

Summary of Gifts

November 2025

	A	B	C	D	E	F	G
1	School/Dept.	Description	Donor	Contact	Address 1	Address 2	Est. Value
2	SpringWoods Middle School	Sod, RS3 dirt, new field fencing, and cosmetic improvement to fields	SBMSA	Jeff Treadway	PO Box 800211	Houston, TX 77280	\$ 73,988.00
3							
4							
8							
9							
10							
11							
12							
13							

Spring Branch ISD
101920

OTHER REVENUES
GIFTS AND SOLICITATIONS

CDC
(EXHIBIT)

REQUEST FOR ACCEPTANCE OF GIFT

School: Spring Woods Middle School

Board Policy: CDC(LOCAL)

Description of Gift: Sod, RS3 dirt, new field fencing, and cosmetic improvements to fields.

Donor:

Name of Donor/Company/Foundation: Spring Branch Memorial Sports Association

Attention (please supply name): Jeff Treadway

Address: PO Box 800211

City: Houston

State: Texas

Zip: 77280

Telephone: 713-416-9797

Where and how will this gift be used: Spring Branch youth softball at SWMS

Estimated value (as set by donor): \$73,988.00

Cost to District (example: pick up, installation, and maintenance): \$0

Principal or department head responsible for adding item to property management inventory system, if applicable: n/a

Acceptance recommended: 
(Principal or Department Head signature)

Date approved by Board: (if \$5,000 or more) _____

Property Management Control No.: (if applicable) _____

In compliance with the Omnibus Budget Reconciliation Act of 1993, this acknowledges the contributions and advises that the District provided no goods or services in consideration, in whole or in part, for any of the contributions described above.

☒ Copy provided to Donor

DATE ISSUED: 5/31/2007
LDU 2007.04
CDC(EXHIBIT)-X

PROPOSAL FOR ALTERATIONS AND ADDITIONS TO DISTRICT PROPERTY

In an effort to guarantee any alterations or additions to all structures and grounds in the District, appropriate approval must be made prior to any modifications. This form must be filled out by individuals who desire to make such changes and submit to the building principal for consideration.

If the building principal agrees to approve the proposal, he or she must sign the completed form and submit it to the Director of Planning and Construction for review by the Associate Superintendent, who will then coordinate with appropriate departments for consideration.

The plan for alterations and additions will include all structures, athletic fields, courts, and accompanying structures. Also included are alterations or installation of bookcases, cabinets, permanent equipment, anything to be attached to the building (inside and outside), and any other equipment that has not had prior approval for installation in the school building.

*Appropriate policies must be reviewed prior to submitting a proposal. Examples: Policies CLB, FFA, CL, and CDC.

Once the building principal signs off and submits the proposal to the Associate Superintendent, the Director of Planning and Construction will schedule a meeting for all stakeholders required pending scope of the project.

Name of individual submitting proposal: Jeff Treadway

Title: Board Member - Program Director, Softball Date: 9/3/2025

Description of Proposal:

Convert (2) existing baseball fields located on Northeast corner of Spring Woods Middle School to (2) softball fields.

Specifically how does this proposal support teaching and learning/curriculum and objectives:

This project allows SBMSA to continue to offer Youth Softball, for ages 5-14, with no enrollment caps or issues, which is not currently possible given the loss of the Guthrie fields

FACILITIES CONSTRUCTION

CV
(EXHIBIT)

Describe alterations, additions, and the like. Will this take place in a classroom? *If future projected enrollment requires use of this classroom, it will be returned to a classroom as needed.

Proposed improvements would be on existing sports fields at SWMS. We are converting (2) existing baseball fields and turning them into softball fields. We are also cleaning and painting the existing backstops and grandstands. We are not adding any new structures or modifying any present structures.

Cost, how will proposal be funded? Campus must follow policy CDC.

100% paid for by Spring Branch Memorial Sports Association (SBMSA).

What maintenance and additional costs will be required to support the proposal? How will this be funded?

100% of maintenance and additional costs to be paid by SBMSA.

Grade Level/Group to utilize proposal:

In the spring, summer and fall, all of our age divisions will use these new softball fields. Ages 5-14.

Additional required signatures as appropriate from departmental designees:


Spring Branch ISD


FACILITIES CONSTRUCTION


CV
(EXHIBIT)


FOR ADMINISTRATOR REQUESTING ADDITIONS OR ALTERATIONS TO DISTRICT
PROPERTY

*The requesting administrator should submit the completed form to the Director of Planning
and Construction.*

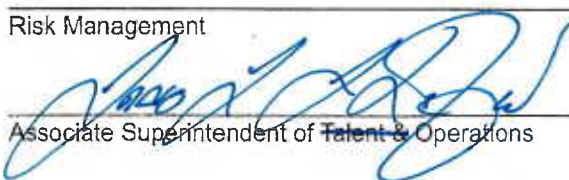
 Date: 9/3/2025
Individual submitting proposal

 Date: 9/29/25
Administrator making request

 Date: 9/30/25
Facilities

 Date: 9/30/25
Planning and Construction

____ Date: ____
Risk Management

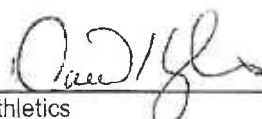
 Date: 09/30/2025
Associate Superintendent of Talent & Operations

OTHER SIGNATURES REQUIRED IF APPLICABLE:

____ Date: ____
Purchasing (if cost or project exceeds \$10,000)

____ Date: ____
Academics

____ Date: ____
Child Nutrition Services

 Date: 9/03/2025
Athletics



GREENHEAD

CONSTRUCTION COMPANY

To:	Spring Branch-Memorial Sports Association	From:	Greenhead Construction Company
Contact:	Jeff Treadway	Contact:	Parker Ray
Email:	dtreadway@comerica.com	Email:	parker@greenheadcc.com

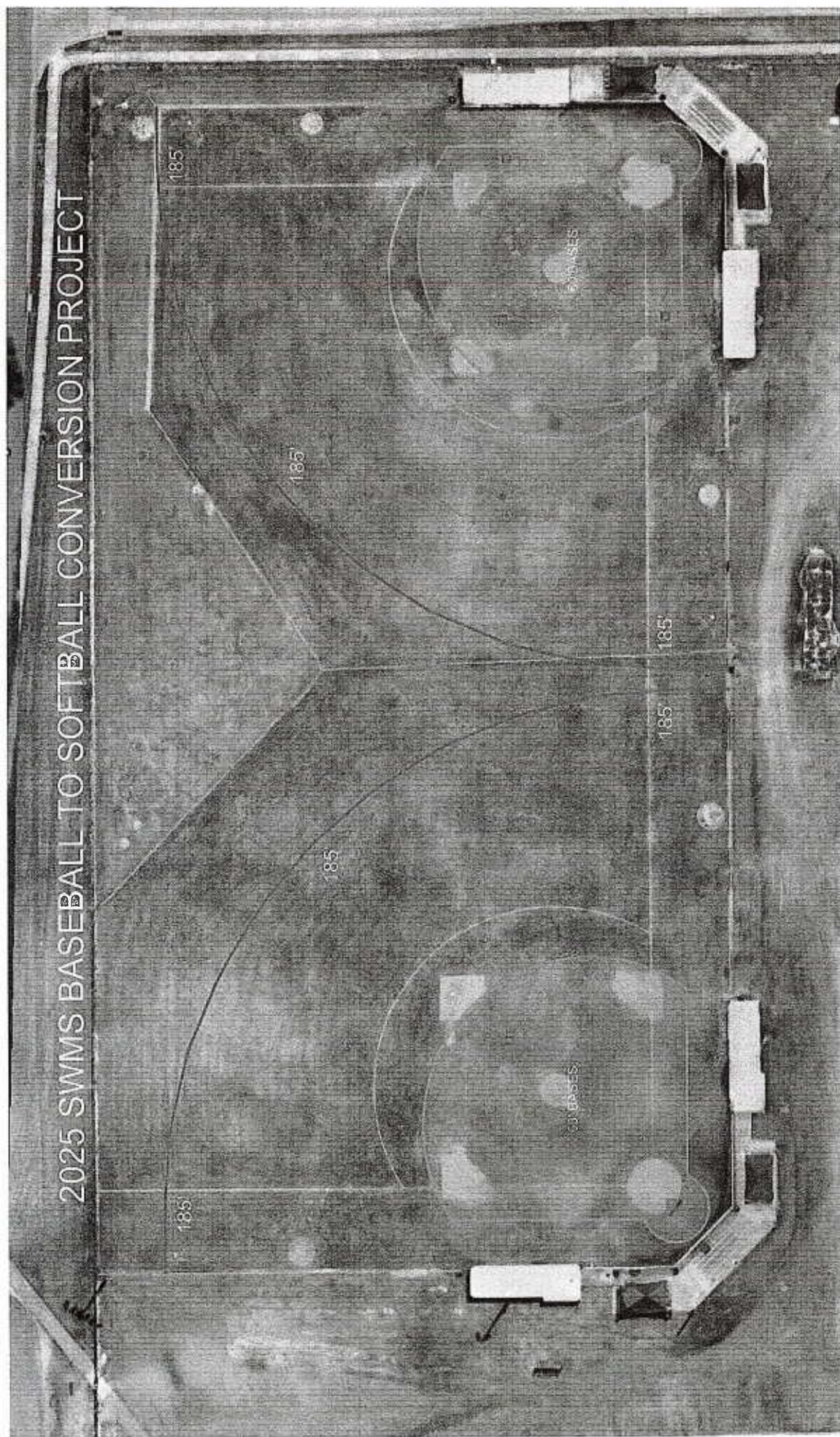
Date: Friday, June 27, 2025
Project: Spring Woods - Project 1 R1

Description:		
Remove Infield Grass and Grade	\$	3,000.00
Haul Off Existing Dirt/Grass Mix (35 Loads)	\$	4,600.00
Relocate Bases and Foul Poles. Install Infield Dirt/Clay Mix (35 Loads)	\$	10,500.00
Repair and Relocate Irrigation and Sprinklers	\$	7,216.00
Patch Grass (3 Pallets)	\$	1,158.00
Level Outfield Grass (3 Loads White Mortar Sand)	\$	3,174.00
Demo Existing Fence. Install New	\$	19,700.00
Pricing Valid for 30 Days		
Assumes Net 30 Payment		

Subtotal	49,348.00
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Approval	Date
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2025 SWMS BASEBALL TO SOFTBALL CONVERSION PROJECT



300 yards , 14 loads

\$80.00 / 22 yard load

\$1760.00 / truck

14 loads @ \$1760.0 = \$24,640.00

Client #: 1053

Lab # 66677

Client: Whittlesey Landscape Supplies

Eric Mezger

Field: Round Rock, TX

Date: January 4, 2023

Soil Texture Determination by Hydrometer Method

TPSL

Your Crop's Dieticians®

4915 West Monte Cristo Road

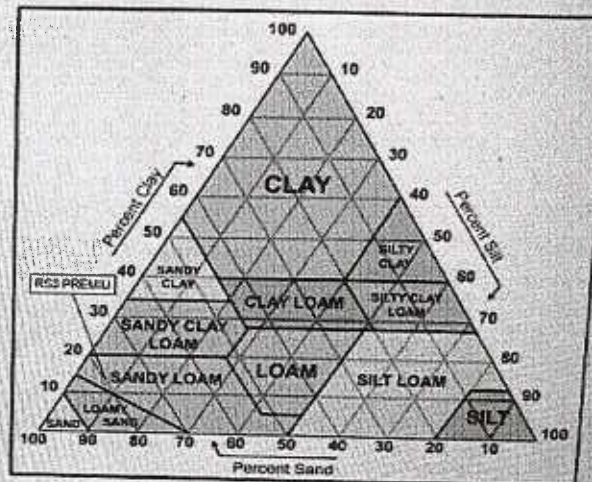
Edinburg, Texas 78541

TPSLab.com • AskThePlant.com

956-383-0739

U.S.D.A Classification

Sample ID: RSS PREMIL			Lab # 66677	
% Sand	% Clay	% Silt	Texture	Class
80	13	7	Sandy Loam	II



Spec Sheet on RS3

Client #: 1053

Lab #: 66677

Client: Whittlesey Landscape Supplies

Eric Mezger

Field: Round Rock, TX

Date: January 4, 2023

Soil Texture Determination by Hydrometer Method

TPSL
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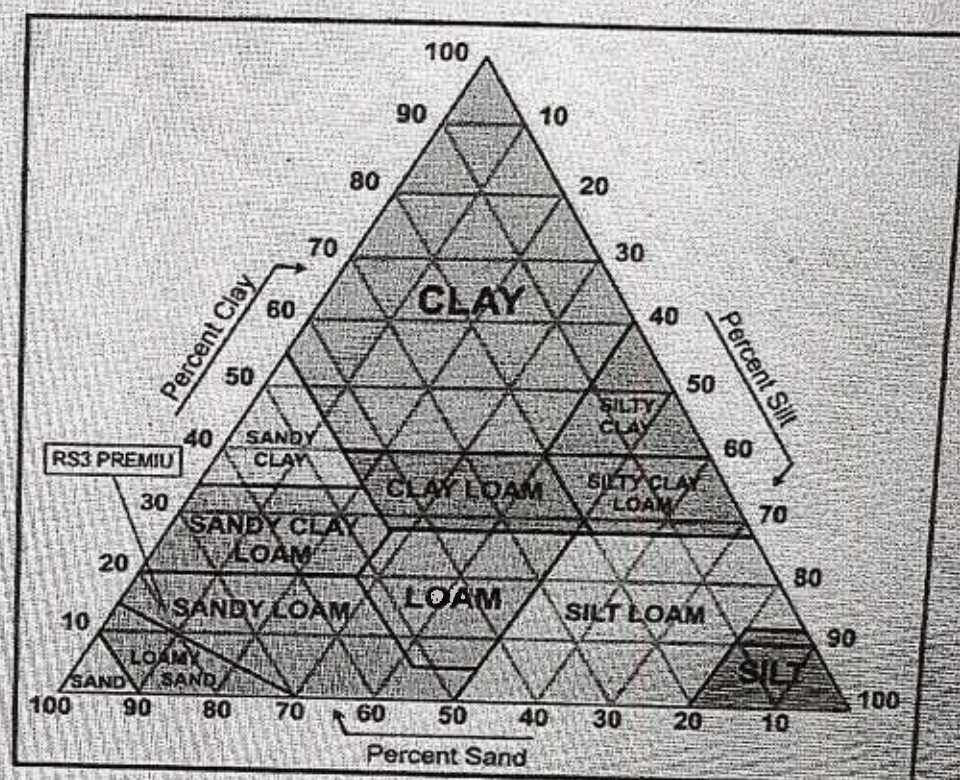
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956-383-0739

U.S.D.A Classification

Sample ID: RS3 PREMIU			Lab #: 66677	
% Sand	% Clay	% Silt	Texture	Class
80	13	7	Sandy Loam	II



RIGHT OF ENTRY AND CONSTRUCTION AGREEMENT

This Right of Entry and Construction Agreement (the "Agreement"), dated September 23, 2025 Greenhead Construction Company and Spring Branch Independent School District (the "District"). The District and the Greenhead Construction Company are herein collectively referred to as the "Parties" and individually as a "Party".

WHEREAS the District is the owner of certain property known as Spring Woods MS Ball Fields, located at 9810 Neuens Houston, TX (the "District's Property");

WHEREAS Greenhead Construction Company desires to utilize a portion of the District's Property for the purpose of converting 2 existing baseball fields located on northeast corner of school to softball fields subject to the terms and conditions set forth below; and

WHEREAS the District desires Greenhead Construction Company to utilize the District's Property for purposes of the converting 2 existing baseball fields to softball fields, subject to the terms and conditions set forth below;

NOW THEREFORE, in consideration of the mutual promises, covenants, and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the execution of this Agreement, the Parties hereby agree as follows:

1. Right of Entry.

a. The District hereby grants to SBMSA and Greenhead Construction Company applicable employees, contractors, and representatives, a right of entry ("Right of Entry") over and across the District's Property for purposes related to the construction and/or installation of softball fields, subject to the terms set forth in Section 2(b), below.

2. Construction Requirements.

a. SBMSA shall engage the services of Greenhead Construction Company (the "Contractor") pursuant to a separate agreement to perform the construction and/or installation of the softball fields, which shall be performed in accordance with the estimate attached hereto as Exhibit A and incorporated herein by reference.

b. Prior to the commencement of any installation or construction activities related to the softball fields, SBMSA shall provide written notice to the District Attn: Travis Stanford, and receive a written notice to proceed from the District setting forth the permitted dates and times to perform such installation and/or construction. In addition, all plans and specifications related to the installation and/or construction of the softball fields shall be subject to the District's prior written approval. SBMSA shall submit all such plans and specifications to the District for its approval, and shall obtain such approval from the District, prior to the commencement of any installation or construction activities by Contractor.

c. To the extent that any digging or excavation will be necessary in connection with the construction and/or installation of the softball fields, SBMSA shall first obtain a survey of the subject property to determine the location of any underground utility, fiber optic, and similar facilities and lines, by contacting the Center Point Energy "Call Before You Dig" Service.

d. SBMSA hereby assigns to the District any and all warranties and claims it may have or accrue against Contractor arising out of the SBMSA agreement with the Contractor and/or Contractor's performance of any work related to the construction or installation of the softball fields.

e. Contractor must satisfy the Insurance Requirements specified in Exhibit B, attached hereto and incorporated herein by reference.

f. Prior to the commencement of any installation or construction activities, SBMSA shall cause the Contractor to complete and return to the District the "Contractor Certification" regarding the criminal history of covered employees, attached hereto as Exhibit C and incorporated herein by reference.

g. Any agreement between the SBMSA and the Contractor shall provide, and Greenhead Construction Company shall ensure, that all workers on the project are paid the minimum prevailing wage rate adopted by the District, as set forth in Exhibit D. Greenhead Construction Company shall indemnify and hold the District harmless from any and all damages, costs, penalties, fines or other liabilities arising from converting 2 existing baseball fields to softball fields breach of this provision.

3. Miscellaneous.

a. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Texas, excluding any conflict of laws rule or principle that might refer the governance or the construction of this Agreement to the law of another jurisdiction.

b. Subject to any terms or provisions hereof to the contrary, this Agreement shall be effective on the Effective Date and shall remain in effect for a term of 60 days following commencement of the installation and construction activities (the "Term").

c. This Agreement sets forth the entire agreement and understanding of the Parties with respect to the subject matter contemplated hereby, and supersedes all prior agreements, arrangements, and understandings related to the subject matter hereof.

d. This Agreement may be amended or modified only by a written instrument executed by both Parties hereto.

e. This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument.

f. All notifications under this Agreement shall be sent by certified U.S. mail return receipt requested. All notifications shall be sent to following mailing address and fax number:

If to **District:**

Spring Branch ISD
Attn: Associate Sup. of Operations
1066 Gessner Rd., Building A
Houston, TX 77055

If to _____ :

SBMSA
Attn: _____

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]
[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have set their hands hereto, effective as of the Effective Date above defined.

P. Ray
By: _____
Name: Parker Ray
Title: President
Date: 9/23/25

DISTRICT:

By: Spring Branch ISD

Name: _____

Title: Associate Sup. of Operations

Date: _____

EXHIBIT A

[See attached]

EXHIBIT B
INSURANCE REQUIREMENTS

It is suggested that this Exhibit be provided to the Contractor's insurance provider.

Contractor shall not commence work until all required bonds and insurance coverages have been obtained and such insurance has been reviewed and accepted by the District. Certificates of Insurance on the current ACORD form shall be issued to the District showing all required insurance coverages.

<u>Insurance Required</u>	<u>Limit Required</u>
Automobile Liability insurance covering Any Auto	\$1,000,000 Combined Single Limit
Comprehensive (Commercial) General Liability insurance including Products, Completed Operations, Independent Contractors, Broad Form Property Damage, Pollution and Blanket Contractual Liability coverages. XCU exclusions to be removed when underground work is performed.	\$1,000,000 Occurrence \$2,000,000 Aggregate \$1,000,000 Personal Injury \$ 500,000 Fire Damage \$ 5,000 Medical Payments Per Project Aggregate (CG 70 49) Evidence of coverage must be shown on certificates of insurance.
Workers Compensation insurance with limits to comply with the requirements of the Texas Workers' Compensation Act	Statutory Limits
Employers Liability insurance	\$100,000 per employee/accident and \$500,000 policy limit.

Insurance Conditions

All insurance coverages shall be issued on an Occurrence basis (except Professional Liability) by companies acceptable to District and licensed to do business in the State of Texas by the Texas Department of Insurance. Such companies shall have a Best's Key rating of at least "A- X".

All certificates must include:

1. The location or description and the bid number (if applicable), CSP number or Purchase Order number
2. A 60 day notice of cancellation of any non-renewal, cancellation or material change to any of the policies
3. "Additional Insured" on the Property, General Liability and Automobile Liability and Liability policies naming the District.
4. A "Waiver of Subrogation" clause in favor of the District will be attached to the Workers Compensation, General Liability, and Automobile Liability policies
5. In addition to certificates of insurance, copies of policy endorsements must be provided (a) listing the District as Additional Insured, and (b) showing waivers of subrogation in favor of the District: CG2010, CG2037, CG2404, CA0070, CA0032, WC0003 or their equivalents.

All insurance must be maintained for one year following substantial completion with Certificates of Insurance provided.

Contractor shall be responsible for payment of all deductibles; the District shall approve the deductibles selected.

If any policy has aggregate limits, a statement of claims against the aggregate limits is required.

The District reserves the right to review the insurance requirements during the effective period of any contract to make reasonable adjustments to insurance coverages and limits when deemed reasonably prudent by District based upon changes in statutory laws, court decisions or potential increase in exposure to loss.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER Higginbotham Insurance Agency, Inc. 11700 Katy Freeway Suite 1100 Houston TX 77079	CONTACT NAME: Crystal Annarumma PHONE (A/C, No, Ext): 817-336-2377 E-MAIL ADDRESS: CAnnarumma@higginbotham.net FAX (A/C, No): 817-347-6981														
INSURED Greenhead Construction Company, LLC 21115 Lark Lane Hockley TX 77447	INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A : Mid-Continent Casualty Company</td><td>23418</td></tr><tr><td>INSURER B : The Hanover Insurance Company</td><td>22292</td></tr><tr><td>INSURER C : Texas Mutual Insurance Company</td><td>22945</td></tr><tr><td>INSURER D : Westchester Fire Insurance Company</td><td>10030</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></tbody></table>	INSURER	NAIC #	INSURER A : Mid-Continent Casualty Company	23418	INSURER B : The Hanover Insurance Company	22292	INSURER C : Texas Mutual Insurance Company	22945	INSURER D : Westchester Fire Insurance Company	10030	INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES **CERTIFICATE NUMBER:** 942552381 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		04GL001134719	4/18/2025	4/18/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		08CA002865651	4/18/2025	4/18/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		04XS000239816	4/18/2025	4/18/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A	0002076688	4/18/2025	4/18/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B D	Inland Marine Pollution Liability		IHDH974750 G74462364002	4/18/2025 3/18/2025	4/18/2026 3/18/2026	Leased or Rented Equip Deductible \$50,000 Limit/Aggregate \$2,500 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liability policy includes a blanket automatic additional insured endorsement that provides additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status.

The General Liability and Workers Comp policies include a blanket automatic waiver of subrogation endorsement that provides this feature to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such provision.

The General Liability policy has a blanket Primary & Non-Contributory endorsement that applies to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such provision.

CERTIFICATE HOLDER Spring Branch ISD Attn: Associate Sup. of Operations 1066 Gessner Road, Bldg A Houston TX 77055	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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EXHIBIT C
Contractor Certification

Definitions:

Covered employees: Employees 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 criminal history: Any conviction or other criminal history information designated by the District, or one of the following offenses, if at the time of the offense, the victim was under 18 or enrolled in a public school: (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 GCC ("Contractor"), I certify that [check one]:

☐ Contractor has no employees; Contractor provides services to the District as an individual and has or will have direct contact with students. Contractor certifies that Contractor does not have a disqualifying criminal history.

Or

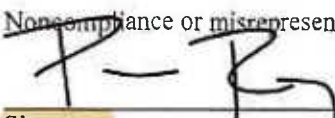
☒ None of Contractor's employees are *covered employees*, as defined above. If this box is checked, I further certify that Contractor has taken precautions or imposed conditions to ensure that Contractor's employees will not become *covered employees*. Contractor will maintain these precautions or conditions throughout the time the contracted services are provided.

Or

☐ Some or all of Contractor's employees are *covered employees*. If this box is checked, I further certify that:

1. Contractor has obtained all required criminal history record information regarding its covered employees. None of the covered employees has a disqualifying criminal history.
2. If Contractor receives information that a covered employee subsequently has a disqualifying criminal history, Contractor will immediately remove the covered employee from contract duties and notify the District in writing within 3 business days.
3. Upon request, Contractor will provide the District with the name and any other requested information of covered employees so that the District may obtain criminal history record information on the covered employees.
4. 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 the covered employee to provide services at the District.

~~Noncompliance or misrepresentation~~ regarding this certification may be grounds for contract termination.


Signature

9/23/25
Date