
24	**H10502** - 10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR BBF	1T	383.15	383.15
25	**H10504** - 10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D **Select Laminate:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR FF	1T	383.15	383.15
26	**HLINEARA2** - Field Install Dwr/Door Kits Linear Blk 2-pack HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR PULL	1T	35.05	35.05
27	**HLINEARA3** - Field Install Dwr/Door Kits Linear Blk 3-pack HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR PULL	1T	39.50	39.50
28	**H105382K** - 10500 Series42"x18 1/2" Wall Mount Storage 2-Dr Locking **Select Top Laminate Color:** **$(L1STD):** Grd L1 Standard Laminates **.H:** LAM: Bourbon Cherry **H:** LAM: Bourbon Cherry HONCOMPANY	2T	481.40	962.80

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Quotation 1577

	Description	Quantity	Unit Price	Extended Price
28	**Tag For** 104 JROTC INSTRUCTOR 14x42x18			
29	**HLSL42TW** - WM Tackboard for 42W WM Overhead **FABRIC SELECTION:** **$(AA):** Grd AA Fabric **.FACT:** Fabric: Factor **30:** COLOR: Feather HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR TB	2T	147.14	294.28
30	**HLED31A** - 31" LED Light W/PwrSupplyForDaisyChain(S TARTER) HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR HLED31A	1T	357.96	357.96
31	**HLED31AUO** - 31"LED Lt W/8"JmprCordDaisyChain(FOLLOWE R) HONCOMPANY **Tag For** 104 JROTC INSTRUCTOR HLED31AUO	1T	291.80	291.80
32	**OTG11612B** - OTG11612B Tilter Patterned Black fabric upholstery Pneumatic seat height adjustment Height adjustable armrests Single position tilt lock with tilt tension adjustment Fixed back angle Twin wheel carpet casters GLOBALFURN **Tag For** 104 JROTC INSTRUCTOR OTG11612B	1T	186.30	186.30
33	**OTG11760B** - OTG11760B Mesh Back Guest Black mesh back and mesh fabric seat Four leg design with molded armrests GLOBALFURN **Tag For** 104 JROTC INSTRUCTOR OTG11760B	2T	149.40	298.80
34	**9616BL** - Rectangular Wastebasket, 27-1/2 Qt. (Qty. 3) SAFCOPRODU **Tag For** 104 JROTC INSTRUCTOR 9616	1T	52.00	52.00

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Quotation 1577

Description	Quantity	Unit Price	Extended Price
Sub Total			4,027.88
Total			**4,027.88**
BATHROOMS			
35 **6H448** - Astet 24" Wide Dark Cherry Traditional Side Table LAMPSPLUS **Tag For** BATHROOMS 6H448 **Qty** **Description** 1 109 MEN'S 1 111 WOMEN'S 1 113 OFFICER'S RR	3T	112.40	337.20
36 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** BATHROOMS T9FB1902603 **Qty** **Description** 1 109 MEN'S 1 111 WOMEN'S 1 113 OFFICER'S RR	3T	403.69	1,211.07
Sub Total			1,548.27
Total			**1,548.27**
CLASSROOMS			
37 **T9FB1902603** - Glaro Steel Half Round Wall Mount Trash Can, 14 Gallon, Satin Aluminum GLOBALINDU **Tag For** CLASSROOMS T9FB1902603 **Qty** **Description** 1 107 JROTC CLASSROOM 1 108 JROTC CLASSROOM	2T	403.69	807.38
Sub Total			807.38
Total			**807.38**
38 **FREIGHT** - FREIGHT GLOBALINDU	1T	173.74	173.74
39 **FREIGHT** - FREIGHT SAFCOPRODU	1T	31.25	31.25

Accepted by_____ Title_____ Date_____

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Quotation 1577

Description		Quantity	Unit Price	Extended Price
40	**HOUR(S)** - Design Time TANGRAM	8T	95.00	760.00
41	**TANGRAM TO RECEIVE, DELIVER AND INSTALL DURING NORMAL BUSINESS HOURS, FREE AND CLEAR ACCESS WITH ELEVATOR I NO STAIR CARRY. (FEE)**	1	8,645.00	8,645.00
Quotation Totals				
Sub Total				30,166.16
Grand Total				**30,166.16**

End of Quotation

Accepted by_____ Title_____ Date_____

07	Approve AGPHS Portables Furniture Package

$75,642.03

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SANTA FE SPRINGS, CA 90670
TEL: 562.365.5000
FAX: 562.777.9742
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Quotation 1135

Quote Date 02/28/22
mm/dd/yy
Customer INT165
Terms CPO#/NET 30 DAYS
Account Representative Lauren Ghizzoni

Quote To

Accounts Payable
Int'l Leadership of Texas
2021 Lakeside Boulevard
RICHARDSON TX 75082

Phone +1 (972) 479-9078
accountspayable@iltexas.org

Ship To

Accounts Payable
Int'l Leadership of Texas
2851 RAGLAND RD
GRAND PRAIRIE TX 75052-7910

Phone +1 (972) 479-9078
accountspayable@iltexas.org
Sales Location TANGRAM DALLAS

Thank you for the opportunity to provide this quote.

This quote is valid for 30 days only.

Please sign and return with PO# to expedite order placement.

All product is made to order. No changes or cancellations after order placement. No returns.
As you review your quotation, please be advised that the commercial interiors industry is experiencing disruptive supply chain issues, challenges re:labor availability, and commodity shortages (ex. lumber, steel, resins, microchips, and adhesives).

This could extend the lead times or delivery or your order.

We are proactively bringing this to your attention to keep you informed and to help you make business decisions to adjust your orders or projects as needed.

Client is responsible for proper care and cleaning of products. Please consult your Tangram representative for further information on appropriate cleaning procedures. Products whose materiality or appearance is affected by improper use of cleaning agents will not be covered by manufacturer warranty.

For questions concerning this quote, please contact:
Contact: Lauren Ghizzoni
Sales
lghizzoni@tangraminteriors.com
+1 (978) 804-6391

Contact: Lindsey Wilkerson
Customer Service
lwilkerson@tangraminteriors.com
+1 (214) 902-7209

	Description	Quantity	Unit Price	Extended Price
1	**C-EXPL-18-CH-M** - *C-EXPL-18-CH-M Alumni Explorer 4-Leg Stacking Chair, 18" Shell Color Burgandy Chrome Frame	216T	44.79	9,674.64

Accepted by_____ Title_____ Date_____

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NEWPORT BEACH 949.955.6700 | BAKERSFIELD 661.397.5300 | FRESNO 559.275.4111 | DALLAS 214.902.7200

Quotation 1135

	Description	Quantity	Unit Price	Extended Price
1	Marquis Nylon Swivel Glides ALUMNICLAS			
2	**T-BOOM282836-HP-PC-A** - T-BOOM282836-HP-PC-ADJ Alumni Collaborative Learning Boomerang Study Desk 28"x28"x36" Hard Plastic Top - Wild Cherry Powder Coat Painted Frame - Black Adjustable Height 22-30" Marquis Nylon Swivel Glide *Sold as Single Units - Optimal set up in Group of 4 ALUMNICLAS	208T	123.51	25,690.08
3	**ATD-3072-2PD-PC-HPL-** - ATD-3072-2PD-PC-HPL-P1-FX30-3"DWCA Alumni Accelerator Double Pedestal Teacher Desk 30"x72" High Pressure 1 1/8" Laminate Top with PVC Edge - Wild Cherry Powder Coat Painted Frame & Pedestal - Black Fixed Height 30" 3" Dual Wheel Locking Casters (Glides needed not casters) Wild Cherry Top, Black PVC Edge & Frame ALUMNICLAS	8T	1,267.09	10,136.72
4	**FREIGHT** - Freight ALUMNICLAS	1T	5,003.59	5,003.59
6	**A829.CHE** - Amber Series – Model # A829.CHE – Mocha Cherry Finish TANGRAM	26T	310.00	8,060.00
7	**M1-46-4** - M1-46-4 4'x6' Aluminum Frame Porcelain Magnetic Whiteboard, 1 Marker, 1 Eraser GHENTMFGIN	16T	346.50	5,544.00
8	**TANGRAM TO RECEIVE, DELIVER AND INSTALL DURING NORMAL BUSINESS HOURS, FREE AND CLEAR ACCESS WITH ELEVATOR USE. NO STAIR CARRY. (FEE)**	1	11,533.00	11,533.00

Quotation Totals

Sub Total	75,642.03
Grand Total	**75,642.03**

End of Quotation

Accepted by_____ Title_____ Date_____

08	Approve AGPHS Portables Lease ITEM PULLED -- NOT READY

09	Approve Windmill Lakes--Orem HS Portables Lease

$220,036.00

Satellite The First In Space

18500 Van Rd
Houston, TX 77049-1324

Satellite Shelters, Inc.
Remittance Address
PO Box 860700
Minneapolis, MN 55486-0700

Phone: 281-456-0457
Mobile: 281-508-1157

Your Satellite Sales Representative:
Georgia King
Email: georgiak@satelliteco.com

Contract Date: 01/24/2022
Contract No.: RQ173450
Page: 1

Company: C51486
International Leadership of TX
2021 Lakeside Boulevard
Richardson, TX 75082

Contact:
Mario Castanares
972-479-9089
mcastanares@ILTexas.org

Ship-To Address:
Windmill Lake HS
9901 Windmill Lakes Blvd
Houston, TX 77075

Pymt Terms: NET30
Term: 12 Month(s)
Delivery Date (On or About): 02/14/2022

Description	Term		Qty	Unit Price	Total Price	Extended Contract Price
24x68 Doublewide Classroom 2019	12	28DAYS	4	1,650.00	6,600.00	79,200.00
Personal Property Tax	12	28DAYS	4	80.00	320.00	3,840.00
Damage Waiver-Valid COI Needed To Remove	12	28DAYS	4	170.00	680.00	8,160.00
ADA Ramp Switchback & Steps	12	28DAYS	4	985.00	3,940.00	47,280.00
Delivery/Install/ Removal		Each	4	2,770.00	11,080.00	
Delivery		Each	8	577.00	4,616.00	
Setup Labor		Each	4	4,770.00	19,080.00	
Setup Material		Each	4	1,469.00	5,876.00	
Dismantle In Advance		Each	4	3,693.00	14,772.00	
Pickup in Advance		Each	8	577.00	4,616.00	

Optional Items - Not Included in Total	Term		Qty	Unit Price	Total Price	Extended Contract Price
* Check and Initial to Add Optional Items to Contract						
☐ _____ Vinyl Skirting Install		Each	4	4,530.00	18,120.00	
☐ _____ Skirting: Removal in Advance		Each	4	849.00	3,396.00	

Total Recurring Charges	**11,540.00**	**138,480.00**
Total One Time Charges	**60,040.00**	**60,040.00**
Total Contract		**198,520.00**

Quote expires 30 days from Contract Date. Acceptance of this quote by signature constitutes a Rental Order and acceptance of Satellite Shelters, Inc. (Lessor) Rental Order Terms and Conditions which can be viewed at **https://www.satelliteco.com/download/pdf/SatelliteSheltersRentalOrderTCs.pdf** unless otherwise noted.

Signature: _____ Date: _____

Print Name: _____ PO #: _____

Title: _____

18500 Van Rd
Houston, TX 77049-1324

Satellite Shelters, Inc.
Remittance Address
PO Box 860700
Minneapolis, MN 55486-0700

Phone: 281-456-0457
Mobile: 281-508-1157

Your Satellite Sales Representative:
Georgia King
Email: georgiak@satelliteco.com

Contract Date: 01/24/2022
Contract No.: RQ173450
Page: 2

Quote is based upon availability and credit approval. Prices quoted do not include applicable taxes. If project/customer qualifies for exemption to sales tax, a valid certificate must be provided prior to delivery. If valid exemption certificate is received after any billing, tax will be due and exemption will be applied to all future billing.

Quote expires 30 days from Contract Date. Clerical errors are subject to correction. All charges billed in advance, unless otherwise noted. Pricing is based on non-prevailing wage rates with use of non-union labor.

Anchor pricing based on dirt. Additional charges apply to other surfaces, encountering concealed conditions or rock. Anchors do not guarantee prevention of weather-related damages. Building and anchor removal based on disconnecting metal strapping and leaving the anchor head or any foundations below grade. Site/Surface repair/restoration is not included.

Prices assume level, truck-accessible site (both for install & removal) free of obstruction above/below ground with adequate soil bearing (min 3,000 psf) and proper water drainage away from building.

Permits (except transport) and other scopes of work/additional items, including all utilities (supply/connect/disconnect) are not included unless specifically listed herein. Satellite does not warrant that the building meets local codes unless expressly stated.

Quote based on use of Satellite's rental/sale/relocation agreements. For Used sales, all are "as is" without warranty expressed or implied.

Unless a current certificate of insurance is provided or already on file, customer will be required to utilize Satellite's Damage Waiver Program. See full Terms and Conditions linked on page 1 for details.

MRA Customers Only: This document is for the acknowledgment of equipment size and price only. All terms and conditions are as agreed per MRA# listed on page 1 of this document.

Coversheet

CONSIDER/ACT ON MARCH, 2022 FINANCIAL REPORT

Section:	VIII. Board Items for Discussion/Action
Item:	A. CONSIDER/ACT ON MARCH, 2022 FINANCIAL REPORT
Purpose:	Vote
Submitted by:	
Related Material:	FINANCIALS MARCH 2022-03.pdf

ILTexas Board Report | Chief Financial Officer | March 31, 2022

Key Ratios / Indicators	Results	Stat	Notes
Days Cash On Hand Day's Cash	98 Days (↑17) $ 605,512	G	Goal > 100 days Bonds = 45 days FIRST > 20 days
YTD DSCR (Debt Service Coverage Ratio)	1.5x	G	Goal = 1.50x Bonds = 1.10x FY-21 = 1.87
Debt : Net Assets Ratio DS % of Revenue	13 : 1 15.4%	G	
Current Enrollment (as of end of month)	20,328 (↓71) ADA 18,728 WADA 28,074	G	2020-2021 ADA: 19,933 WADA: 29,437

Treasury

BANKING

PNC	59,440,000	
TEXPOOL	62,000	0.2716%
Total Cash	$ 59,500,000 (↑$10,170,000)	

2021 Bond Funds available: $598,000 (1 day)

YTD Fixed Assets

Purchases & Improvements = $ 44,370,000 YTD

Land	$ 13,200,000
	(Pearland, Mansfield, Richmond)
New Schools & Improvements	
Mansfield	$ 524,000
S. Dallas Cnty	$ 101,000
KSHS	$ 4,400,000
LDHS	$ 415,000
Katy WPK	$ 422,000
WMLOHS	$ 1,355,000
BG Ramirez	$ 13,300,000
HQ Facilities	$ 5,936,000
Technology	$ 748,000
Vehicles	$ 310,000

Other Information

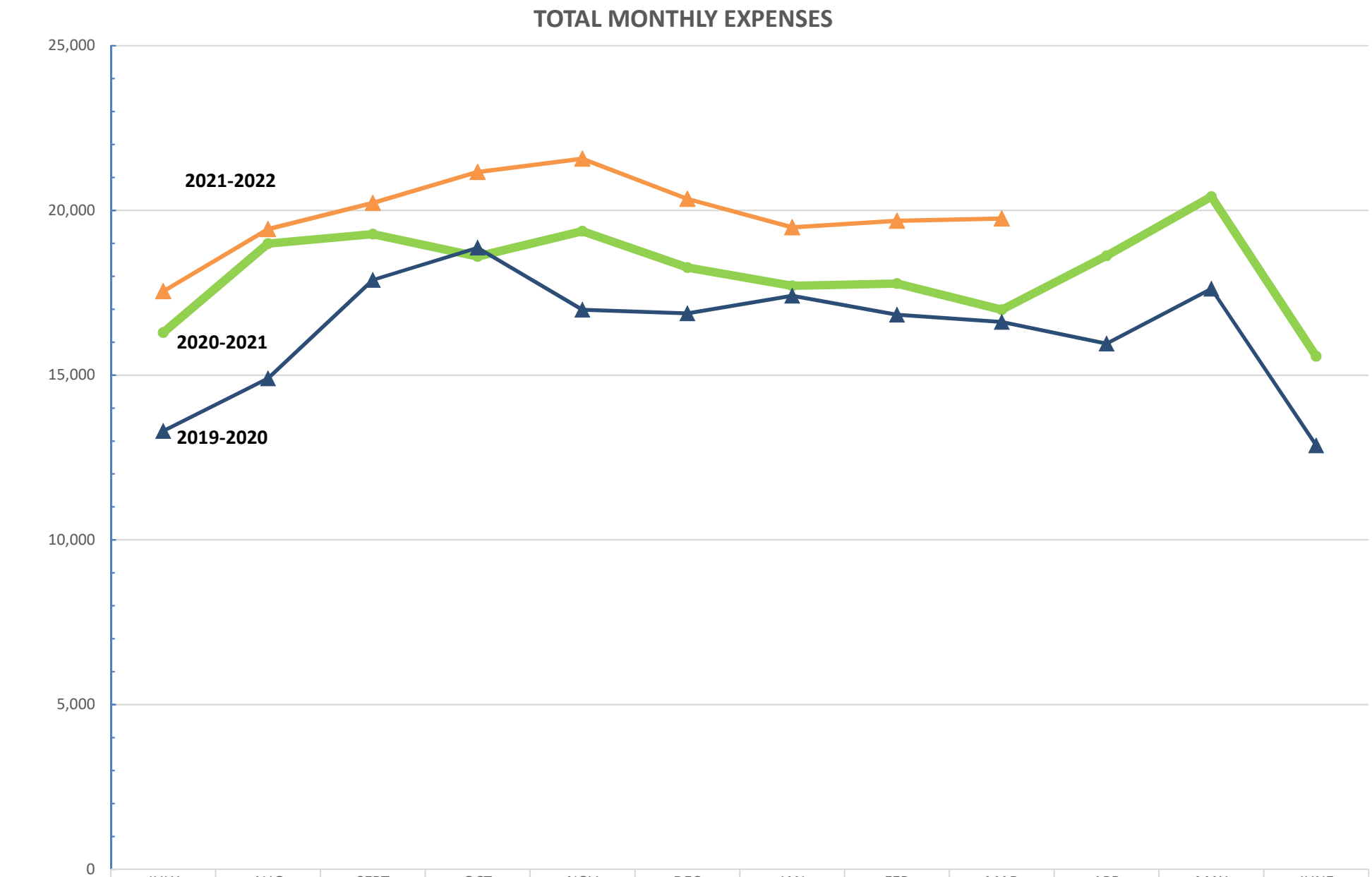
PNC/BBVA Loans

$10 million drawn on $10 million line (4.00%)
$20 million drawn on $35 million line (3.15%)

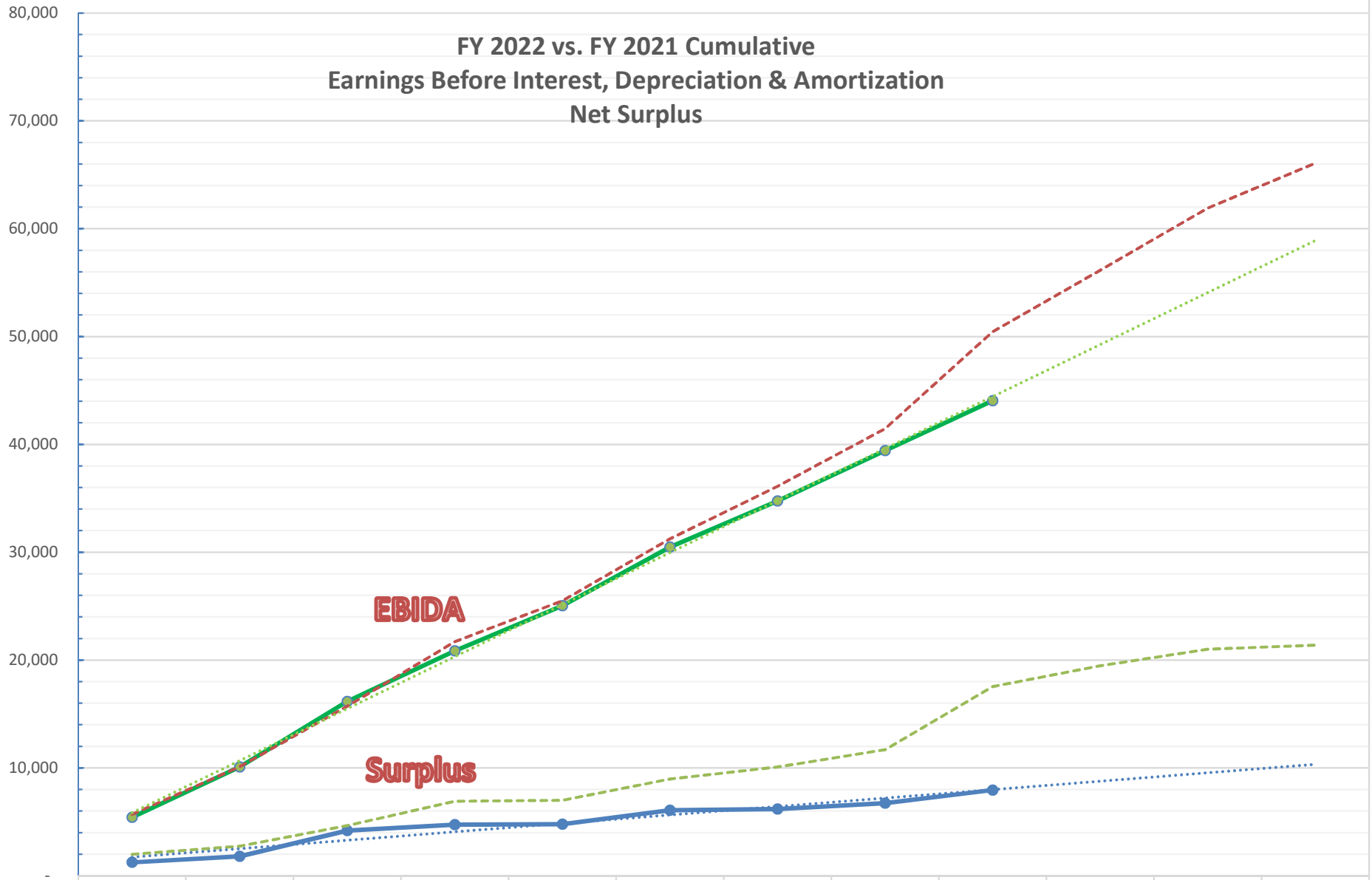
Financing

* Planning bond issue June 2022 or later (PSF)
* Planning $60 million additional credit line

Key Indicators	Final 2021	2022 Budget	YTD 2022
Revenue	$ 239,100,000	$ 267,000,000	$187,140,000
Expenses	$ 217,100,000	$ 252,600,000	$179,200,000
Net Income	$ 22,000,000	$ 14,400,080	$ 7,940,000



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
2021-22	17,545,456	19,431,050	20,223,732	21,162,645	21,566,556	20,348,761	19,482,747	19,681,702	19,750,772			
2020-21	16,292,575	18,991,399	19,280,397	18,601,063	19,369,603	18,267,073	17,709,146	17,776,784	16,984,373	18,625,295	20,418,286	15,574,418
2019-20	13,306,685	14,902,934	17,887,960	18,866,142	16,982,487	16,876,725	17,406,249	16,833,481	16,612,201	15,957,893	17,624,013	12,864,370



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
FY-22 EBIDA	5,410,463	10,080,345	16,150,015	20,850,944	25,047,598	30,475,776	34,748,123	39,429,717	44,042,147			
FY-21 EBIDA	5,689,037	10,112,916	15,727,469	21,707,415	25,498,772	31,239,484	36,108,031	41,456,280	50,460,195	56,156,954	61,908,383	66,076,296
FY-22 NI	1,239,172	1,807,454	4,190,337	4,730,940	4,779,991	6,067,002	6,179,758	6,737,997	7,946,104			
FY-21 NI	1,986,285	2,741,600	4,647,200	6,914,070	6,984,612	8,976,801	10,094,214	11,687,498	17,533,518	19,478,978	21,010,638	21,379,915

INTERNATIONAL LEADERSHIP OF TEXAS
UNAUDITED
Financial Summary

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Year-to-Date		Budget
	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022	2021-2022		2021-2022
Total Ending Cash	**$ 52,988,110**	**$ 46,577,344**	**$ 51,933,111**	**$ 40,204,272**	**$ 37,279,062**	**$ 55,030,315**	**$ 53,362,876**	**$ 49,325,798**	**$ 59,502,615**			
Days Cash (excl. Bond Int. Fund)	*100.2*	*83.2*	*89.8*	*67.5*	*61.3*	*90.2*	*87.9*	*81.4*	*98.3*			
Bond Project Fund	6,274,749	6,274,749	6,274,749	6,274,749	6,274,749	598,326	598,326	598,326	598,326			
Lease & Notes Payable	$ 147,993	$ 138,142	$ 128,291	$ 118,440	$ 108,589	$ 98,738	$ 88,887	$ 79,036	$ 69,185			
$10 million PNC Revolver	-	-	10,000,000			10,000,000	10,000,000	10,000,000	10,000,000			
$35 million PNC Revolver	-	-	-	-	-	5,000,000	5,000,000	5,000,000	20,000,000			
Revenues	$ 18,784,628	$ 19,999,331	$ 22,606,615	$ 21,703,248	$ 21,615,606	$ 21,635,772	$ 19,595,502	$ 20,239,941	$ 20,958,880	$ 187,139,525	*70%*	$ 267,000,000
Less Expenses:											*56%*	
Payroll Costs	9,602,559	11,337,631	12,441,494	11,963,641	12,023,303	12,229,517	12,294,399	11,966,759	11,796,418	105,655,723	*73%*	145,600,000
Other Operating	3,771,606	3,991,817	4,095,451	5,038,678	5,395,650	3,978,077	3,028,757	3,591,587	4,550,031	37,441,654	*63%*	59,700,000
Interest & Amort.	2,710,493	2,639,187	2,186,098	2,658,575	2,645,853	2,639,187	2,656,187	2,622,528	1,903,495	22,661,602	*70%*	32,300,000
Depreciation	1,460,798	1,462,415	1,500,688	1,501,750	1,501,750	1,501,981	1,503,404	1,500,828	1,500,828	13,434,441	*90%*	15,000,000
Other Gain (Loss)												-
Change in Net Assets	**1,239,172**	**568,281**	**2,382,883**	**540,603**	**49,051**	**1,287,011**	**112,755**	**558,239**	**1,208,107**	**7,946,104**	*55%*	**14,400,000**
EBIDA	**$ 5,410,463**	**$ 4,669,883**	**$ 6,069,670**	**$ 4,700,929**	**$ 4,196,654**	**$ 5,428,179**	**$ 4,272,346**	**$ 4,681,595**	**$ 4,612,430**	**$ 44,042,147**	*71%*	**$ 61,700,000**
Total Liabilities	588,756,492	588,496,791	595,539,791	585,399,836	587,127,191	602,463,655	601,336,652	599,358,680	618,802,113			
Total Net Assets	41,431,718	42,000,000	44,382,883	44,923,486	44,972,537	46,259,548	46,372,303	46,930,542	48,138,650			
D/E	***14 : 1***	***14 : 1***	***13 : 1***	***13 : 1***	***13 : 1***	***13 : 1***	***13 : 1***	***13 : 1***	***13 : 1***			
Net Assets Percent	***6.6%***	***6.7%***	***6.9%***	***7.1%***	***7.1%***	***7.1%***	***7.2%***	***7.3%***	***7.2%***			
Interest = % of Revenue (YTD)	***14.4%***	***13.8%***	***12.3%***	***12.3%***	***12.3%***	***12.3%***	***12.4%***	***12.5%***	***12.1%***			
Bond Cash Interest	$ 2,629,690	$ 2,596,264	$ 2,143,175	$ 2,596,264	$ 2,596,264	$ 2,596,264	$ 2,596,264	$ 2,558,063	$ 1,816,100	$ 22,128,347		
Bond Principal	691,265	725,849	725,849	725,849	725,849	725,849	725,849	725,849	678,294	6,450,499		
Other Debt Interest	38,291	411	411	19,800	7,078	411	17,411	21,953	44,883	150,648		
Other Debt Principal	9,862	9,851	9,851	9,851	9,851	9,851	9,851	9,851	9,851	88,670		
Cash Debt Service*	$ 3,369,108	$ 3,332,374	$ 2,879,286	$ 3,351,763	$ 3,339,041	$ 3,332,374	$ 3,349,374	$ 3,315,715	$ 2,549,128	$ 28,818,165		
D-S Coverage (YTD)	***1.61***	***1.50***	***1.69***	***1.61***	***1.54***	***1.55***	***1.514***	***1.501***	***1.528***	***1.528***		
D-S % of Revenue (YTD)	***17.9%***	***17.3%***	***15.6%***	***15.6%***	***15.5%***	***15.5%***	***15.7%***	***15.8%***	***15.4%***	***15.4%***		

** Excludes optional pre-payments*

INTERNATIONAL LEADERSHIP OF TEXAS

UNAUDITED

	July 2021	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Unaudited	*Budget*
	FY2022	FY2022	FY2022	FY2022	FY2022	FY2022	FY2022	FY2022	FY2022	Year-to-Date	*FY2022*
Enrollment											
Total Local Support	4,938	44,118	14,373	6,102	38,478	83,231	82,549	25,929	286,535	586,252	300,000
Total State Funds	16,815,897	17,078,622	21,005,791	17,564,745	17,767,319	17,833,448	16,504,808	16,694,453	16,036,904	157,301,987	228,300,000
Federal Program Revenues											
Title I/II/III+Immigrant/IV/IDEAB	824,561	674,783	599,281	524,803	657,244	696,726	667,979	736,070	944,571	6,326,017	
Carl Perkins Grant	-	-	53,499	6,365	14,900	-	-	1,885	46,912	123,560	
Teacher Leadership / Cycle 2	10,000	-	-	-	-	14,708	-	-	-	24,708	
Instructional Continuity Grant	17,498	-	-	-	-	-	-	-	-	17,498	
ESSER II	-	-	-	1,778,501	1,827,257	37,342	-	419,545	419,545	4,482,190	
ESSER III	-	-	-	519,469	636,711	1,997,882	935,049	1,009,097	1,779,834	6,878,041	
Health+Related Svc (SHARS)	-	-	10,730	-	-	-	-	-	-	10,730	
Medicaid Admin. Claim	10,214	517	(10,790)	2,320	-	7,577	15,787	419,662	(1,158)	444,129	
JROTC	13,630	13,630	13,630	7,041	13,630	13,630	13,050	-	27,157	115,396	
Child Nutrition	1,087,891	2,187,661	920,101	1,293,903	660,067	951,229	1,376,280	933,301	1,418,581	10,829,016	
Total Federal Program Rev.	1,963,794	2,876,591	1,586,451	4,132,401	3,809,809	3,719,093	3,008,145	3,519,560	4,635,441	29,251,285	38,400,000
Total Revenues	**$ 18,784,628**	**$ 19,999,331**	**$ 22,606,615**	**$ 21,703,248**	**$ 21,615,606**	**$ 21,635,772**	**$ 19,595,502**	**$ 20,239,941**	**$ 20,958,880**	**$ 187,139,525**	**$ 267,000,000**
Expenses											
11 Instructional	7,154,922	9,096,215	9,522,034	9,513,588	9,032,433	8,964,775	8,923,303	9,055,232	8,983,505	80,246,005	116,000,000
12 Inst. resources & media	86,532	100,997	104,610	125,332	141,010	107,970	116,960	105,622	110,073	999,107	1,200,000
13 Curriculum & inst. staff devel.	534,429	596,277	580,194	615,436	685,063	796,714	715,907	621,834	690,922	5,836,777	7,800,000
21 Instructional leadership	231,776	329,904	411,812	353,995	474,151	501,689	476,593	468,883	497,814	3,746,617	1,900,000
23 School leadership	796,542	1,042,591	1,063,852	1,025,707	925,672	928,156	1,000,572	958,590	953,676	8,695,358	11,400,000
31 Guidance counseling & eval.	388,457	403,126	460,006	814,827	617,936	463,827	540,336	491,080	487,507	4,667,102	6,500,000
32 Social work services	5,365	5,595	12,625	15,003	11,385	10,774	12,176	8,203	12,388	93,514	100,000
33 Health services	118,652	129,313	149,444	150,716	146,745	144,697	158,212	148,865	171,571	1,318,215	2,200,000
34 Student transportation	95,445	107,622	309,478	156,791	152,130	143,801	139,699	156,282	161,322	1,422,568	1,400,000
35 Food services	683,027	807,688	741,389	778,768	1,415,391	849,006	992,537	750,107	1,030,650	8,048,564	14,400,000
36 Extracurricular activities	170,000	92,961	105,436	100,818	114,740	107,917	135,144	327,989	158,842	1,313,846	1,900,000
41 General administration	1,462,189	(363,654)	(69,276)	691,158	442,289	508,457	478,636	439,317	482,502	4,071,618	7,400,000
51 Facilities maintenance & ops.	2,502,911	3,062,950	3,925,181	2,375,157	3,057,320	3,105,443	2,129,471	2,366,424	2,089,068	24,613,139	32,000,000
52 Security and Monitoring	134,850	215,662	110,146	422,288	229,935	274,883	246,544	240,794	249,567	2,124,668	2,800,000
53 Data processing services	235,084	587,627	323,158	1,114,516	1,196,901	462,950	419,407	760,736	1,024,359	6,124,739	7,900,000
61 Community services	206,155	547,625	257,061	201,279	242,595	302,482	308,773	128,218	712,513	2,906,700	2,900,000
71 Debt service	2,710,493	2,639,187	2,186,098	2,675,575	2,645,853	2,639,187	2,656,187	2,622,528	1,903,495	22,678,602	34,700,000
81 Fundraising	28,627	29,364	30,483	31,691	35,006	36,035	32,291	30,999	30,999	285,495	100,000
Total Expenses	$ 17,545,456	$ 19,431,050	$ 20,223,732	$ 21,162,645	$ 21,566,556	$ 20,348,761	$ 19,482,747	$ 19,681,702	$ 19,750,772	$ 179,192,634	$ 252,600,000
	-	-	-	-	-	-	-	-	-		
Change in Total Net Assets	**$ 1,239,172**	**$ 568,281**	**$ 2,382,883**	**$ 540,603**	**$ 49,051**	**$ 1,287,011**	**$ 112,755**	**$ 558,239**	**$ 1,208,107**	**$ 7,946,891**	**$ 14,400,000**

INTERNATIONAL LEADERSHIP OF TEXAS - UNAUDITED

Expenses by Object Code

		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	ILTexas
		FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	2021-2022
61--	**Payroll Costs**	**9,602,559**	**11,337,631**	**12,441,494**	**11,963,641**	**12,023,303**	**12,229,517**	**12,294,399**	**11,966,759**	**11,796,418**	**105,655,723**
		51.1%	*56.7%*	*55.0%*	*55.1%*	*55.6%*	*56.5%*	*62.7%*	*59.1%*	*56.3%*	*56.5%*
6211	Legal Services	6,987	32,419	12,230	45,226	33,161	29,669	38,374	27,610	62,764	288,441
6212	Audit Services	10,000	61,100	-	-	-	-	-	-	-	71,100
6219	Professional Services	-	-	-	-	748	1,672	60	-	-	2,480
6239	ESC Services	10,300	2,850	6,236	33,904	89,735	134,359	3,605	(13,918)	390	267,462
6249	Contracted Maint/Repair	211,444	760,618	168,939	769,477	139,193	41,604	174,607	81,729	10,425	2,358,036
6254	Internet Services	20,359	18,352	9,783	17,736	31,699	62,021	55,984	36,639	50,683	303,256
6255	Cell Phones	6,332	6,332	-	14,852	6,495	8,902	16,092	11,963	12,903	83,870
6256	Water/Waste Mgmnt	66,715	79,268	69,794	83,025	100,604	109,531	100,124	76,573	67,500	753,133
6257	Phone	35,139	21,481	31,425	30,306	27,224	28,746	25,852	40,292	29,717	270,180
6258	Electric	165,966	266,690	190,689	232,213	201,838	170,673	143,429	138,916	131,969	1,642,382
6259	Gas	3,186	2,251	2,459	3,933	9,311	10,410	17,956	31,431	57,736	138,673
6269	Rentals-Op Leases	75,469	101,537	102,546	116,325	136,710	93,410	97,818	123,827	84,220	931,862
6291	Consulting Services	-	75,222	-	3,000	-	-	805	-	-	79,027
6297	Security Service/Student	134,850	159,177	28,271	315,538	160,586	184,771	170,189	168,373	161,831	1,483,585
FOOD	Child Nutrition Contr. Srvcs.	639,868	652,566	681,676	590,204	1,271,988	759,996	872,510	690,860	951,162	7,110,829
6299	Misc. Contracted Service	796,434	1,739,762	991,557	1,587,104	1,861,480	1,535,283	833,950	1,115,181	1,826,050	12,286,803
62--	**Professional And Contracted Svcs.**	**2,183,049**	**3,979,625**	**2,295,606**	**3,842,843**	**4,070,770**	**3,171,046**	**2,551,355**	**2,529,476**	**3,447,350**	**28,071,120**
6311	Fuel	5,833	12,929	23,666	21,778	19,612	16,902	15,355	19,620	-	135,695
6319	Supplies M/O	10,447	46,943	87,445	62,738	107,539	117,796	65,986	129,693	201,499	830,085
6321	Textbooks	249	5,943	16,068	36,364	64,086	111	333	3,996	3,657	130,807
6329	Reading Materials	154,123	73,998	20,804	86,077	30,987	11,138	11,114	47,390	33,304	468,936
6339	Testing Materials	-	3,106	3,701	-	3,910	26,188	504	3,083	4,644	45,136
6344	USDA Commodities	-	135,966	-	114,903	79,055	35,655	67,144	738	-	433,461
6395	IT Repair Equipment	-	11,036	9,155	54,621	100,232	70,006	28,861	78,253	23,853	376,017
6396	Student Credits	-	(87,977)	(11,994)	(3,059)	(12,307)	(5,045)	(3,662)	(2,415)	(1,868)	(128,328)
6398	General Expense	1,000,000	(1,000,000)	-	-	-	-	-	-	-	-
6399	General Supplies	294,894	617,912	193,017	400,516	714,961	372,183	155,329	448,729	595,578	3,793,119
66xx	Asset Purchases	-	-	-	60,848	(3,310)	(28,958)	(30)	30	49,303	77,884
63+66	**Other Supplies & Materials**	**1,465,546**	**(180,144)**	**341,864**	**834,787**	**1,104,765**	**615,976**	**340,933**	**729,116**	**909,970**	**6,162,813**
6411	Employee Travel	109,286	23,694	39,155	56,599	109,272	93,310	48,254	54,750	108,402	641,935
6412	Travel-Students	-	-	4,669	-	5,411	9,240	25,253	22,911	35,298	102,781
6429	Ins/Bonding Costs	64	(6,728)	1,630,177	13,428	203	30,601	182	-	2,539	1,670,466
6449	Depr Exp	1,460,798	1,462,415	1,500,688	1,501,750	1,501,750	1,501,981	1,503,404	1,500,828	1,500,828	13,434,441
6494	Reclass Transp Exp	-	-	-	-	-	-	(19,217)	-	(1,422)	(20,638)
6495	Memberships And Dues	780	13,420	217,870	188,453	11,089	2,668	6,171	8,360	(350)	448,461
6498	Campus Discr. Fund	3,933	21,118	32,565	16,418	13,221	16,819	14,681	5,556	7,668	131,980
6499	Misc Op Costs	8,948	140,832	(466,455)	69,150	80,919	38,416	61,145	241,418	40,577	214,951
64--	**Other Operating Expenses**	**1,583,809**	**1,654,751**	**2,958,670**	**1,845,799**	**1,721,864**	**1,693,035**	**1,639,873**	**1,833,823**	**1,693,539**	**16,624,376**
6521	Interest on Bonds	2,663,166	2,629,741	2,176,652	2,629,741	2,629,741	2,629,741	2,629,741	2,591,540	1,849,577	22,429,639
6522	Capital Lease Interest	416	411	411	411	411	411	411	411	411	3,704
6523	Interest on Other Debt	37,875	-	-	19,389	6,667	-	17,000	21,542	44,472	146,944
6524	Amort. Bond Issue Costs	42,512	42,512	42,512	42,512	42,512	42,512	42,512	42,512	42,512	382,607
6525	Amort. Bond Disc.(Prem.)	(33,476)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(301,292)
6529	Bond Issuance & Maint.	-	-	-	17,000	-	-	-	-	-	17,000
6598	Penalties+Net Pay Discounts	-	-	-	-	-	-	-	-	-	-
6599	Other Debt Fees	-	-	-	-	-	-	-	-	-	-
Total Expenses		**$ 17,545,456**	**$ 19,431,050**	**$ 20,223,732**	**$ 21,162,645**	**$ 21,566,556**	**$ 20,348,761**	**$ 19,482,747**	**$ 19,681,702**	**$ 19,750,772**	**$ 179,192,634**

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INTERNATIONAL LEADERSHIP OF TEXAS - UNAUDITED

Expenses by Object Code

		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	ILTexas
		FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	2021-2022
6111	Salary Control	-	-	-	-	-	-	1	-	-	1
6112	Salaries/Wages Sub Teach	9,525	26,465	241,810	310,701	478,324	419,451	385,786	516,269	523,086	2,911,416
6117	Extra Duty/Professional	284,920	45,246	77,834	98,582	82,778	178,070	98,231	92,617	72,525	1,030,803
6118	Stipends/Professional	271,640	293,658	290,163	299,057	287,208	1,404,371	588,943	317,114	314,889	4,067,042
6119	Salaries Teachers/Profesional	6,728,419	8,466,194	8,742,625	8,466,922	9,576,167	7,407,376	8,457,141	8,334,863	8,218,066	74,397,774
6121	O/T Support Personnel	38,779	88,483	78,111	44,510	49,917	39,458	40,661	44,507	43,151	467,577
6127	Extra Duty Pay/Support Persnl	14,851	11,234	13,609	12,258	10,747	7,259	6,828	12,714	8,377	97,877
6129	Salaries/Wages Sup Persnl	910,966	998,517	1,083,777	1,096,285	1,109,881	1,099,925	1,068,540	1,069,906	1,052,116	9,489,913
6139	Employee Allowances	36	-	-	-	-	-	-	-	-	36
6141	FICA/Medicare	115,351	137,903	145,991	142,927	161,195	143,692	147,528	143,939	141,672	1,280,197
6142	GRP Health/Life Insurance	618,859	612,883	734,176	744,500	733,397	733,577	726,620	721,408	717,889	6,343,309
6143	Workers'Comp	12,308	-	242,683	(2,295)	-	-	48,898	-	-	301,594
6146	TRS	396,904	457,048	590,716	550,196	533,688	546,337	525,222	513,424	504,648	4,618,183
6149	Employee Benefits	-	-	-	-	-	50,000	-	-	-	50,000
6179	Payroll Accrual	200,000	200,000	200,000	200,000	(1,000,000)	200,000	200,000	200,000	200,000	600,000
61--	**Payroll Costs**	**9,602,559**	**11,337,631**	**12,441,494**	**11,963,641**	**12,023,303**	**12,229,517**	**12,294,399**	**11,966,759**	**11,796,418**	**105,655,723**
		51.1%	*56.7%*	*55.0%*	*55.1%*	*55.6%*	*56.5%*	*62.7%*	*59.1%*	*56.3%*	*56.5%*
PAYROLL BY DESIGNATED FUNDS SOURCE											
4XX	**State General Funds**	**8,810,171**	**10,748,052**	**11,913,649**	**10,941,984**	**10,876,078**	**10,006,706**	**10,860,243**	**10,786,946**	**10,642,161**	**95,585,989**
240	**Child Nutrition**	**18,033**	**17,573**	**51,410**	**51,652**	**53,692**	**50,447**	**49,054**	**58,381**	**55,687**	**405,929**
211	Title I, A	465,508	321,748	266,661	260,049	258,068	254,153	249,061	238,311	251,652	2,565,211
224	IDEA B Formula	214,452	181,925	137,338	146,730	160,671	164,054	164,015	168,065	142,631	1,479,880
244	Carl Perkins	-	-	-	-	-	-	-	-	-	-
255	Title II	62,748	34,469	30,458	31,099	28,157	65,465	36,620	27,995	26,979	343,990
256	Teachers Leadership Cycle	-	-	-	-	-	13,698	-	-	-	13,698
263	Title III	18,139	13,737	12,819	13,238	13,012	32,025	31,991	34,159	25,715	194,835
282	Esser III	-	-	-	498,225	610,672	1,628,933	884,151	619,977	609,361	4,851,319
289	Title IV	13,510	20,127	29,160	20,666	22,952	14,037	19,264	32,924	42,233	214,872
	Federal Funds	**774,355**	**572,006**	**476,435**	**970,006**	**1,093,532**	**2,172,364**	**1,385,102**	**1,121,432**	**1,098,571**	**9,663,804**
61--	**Payroll Costs**	**9,602,559**	**11,337,631**	**12,441,494**	**11,963,641**	**12,023,303**	**12,229,517**	**12,294,399**	**11,966,759**	**11,796,418**	**105,655,723**
		51.1%	*56.7%*	*55.0%*	*55.1%*	*55.6%*	*56.5%*	*62.7%*	*59.1%*	*56.3%*	*56.5%*

INTERNATIONAL LEADERSHIP OF TEXAS - UNAUDITED

BALANCE SHEET

Assets		Beginning	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
Current assets:											
Cash and cash equivalents		$ 71,469,063	$ 52,988,110	$ 46,577,344	$ 51,933,111	$ 40,204,272	$ 37,279,062	$ 55,030,315	$ 53,362,876	$ 49,325,798	$ 59,502,615
Cash, bond project fund		6,274,749	6,274,749	6,274,749	6,274,749	6,274,749	6,274,749	598,326	598,326	598,326	598,326
Cash, bond maintenance fund		268,137	276,471	284,804	293,137	301,471	301,471	301,471	301,471	301,471	301,471
Cash, bond debt service funds		19,482,335	19,482,335	19,482,335	19,482,335	19,482,335	19,482,335	19,482,335	19,482,335	19,482,335	19,482,335
Cash, debt service reserve fund		38,761,493	38,761,493	38,761,493	38,761,493	38,761,493	38,761,493	38,761,493	38,761,493	38,761,493	38,761,493
Due from government agencies		36,530,541	37,066,212	37,625,255	38,312,068	40,666,949	44,010,514	40,107,313	38,098,369	41,011,633	41,547,914
Other current assets		-	-	-	-	-	-	7,296	7,296	7,296	272,225
Total current assets		**172,786,319**	**154,849,370**	**149,005,980**	**155,056,893**	**145,691,268**	**146,109,624**	**154,288,549**	**150,612,166**	**149,488,352**	**160,466,379**
Non-current assets:											
Land		46,346,699	46,346,699	46,346,699	46,346,699	46,346,699	46,346,699	46,346,699	46,346,699	46,346,699	46,346,699
Buildings		439,127,983	439,127,983	441,835,394	441,860,201	441,860,201	441,868,500	441,905,787	441,912,026	441,912,026	441,912,026
Furniture and equipment		8,427,557	8,427,557	9,175,841	9,175,841	9,175,841	9,175,841	9,175,841	9,175,841	9,175,841	9,175,841
Vehicles		4,479,061	4,576,079	4,688,700	4,727,616	4,727,616	4,727,616	4,789,591	4,789,591	4,789,591	4,789,591
Less: Accumulated depreciation		(55,353,785)	(56,814,583)	(58,276,997)	(59,777,686)	(61,279,436)	(62,781,186)	(64,283,167)	(65,786,571)	(67,287,399)	(68,788,226)
Construction in Process		34,774,296	33,675,105	37,721,175	42,533,110	43,801,133	46,652,634	56,499,904	60,659,204	61,864,113	73,038,454
Total non-current assets		**477,801,810**	**475,338,840**	**481,490,811**	**484,865,781**	**484,632,054**	**485,990,103**	**494,434,654**	**497,096,789**	**496,800,871**	**506,474,384**
Total assets		**$ 650,588,129**	**$ 630,188,210**	**$ 630,496,791**	**$ 639,922,674**	**$ 630,323,322**	**$ 632,099,728**	**$ 648,723,203**	**$ 647,708,955**	**$ 646,289,223**	**$ 666,940,763**
Liabilities and Net Assets											
Current Liabilities:											
Accounts payable		14,351,672	6,328,382	7,804,778	5,368,563	5,671,085	9,093,217	9,808,559	9,167,838	6,864,549	10,460,197
Accrued payroll		14,505,092	14,700,401	14,903,732	15,102,228	15,302,316	14,302,278	14,502,602	14,701,983	14,905,474	16,439,269
Accrued interest		10,892,252	10,892,252	10,892,252	10,892,252	10,892,252	10,892,252	10,892,252	10,892,252	10,892,252	10,892,252
Student activity funds		760,730	763,061	822,848	830,232	914,332	946,257	1,093,721	1,134,722	1,178,913	1,190,083
Deferred revenue		4,760,491	1,639,140	366,590	366,590	366,590	366,590	366,590	366,590	1,170,890	1,152,820
Lease liabilities, current		118,223	111,671	105,122	98,573	92,024	85,475	78,926	72,377	65,828	59,279
Notes payable, current		-	-	-	-	-	-	-	-	-	-
Bonds, current maturities		8,295,182	8,342,743	8,390,293	8,437,843	8,485,393	8,532,943	8,580,493	8,628,043	8,675,593	8,723,143
Bonds, current payment fund		-	-	-	-	-	-	-	-	-	-
Total current liabilities		**53,683,641**	**42,777,651**	**43,285,616**	**41,096,282**	**41,723,992**	**44,219,013**	**45,323,143**	**44,963,805**	**43,753,499**	**48,917,043**
		3.2	*3.6*	*3.4*	*3.8*	*3.5*	*3.3*	*3.4*	*3.3*	*3.4*	*3.3*
Long-term liabilities:											
Lease liabilities, long-term		39,632	36,322	33,020	29,718	26,416	23,114	19,812	16,510	13,208	9,906
Notes payable, long-term		10,000,000	-	-	10,000,000	-	-	15,000,000	15,000,000	15,000,000	30,000,000
Bonds payable, long-term		556,103,015	555,364,189	554,590,790	553,817,392	553,043,993	552,270,595	551,497,196	550,723,798	549,950,399	549,224,555
Bonds payable, net premium (discount)		1,009	(32,467)	(65,944)	(99,421)	(132,898)	(166,375)	(199,852)	(233,329)	(266,806)	(300,283)
Bonds payable, issue costs		(9,431,715)	(9,389,203)	(9,346,691)	(9,304,179)	(9,261,667)	(9,219,155)	(9,176,643)	(9,134,132)	(9,091,620)	(9,049,108)
Total long-term liabilities		**556,711,941**	**545,978,841**	**545,211,175**	**554,443,509**	**543,675,844**	**542,908,178**	**557,140,513**	**556,372,847**	**555,605,181**	**569,885,070**
Total liabilities	**85.6%**	**610,395,583**	**588,756,492**	**588,496,791**	**595,539,791**	**585,399,836**	**587,127,191**	**602,463,655**	**601,336,652**	**599,358,680**	**618,802,113**
Net assts (deficit):											
Beginning balance		16,829,679	40,191,630	40,191,630	40,191,630	40,191,630	40,191,630	40,191,630	40,191,630	40,191,630	40,191,630
Current year change in net assets		23,362,866	1,240,088	1,808,369	4,191,253	4,731,856	4,780,906	6,067,918	6,180,673	6,738,912	7,947,020
Total net assets		**40,192,546**	**41,431,718**	**42,000,000**	**44,382,883**	**44,923,486**	**44,972,537**	**46,259,548**	**46,372,303**	**46,930,542**	**48,138,650**
Total liabilities and net assets		**$ 650,588,129**	**$ 630,188,210**	**$ 630,496,791**	**$ 639,922,674**	**$ 630,323,322**	**$ 632,099,728**	**$ 648,723,203**	**$ 647,708,955**	**$ 646,289,223**	**$ 666,940,763**
		-	-	-	-	-	-	-	-	-	-

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INTERNATIONAL LEADERSHIP OF TEXAS - UNAUDITED

CASH FLOWS

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	FYTD
Operating activities:										
Increase in net assets	$ 1,239,172	$ 568,281	$ 2,382,883	$ 540,603	$ 49,051	$ 1,287,011	$ 112,755	$ 558,239	$ 1,208,107	$ 7,946,104
Adjustments to change in net assets:										
Depreciation	1,460,798	1,462,415	1,500,688	1,501,750	1,501,750	1,501,981	1,503,404	1,500,828	1,500,828	13,434,441
Amortization of bond discount (premium)	(33,476)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(33,477)	(301,292)
Amortization of debt issuance cost	42,512	42,512	42,512	42,512	42,512	42,512	42,512	42,512	42,512	382,607
Change in cash held in trust - maintenance	(8,333)	(8,333)	(8,333)	(8,333)	-	-	-	-	-	(33,333)
Changes in assets:										
Due from Texas Education Agency	(535,671)	(559,042)	(686,813)	(2,354,880)	(3,343,566)	3,903,201	2,008,944	(2,913,264)	(536,281)	(5,017,373)
Other current assets	-	-	-	-	-	(7,296)	-	-	(264,929)	(272,225)
Changes in liabilities:										
Accounts payable and accruals	(7,776,999)	1,796,964	(2,230,335)	586,709	2,454,019	1,063,129	(400,339)	(1,251,307)	5,122,543	(635,615)
Net cash provided by operations	**(5,611,998)**	**3,269,320**	**967,124**	**274,884**	**670,290**	**7,757,060**	**3,233,800**	**(2,096,469)**	**7,039,303**	**15,503,313**
TEA accel. payments (deferred rev.)	**(3,170,000)**	**(1,330,000)**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**(4,500,000)**
Change in cash held in trust - projects	**-**	**-**	**-**	**-**	**-**	**5,676,423**	**-**	**-**	**-**	**5,676,423**
										Note: $16.7m
Investing activities:										
Facilities for Expansion										
Houston	(218,935)	(3,899,075)	(4,401,862)	(637,852)	(446,842)	(2,692,927)	(2,669,813)	(184,138)	(9,926,876)	(25,078,320)
Tarrant	(688,785)	(1,910,068)	(54,726)	(506,630)	(475,183)	(434,282)	(1,162,496)	(47,827)	(237,931)	(5,517,928)
Dallas	(108,801)	(391,948)	(152,267)	(104,831)	(251,631)	(5,423,100)	(82,687)	(41,332)	(69,750)	(6,626,347)
Headquarters	(145,335)	(499,999)	(203,079)	(13,119)	(1,677,844)	(1,296,961)	(244,273)	(928,277)	(926,715)	(5,935,602)
Maintenance/Consumption	(97,018)	(913,296)	(63,724)	(5,591)	(8,299)	(99,261)	(6,239)	(3,336)	(13,069)	(1,209,833)
Gain (Loss) on Sale of Assets	-	-	-	-	-	-	-	-	-	-
Retainage Carryforward	2,261,046									2,261,046
Misc. purchases & timing adjustments	-	-	-	-	-	-	(30)	-	-	(30)
Net cash used in investing	**1,002,172**	**(7,614,386)**	**(4,875,658)**	**(1,268,023)**	**(2,859,799)**	**(9,946,532)**	**(4,165,539)**	**(1,204,910)**	**(11,174,341)**	**(42,107,015)**
Cash flows from (to) financing activities:										
Principal paid on Bond debt obligations	(691,265)	(725,849)	(725,849)	(725,849)	(725,849)	(725,849)	(725,849)	(725,849)	(678,294)	(6,450,499)
Principal paid on Other debt obligations	(9,862)	(9,851)	(9,851)	(9,851)	(9,851)	(9,851)	(9,851)	(9,851)	(9,851)	(88,670)
2020A Bond Issue										-
Bank loan - $10M Revolver	(10,000,000)		10,000,000	(10,000,000)		10,000,000				-
Bank loan - $35M Revolver						5,000,000			15,000,000	20,000,000
Cash provided (used) by financing	**(10,701,127)**	**(735,700)**	**9,264,300**	**(10,735,700)**	**(735,700)**	**14,264,300**	**(735,700)**	**(735,700)**	**14,311,855**	**13,460,831**
Net increase (decr) in cash & equivalents	**(18,480,953)**	**(6,410,766)**	**5,355,767**	**(11,728,839)**	**(2,925,209)**	**17,751,252**	**(1,667,438)**	**(4,037,078)**	**10,176,817**	**(11,966,448)**
Cash and cash equivalents at beginning of pe	71,469,063	52,988,110	46,577,344	51,933,111	40,204,272	37,279,062	55,030,315	53,362,876	49,325,798	71,469,063
Cash and cash equivalents at end of period	52,988,110	46,577,344	51,933,111	40,204,272	37,279,062	55,030,315	53,362,876	49,325,798	59,502,615	59,502,615