



# Agenda of Board Meeting September 18, 2023 The Board of Trustees Wichita Falls Independent School District

In Compliance with the Texas Government Code, Chapter 551, Subchapter C, the Board of Trustees of the Wichita Falls Independent School District will meet for a Board Meeting at 6:00 PM, on September 18, 2023, in the Board Room at the Education Center, 1104 Broad St, Wichita Falls, TX 76301.

The subjects to be discussed, considered, or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

<b>I. CALL TO ORDER AND OPENING STATEMENT</b>	
<b>II. PRESENTATION OF COLORS</b>	
<b>III. INVOCATION</b>	
<b>IV. PRESENTATIONS</b>	
A. TAFE Teach Tomorrow Summit and EdRising	3
B. Rider High School Level 2 HRS Certification	4
<b>V. PUBLIC COMMENT</b>	
<b>VI. SUPERINTENDENT REPORT</b>	
<b>VII. CONSENT AGENDA</b>	
A. RFP 2324-06-P-25 Trades Bid	5
B. Local District Update Policy FFAC - 2nd Reading	26
C. Local District Update Policy FNAF, GKDA - 2nd Reading	29
D. Minutes from August Meetings	35
<b>VIII. FINANCIAL SERVICES</b>	
A. Purchase of Athletics' Facilities Construction	52
B. Purchase of Band Semi-Trailers	63
<b>IX. HUMAN RESOURCES</b>	
A. Applicant Pool	82
<b>X. BOARD MATTERS</b>	
A. Resolution - Wichita Appraisal District Board of Directors Method of Appointment	84
B. Closed Session:	
1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees ( <i>Pursuant to Texas Government Code Section 551.074</i> )	
2. Deliberation Regarding Security Devices or Security Audits ( <i>Pursuant to Texas Government Code Section 551.076</i> )	89
<b>XI. ADJOURNMENT</b>	

*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

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For the Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Presentations
<b>Administrator Responsible:</b>	Dr. Peter Griffiths, Associate Superintendent
<b>Presentation:</b>	TAFE Teach Tomorrow Summit and EdRising
<input type="checkbox"/> Action Needed <input type="checkbox"/> For Discussion <input checked="" type="checkbox"/> Presentations <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees recognizes **Texas Association of Future Educators (TAFE)** students from the Career Education Center for their achievements at the **Teach Tomorrow Summit and Educators Rising Competition** as submitted and recommended by Dr. Donny Lee, Superintendent.

**Explanation**

In March 2023, nine students from the Career Education Center competed at the Texas Association of Future Educators (TAFE) Teach Tomorrow Summit. The TTS is not only a conference for aspiring educators, but it is also a state-level competition. More than 2,000 students were in attendance. Two of the nine WFISD students who competed advanced to the national competition, Educators Rising, held in Orlando in July 2023.

**Rider High School** student, **Emily Kintner**, advanced with her children's book, written and illustrated by her.

**Rider High School** student, **Leila Dillard**, advanced in public speaking by giving a speech she wrote about the teacher shortage. Leila placed 9th in the nation in the JV category, making it her 2nd appearance at the EdRising national competition. Leila has placed in the top ten both years she has competed.

**TAFE Sponsor:** *Erin Dillard*

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Presentations
<b>Administrator Responsible:</b>	Dr. Peter Griffiths, Associate Superintendent
<b>Presentation:</b>	Rider High School Level 2 HRS Certification
<input type="checkbox"/> Action Needed <input type="checkbox"/> For Discussion <input checked="" type="checkbox"/> Presentations <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees recognizes the staff of **Rider High School** for achieving **Level 2 Certification in Marzano High Reliability Schools** as submitted and recommended by Dr. Donny Lee, Superintendent.

**Explanation**

Marzano HRS Level 2 certification means that Rider High School has established "Effective Teaching in Every Classroom," which focuses on the responsibility of both school leaders and teachers in ensuring high-quality instruction.

The high reliability school program was created by Marzano Resources to help transform schools into organizations that take proactive steps to ensure student success. Using a research-based five-level hierarchy, along with leading and lagging indicators, educators learn to assess, monitor, and confirm the effectiveness of their schools.

This framework defines five progressive levels of performance that a school must master to become an HRS - where all students learn the content and skills they need for success in college, careers, and beyond.

Congratulations to Rider High School on achieving Level 2 Certification.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	RFP 2324-06-P-25 Trades Bid		
<b>Administrator Responsible:</b>	Leah Horton, Chief Financial Officer		
<b>Attachments:</b>	Vendor Recap		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Information	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP 2324-06-P-25 Trades Bid to the vendors listed on the attached recap for a period of two years beginning October 1, 2023, for a period of two years, as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The solicitation for this RFP was advertised twice in the Times Record News. Direct email invitations were automatically sent to 235 vendors, manually sent to five vendors, and external invites sent to eleven vendors. Fourteen electronic bids and one manual (paper) bid were received.

By awarding vendors in the listed categories the District prequalifies trades vendors to provide for additional or emergent services and/or fulfill projects outside of the scope of the District’s Maintenance Department. The categories are identified as the low bidder to serve as the primary vendor and secondary vendors (in order of price) are listed and can be utilized if the primary vendor is unable to provide services. The submissions were evaluated by Chris Fain, Director of Maintenance, Jimmy Medlinger, Maintenance Supervisor, Johnnie Ozee, Maintenance Supervisor, and Scott McLaughlin, Fire and Security Coordinator. The responses were accepted as is and services will be utilized on an as-needed basis.

Historical Trades Bid Expenditures:

FY	Total
22-23	\$135,293.28
21-22	\$131,377.61
20-21	\$384,557.50
19-20	\$331,727.40

**Fiscal Note:**

The expenditures are funded through the Maintenance budget. Expenditures exceeding \$100,000 and multi-year contracts require Board approval per Policy CH (Local).

WFISD  
RFP 2324-06-P-25 Trades Bid  
10/01/2023-09/30/2025

**1 Annual Fire Inspection Services and Repairs**

1.1 Annual Fire Extinguisher Inspection									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1000	EA		\$2.45	\$2,450.00				
1.2 Annual Fire Extinguisher Flag Seal & Tag									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1000	EA		\$1.20	\$1,200.00				
1.3 5 lb ABC Extinguisher Test and Refill									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	EA		\$13.95	\$13.95				
1.4 10 lb ABC Extinguisher Test and Refill									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	EA		\$19.00	\$19.00				
1.5 5 lb CO2 Extinguisher Test and Refill									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	EA		\$11.50	\$11.50				
1.6 Fire Suppression System Inspection									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	EA		\$44.50	\$44.50				
1.7 Wichita Falls Fire Department Inspection Fee (pass-through cost)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	EA		\$35.00	\$35.00				
1.8 Material Markup									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Percent				Will quote as needed.			

**2 Asbestos Abatement**

2.1 Asbestos Abatement - Floor Covering									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt (less than 100)		\$6.00	\$6.00				
2.2 Asbestos Abatement Floor Covering									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt (100-5000)		\$3.00	\$3.00				
2.3 Asbestos Abatement Floor Covering									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt (>5000)		\$2.70	\$2.70				
2.4 Asbestos Abatement Floor Surfacing									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt (less than 100)		\$6.00	\$6.00				
2.5 Asbestos Abatement Floor Surfacing									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt (100-5000)	6	\$5.00	\$5.00				
2.6 Asbestos Abatement Floor Surfacing									

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	NorthStar Specialty Services Inc	1	SqFt (>5000)		\$4.25	\$4.25			
<b>2.7</b>	<b>Asbestos Abatement - TSI (Thermal System Insulation)</b>								
	NorthStar Specialty Services Inc	1	Linear Foot - 3/4" to 2'		\$17.50	\$17.50			
<b>2.8</b>	<b>Asbestos Abatement - TSI (Thermal System Insulation)</b>								
	NorthStar Specialty Services Inc	1	Linear Foot - 2.5" to 4"		\$17.50	\$17.50			
<b>2.9</b>	<b>Asbestos Abatement - TSI (Thermal System Insulation)</b>								
	NorthStar Specialty Services Inc	1	Linear Foot - 6" to 8" P		\$24.00	\$24.00			
<b>2.10</b>	<b>Asbestos Abatement - TSI (Thermal System Insulation)</b>								
	NorthStar Specialty Services Inc	1	Pipe Joints		\$65.00	\$65.00			
<b>2.11</b>	<b>Asbestos Abatement - TSI (Thermal System Insulation)</b>								
	NorthStar Specialty Services Inc	1	Boiler & Tank		\$17.00	\$17.00			
<b>3</b>	<b>Asbestos Air Monitoring</b>								
<b>3.1</b>	<b>DSHS Asbestos Consultant</b>								
	Farmer Environmental Group	1	Hourly Rate		\$150.00	\$150.00			
<b>3.2</b>	<b>Asbestos On-Site Project Management</b>								
	Farmer Environmental Group	1	Daily Rate		\$750.00	\$750.00	daily rate includes up to 10 hours & 10 PCM air samples.		
<b>3.3</b>	<b>DSHS Asbestos Inspector</b>								
	Farmer Environmental Group	1	Hourly Rate		\$85.00	\$85.00			
<b>3.4</b>	<b>AHERA TEM Clearance Samples</b>								
	Farmer Environmental Group	1	Set		\$100.00	\$100.00	/sample 24 hour turn around time		
<b>3.5</b>	<b>Asbestos Bulk Sample/Standard</b>								
	Farmer Environmental Group	1	Sample		\$12.00	\$12.00	5 to 7 day turn around time		
<b>3.6</b>	<b>Asbestos Bulk Sample/Rush</b>								
	Farmer Environmental Group	1	Sample		\$35.00	\$35.00	immediate turn around time 3-day TAT = \$15/sample; 2-day TAT = \$20/sample; 24-hour TAT = \$25/sample		
<b>3.7</b>	<b>Asbestos Survey Final Report</b>								
	Farmer Environmental Group	1	Report		\$550.00	\$550.00	less than 50 samples = \$550 greater than 50 samples = \$875		

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**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

<b>3.8</b>	<b>Asbestos Specifications</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$1,000.00	\$1,000.00	depends on the size of the project. Typically, about \$1000.		

<b>3.9</b>	<b>DSHS Mold Assessment Consultant</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Hourly Rate		\$95.00	\$95.00			

<b>3.10</b>	<b>Mold Assessment and Remediation Protocol</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$750.00	\$750.00			
	NorthStar Specialty Services Inc	1	Each		No Bid				

<b>3.11</b>	<b>Mold Remediation Clearance Samples</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$75.00	\$75.00	Mold Air Sample Analysis: \$75/sample (24-hr TAT), \$95/sample (Immediate)Mold Tape/Swab Analysis: \$75/sample (24-hr TAT), \$85/sample (Immediate)		

<b>3.12</b>	<b>Post Remediation Mold Assessment</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$750.00	\$750.00			

<b>3.13</b>	<b>Phase I Environmental Site Assessment</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$2,500.00	\$2,500.00			

<b>3.14</b>	<b>DSHS Lead Inspector/Risk Assessor and Equipment</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Farmer Environmental Group	1	Each		\$95.00	\$95.00	95/hour		

<b>4</b>	<b>Asphalt Paving and Repair</b>								
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<b>4.1</b>	Repair for Projects <100 Square Feet								
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<b>4.2</b>	Repair for Projects >100 Square Feet								
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<b>4.3</b>	Paving of Projects <100 Square Feet								
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<b>4.4</b>	Paving for Projects >100 Square Feet								
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<b>4.5</b>	Liquid Asphalt Seal Cost Projects <100 Square Feet								
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<b>4.6</b>	Liquid Asphalt Seal Cost Projects >100 Square Feet but less <1000 Square Feet								
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<b>5</b>	<b>Building Moving and Leveling</b>								
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Vendor will:  
 Furnish all labor, equipment, moving permit(s), and escorts to complete work.  
 Raise building and install moving equipment.  
 Move building to desired location within Wichita Falls city limits.  
 Place building on level foundation.  
 Insure that building is placed square and level, and that doors and windows function as before.  
 Furnish and install tie-downs in accordance with local building code.  
 Furnish evidence of General Liability and Workmen's Compensation insurance in the amounts specified in this document.

Vendor will not be responsible for any due back taxes, liens, legal encumbrances, deed restrictions, elevation of lot, or site preparation of new location.

District will:  
 Furnish any required foundation or building permits.  
 Prepare new location site on or before delivery date as specified by Contractor and to stake the four corners of the proposed building site.  
 Be responsible for building contents, disconnection/connection of utilities, removal/relocation of steps, canopies, exterior skirting, fencing, plumbing, electrical, floor coverings, sheetrock, tile, siding, minor roof damage, Formica, shrubbery and other landscaping, gutters, screens, windows, porches, rutting of ground at either location.  
 Understand that delays due to inclement weather or other unfavorable conditions should be expected and will alter Contractor's schedule accordingly.

5.1 Unit Pricing									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Kickbox Leasing, LLC	1	Square Foot		\$28,300.00	\$28,300.00				

5.2 Labor Rate (leveling only)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Kickbox Leasing, LLC	1	Hourly		\$37.65	\$37.65				

<b>6 Commercial Door Installation and Repair</b>
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6.1 Craftsman									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$50.00	\$50.00				
Marrs Patriot Construction	1	Hourly Rate		\$75.00	\$75.00				

6.2 Laborer									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$40.00	\$40.00				
Marrs Patriot Construction	1	Hourly Rate		\$55.00	\$55.00				

6.3 Other Services not listed									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$58.00	\$58.00	Hourly Rate for Supervision			

6.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Overtime Multiplier		150%	150%				
Marrs Patriot Construction	1	Overtime Multiplier		150%	150%	Standard Overtime rule of time and half			

6.5 Holiday Multiplier (upon request and approval of District)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Holiday Multiplier		200%	200%				
Marrs Patriot Construction	1	Holiday Multiplier		200%	200%	Standard holiday pay double time			

6.6 Material Mark-up from Cost									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
SUCH AS COMMERCIAL GRADE HM DOORS (STANDARD, INSULATED, STIFFENED, ETC.) AND SC WOOD DOORS, HM FRAMES, BORROWED LITES.									

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Material Mark-up Perc		3.0%		3% Material Mark-up Percentage		
Marrs Patriot Construction	1	Material Mark-up Perc		5.0%				

**7 Concrete Construction and Repair**

**7.1 Craftsman**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$40.00	\$40.00			
Marrs Patriot Construction	1	Hourly Rate		\$65.00	\$65.00			

**7.2 Laborer**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$30.00	\$30.00			
Marrs Patriot Construction	1	Hourly Rate		\$45.00	\$45.00			

**7.3 Other Services not listed**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$40.00	\$40.00			
Marrs Patriot Construction	1	Hourly Rate		\$45.00	\$45.00	ADA Ramps Curb and Gutters		

**7.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Overtime Multiplier		\$1.50	\$1.50			
Marrs Patriot Construction	1	Overtime Multiplier		\$1.50	\$1.50	Standard Overtime rule of time and half		

**7.5 Holiday Multiplier (upon request and approval of District)**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Holiday Multiplier		\$2.00	\$2.00			
Marrs Patriot Construction	1	Holiday Multiplier		\$2.00	\$2.00	Standard holiday pay double time		

**7.6 Material Mark-up from Cost**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Material Mark-up Perc		3.0%		3% Material Mark-up Percentage		
Marrs Patriot Construction	1	Material Mark-up Perc		3.0%				

**7.7 4 inch**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Square Foot		\$8.50	\$8.50			
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		\$18.00	\$18.00			

**7.8 6 inch**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Square Foot		\$10.56	\$10.56			
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		\$18.50	\$18.50			

**7.9 Concrete Demo and Removal**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Square Foot		\$9.00	\$9.00			
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		\$16.60	\$16.60			

**7.10 Asphalt Demo and Removal**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Square Foot	10	\$7.50	\$7.50			
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		No Bid				

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

<b>7.11</b>	<b>Form and Pour Quote</b> Site should be considered pre-prepared for work								
	5' x 100' Sidewalk 4" Thick #4 Rebar reinforced 16" Centers								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Marrs Patriot Construction	1	Sample Quote Price		\$4,250.00	\$4,250.00			
	Gary Baker Construction (Cage Construction & Management Co)	1	Sample Quote Price		\$6,750.00	\$6,750.00			

<b>7.12</b>	<b>Form and Pour Quote</b> Site should be considered pre-prepared for work								
	50' x 50' Parking Lot 6" Thick #4 Rebar Reinforced 18" Centers								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Marrs Patriot Construction	1	Sample Quote Price		\$26,625.00	\$26,625.00			
	Gary Baker Construction (Cage Construction & Management Co)	1	Sample Quote Price		\$32,750.00	\$32,750.00			

**8 Crane Service**

Fuel and driving time charges are included in hourly rates charged

<b>8.1</b>	<b>1-Man &amp; Service Truck</b>								
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<b>8.2</b>	<b>Crane Truck &amp; Operator (23 ton)</b>								
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<b>8.3</b>	<b>Crane Truck &amp; Operator (40 ton)</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	BWSTRAYHORN CRANE SERVICE	1	Hourly		\$212.00	\$212.00			

<b>8.4</b>	<b>Crane Truck &amp; Operator (65 ton)</b>								
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<b>8.5</b>	<b>Crane Truck &amp; Operator (100 ton)</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	BWSTRAYHORN CRANE SERVICE	1	Hourly		\$275.00	\$275.00			

<b>8.6</b>	<b>Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>								
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<b>8.7</b>	<b>Holiday Multiplier (upon request and approval of District)</b>								
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**9 Electrician Services**

<b>9.1</b>	<b>Master Electrician</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Marrs Patriot Construction	1	Hourly Rate		\$110.00	\$110.00			
	Green Planet, Inc.	1	Hourly Rate		No Bid				

<b>9.2</b>	<b>Journeyman Electrician</b>								
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		\$65.00	\$65.00			
Green Planet, Inc.	1	Hourly Rate		No Bid				
<b>9.3 Apprentice Electrician</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		\$23.00	\$23.00			
Green Planet, Inc.	1	Hourly Rate		No Bid				
<b>9.4 Laborer</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		\$20.00	\$20.00			
Green Planet, Inc.	1	Hourly Rate		No Bid				
<b>9.5 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		150%	150%			
Green Planet, Inc.	1	Hourly Rate		No Bid				
<b>9.6 Holiday Multiplier (upon request and approval of District)</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		200%	200%			
Green Planet, Inc.	1	Hourly Rate		No Bid				
<b>9.7 Material Mark-up from Cost</b>								
<b>Cost-Plus pricing must be confirmed in writing on each and every invoice submitted for payment.</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Material Mark-up Perc		10.0%				
<b>10 Fence Repair and Installation</b>								
<b>10.1 Base Pricing for Installation of New Fencing</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Sozo Services LLC (Pro Insulation and Fence)	1	Per Linear Foot		\$33.10	\$33.10	The 6ft fence price, same as spec'd on what we have been building, is what is being priced out. Prices are good for normally 30 days from my supplier; some items are special orders and may need a down payment to get on-site. Such as specialty gates and operators. My credit line is currently 25k a month for due within 25 days of delivery.		
<b>10.2 Installer Hourly Rate</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Sozo Services LLC (Pro Insulation and Fence)	1	Hourly Rate		No Bid				
<b>10.3 Other Services not listed</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Sozo Services LLC (Pro Insulation and Fence)	1	Hourly Rate		No Bid		Small concrete jobs		
<b>10.4 Material Mark-up from Cost</b>								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Sozo Services LLC (Pro Insulation and Fence)	1	Material Mark-up Perc		No Bid				

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

**11 Fire Alarm and Security System Installation and Repair**

The Vendor submitting for this section agrees to be onsite to begin service within four (4) hours from time of notification.

The Fire Alarm and Security System Install/Repair Vendor shall be licensed by the State of Texas Fire Marshal to SELL, INSTALL, AND SERVICE fire alarm systems as required by Senate Bill 925. With the exception of the installation of conduit, raceway or power circuits, all installation work shall be performed by a licensed fire alarm technician. In addition, the fire alarm Contractor shall be licensed as a Fire Alarm Design Superintendent and be NICET level IV certified. The NICET level IV designer shall stamp the drawings and submittals.

Copies of the current license certificate of the Vendor and the technician(s) assigned to the installation shall be included in the submittal.

The fire alarm Vendor, as a business entity, shall be an authorized and designated representative of the equipment manufacturer and shall have been actively engaged in the business of SELLING, INSTALLING, AND SERVICING fire alarm systems for a period of at least five (5) years prior to the Bid date.

WFISD currently utilizes Edwards fire alarm panels. NFPA 72, 2000 Edition will be used as guideline for repair qualifications in addition to previous attribute.

The fire alarm Vendor should have an office within 100 miles of the job site, staffed with trained technicians who are qualified to manage the installation, to be responsible that the system is installed as submitted, to conduct system startup, to instruct the owner's representatives and local authorities in the proper operation of the system, and to provide service throughout the warranty period.

If the Contractor does not have an office within 100 miles, the Contractor will be required to submit plans to support the requested response time.

The fire alarm Vendor SHALL NOT HAVE any grievances or complaints of record regarding workmanship, code compliance, or service response with either WFISD or the State Fire Marshal's office. A Vendor that has any prior finding(s) of a Fire Alarm license violation or has any litigation in process with the State Fire Marshal is unacceptable.

The system, including all components, shall be listed by Underwriters Laboratories Inc. for use as a fire protective signaling system:

1. Any equipment used shall conform to the specified manufacturer's standards of performance and quality;
2. Each item of equipment or materials shall be new and of the best quality obtainable for the purposes intended. Each item shall be capable of performing its function over an extended period of time with a minimum of attention and maintenance.
3. Design and build material, wiring, and equipment shall be in accordance with the best practices of the electric industry and conform to the standards of:
  - a. National Electrical Code
  - b. National Fire Protection Association Code
  - c. All components of this system and as a whole shall meet or exceed the standards contained in NFPA 72 and NFPA 101 Applicable State and Local Regulations
  - d. Underwriters' Laboratory
  - e. Americans with Disability Act (ADA)
4. The successful Vendor shall warrant the equipment to be new and free from defects in material and workmanship and will, within one (1) year from date of acceptance, repair or replace all or any part of the equipment or systems found to be defective, at no cost to the Owner.

11.1 Craftsman									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$115.00	\$115.00				

11.2 Laborer									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$60.00	\$60.00				

11.3 Other Services not listed									
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11.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Overtime Multiplier		150%	150%				

11.5 Holiday Multiplier (upon request and approval of District)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Holiday Multiplier		200%	200%				

11.6 Material Mark-up from Cost									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Material Mark-up Perc		35.0%					

**12 Floor Covering Installation and Repair**

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Work under this description shall include all immediate projects and future projects yet to be identified, and shall consist of providing all materials, supplies, tools, transportation, and performance of all labor and services necessary or required in connection with or incidental to the installation of flooring in various buildings of WFISD, for a period of twelve (12) months of Project completion.

The Vendor shall, at its own expense, amend and make good any defects, settlements, or other faults in the work arising from defective or improper techniques or workmanship, which may appear within twelve (12) months after the acceptance of work by District. Manufacturer warranties against material defects shall be submitted in writing along with bid documents or at inception of Project.

Before ordering materials or beginning work of any given Project, Vendor shall verify all dimensions and conditions at the site and be responsible for the correctness of the same. Drawings should not be assumed to be accurate. Extra charges, such as material waste charges, or compensation due to differences between actual measurements and the dimensions shown on the drawings will not be allowed. Submit any differences which may be found to District's attention and have adjustments made before proceeding with work.

District reserves the right to purchase additional installations as need arises, based upon the unit costs submitted by Vendor, for a period of twelve (12) months of original order. Additional work during the twelve (12) month period shall be ordered in writing by District, and price to District shall be submitted in writing by Vendor, indicating the quantities of materials used to calculate the Project cost.

District reserves the right to purchase additional installations as need arises, based upon the unit costs submitted by Vendor, for a period of twelve (12) months of original order. Additional work during the twelve (12) month period shall be ordered in writing by District, and price to District shall be submitted in writing by Vendor, indicating the quantities of materials used to calculate the Project cost.

Exception: Manufacturer price increases during the bid period will be accepted by District only through written confirmation from the Manufacturer as to the amount of increase and the effective date of said increase. Unit price under the bid may then be adjusted accordingly.

District reserves the right to purchase additional installations as need arises, based upon the unit costs submitted by Vendor, for a period of twelve (12) months of original order. Additional work during the twelve (12) month period shall be ordered in writing by District, and price to District shall be submitted in writing by Vendor, indicating the quantities of materials used to calculate the Project cost.

Exception: Manufacturer price increases during the bid period will be accepted by District only through written confirmation from the Manufacturer as to the amount of increase and the effective date of said increase. Unit price under the bid may then be adjusted accordingly.

<b>12.1 Removal of Existing Floor System</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$2.00	\$2.00				
Marrs Patriot Construction	1	SqFt		\$11.00	\$11.00				
<b>12.2 Floor Leveling/Surfacing</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$1.75	\$1.75				
Marrs Patriot Construction	1	SqFt		\$10.00	\$10.00				
<b>12.3 Carpet Installation</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$6.00	\$6.00				
Marrs Patriot Construction	1	SqFt		\$10.50	\$10.50				
<b>12.4 VCT Tile Installed</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$3.50	\$3.50				
Marrs Patriot Construction	1	SqFt		\$11.25	\$11.25				
<b>12.5 VET Tile Installed</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$5.75	\$5.75				
Marrs Patriot Construction	1	SqFt		\$11.25	\$11.25				
<b>12.6 Sheet Vinyl Installed</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$6.00	\$6.00				
Marrs Patriot Construction	1	SqFt		\$16.25	\$16.25				
<b>12.7 4" Cove Basel Installed (including corners)0.00004</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$3.50	\$3.50				
Marrs Patriot Construction	1	SqFt		\$7.00	\$7.00	this price is for linear foot.			

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

12.8 6" Cove Basal Installed (including corners)0.00004									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
NorthStar Specialty Services Inc	1	SqFt		\$3.50	\$3.50				
Marrs Patriot Construction	1	SqFt		\$8.00	\$8.00	this price is for linear foot.			

12.9 Material Mark-up from Cost									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Marrs Patriot Construction	1	Material Mark-up Perc		5.0%					
NorthStar Specialty Services Inc	1	Material Mark-up Perc		15.0%					

**13 Forklift Service and Repair**

13.1 Labor Rate									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Bolf Enterprise, LLC	1	Hourly Rate		\$110.00	\$110.00				

13.2 Towing Charge									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Bolf Enterprise, LLC	1	Towing		\$150.00	\$150.00				

13.3 Preventive Maintenance - Forklift Only									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Bolf Enterprise, LLC	1	EA		\$85.00	\$85.00	\$85 electric forklifts \$65internal combustion			

13.4 Preventive Maintenance - Transmission and Hydraulics									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Bolf Enterprise, LLC	1	EA		\$95.00	\$95.00	plus cost of parts			

13.5 Material Mark-up (Cost-Plus must be confirmed on each and every invoice presented for WFISD payment.)									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Bolf Enterprise, LLC	1	Cost-Plus Percent		1.5%		mark up could be based on economical rate increases and/or freight cost			

**14 Grease Trap / Sewage Pumping Services**

Vendor to meet all City of Wichita Falls Ordinances regarding proper disposal and required paperwork for each grease trap pumping site. Contractor to provide receipts of proper disposal to WFISD Maintenance Department and/or purchasing@wfisd.net. Disposal to be in compliance with City, State, and Federal Law.

14.1 Pumping Rate									
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14.2 Grease Disposal									
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14.3 Sewage Disposal									
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14.4 Sewer Jetting Machine									
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14.5 Overtime Multiplier (upon request and approval of District)									
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14.6 Holiday Multiplier (upon request and approval of District)									
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

**15 HVAC - Heating and Air Conditioning Services**

15.1 HVAC Mechanic								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Trinity air conditioning inc	1	Hourly Rate		\$60.00	\$60.00			
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$115.00	\$115.00			
Climatec. LLC	1	Hourly Rate		\$158.00	\$158.00	Automation, Remote Services/Application Engineer (2 hour Minimum)		

15.2 Laborer								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Trinity air conditioning inc	1	Towing		\$40.00	\$40.00			
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Towing		\$60.00	\$60.00			
Climatec. LLC	1	Towing		\$174.00	\$174.00	Automation, Systems Specialist (2 hour Minimum)		

15.3 Other								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Climatec. LLC	1	Hourly		\$184.00	\$184.00	Automation, Project Specialist/Application Engineer		

15.4 Material Mark-up Percentage								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Climatec. LLC	1	Material Mark-up Perc		0.0%		No mark up of material. ISD's receive a 54% discount on the purchase of materials.		
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Material Mark-up Perc		35.0%				

15.5 For hours worked on District Property over 8 hours per day and/or 40 hours per week.								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Overtime Multiplier		150%	150%			
Trinity air conditioning inc	1	Overtime Multiplier		\$1.50	\$1.50			

15.6 For hours worked on holidays, as requested/required by District, limited to: New Year's Day Easter Memorial Day Independence Day Labor Day Thanksgiving Christmas								
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Holiday Multiplier		200%	200%			
Trinity air conditioning inc	1	Holiday Multiplier		\$2.00	\$2.00			

**16 Irrigation System Installation and Repair**

16.1 Technician								
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16.2 Laborer								
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WFISD  
RFP 2324-06-P-25 Trades Bid  
10/01/2023-09/30/2025

16.3	Other not listed	
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16.4	Overtime Multiplier (over 8 hours in one day, upon request and approval by District)	
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16.5	Holiday Multiplier (upon request and approval of District)	
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16.6	Material Mark-up from Cost	
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<b>17</b>	<b>Kitchen Equipment/Appliances Service and Repair</b>
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17.1	Appliance Technician	
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17.2	Laborer	
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17.3	Other not listed	
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17.4	Overtime Multiplier (over 8 hours in one day, upon request and approval by District)	
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17.5	Holiday Multiplier (upon request and approval of District)	
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17.6	Material Mark-up from Cost	
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<b>18</b>	<b>Locksmith Services</b>
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<b>18.1</b>	<b>Locksmith Regular Hours</b>								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Marrs Patriot Construction	1	Hourly Rate		\$90.00	\$90.00			

<b>18.2</b>	<b>Locksmith Per Call/Event</b>								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Marrs Patriot Construction	1	Per Call		\$180.00	\$180.00			

<b>18.3</b>	<b>Cost Plus Pricing Must be confirmed in writing on all invoicing to District.</b>								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Marrs Patriot Construction	1	Cost-Plus Percent		13.0%				

<b>18.4</b>	<b>Material Mark-up (Cost-Plus must be confirmed on each and every invoice presented for WFISD payment.)</b>								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Marrs Patriot Construction	1	Cost-Plus Percent		3.0%				

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

**19 Masonry Repair and Construction**

**19.1 Craftsman**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		\$65.00	\$65.00			

**19.2 Laborer**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Hourly Rate		\$45.00	\$45.00			

**19.3 Other Services not listed**

**19.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Overtime Multiplier		\$32.50	\$32.50			

**19.5 Holiday Multiplier (upon request and approval of District)**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Holiday Multiplier		\$65.00	\$65.00			

**19.6 Material Mark-up from Cost**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Material Mark-up Perc		5.0%				

**20 Overhead Door Installation and Repair**

The Overhead Door Vendor shall have the necessary parts and knowledge to complete work and/or repair the following doors:

Fire Rated doors

Pull Up Doors

Scissor Gate Doors

as well as any/or all overhead doors on WFISD property.

The undersigned agrees to be on site to begin service within 24 hours from time of notification.

**20.1 Craftsman**

**20.2 Laborer**

**20.3 Other Services not listed**

**20.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)**

**20.5 Holiday Multiplier (upon request and approval of District)**

**20.6 Material Mark-up from Cost**

**21 Plumbing Services**

**21.1 Master Plumber**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate	\$185.00	\$185.00
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<b>21.2</b>	<b>Journeyman Plumber</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$145.00	\$145.00			

<b>21.3</b>	<b>Apprentice Plumbing</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$115.00	\$115.00			

<b>21.4</b>	<b>Laborer</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$60.00	\$60.00			

<b>21.5</b>	<b>Backhoe</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		\$75.00	\$75.00			

<b>21.6</b>	<b>Other Services not listed</b>								
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<b>21.7</b>	<b>Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		150%	150%			

<b>21.8</b>	<b>Holiday Multiplier (upon request and approval of District)</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		200%	200%			

<b>21.9</b>	<b>Material Mark-up from Cost</b>								
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Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
James Lane Fire Protection (James Lane Air Conditioning Co LLC)	1	Hourly Rate		35.0%				

<b>22</b>	<b>Refrigeration Services</b>								
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<b>22.1</b>	<b>Refrigeration Specialist</b>								
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<b>22.2</b>	<b>Laborer</b>								
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<b>22.3</b>	<b>Other</b>								
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<b>22.4</b>	<b>Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>								
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<b>22.5</b>	<b>Holiday Multiplier (upon request and approval of District)</b>								
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<b>22.6</b>	<b>Material Mark-up from Cost</b>								
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<b>23</b>	<b>Refuse and Salvage Dumpster Services</b>	19							
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Having carefully examined the special conditions/instructions to Bidders and additional specifications, the undersigned agrees to provide labor and materials at the RATES indicated below for the contract period unless otherwise mutually agreed in writing by both parties.

The undersigned agrees to be on site to begin service within 24 hours from time of notification.

<b>23.1 30 yard container</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Wichita Waste Management (WFPC, Ltd)	1	Setting Fee		\$125.00	\$125.00				
<b>23.2 30 Yard Container</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Wichita Waste Management (WFPC, Ltd)	1	Pick up		\$225.00	\$225.00				
<b>23.3 30 Yard Container</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Wichita Waste Management (WFPC, Ltd)	1	Monthly Fee		\$2.00	\$2.00	Daily Box Rental is \$2.00 per Day.			
<b>23.4 Disposal Rate</b> Please include whether or not the Disposal Rate is based on									
1. City of Wichita Falls' rate 2. Landfill rate 3. Other									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Wichita Waste Management (WFPC, Ltd)	1	Per Ton		\$28.00	\$28.00	By CWF ordinance, all disposal must be to CWF Landfill. By CWF ordinance, Owner must obtain Permit for location of Container. Landfill rates based on current CWF rate and subject to change. We will provide evidence of changes.			

**24 Roof Repair, Re-roofing Services - Single Ply Roofing**

WFISD seeks to obtain as need roof repair service agreement with a qualified roofing contractor to respond to leak repairs, selected preventive maintenance and emergency repairs. Attributes responded "yes" will be included in types of roofing repairs for which Vendor rates are submitted within this Bid Line Package for Roof Repair and Reroofing Services.

A. Repair of Base Flashing, B. Repair of flat flanges of metal edge systems, pitch pans and rooftop equipment, C. Repair bases of vertical projections, D. Fill pitch pans, E. Repair mat blisters and surface breaks, F. Apply aluminum coating, G. Re-

<b>24.1 Craftsman</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Hourly Rate		\$65.00	\$65.00				
<b>24.2 Laborer</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Hourly Rate		\$52.00	\$52.00				
<b>24.3 2-Man Crew</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Daily Rate		\$900.00	\$900.00				
<b>24.4 4-Man Crew</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Daily Rate		\$1,500.00	\$1,500.00				
<b>24.5 Other Services not listed</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Hourly Rate				N/A			
<b>24.6 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
						20			

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	100%	Overtime Multiplier	150%	150%	1.5
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<b>24.7</b>	<b>Holiday Multiplier (upon request and approval of District)</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Holiday Multiplier		200%	200%	2.0		

<b>24.8</b>	<b>Material Mark-up from Cost</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Lydick-Hooks Roofing Co. of Wichita Falls, Inc.	1	Material Mark-up Perc		35.0%				

<b>25</b>	<b>Stage Curtains - Rigging Installation and Repair</b>
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<b>25.1</b>	<b>Top Rigger</b>					
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<b>25.2</b>	<b>Floor Man</b>					
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<b>25.3</b>	<b>Laborer</b>					
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<b>25.4</b>	<b>Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>					
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<b>25.5</b>	<b>Holiday Multiplier (upon request and approval of District)</b>					
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<b>25.6</b>	<b>Fabric Material Mark-up from Cost</b>					
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<b>25.7</b>	<b>Rigging Material Mark-up from Cost</b>					
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<b>25.8</b>	<b>Track Material Mark-up from Cost</b>					
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<b>25.9</b>	<b>Travel Charge</b>					
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<b>25.10</b>	<b>Travel Charge with Vendor Trailer</b>					
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<b>26</b>	<b>Suspended Ceiling Installation and Repair</b>
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**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

**Part 1 General**

- (1) Specify all labor and materials to be included in General Contract.
- (2) Contractor shall furnish certification that no asbestos containing building materials have been incorporated into the installation.

**Part 2 Products**

- (1) Exposed Grid Suspension Systems
  - (a) Heavy duty, double web galvanized tee with painted cap, structural classification ASTM C635, fire resistance tested in accordance with ASTM E119.
  - (b) Aluminum Capped Grid for restrooms, concession rooms, kitchens, science storage areas and other rooms whose atmosphere of fumes or moisture are subject to corrode painted grid. All other characteristics to comply with item 1-a above. Aluminum shall be etched and coated with clear lacquer.
  - (c) Manufacturers of suspended grid may include:
    - (i) National Rolling Mills
    - (ii) Eastern Products Corporation
    - (iii) Donn Products Company
    - (iv) Chicago Metallic Corporation
  - (d) All steel grid shall be painted white.
- (2) Lay-in Tiles
  - (a) Standard tile: 24" x 24" x 5/8 non-directional fissured mineral board, U.S. Gypsum, # 705; or Armstrong # 896 Fireguard, or comparable manufacturers: Celotex, Owens-Corning.
  - (b) Kitchen or other "clean room" applications: Vinyl faced, 1/2" Gypsum board, rated one-hour in assembly 24" x 24".

**Part 3 Installation**

- (1) Ceiling grid shall be erected plane to the height scheduled, using main runners at 24" spacing, supported at a minimum of 48" o.c. with 12 gage tie wire. Cross tees shall be installed to accomplish a maximum tile size of 24" x 24".
- (2) Grid shall be installed with mitered corners, butt (and spliced) joints, and shall be neat in completed appearance. Kinked or warped grid shall be rejected.
- (3) All tiles whose exposed surface is scratched, damaged or blemished in any way shall be rejected and require replacement.
- (4) Specify for each 50,000 square feet of each different tile (or smaller quantity thereof) that two full cartons of spare tile be clearly marked and stored in custodial storage room at the project site.

**Part 4 Warranty**

- (1) Require one-year warranty on all labor and materials.

<b>26.1 Craftsman</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$40.00	\$40.00				
Marrs Patriot Construction	1	Hourly Rate		\$65.00	\$65.00				
<b>26.2 Laborer</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$35.00	\$35.00				
Marrs Patriot Construction	1	Hourly Rate		\$45.00	\$45.00				
<b>26.3 Other Services not listed</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Marrs Patriot Construction	1	Hourly Rate		\$7.25	\$7.25	Construction industry bids this as a Sqft Rate			
Gary Baker Construction (Cage Construction & Management Co)	1	Hourly Rate		\$50.00	\$50.00				
<b>26.4 Overtime Multiplier (over 8 hours in one day, upon request and approval by District)</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Overtime Multiplier		150%	150%				
Marrs Patriot Construction	1	Overtime Multiplier		150%	150%				
<b>26.5 Holiday Multiplier (upon request and approval of District)</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Holiday Multiplier		200%	200%				
Marrs Patriot Construction	1	Holiday Multiplier		200%	200%				
<b>26.6 Material Mark-up from Cost</b>									
Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #	
Gary Baker Construction (Cage Construction & Management Co)	1	Material Mark-up Perc	22	3.0%		3% Material Mark-up Percentage			
Marrs Patriot Construction	1	Material Mark-up Perc		5.0%					

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

<b>27</b>	<b>Vehicle - Service and Repair</b>
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Authorization to Commence Repair of \$250 or more must be made by means of a WFISD District-issued Purchase Order authorizing the mechanic to do the repairs.  
 Vendor Quote(s) for service and/or repair expected (or realized) to be greater than \$250 require:  
 Detail of repairs to be completed  
 Expected date of completion  
 Anticipated parts itemized, and identified as new or rebuilt  
 Labor itemized  
 Storage fees or other charges (if any)  
 District Signature  
 Repairs must be done in a good and workmanlike manner as to not breach implied warranty.

27.1	Auto and Light Truck Service and Repair Standard Labor Rate	
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27.2	Auto and Light Truck Standard/Basic Oil Change Service	
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27.3	Auto and Light Truck Alignment	
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27.4	Auto and Light Truck Brake Service	
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27.5	Auto and Light Truck	
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27.6	Auto and Light Truck	
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27.7	Auto and Light Truck	
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27.8	Medium Duty Truck and Bus Service and Repair	
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27.9	Medium Duty Truck and Bus Repair	
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27.10	Medium Duty Truck and Bus Repair	
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27.11	Medium Duty and Bus	
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27.12	Medium Duty Truck and Bus	
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27.13	Medium Duty Truck and Bus	
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27.14	Medium Duty Truck and Bus	
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WFISD  
RFP 2324-06-P-25 Trades Bid  
10/01/2023-09/30/2025

**28 Vehicle - Heavy Equipment Service and Repair**

28.1 Tractor Service and Repair Labor Rate

28.2 Tractor Service and Repair Material Markup

28.3 Tractor Service and Repair Tow Charge

28.4 Backhoe Service and Repair Labor Rate

28.5 Backhoe Service and Repair Material Markup

28.6 Backhoe Service and Repair Tow Charge

**29 Vehicle - Utility Vehicle Services**

29.1 Repair Standard Labor Rate

29.2 Towing Charge

29.3 Oil Change Base Charge  
(does not include oil over 5 quarts or replacement of filters or any other products and services)

29.4 Material Mark-up  
(Cost-Plus must be confirmed on each and every invoice presented for WFISD payment.)

29.5 Standard Evaluation and Diagnosis Charge

**30 Wall Repair and Installation**

**30.1 Commercial Vinyl Wall Covering, Installed**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Per Yard		\$85.00	\$85.00			
Gary Baker Construction (Cage Construction & Management Co)	1	Per Yard		No Bid				

**30.2 Dry Wall Finishing**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		\$3.00	\$3.00			
Marrs Patriot Construction	1	Square Foot		\$5.00	\$5.00			

**30.3 Tape and Bed**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot		\$3.00	\$3.00			
Marrs Patriot Construction	1	Square Foot		\$3.00	\$3.00			

**30.4 Texture**

Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
Marrs Patriot Construction	1	Square Foot		\$2.00	\$2.00			

**WFISD**  
**RFP 2324-06-P-25 Trades Bid**  
**10/01/2023-09/30/2025**

Gary Baker Construction (Cage Construction & Management Co)	1	Square Foot	\$3.00	\$3.00
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<b>30.5</b>	<b>Material Mark-up from Cost</b>								
	<b>Supplier</b>	<b>QTY</b>	<b>UOM</b>	<b>Estimated</b>	<b>Price</b>	<b>Extended</b>	<b>Supplier Notes</b>	<b>Manufacturer</b>	<b>Manufacturer #</b>
	Gary Baker Construction (Cage Construction & Management Co)	1	Material Mark-up Perc		3.0%		3% Material Mark-up Percentage		
	Marrs Patriot Construction	1	Material Mark-up Perc		5.0%				

<b>31</b>	<b>Waste Oil, Antifreeze and Pain Disposal</b>								
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Vendor to meet all City of Wichita Falls Ordinances regarding proper disposal and required paperwork for each grease trap pumping site.  
 Contractor to provide receipts of proper disposal to WFISD Maintenance Department and/or purchasing@wfisd.net. Disposal to be in compliance with City, State, and Federal Law.

<b>31.1</b>	<b>Oil Disposal</b> Identify minimum quantity and/or dollar amount in notes.	
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<b>31.2</b>	<b>Grease Disposal</b> Identify minimum quantity and/or dollar amount in notes.	
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<b>31.3</b>	<b>Paint Disposal</b> Identify minimum quantity and/or dollar amount in notes.	
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<b>31.4</b>	<b>Antifreeze Disposal</b> Identify minimum quantity and/or dollar amount in notes.	
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<b>31.5</b>	<b>Oil Disposal</b>	
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<b>31.6</b>	<b>Grease Disposal</b>	
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<b>31.7</b>	<b>Paint Disposal</b>	
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<b>31.8</b>	<b>Antifreeze Disposal</b>	
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<b>31.9</b>	<b>Crushed Oil Filters</b>	
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<b>31.10</b>	<b>Un-Crushed Oil Filters</b>	
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<b>31.11</b>	<b>Charge for LESS THAN A TRUCKLOAD</b>	
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END  
 WFISD RFP 2324-06-P-25 - Trades Bid

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Local District Update Policy FFAC		
<b>Administrator Responsible:</b>	Dr. Peter Griffiths		
<b>Attachments:</b>	Policy FFAC(LOCAL)		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the proposed policy revision as submitted by Dr. Peter Griffiths, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Per SB 629, WFISD adds policy regarding opioid antagonist medication provided at campuses.

**Fiscal Note:**

No employee shall give any student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

**Medication Provided by Parent**

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container. A written request by a physician or other healthcare professional with authority to write prescriptions shall be required when the medication must be administered for a longer period.
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

**Medication Provided by District**

Except as provided by this policy, the District shall not purchase medication to administer to a student.

**Athletic Program**

The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:

1. The District has prior written consent for medication to be administered [see Medical Treatment, below]; and
2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

**Administration of Opioid Antagonist Medication**

The District shall purchase and store opioid antagonist medication, such as Naloxone, to assist a person who may be experiencing an opioid-related drug overdose. Only a registered nurse or other designated and trained /District employee shall be authorized to administer this medication and may do so only in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

The superintendent shall develop administrative procedures

addressing acquisition, maintenance, expiration, disposal, and availability of opioid antagonist medication in the District, as well as employee training and emergency notification requirements.

**Psychotropics**

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Local District Update Policy FNAA, GKDA		
<b>Administrator Responsible:</b>	Dr. Peter Griffiths		
<b>Attachments:</b>	Policy FNAA(LOCAL) Policy GKDA(LOCAL)		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the proposed policy revision as submitted by Dr. Peter Griffiths, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Approval of distribution of non-school literature such as flyers for free activities or community events process has been updated.

**Fiscal Note:**

STUDENT EXPRESSION  
DISTRIBUTION OF NONSCHOOL LITERATURE

FNA  
(LOCAL)

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization shall not be sold, circulated, distributed, or posted on any District premises by any District student, except in accordance with this policy.

The District shall not be responsible for, nor shall the District endorse, the contents of any nonschool literature distributed by students.

For purposes of this policy, "distribution" means the circulation of more than ten copies of material from a source other than the District.

Materials distributed under the supervision of instructional personnel as a part of instruction or other authorized classroom activities shall not be considered nonschool literature and shall not be governed by this policy.

[For distribution of nonschool literature by nonstudents, see GKDA]

**Limitations on  
Content**

Nonschool literature shall not be distributed by students on District property if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The materials promote illegal use of drugs, alcohol, or other controlled substances.
4. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
5. The materials contain defamatory statements about public figures or others.
6. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
7. The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence, and the materials would materially and substantially interfere with school activities or the rights of others.

STUDENT EXPRESSION  
DISTRIBUTION OF NONSCHOOL LITERATURE

FNAA  
(LOCAL)

8. There is reasonable cause to believe that distribution of the nonschool literature would result in material and substantial interference with school activities or the rights of others.

**Prior Review**

All nonschool literature intended for distribution by students on school campuses or other District premises under this policy shall be submitted to the building principal for prior review in accordance with the following:

1. Materials shall include the name of the person or organization sponsoring the distribution.
2. Using the standards found in this policy at Limitations on Content, the building principal shall approve or reject submitted materials within two school days of the time the materials were received.

**Exceptions to Prior Review**

Prior review shall not be required for distribution of nonschool literature by District students only in the following circumstances:

1. Distribution of materials by a student to other attendees during a meeting of a noncurriculum-related student group authorized to meet at school during noninstructional time in accordance with FNAB(LOCAL); or
2. Distribution of nonschool materials in circumstances for which exceptions to prior review are authorized at GKDA(LOCAL).

Even when prior review is not required, all other provisions of this policy shall apply.

**Time, Place, and Manner Restrictions**

Each campus principal shall designate times, locations, and means by which nonschool literature that is appropriate for distribution, as provided in this policy, may be made available or distributed by students to students or others at the principal's campus.

The ~~executive director of school administration~~ communications officer shall designate times, locations, and means for distribution of nonschool literature by students at District facilities other than school campuses, in accordance with this policy.

**Violations of Policy**

Failure to comply with this policy regarding distribution of nonschool literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials, suspension of a noncurriculum-related student group's use of District facilities, and/or other disciplinary action in accordance with the Student Code of Conduct.

**Appeals**

Decisions made by the administration in accordance with this policy may be appealed in accordance with FNG(LOCAL).

NONSCHOOL USE OF SCHOOL FACILITIES  
DISTRIBUTION OF NONSCHOOL LITERATURE

GKDA  
(LOCAL)

**Distribution of  
Nonschool Literature  
Permitted**

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization shall not be sold, circulated, distributed, or posted on any District premises by any District employee or by persons or groups not associated with the District, except in accordance with this policy.

The District shall not be responsible for, nor shall the District endorse, the contents of any nonschool literature distributed on any District premises.

[See CPAB regarding use of the District's internal mail system and FNAA regarding distribution of nonschool literature by students.]

**Limitations on  
Content**

Nonschool literature shall not be distributed on District property if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The materials promote illegal use of drugs, alcohol, or other controlled substances.
4. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
5. The materials contain defamatory statements about public figures or others.
6. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
7. The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence, and the materials would materially and substantially interfere with school activities or the rights of others.
8. There is reasonable cause to believe that distribution of the nonschool literature would result in material and substantial interference with school activities or the rights of others.

**Prior Review**

All nonschool literature intended for distribution on school campuses or other District premises under this policy shall be submitted to the ~~executive director of school administration~~ [communications officer](#) for prior review in accordance with the following:

NONSCHOOL USE OF SCHOOL FACILITIES  
DISTRIBUTION OF NONSCHOOL LITERATURE

GKDA  
(LOCAL)

1. Materials shall include the name of the person or organization sponsoring the distribution.
2. Using the standards found in this policy at Limitations on Content, the ~~executive director of school administration~~ **communications officer** shall approve or reject submitted materials within two school days of the time the materials were received.

**Exceptions to Prior Review**

Prior review shall not be required for distribution of nonschool literature in the following circumstances:

1. Distribution of materials by an attendee to other attendees at a school-sponsored meeting intended for adults and held after school hours;
2. Distribution of materials by an attendee to other attendees at a community group meeting held in accordance with GKD(LOCAL) or a noncurriculum-related student group meeting held in accordance with FNAB(LOCAL); or
3. Distribution for electioneering purposes during the time a school facility is being used as a polling place in accordance with state law [see BBBA].

All nonschool literature distributed under these exceptions shall be removed from District property immediately following the event at which the materials were distributed.

Even when prior review is not required, all other provisions of this policy shall apply.

**Time, Place, and Manner Restrictions**

Each campus principal shall designate times, locations, and means by which nonschool literature that is appropriate for distribution, as provided in this policy, may be made available or distributed to students or others at the principal's campus.

The ~~executive director of school administration~~ **communications officer** shall designate times, locations, and means for distribution of nonschool literature at District facilities other than school campuses, in accordance with this policy.

**Violations of Policy**

Failure to comply with this policy regarding distribution of nonschool literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials and/or suspension of use of District facilities. Appropriate law enforcement officials may be called if a person refuses to comply with this policy or fails to leave the premises when asked. [See GKA]

**Appeals**

Decisions made by the administration in accordance with this policy may be appealed in accordance with the appropriate District complaint policy. [See DGBA or GF]

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Minutes		
<b>Administrator Responsible:</b>	Dr. Donny Lee, Superintendent of Schools		
<b>Attachments:</b>	Minutes of Special Session, August 14, 2023 Minutes of Work Session, August 15, 2023 Minutes of Regular Meeting, August 22, 2023		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a special session on August 14, 2023, a work session on August 15, 2023 and the Regular Meeting on August 22, 2023, as submitted by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The following are copies of the minutes referenced above. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
SPECIAL SESSION MEETING AUGUST 14, 2023**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a special session meeting on the above date. The meeting was called to order at 10:30 a.m. by Ms. Katherine McGregor, board president.

Board members present: Ms. Katherine McGregor, Mr. Jim Johnson, Mr. Mark Lukert, Ms. Susan Grisel, Ms. Diann Scroggins and Ms. Sandra Camp. Ms. McGregor noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Dr. Donny Lee, Superintendent of Schools, Leah Horton, Chief Financial Officer, Keli Sims, Administrative Assistant to HR, and Vanessa Dishman, Administrative Assistant to the Superintendent

Also present were A reporter for KAUZ and a reporter for KFDX.

***INVOCATION:***

Ms. Sandy Camp gave the invocation

***PUBLIC COMMENT:***

No public comment

***BOARD MATTERS:***

**ADOPT A RESOLUTION FOR EMERGENCY AUTHORITY TO SUPERINTENDENT**

A. Consideration and Possible Action To Adopt A Resolution Delegating Emergency Authority To The Superintendent To Enter In Contract For Construction Services To Repair Damage Due to Unforeseen Damage in the Hirschi High School and Denver Alternative Facility and Waive the Requirements Under Chapter 44 Of The Texas Education Code Due To The Emergency Situation Pursuant To Texas Education Code 44.031 And 44.0312

More Information: Significant damage to Denver at Harrell campus and Hirsch library area and roof. The resolution will allow Dr. Lee, Superintendent of Schools to make decisions regarding securing and repairing the facilities even if needs go over the \$100,000 threshold.

Mr. Mark Lukert, seconded by Mr. Jim Johnson moved that the Wichita Falls Independent School District Board of Trustees adopt the Resolution Delegating Emergency Authority to The Superintendent to Enter In Contract For Construction Services To Repair Damage Due to Unforeseen Damage in the Hirschi High School and Denver Alternative Facility and Waive the Requirements Under Chapter 44 Of The Texas Education Code Due To The Emergency Situation Pursuant To Texas Education Code 44.031 And 44.0312

Carried unanimously by a vote of 6-0

***ADJOURNED:***

No further action was taken and Ms. Katherine McGregor, board president, adjourned the meeting at 10:46 am p.m.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
WORK SESSION MEETING AUGUST 15, 2023**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a work session meeting on the above date. The meeting was called to order at 12:00 p.m. by Ms Katherine McGregor, board president.

Board members present: Ms. Katherine McGregor, Mr. Mark Lukert, Mr. Jim Johnson, Ms. Susan Grisel, Ms. Diann Scroggins and Ms. Sandra Camp. Ms. McGregor noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Dr. Donny Lee, Superintendent of Schools, Dr. Peter Griffiths, Associate Superintendent, Ms. Dayna Hardaway, Director of Human Resources, Ms. Ashley Thomas, Communications Officer, Ms. Leah Horton, Chief Financial Officer, Ms. Denise Brown, Director of Finance, Ms. Lauren Zotz, Director of Purchasing, Mr. Jeff Hill, Director of Elementary Curriculum, Ms. Vanessa Dishman, Administrative Assistant to the Superintendent, Ms. Keli Sims, Administrative Assistant to HR, Ms. Trish Potts, Internal Auditor, Ms. Christy Nash, Director of State & Federal Programs, Mr. Scott McLaughlin, Fire & Security Technician, Mr. Chris Fain, Director of Maintenance, Ms. Marchuetta Matthews, Secretary, Mr. Larry Menefee, Director of Student Services, Ms Deb Dipprey, Executive Director of School Administration,, Ms Alefia Paris-Toulon, Director of Special Education, Chief Anthony Smith, WFISD Police and Scot Hafley, Executive Director of Operations.

Also present: Mr. David Potter, Architect with DP4 Consult and Huckabee, Inc, Mr. Mike Wenk, SAFB Liaison, and a reporter from KAUZ.

***INVOCATION:***

Mr. Jim Johnson gave the invocation.

***PUBLIC COMMENT:***

None

***REPORTS OR SPECIAL DISCUSSION ITEMS:***

**CONSTRUCTION UPDATE ON WF LEGACY HIGH SCHOOL AND WF MEMORIAL HIGH SCHOOL:**

Mr. David Potter, Architect with DP4 Consult and Huckabee, Inc, gave a detailed report using photo slides on the construction at Wichita Falls Legacy High School and Wichita Falls Memorial High School.

**23-24 SUMMER SCHOOL DISCUSSION**

Dr. Donny Lee, Superintendent of Schools, discussed the need for change in the Summer School length of term and daily hours. It was discussed that although the attendance numbers were higher this summer even without bussing, it would be difficult to make it mandatory for grade level promotion. Board members agreed that a change that included motivation was necessary. Christy Nash, Director of State & Federal Programs with get the attendance numbers and cost of summer school compiled for future reference. Board asked Dr Lee and staff to meet and compile some ideas on how to incentivize the parents and students to attend the program.

**CHANGE TO FDB (REGULATION)**

Mr. Scot Hafley, Executive Director of Operations requested that the hat the Wichita Falls Independent School District Board of Trustees review the proposed change to policy FDB (Regulation) as follows as recommended by Dr. Donny Lee, Superintendent of Schools. To move the transfer period for Legacy and Memorial High School to September of 2023 for one year only. This will allow families the opportunity to apply for transfers prior the UIL snapshot day in October which establishes the official UIL enrollment and competitive alignment for the next two years. Any WFISD employee selected for positions at Memorial or Legacy High School in the spring of 2024 will have thirty days to apply for a transfer for their children if necessary. The remaining updates to FDB Regulation reflect changes in WFISD staff and provide clarity to the transfer and appeal process. After Memorial and Legacy High School open in

2024 the transfer period for high school students will move back to January. All students in pre-kindergarten through 7th grade will continue to follow the January timeline for transfers during the 2023-24 school year.

***FINANCIAL SERVICES:***

**BUDGET AMENDMENTS**

Mr. Mark Lukert, seconded by Ms. Diann Scroggins, motioned that the Wichita Falls Independent School District Board of Trustees approve the budget amendments as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

**NWEA MAP GROWTH K-12 AND MAP READING**

Ms. Diann Scroggins, seconded by Ms. Susan Grisel, motioned that the Wichita Falls Independent School District Board of Trustees approve the purchase of MAP Growth K-12 and MAP Reading Fluency from Northwest Evaluation Association (NWEA) for a total of \$118,980.43 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

**APPROVAL OF BI-ANNUAL CATALOG BIDS**

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award the RFPs as listed below, to the vendors listed on the RFP attachments as outlined, effective September 1, 2023, for a period of two (2) years, as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

**RFP 2324-15-O-24 POLICE VEHICLES**

Ms. Sandy Camp, seconded by Ms. Diann Scroggins, motioned that the Wichita Falls Independent School District Board of Trustees approve the purchase of eight (8) used vehicles, totaling \$114,960, for WFISD Police Vehicles procured on RFP 2324-15-O-24 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

**RFP 2324-04-S-28 ELEVATOR AND CHAIRLIFT MAINTENANCE, INSPECTIONS AND REPAIR SERVICES**

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award Elevator and Chairlift Maintenance, Inspections and Repair Services to TK Elevator Corporation, as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

**RFP 2324-12-P-24 BULK FUEL**

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award RFP 2324-12-P-25 Bulk Fuel to vendors as ranked for one (1) year beginning September 1, 2023, through August 31, 2024, as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

**RFP 2324-14-C-28 CHARTER BUS SERVICES**

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award three (3) vendors as outlined below for RFP 2324-14-C-28 Charter Bus Services, for the period of three (3) years with two, one (1) year optional renewal periods, as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

**IXL LEARNING PURCHASE**

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees approve the purchase of IXL Learning for educational support of elementary and middle school campuses during the 2023-2024 school year, as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

### **ALSCO PURCHASE-MULTI YEAR**

Mr. Mark Lukert, seconded by Mr. Jim Johnson, motioned that the Wichita Falls Independent School District Board of Trustees approve the ALSCO Uniforms 60-month agreement for the rental/laundry of CTE related goods, beginning August 16, 2023 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

### **FEDERAL GRANTS**

Ms. Leah Horton, Chief Financial Officer, reported to the Wichita Falls Independent School District Board of Trustees information regarding the 23-24 federal grant applications, as submitted by Leah Horton, Chief Financial Officer, and recommended by Dr. Donny Lee, Superintendent.

The Social/Emotional, Federal Programs, Special Education, and CTE departments will be seeking grant funds for the 2023-24 school year including the following grants but not limited to:

- (TEHCY) Texas Education of Homeless Children and Youth Continuation grant to assist students living in homeless situations
- (IDEA-B) Individuals with Disabilities Education Act for both Formula and Preschool grants to support the special education and related services for children
- ESSA Consolidated grant to include Title I Part A, Title I Part D, Title II Part A, Title III Part A, and Title IV Part A
- Perkins V: Strengthening Career and Technical Education for the 21st Century.

### ***DISTRICT SERVICES AND OPERATIONS:***

### **MIDDLE SCHOOL DISCUSSION**

Dr. Peter Griffiths, Associate Superintendent, reported to the Wichita Falls Independent School District Board of Trustees options for moving the current middle schools into the three high school buildings that will be vacant after the two new high schools are opened. The board discussed the options presented by Dr. Griffiths. General consensus was to move as aggressively as possible. Dr. Griffiths will present more in-depth financial information and logistics at future board meetings

### **TASB RECOMMENDED LOCAL POLICY UPDATE 121**

Dr. Peter Griffiths, Associate Superintendent, recommended that the Wichita Falls Independent School District Board of Trustees add, revise or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 121 and policies revised as a result of Update 121 as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the Board of Trustees' regular meeting on August 22, 2023

### **ADOPTION OF 2023-2024 STUDENT CODE OF CONDUCT**

Mr. Mark Lukert, seconded by Mr. Sandy Camp, moved that the Wichita Falls Independent School District Board of Trustees review and adopt the 2023-2024 Student Code of Conduct as submitted by Dr. Peter Griffiths, Associate Superintendent, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

### ***HUMAN RESOURCES:***

### **PERSONNEL REPORT**

Ms. Dayna Hardaway, Director of Human Resources, reported to the Wichita Falls Independent School District Board of Trustees a review of employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Dr. Donny Lee, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

**TEACHER APPLICANT POOL**

Ms. Susan Grisel, seconded by Mr. Jim Johnson, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool. (Exhibit A)

Carried unanimously by a vote of 6-0

**BOARD MATTERS:**

**BOARD MINUTES:**

Minutes of a work session, July 11, 2023, Work Session and a regular meeting, July 17, 2023.

These items will be placed on the consent agenda for the Board of Trustees’ regular meeting on August 22, 2023

**RECESS:**

Ms. Katherine McGregor, board president, recessed the work session to go into closed session at 1:54pm.

**CLOSED SESSION:**

Pursuant to Texas Government Code 551.074:

- 1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees
- 2. Deliberations Regarding Abandonment of Contract by Teachers and the Attempt to Resign
- 3. Deliberations Regarding Notifications to the State Board for Educator Certification of Teacher Contract Abandonment

**OPEN SESSION:**

- A. Consideration and Possible Action Regarding Abandonment of Contract by Teachers and the Attempt to Resign
- B. Consideration and Possible Action Regarding Notifications to the State Board for Educator Certification of Teacher Contract Abandonment

**RECONVENE:**

Ms. Katherine McGregor, board president, reconvened the closed session to go into open session at 2:59 p.m.

**TEACHER CONTRACT ABANDONMENTS**

Mr. Jim Johnson, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees authorize Ms. Katherine McGregor, Board President, to send a letter to the State Board for Educator Certification seeking sanctions for Cheryl L. Dodson, a term contract teacher and Mary Havens, a probationary contract teacher for abandonment of there employment contracts.

Carried unanimously by a vote of 6-0

**ADJOURNED:**

Mr. Mark Lukert, seconded by Ms. Susan Grisel, moved that the Wichita Falls Independent School District Board of Trustees adjourn at 3:00 pm.

Carried unanimously by a vote of 6-0

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REGULAR SESSION MEETING AUGUST 22, 2023**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a work session meeting on the above date. The meeting was called to order at 6:00 p.m. by Ms Katherine McGregor, board president.

Board members present: Ms. Katherine McGregor, Mr. Mark Lukert, Mr. Jim Johnson, Ms. Susan Grisel, and Ms. Diann Scroggins. Ms. McGregor noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Dr. Donny Lee, Superintendent of Schools, Dr. Peter Griffiths, Associate Superintendent, Ms. Deb Dipprey, Executive Director of School Administration, Ms. Dayna Hardaway, Director of Human Resources, Ms. Ashley Thomas, Communications Officer, Ms. Leah Horton, Chief Financial Officer, Mr. Scot Hafley, Executive Director of Operations, Ms. Vanessa Dishman, Administrative Assistant to the Superintendent, Ms. Keli Sims, Administrative Assistant to, HR, Chief Anthony Smith, WFISD Police, Ms. Lauren Zotz, Director of Purchasing, Ms. Kerri Mathis, Teacher, Ms. Elizabeth Burkham, teacher and Ms. Megan Flores, Teacher.

Also present: Gonzalo Robles, Café con Leche Mentor, Cesar Meza, parent, Amy McReynolds, parent, Crystal Barfield, parent, Naomi Pearson, parent, Samuel Pak, community member, Tashre Stevenson, parent, Twila Farmer, parent, Brett Boles, Target Solutions representative, a TRN reporter, a KFDX reporter and a reporter from KAUZ.

***PRESENTATION OF COLORS:***

A troop consisting of members of Hirschi, Rider and WFHS JROTCs presented the colors.

***INVOCATION:***

Ms. Susan Grisel gave the invocation.

***PRESNTATIONS:***

Mr. Gonzalo Robles-Café con Leche Director provided information about the Road to College Summer 2023 and presented the students that participated in the programs.

***PUBLIC COMMENT:***

Cesar Meza, parent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Amy McReynolds, parent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Twila Farmer, parent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Elizabeth Burkham, teacher- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Tashre Stevenson, parent, grandparent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Sam Pak, community member- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Megan Flores, teacher- Addressed student dress code policy on showing tattoos. Would like it relaxed because of the fact is much more common now and more of a distraction to have them covered than not. Also, they are a way to communicate and relate to students and parents.

Naomi Pearson, WFHS graduate and parent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

Crystal Barfield, parent- Thanked Mr. Robles and the success of the program. Wished for the district to continue the partnership.

**REPORTS OR SPECIAL DISCUSSION ITEMS:**

**SUPERINTENDENT’S REPORT:**

Dr. Donny Lee gave a detailed report using photo slides on the following:

- First Five days of schools consisted of routines, policy and procedure.
- Enrolment is a work in progress and is steadily increasing
- STARR Update: scores are in for campuses but not the rating associated with the scores, official release date is September 26th.
- This month is the One Year Anniversary of Dr. Lee starting with WFISD as Superintendent.
- Update from Brett Boles, Target Solutions rep on damage and clean-up to Denver, Hirschi and Maintenance Buildings from the August 10<sup>th</sup> storm.
- Upcoming dates:
  - Three with Lee starts on Wednesday; 3 minutes of highlighting a campus each week
  - The Happening @ Rider Thursday
  - Campus visits with principals begins August 25<sup>th</sup>
  - Last Rider vs WFHS game Friday at 7:30

**CONSENT AGENDA:**

**MINUTES FROM JULY MINUTES**

Mr. Mark Lukert, seconded by Ms. Susan Grisel, motioned that the Wichita Falls Independent School District Board of Trustees approve the minutes from the July Meetings by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6 – 0

**FINANCIAL SERVICES:**

**ADOPTION OF THE 2023-2024 MAINTENANCE AND OPERATIONS TAX RATE AND THE DEBT SERVICE TAX RATE**

Ms. Diann Scroggins, seconded by Mr. Jim Johnson, motioned that the Wichita Falls Independent School District Board of Trustees approve the adoption of the 2023-2024 Maintenance and Operations tax rate and the debt service tax rate as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6 – 0

**DISTRICT SERVICES AND OPERATIONS:**

**RESOLUTION REGARDING EXTRACURRICULAR STATUS OF 4-H ORGANIZATIONS**

Mr. Mark Lukert, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the Extracurricular status of the 4-H Organizations Resolution.

Carried unanimously by a vote of 6 – 0

**HUMAN RESOURCES:**

**T-TESS APPRAISERS**

Ms. Sandy Camp, seconded by Ms. Diane Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the 2023-2024 certified T-TESS Appraisers (Exhibit A)

Carried unanimously by a vote of 6 – 0

**TEACHER APPLICANT POOL**

Ms. Susan Grisel, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit B.)

Carried unanimously by a vote of 6 – 0

**BOARD MATTERS:**

**RECESS:**

Ms. Katherine McGregor, board president, recessed the work session to go into closed session at 7:02 pm.

**CLOSED SESSION:**

Discipline, Dismissal and/or Compensation of Individual District Employees (Pursuant to Texas Government Code 551.074)

2. Discussion of Purchase, Exchange, Lease or Value of Real Property (Pursuant to Texas Government Code Section 551.072)

**ADJOURNED**

No further action was taken and Ms. Katherine McGregor, board president, adjourned the meeting at 7:58 p.m.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**T-TESS APPRAISERS  
2023-2024**

Second Appraiser Assignment Process: When a teacher requests a second appraisal under the T-TESS evaluation requirements, the campus principal will notify the Director or Assistant Director of Human Resources. The Human Resources Department will then notify the superintendent of the request. The superintendent or his designee will assign a second appraiser from the list of Board approved T-TESS appraisers to act as the second appraiser. The Human Resources Department will notify both the teacher and the campus principal of the person assigned as the teacher’s second appraiser.

These teacher appraisers attended the required three days of T-TESS training and passed the T-TESS Appraiser Certification exam. In addition, they completed the Advancing Educational Leadership (AEL) or Instructional Leadership Development (ILD) course required by the Texas Education Agency as part of the teacher appraiser certification requirements.

T-TESS appraisers must take and pass a certification exam annually for three years. After three consecutive years of certification, the T-TESS appraiser will be required to take and pass the T-TESS Appraiser Certification Exam once every three years in order to maintain certification.

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Doug Albus	Principal	Hirschi High School
Kimberly Jans-Stutz	Associate Principal	Hirschi High School
Wendy Moulds	Assistant Principal	Hirschi High School
Nicholas Mims	Assistant Principal	Hirschi High School

Dr. Cody Blair	Principal	Rider High School
Dr. Shannon Cunningham	Assistant Principal	Rider High School
Dr. Troy Farris	Assistant Principal	Rider High School
Robert Forney	Assistant Principal	Rider High School
		<b>Rider High School</b>
<b>Brittany Bailey</b>	<b>Assistant Principal</b>	<input type="checkbox"/> AEL <input type="checkbox"/> T-TESS
Marc Bindel	Athletic Coordinator	Rider High School

Name	Position	Campus/Department
Laurie Kinne	Principal	Wichita Falls High School
Tami Davis	Assistant Principal	Wichita Falls High School
Larry Ludtke	Assistant Principal	Wichita Falls High School
Misty Speer	Assistant Principal	Wichita Falls High School
Patrick Moore	Associate Principal	Wichita Falls High School

Synthia Kirby	Principal	Career Education Center
Jennifer Spurgers	Assistant Principal	Career Education Center

Peter Braveboy	Principal	Barwise Middle School
Kyle Davenport	Assistant Principal	Barwise Middle School
Brenda De Leon	Assistant Principal	Barwise Middle School
Christopher Freeman	Assistant Principal	Barwise Middle School

Alston Calliste	Principal	Kirby Middle School
Suzanne Watson	Assistant Principal	Kirby Middle School
Russell Bryant	Assistant Principal	Kirby Middle School

Summer Bynum	Principal	McNiel Middle School
Jackie McCartney	Assistant Principal	McNiel Middle School
Chrystal Miller	Assistant Principal	McNiel Middle School
Brent Hagen	Assistant Principal	McNiel Middle School ☒ AEL ☐ T-TESS

Greg Darden	Principal	Alternative Ed. Center
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Linda Nichols	Principal	JJAEP
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<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Synquis Lewis	Principal	Booker T. Washington
Stacy Brown	Assistant Principal	Booker T. Washington
Tristan Browne	Principal	Burgess Elementary
	Assistant Principal	Burgess Elementary
Lydia Coyle	Principal	Crockett Elementary
Jennifer Shean	Assistant Principal	Crockett Elementary
Amy Simmons	Principal	Cunningham Elementary
Jarod Jacobs	Assistant Principal	Cunningham Elementary
Danielle McSweeney	Principal	Fain Elementary
Molly Stone	Assistant Principal	Fain Elementary
Alex Martin	Principal	Fowler Elementary
Amanda Awtrey	Assistant Principal	Fowler Elementary
Ashley Murdock	Principal	Franklin Elementary
Rebecca Alfert	Assistant Principal	Franklin Elementary
Kelli Roberts	Principal	Jefferson Elementary
Nanette Mills	Assistant Principal	Jefferson Elementary
Dr. Gena Ayers	Principal	Milam Elementary
Cassandra Cook	Assistant Principal	Milam Elementary

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Laura Scott	Principal	Scotland Park Elementary
Kelli Heathington	Assistant Principal	Scotland Park Elementary
Cindy Waddell	Principal	Sheppard Elementary
Lauryn Taylor	Assistant Principal	Sheppard Elementary
Amanda Garcia	Principal	Southern Hills Elementary
Kayla Heinlein	Assistant Principal	Southern Hills Elementary
Kim Smith	Principal	West Foundation
Frank Tarver	Assistant Principal	West Foundation
Rebecca Hernandez	Principal	Zundy Elementary
Joseph Baka	Assistant Principal	Zundy Elementary

Name	Position
Dr. Donny Lee	Superintendent
Dr. Peter Griffiths	Associate Superintendent
Deborah Dipprey	Executive Director of School Administration
Scot Hafley	Executive Director of Operations
Larry Menefee	Director of Student Services
Grant Freeman	<b>Director of Athletics</b> <input type="checkbox"/> AEL <span style="float: right;"><input checked="" type="checkbox"/> T-TESS</span>
Jeff Hill	Director of Elementary Curriculum
Christy Nash	Director of Federal & State Programs
Kelly Strenski	Director of Fine Arts
Ward Roberts	Director of Innovation and Advanced Academics
Dr. Shonna Norton	Director of Social & Emotional Learning
Alefia Paris-Toulon	Director of Special Education
Kimberly Thorne	Associate Director of Special Education
Julianne Bess	<b>Evaluation Specialist</b> <input type="checkbox"/> AEL <span style="float: right;"><input type="checkbox"/> T-TESS</span>
Cynthia Kohl	Director of Student Evaluation
Robbie Byrd	Special Education System Analyst/Transition Specialist
Dayna Hardaway	Director of Human Resources

## **Pending T-TESS Appraisal Training**

These teacher appraisers have completed the three days of “Advanced Educational Leadership” training. They have **not** completed the required three days of T-TESS Appraiser Certification training.

Upon completion of the T-TESS Appraisal Training and the certification requirement, these individuals will be certified teacher appraisers for the District.

***Brent Hagen- still needs to take the T-TESS course- he is registered with Region 9 to begin this training on 9/11/2023***

## **Pending T-TESS Re-Certification**

These teacher appraisers attended the initial required three days of T-TESS training and passed the T-TESS Appraiser Certification exam. In addition, they completed the Advancing Educational Leadership (AEL) or Instructional Leadership Development (ILD) course required by the Texas Education Agency as part of the teacher appraiser certification requirements.

T-TESS appraisers must take and pass a certification exam annually for three years. After three consecutive years of certification, the T-TESS appraiser will be required to take and pass the T-TESS Appraiser Certification Exam once every three years in order to maintain certification.

These teacher appraisers have not completed the T-TESS Appraiser Re-certification requirements for the current school year. Upon completion of the T-TESS Appraiser certification requirements, they will be certified appraisers within the District.

***The Wichita Falls ISD has no employee in this category.***

## **Pending AEL Training**

These teacher appraisers have attended the required three days of T-TESS Appraiser Certification training. They must now complete the three days of “Advanced Education Leadership” training.

Upon completion of the AEL training course, they will be certified teacher appraisers within the District.

***Grant Freeman- still needs to take the AEL course- he is registered with Region 9 to begin this training on 9/26/2023***

## **Pending T-TESS Appraisal & AEL Training**

These teacher appraisers have not completed the required three days of T-TESS Appraiser Certification training or the three days of “Advanced Education Leadership” training.

He/she must complete both trainings in order to be a certified teacher appraiser.

*Julianne Bess- still needs to take the T-TESS and AEL courses- she is registered with Region 9 for the following:*

- *T-TESS training on September 11-13*
- *AEL training September 26-28.*

*Brittany Bailey- still needs to take the T-TESS and AEL courses- she is registered with Region 9 for the following:*

- *T-TESS training on September 11-13*
- *AEL training September 26-28.*

# EXHIBIT B

## APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION August 22, 2023

### CERTIFIED APPLICANT POOL

Name	Certification	University	Yrs of Exp	Position/Assignment	Previous District
Arredondo, Anna*	Deaf & Hard of Hearing (Ec-12)	Midwestern State University	2	Teacher Cunningham Replacing Brittant Weary	WFISD
Baeza, Aaron	ROTC***	N/A	0	Teacher/JROTC Instructor WFHS Replacing Christopher Souba	NA
Butler, Eric	Special Education (EC-12)	Sterling College	1	Teacher/Coach Kirby Replacing Brandice Snowden	WFISD

### NON-CERTIFIED PROFESSIONAL APPLICANT POOL

Name	Degree	University	Yrs of Exp	Position/Assignment	Previous District
Almanza, Ashley	BS-Social Work	Midwestern State University	8	Parent Instructor Denver/Parents As Teachers Replacing Brendy Beck	N/A

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

*DOI = District of Innovation*

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Athletics' Facilities Construction		
<b>Administrator Responsible:</b>	Leah Horton, Chief Financial Officer		
<b>Attachments:</b>	Hellas Athletic Facilities Proposal Legacy and Memorial High Schools		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Information	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees approve the award of Hellas Construction from Austin, Texas, in the amount of \$13,493,435.00, for completion of athletics' facilities at the new high schools, as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Hellas Construction, in cooperation with Steve Wood of BYSP, developed a plan for completing the construction associated with Proposition B approved by voters on May 1, 2021.

The attached Hellas Proposal for assuming the remaining construction of athletic facilities at Legacy and Memorial High Schools, utilizes TexBuy Cooperative Contract No. 023-086 Job Order Contract pricing. With the utilization of this contract, WFISD will receive a TexBuy rebate of approximately \$59,800.00. The rebated amount received will be redistributed to original funding sources.

**Fiscal Note:**

This purchase will utilize TexBuy Contract No. 023-086 Job Order Contract and expenditure will be paid with interest generated from Bond Funds' investments and General Funds. Purchases over \$100,000 require Board of Trustees approval per policy, CH Local.



September 14, 2023

Dr. Donny Lee  
Superintendent of Schools  
Wichita Falls ISD  
1104 Broad St.  
Wichita Falls, TX 76301  
O: (940) 235-1011  
[dlee@wfid.net](mailto:dlee@wfid.net)

RE: **Wichita Falls ISD Legacy & Memorial High Schools**  
Athletic Facilities

Dear Dr. Lee:

**Hellas** is pleased to provide you with this proposal. Pricing is based on Hellas' current cooperative entitled TexBuy Contract No. 023-086 Job Order Contract. **Hellas** looks forward to productive collaboration with Bartlett Cocke, BYSP, Huckabee, and Wichita Falls Independent School District to provide the scope of work detailed herein for the students of Legacy and Memorial High Schools.

### **General Conditions**

**Hellas** will:

1. Provide project Supervision and Mobilization.
2. Provide payment and performance bonds.
3. Coordinate with third-party firm to provide sealed architectural plans for Multi-Use Buildings.
4. Provide, prior to construction, construction drawings.
5. Provide, prior to construction, all required submittals.
6. Provide, prior to construction, synthetic turf shop drawings.
7. Collaborate to secure necessary building permits. Permitting to be paid by the Owner from Owner's Contingency. Note that prior to our August 31<sup>st</sup> meeting, Hellas believed that building permits had already been secured.





- 8. Provide construction surveying, layout and staking for our scope of work.
- 9. Provide maintenance of erosion control measures (provided by others) related to scope of work described in this proposal.
- 10. Provide an updated monthly schedule.
- 11. Conduct a monthly construction site meeting.
- 12. Provide final punch-out and clean-up of the completed project.

**BASE PROPOSAL**

**Multi-Use Building/Main Entrance**

Hellas scope of work:

- 1. Provide and install approximately 3,635 SF - multi-use PEMB with masonry wainscot complete with necessary finishes and utilities; connect to utilities within ten (10') of building footprint. \$3,875,720.00
- 2. Provide and install approximately 1,600 SF - covered storage area with RPanel roof connected to the multi-use building including three (3) - roll up doors and galvanized fence with windscreen. \$580,940.00
- 3. Provide and install one (1) main entry point comprised of two (2) split face CMU block columns with a wrought iron archway and two (2) wrought iron double gates. \$148,800.00

**Site Flatwork**

Hellas scope of work:

- 1. Provide and install approximately 28,800 SF - 5" continually reinforced concrete flatwork between all fields, under bleachers, surrounding portions of the batting cages, and surrounding the multi-purpose building/main entrance.

<i>Between Fields</i>	\$176,100.00
<i>Bleacher Pads</i>	\$124,300.00
<i>Exterior of Batting Cages</i>	\$26,175.00
<i>Main Entrance</i>	\$71,610.00

**Batting Cages****Hellas** scope of work:

1. Provide and install approximately 9,840 SF - 5" continually reinforced concrete batting cage flatwork. \$484,935.00
2. Provide and install covered batting cages for baseball and softball with PBR panel roofing and electricity/lighting. \$946,185.00
3. Provide and install three (3) - 14'x12'x72' batting cage tunnel netting system including five (5) - 10'x10' hitting stations on the baseball portion. \$53,290.00
4. Provide and install three (3) - 14'x12'x57' batting cage tunnel netting system including five (5) - 10'x10' hitting stations on the softball portion. \$50,755.00
5. Provide and install approximately 145 LF - 8' galvanized fencing with windscreen and fenced top enclosure, including two double gates at the storage areas. \$34,420.00
6. Provide and install approximately 9,030 SF - 10mm pad at the batting cages. \$32,860.00
7. Provide and install approximately 9,030 SF - **Grasso®** 60 synthetic turf at the batting cages with the noted installation options:
  - All areas permanently installed in green turf
  - Home plates and pitching rubbers permanently installed in white turf
  - 8-year manufacturer warranty\$116,500.00

**Baseball/Softball Dugouts & Backstop Walls****Hellas** scope of work:

1. Provide and install CMU dugouts with RPanel roof and electricity. \$1,170,245.00
2. Provide and install dugout benches/helmet rack/back rack. \$177,635.00
3. Provide and install continually reinforced concrete backstop footing/wall with padding. \$102,710.00



**Site Electrical**

Hellas scope of work:

- 1. Provide and install main distribution panel and run conductors to multi-purpose building, batting cages, and all lighting, scoreboards, press boxes, dugouts. \$1,155,515.00

**Football Lighting**

Hellas scope of work:

- 1. Provide and install Hellas Z600 LED lighting system with proposed 50-foot light levels; connect to electrical as required. \$455,975.00

**Baseball Lighting**

Hellas scope of work:

- 1. Provide and install Hellas Z600 LED lighting system with proposed 50/30-foot light levels; connect to electrical as required \$538,305.00

**Softball Lighting**

Hellas scope of work:

- 1. Provide and install Hellas Z600 LED lighting system with proposed 50/30-foot light levels; connect to electrical as required \$327,390.00

**Scoreboards/Play Clocks/PA Systems**

Hellas scope of work:

- 1. Provide and install Daktronics FB-2027 scoreboard at the football field; connect to electrical as required. Controls to be located within the pressbox. \$52,000.00
- 2. Provide and install Daktronics BA-2030 scoreboard at the baseball field; connect to electrical as required. Controls to be located within the pressbox. \$32,225.00
- 3. Provide and install Daktronics BA-2022 scoreboard at the softball field; connect to electrical as required. Controls to be located within the pressbox. \$30,320.00
- 4. Provide and install Daktronics TI-2003 delay of game clocks at the football field; connect to electrical as required. \$19,030.00
- 5. Provide and install Athletic Sound AS-2CLX PA system at the football field. Controls to be located within the pressbox. \$40,600.00



- 6. Provide and install Athletic Sound AS-2CS PA system at the baseball field. Controls to be located within the pressbox. \$17,765.00
  
- 7. Provide and install Athletic Sound AS-2CS PA system at the softball field. Controls to be located within the pressbox. \$17,765.00

**Football Bleacher/Press Box**

Hellas scope of work:

- 1. Provide and install one (1) - 36" elevated bleacher system with the following options:
  - Bleacher shall be 10 rows x 141'
  - Galvanized steel angle frame support structure
  - Seven hundred forty-five (745) - bench seats
  - Eight (8) - handicap seating areas
  - Semi-closed decking system
  - Anodized aluminum risers
  - Galvanized chain link guard rail system
  - Two (2) - stairs at front crosswalk
  - One (1) - ADA ramp
  - Galvanized steel angle frame support structure for 8' x 24' press box with roof deck, handrails around perimeter of roof deck
  - Entrance stair from bleacher to press box landing
  - One (1) - 8'x24' press box
  - VCT tile floor
  - One (1) - exterior door
  - Through wall air conditioner
  - Manufacturer standard color
  - Solid counter tops
  - Vinyl frame picture windows\$646,280.00

**Baseball Bleacher/Press Box**

Hellas scope of work:

- 1. Provide and install one (1) - 36" elevated bleacher system with the following options:
  - Bleacher shall be 5 rows x 90' (rear length)
  - Galvanized steel angle frame support structure
  - Three hundred (300) - bench seats
  - Five (5) - handicap seating areas
  - Semi-closed decking system
  - Anodized aluminum risers
  - Galvanized chain link guard rail system



- Two (2) - stairs at front crosswalk
  - One (1) - ADA ramp
  - Galvanized steel angle frame support structure for 8' x 12' press box
  - Entrance stair from bleacher to press box landing
  - One (1) - 8'x12' press box
  - VCT tile floor
  - One (1) - exterior door
  - Through wall air conditioner
  - Manufacturer standard color
  - Solid counter tops
  - Vinyl frame picture windows
- \$331,750.00

**Softball Bleacher/Press Box**

Hellas scope of work:

1. Provide and install one (1) - 36" elevated bleacher system with the following options:
    - Bleacher shall be 5 rows x 90' (rear length)
    - Galvanized steel angle frame support structure
    - Three hundred (300) - bench seats
    - Five (5) - handicap seating areas
    - Semi-closed decking system
    - Anodized aluminum risers
    - Galvanized chain link guard rail system
    - Two (2) - stairs at front crosswalk
    - One (1) - ADA ramp
    - Galvanized steel angle frame support structure for 8' x 12' press box
    - Entrance stair from bleacher to press box landing
    - One (1) - 8'x12' press box
    - VCT tile floor
    - One (1) - exterior door
    - Through wall air conditioner
    - Manufacturer standard color
    - Solid counter tops
    - Vinyl frame picture windows
- \$331,750.00



**Alternate #1 - Tennis Lighting - (Both Sites)**

Hellas will:

- 1. Provide and install Hellas Z600 LED lighting system with proposed 50-foot light levels; connect to electrical as required. \$274,500.00

**Alternate #2 - Tennis Bleachers - (Both Sites)**

Hellas will:

- 1. Provide and install eight (8) - non-elevated bleacher systems with the following options:
  - Bleachers shall be 3 rows x 21'
  - Thirty-four (34) - bench seats per bleacher
  - One (1) - handicap seating area per bleacher\$69,950.00

**Alternate #3 - Multiuse Building Entryway per Rendering - (Both Sites)**

Hellas will:

- 1. Provide full brick on three sides of concession with raised roof height above metal strip. Extend R-Panel roof across entryway to pillars (constructed by others). Add signage per plan. \$482,065.00

**Alternate #4 - CMU Interior Walls - (Both Sites)**

Hellas will:

- 1. Provide and install CMU interior walls in the multi-use buildings at the restrooms, officials' room and dressing rooms. \$396,665.00

**Alternate #5 - Post-Tensioned Tennis Courts - (Both Sites)**

Hellas will:

- 1. Construct two 5" post-tensioned concrete tennis courts with 12-foot black vinyl fence and windscreens. \$500,100.00



Base Bid - Legacy High School	\$6,089,665.00
Base Bid - Memorial High School	\$6,080,185.00
<b>Base Bid Total</b>	<b>\$12,169,850.00</b>
Deduct Main Entry	(\$148,800.00)
Deduct Site Flatwork - Between Fields	(\$176,100.00)
Deduct Site Flatwork - Bleachers	(\$124,300.00)
Deduct Site Flatwork - Batting Cages	(\$26,175.00)
Deduct Site Flatwork - Main Entrance	(\$71,610.00)
Deduct Baseball/Softball Backstop Walls	(\$102,710.00)
<b>Revised Base Bid</b>	<b>\$11,520,155.00</b>
Alternate #1 - Tennis Lighting (Both Sites)	\$274,500.00
Alternate #2 - Tennis Bleacher (Both Sites)	\$69,950.00
Alternate #3 - Multiuse Building Entryway per Rendering (Both Sites)	\$482,065.00
Alternate #4 - CMU Interior (Both Sites)	\$396,665.00
Alternate #5 – PT Tennis Courts (Both Sites)	\$500,100.00
Owner’s Contingency	\$125,000.00
Contractor’s Contingency	\$125,000.00
<b>Project Total</b>	<b>\$13,493,435.00</b>

**EXCLUSIONS**

1. FF&E.
2. Permitting fees.
3. Utility impact fees.
4. Taxes.
5. Owner/CM shall provide ingress/egress for ALL personnel, equipment and materials; typical construction traffic shall be expected for the duration of this contract. Contractor NOT responsible for damage due to typical construction traffic ingress/egress to the construction site.

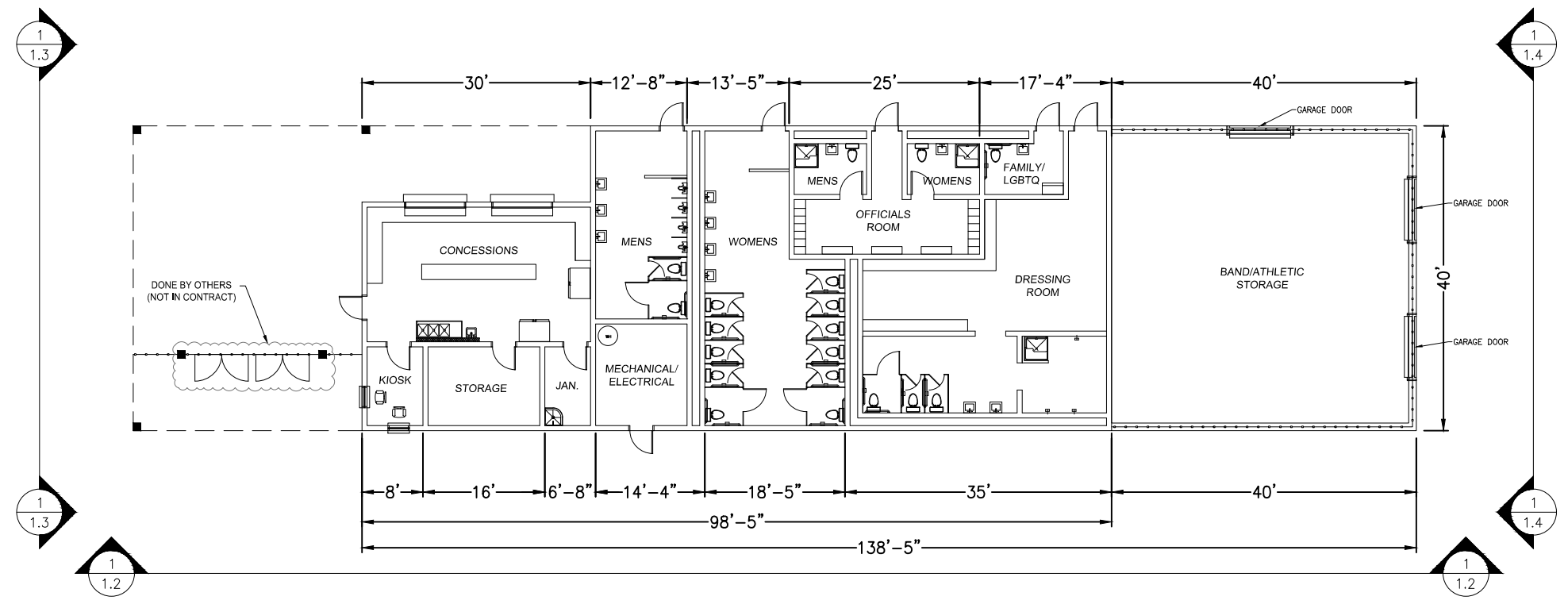
Please contact this office should you have any questions regarding this quotation.

Hellas looks forward to the opportunity to work with you.

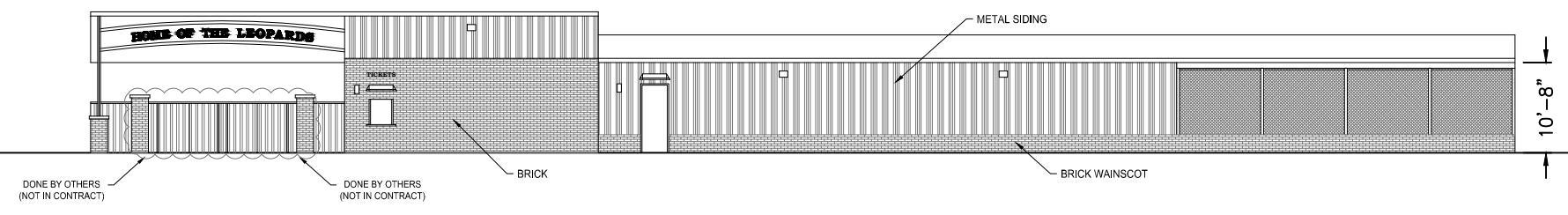
Sincerely,

Tyler Pufahl  
Chief Estimator

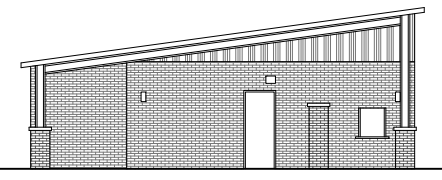
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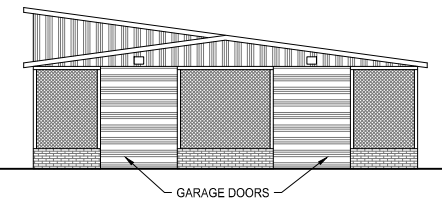
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**2 FRONT ELEVATION**  
Scale: 1:20



**3 SIDE ELEVATION**  
Scale: 1:20



**4 SIDE ELEVATION**  
Scale: 1:20

Hellas Construction, Inc. (P) (512) 250-2910  
12000 West Parmer Lane (F) (512) 250-1960  
Austin, TX 78613 hellasconstruction.com

OWNER:  
Wichita Falls ISD  
Legacy High School  
3003 Henry S Grace Fwy, Wichita Falls, TX 76302  
(940) 235-1000

PROJECT:  
SYNTHETIC TURF FOOTBALL, BASEBALL,  
& SOFTBALL FIELDS AND RUNNING  
TRACK & FIELD EVENTS SURFACING  
PROJECT LOCATION:  
WICHITA FALLS, TEXAS



COMMENTS:  
Drawing scale accurate ONLY when printed on 11x17  
paper. For visual purposes only, actual color may vary.

CREATED BY: SDL

All drawings and written material appearing herein  
constitute original unpublished work, and may not be  
duplicated, used or disclosed without the written  
consent of Hellas Construction, Inc.

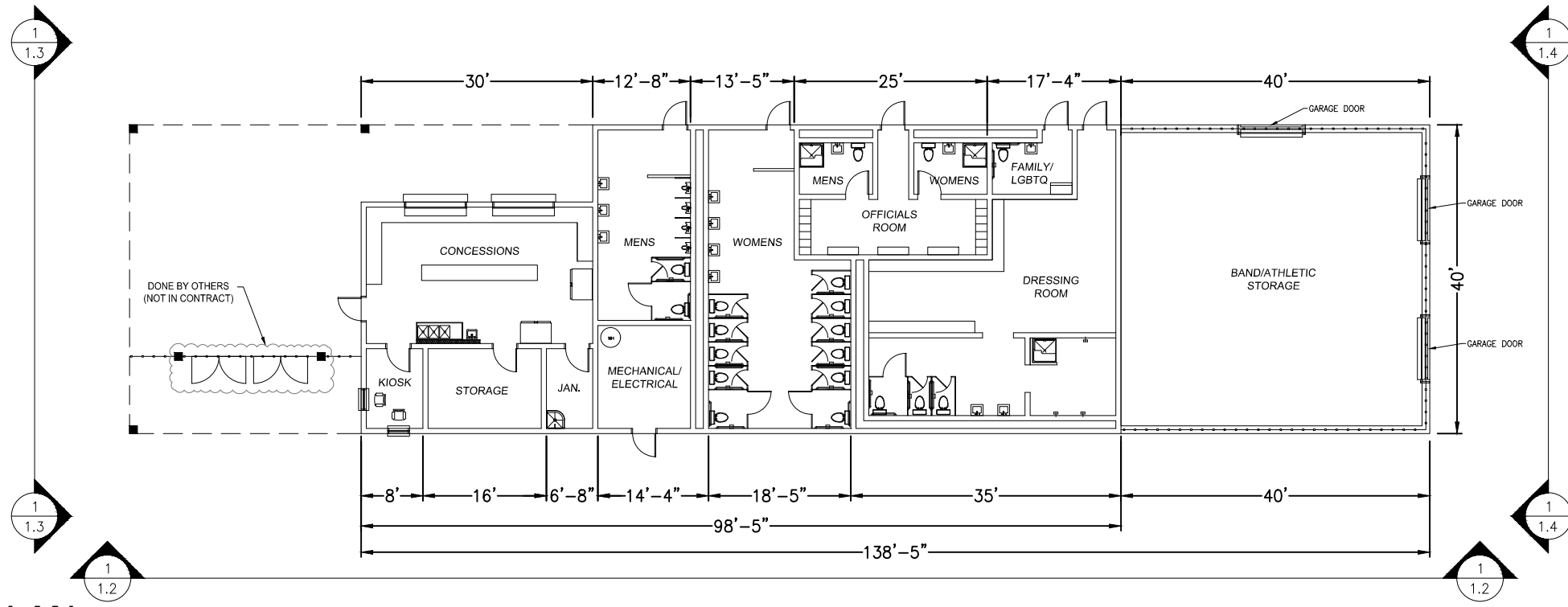
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SEPTEMBER 13, 2023

REVISION:  
REV 5

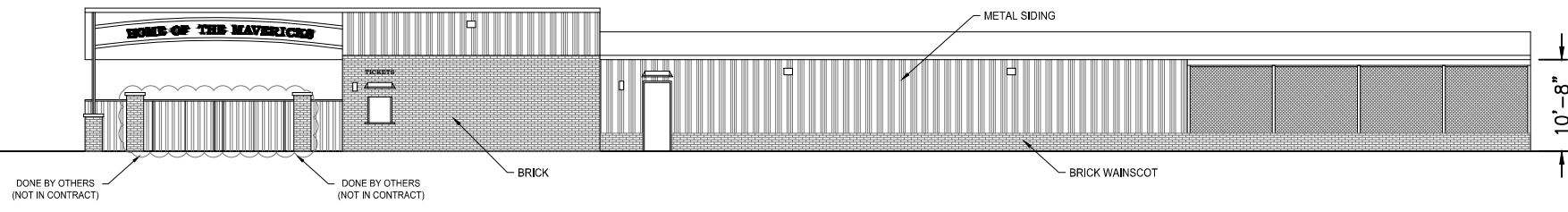
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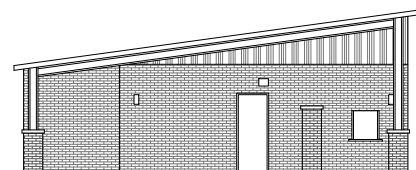
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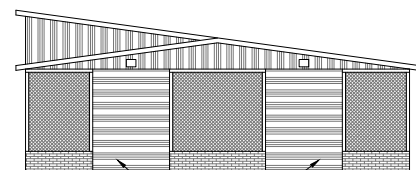
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**2 FRONT ELEVATION**  
Scale: 1:20



**3 SIDE ELEVATION**  
Scale: 1:20



**4 SIDE ELEVATION**  
Scale: 1:20



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OWNER:  
Wichita Falls ISD  
Memorial High School  
6600 Kell West Blvd, Wichita Falls, TX 76302  
(940) 235-1000

PROJECT:  
SYNTHETIC TURF FOOTBALL, BASEBALL,  
& SOFTBALL FIELDS AND RUNNING  
TRACK & FIELD EVENTS SURFACING  
PROJECT LOCATION:  
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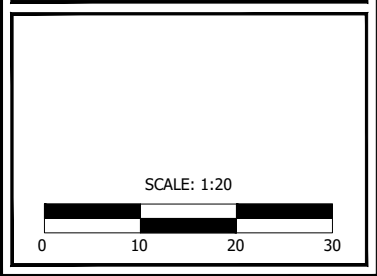
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consent of Hellas Construction, Inc.

DATE:  
SEPTEMBER 13, 2023

REVISION:  
REV 5

SHEET TITLE:  
COLOR RENDERING

SHEET NUMBER:  
1



**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Purchase of (2) Band Semi-Trailers		
<b>Administrator Responsible:</b>	Leah Horton, Chief Financial Officer		
<b>Attachments:</b>	Clubhouse Trailer Company Quote# 231193B		
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report			

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees approve the purchase of two (2) Semi-Trailers from Clubhouse Trailer Company of Edmond, Oklahoma, in the amount of \$299,331.38, as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The attached Clubhouse Trailer Quote# 231193B provides for two (2) TxDOT-certified, refurbished semi-trailers, outfitted as outlined, including full-color graphics, stairs and ramp, and a second floor above main deck. Interior will be built out with instrument shelves, drum wall, guard drawers, fans, as well as interior and exterior lighting, for \$149,665.69 per trailer, and a grand total of \$299,331.38. Memorial High School and Legacy High School will be assigned one trailer each, and trailer graphics will support each school’s band program.

Milestone payments outlined as follows:

Milestone	Percent of Total	Per Trailer	Total Payment
Upon Purchase Order (Project Confirmation)	50% Net 15	\$74,832.85	\$149,665.70
Upon Vendor Acceptance of Refurbished Trailers	25% Net 15 (Copy of Title provided to District)	\$37,416.42	\$74,832.84
Upon Delivery	25% Net 15	\$37,416.42	\$74,832.84
	<b>100%</b>	<b>\$149,665.69</b>	<b>\$299,331.38</b>

**Fiscal Note:**

This purchase will utilize Belton ISD RFP 2109-775-261 (bid adopted through Central Texas Purchasing Alliance – CTPA) and will be paid with Fine Arts designated FFE Bond Funds. Purchases over \$100,000 require Board of Trustees approval per policy, CH Local.



# Clubhouse Trailer Company

Safety. Efficiency. Innovation.  
ClubhouseTrailers.com

**Wichita Falls ISD**  
1104 Broad Street,  
Wichita Falls, TX 76301

Clubhouse Trailers is proud to present the following quote for your consideration.  
Custom Marching Band Trailer(s) for Wichita Falls ISD

\$149,665.69/ea  
\$299,331.38 for two trailers

## Trailer

- Clubhouse Trailers will source a High Cube Kentucky™ “Moving Van” Semi-Trailer
  - Trailer to be 1999 – 2004 and DOT certified (current FHWA inspection sticker)
  - VIN TBD
  - 53’ trailer length
  - Door configuration varies, but will have a minimum of 3 doors curb-side, 1 door street-side
  - Logistics posts on 16” centers
  - Interior sidewall height is 120”
  - Rear swing doors
  - Belly box configurations varies, but will have a minimum of 2 belly box doors on each side

## Refurbishment

- Clubhouse Trailers will oversee a thorough reconditioning process to include:
  - New translucent roof
  - Skin patches and repairs where necessary
  - Corrosion mitigation
  - ABS Certified and refurbished where necessary including wheel sensors, wiring, module/controller
    - ABS self-test including ABS light illumination verified
  - New hub caps, sight glasses and gaskets
  - Replace all 4 shocks and inspect shock mounts (if equipped)
  - Inspected brake system and components
  - Inspected air bag suspension and components
  - Inspection of electrical system and lighting components
  - New glad hand seals at service panel
  - New 7 pin receptacle at service panel
  - Proper operation of brake slack adjusters
  - Proper landing leg operation
  - Installation of Drōv automatic tire-Inflation system with trailer-mounted alert light where possible
  - Interior nose, ceiling drop step face, and the inside of the rear doors painted white
  - Floor to have a fresh coat of polyurethane applied on existing floor
  - Prepare trailer exterior for new paint by deidentifying the previous graphics, media blasting exterior where needed, and the removal of all holdbacks

- Single color painting of exterior, (no pearl or metallic) paint color to be chosen to compliment the graphic
- Outer wheel hubs removed, prepped, and painted white
- Landing gear painted with a textured black
- Holdbacks (wind latches) for exterior doors and belly boxes reinstalled or replaced as necessary
- New DOT conspicuity tape

### Graphics

- Graphics printed and installed from files created in concert with our Clubhouse Media Manager
- Graphics template will be finalized based on the dimensions of the sourced trailer
- Vinyl all 4 sides
- Full-color digitally printed graphics on 3M™ vinyl with an MCS™ warranty
- Film topcoat for durability and UV resistance to color fade

### Access

- Power retracting stairs from the ground to the nose floor in the #1 curb-side door – All aluminum construction
- Full-width powered ramp
  - Ramp length is 15 feet
  - Ramp capacity is 1,000 pounds with custom plank extrusions for high-grip

### Buildout

- Second floor above the main deck.
- Upper deck to be 28 feet long and will begin at the nose deck step with a split stair
  - Industry standard load bars and ¾" plywood decking
  - High durability commercial carpet on the second floor
  - Custom door spans to allow all door openings to be fully functional
  - Floor-to-floor dimension to be 45" with 41 ½ "clear below the second floor
- Fixed stairs from the nose deck to the second floor
- Powered retracting stairs from the main floor to the upper deck at the tail-end of the upper deck floor – All aluminum construction
- Barn-door railing and gate on the street-side upper deck if trailer is barn door equipped
  - If 52" doors then door bars
- Instrument Shelves
  - 3 sections of 6 foot instrument shelves
  - Each shelf will be beveled back to the wall 5 degrees and covered in an open loop carpet
  - Each individual 6' shelf can accommodate a combination of 5 baritones or mellophones in cases
- Drum Wall
  - Shelves for cased battery percussion to accommodate up to a 10-5-6 instrumentation
  - Each shelf will be beveled back to the wall 5 degrees and covered in an open loop carpet
  - Installation of the "Carrier Carrier" from the ceiling of the nose deck, will accommodate 24 drum carriers
- Guard Drawers
  - A pair of eight foot wide by 4 foot deep on full extension drawer slides
  - Installed in the street side belly boxes
- 2 industrial style fans
  - One at the front of the trailer near the #1 stair, one at the rear of the trailer near the power cabinet
  - Used for circulation air within the trailer while unloading/loading
  - Powered only from shore-power or a generator

### Power Management and Lighting

- 12-volt low-profile interior LED lights upstairs and downstairs
- 12-volt exterior flood lights
- Wall-mounted power center including a charging circuit, batteries, with voltmeter, and low voltage disconnect
- 2 roof-mounted solar panels to maintain battery charge without the need to plug the trailer into generator power or the tractor (200 Watts total)

- Clubhouse signature diamond tread custom rear bumper cover with new LED Stop/Turn/Tail lights with flanges

**Price includes all transportation costs including final delivery to High School or district transportation lot**

**Terms:**

50% Deposit Net 15 upon project confirmation	(eft or paper check)	\$74,832.85/ea \$149,665.70
25% upon acceptance of the refurbished trailers by The Clubhouse	(eft or paper check)	\$37,416.42/ea
The Clubhouse will receive the original Title before converting it to a new Oklahoma Title		\$74,832.84
25% Final Payment Net 15 upon delivery of the trailers	(eft or paper check)	\$37,416.42/ea \$74,832.84

This amount may be impacted by any additional options selected at time of order, or by any change orders requested during the physical build + any surcharges

- Build space is limited and build slots are scheduled on a first-deposit-first-scheduled process. The receipt of the initial 50% deposit will lock-in the first available build slot. Current forecasted delivery is Early-Spring 2024.
- Build timelines and trailer delivery are projected many months ahead and subject to change based on supply chain impacts to the build calendar. The Clubhouse has made significant investments in physical inventory to quell supply chain challenges, but the current climate of sourcing raw materials is chaotic at best. The Clubhouse reserves the right to substitute materials or products, as well as make improvements to products based on innovation, or material availability.
- Graphics are expected to be finalized at least a week before the scheduled In Clubhouse Build Date. Any delay in approval of the art file can lead to a project delay. Please involve stakeholders early in the graphics process.
- Customization of the Trailer and work performed by or on behalf of Seller is covered by a Three-year limited warranty by the Seller for defects in materials and workmanship. Seller further warrants to Buyer that: (a) the Trailer will conform with all specifications provided by Seller to Buyer prior to delivery of the Trailer, (b) the customization of the Trailer will be free of defects in material, workmanship, and design, and (c) the Trailer will comply with all applicable laws and regulations. Materials furnished by Seller in connection with the customization will be of good quality and new. Seller's warranty excludes remedy for damage or defect caused by Buyer's abuse, modifications not executed by Seller or its subcontractors, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. These warranties extend only to Buyer and Wichita Falls ISD and are not transferable. Seller agrees to transfer to Buyer any transferable warranties received by Seller in connection with the purchase of the used Trailer and the components of the buildout. The Buyer acknowledges that it is purchasing a Used Trailer from the Seller. The Seller is conducting a thorough refurbishment using reasonable methods but is not refurbishing to a New condition and as such there is no warranty on the trailer itself, only the components that make up the customized build.
- Trailer tires will be in-compliance of FHWA tread depth standards but may not be in-compliance with your district date code standards. Tire replacement can be quoted separately upon request, but The Clubhouse installed price is likely more expensive than your current fleet agreement for 22.5 inch or 19.5 inch tires.
- Upon acceptance of the quote an agreement between the Buyer and the Seller will be distributed to outline next steps, timing, and responsibilities by both parties.
- Upon delivery of the finished trailer the following original documents will be provided to the Buyer with 15 days of receipt of the final payment:
  - Bill of Sale for the value of the Refurbished Trailer(s) exclusive of the build out and wrap (\$73,000/ea)
  - Executed Oklahoma Title
  - Current FHWA Inspection Report (typically sent with the trailer in the nose document box)
- Local inspections, certified weight tickets, or other required documents will be the responsibility of the Buyer.
- Quote valid for 60 days and then subject to re-quote.
- A processing fee of 2.6% will be added for any credit card transactions (EFT or paper check are preferred)



# Clubhouse Trailer Company

Safety. Efficiency. Innovation.  
ClubhouseTrailers.com

Clubhouse Trailer Company provides safe, efficient and innovative solutions for transportation of marching arts equipment. Our customizable product line is designed to meet the unique needs, size and budget of any program.

## About Clubhouse Trailer Company

Clubhouse Trailer Company officially began in 2010 after the completion of their first trailer, Bulldog One. In 2008, the band director at Edmond Memorial High School asked band dad volunteers Drew Taylor and Jeff Hadley to figure out how to solve her growing program's transportation challenges. Taylor and Hadley embarked on a 2-year effort to evaluate, design and implement a solution that would consider all the risks around students and the loading, unloading, moving and storing more than \$1M in performance equipment. When Bulldog One was finished, it caught the attention of other band programs in Oklahoma and, eventually, other states. Trailer production quickly escalated to full-time, necessitating a 2019 company move to The Clubhouse's current location on the Edmond/Oklahoma City border. Clubhouse Trailer Company was named the overall Greater OKC Chamber Metro 50 winner for being the fastest growing, privately-held company in central Oklahoma in 2019. Our innovative products can be found in states from coast to coast and border to border, supporting high school and college marching bands, drum corps and more.



## Clubhouse Trailer Company Products

Clubhouse Trailer Company's product and design philosophy is driven by a culture of innovation and out-of-the-box thinking, much like the successful marching programs we support. Through creative use of the 4200 cubic feet within a typical 53 foot moving van, The Clubhouse has found ways to provide innovative solutions to the problems that plague marching programs, the most critical one being the safe, effective and efficient use of all available space. We have determined ways to maximize the available square footage based on the unique needs of each marching program, its directors and staff, performers and parents, all while maintaining a sleek and polished exterior set off with subtle design elements that flow together seamlessly.



## The Clubhouse Trailer Company Process

Process is paramount to Clubhouse Trailer Company's success. From project inception to delivery, The Clubhouse strives for constant improvement, innovation and efficiency throughout our team. This begins during the consultation phase to understand the nuanced needs of the program, staff and community at-large. During the conceptual phase, The Clubhouse team engages with key stakeholders to work within budget, time and process constraints in order to develop a highly-usable and efficient solution to meet the specific needs of the program. Upon finalization of the design, the trailer is sourced as either a new or refurbished project. We work exclusively with a trailer broker who has access to a nationwide inventory of trailers in a variety of configurations. Each trailer is DOT certified with all key systems brought to a high standard regulated by the U.S. Department of Transportation according to Volume 5, Chapter III, Subchapter B, Appendix G of the Title 49 Transportation Federal Regulation.

The same diligence and attention is given to the exterior design of the trailer, as our graphics expert works closely with a program to execute on a shared vision for each community showpiece. A trailer is a billboard for a school, and becomes a key component of community pride and goodwill between the district and the communities served.

Exterior paint and graphic processes include:

- Careful and thorough surface prep
- Powerful single-stage paint applied in a climate-controlled, EPA-regulated paint booth
- Durable 3M™ vinyl graphics backed by the 3M™ MCS™ Warranty

Fabrication, installation and testing of all systems ensures the highest quality and functionality for repeated use. Our production materials include:

- High-grade aluminum extrusions and components
- Precision machined fittings, plates and components
- Electric actuator systems specifically engineered for our unique applications
- Prime-grade lumber and plywood
- Industry-standard shoring-bars utilizing the e-track system
- Industry-standard 12-volt power systems with batteries, LED lighting and power distribution systems
- Commercial grade carpet
- Low VOC paints, stains and varnishes

## Clubhouse Trailer Company Terms

Clubhouse Trailer Company is proud to operate as a zero-debt business. This, combined with our nationwide scope and high demand, has created a very specific set of terms used to schedule time for your project in our shop. Upon initiating a project with Clubhouse Trailer Company, we ask for a deposit of 75% to place your project on our calendar. Shop time is scheduled on a first-deposit, first-reserved basis.



Entry and Stair Systems



Full-Width Powered Ramps, a Clubhouse Trailer Company Innovation



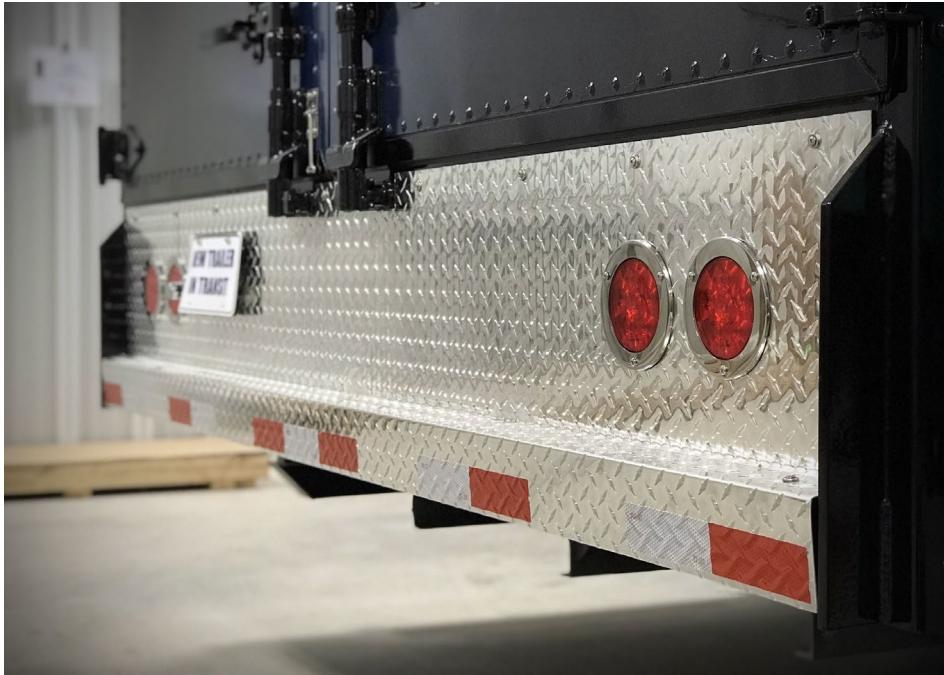
12-Volt Power Systems and LED Lighting



Custom Cabinets and Shelving



Custom Bumper Covers



Integrated Shelves for Sousaphone Cases with Additional Space Above



Color Guard Drawers



Rooftop Solar Panels



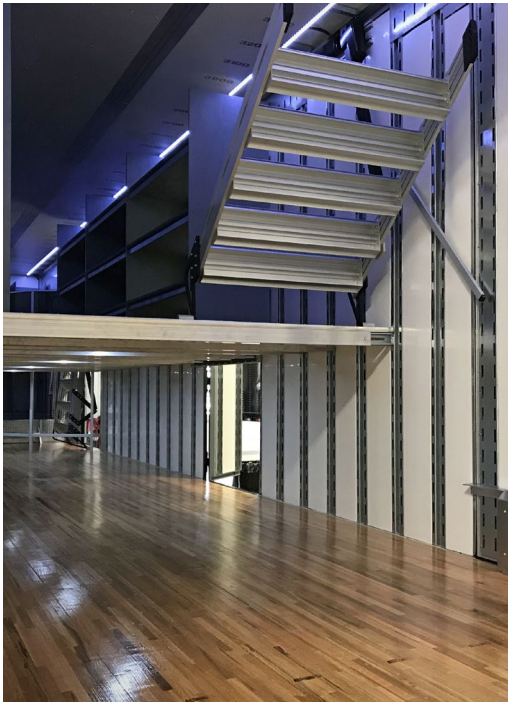
Director's Perch



High Quality Digitally Printed Graphics



Retracting Interior Stairs

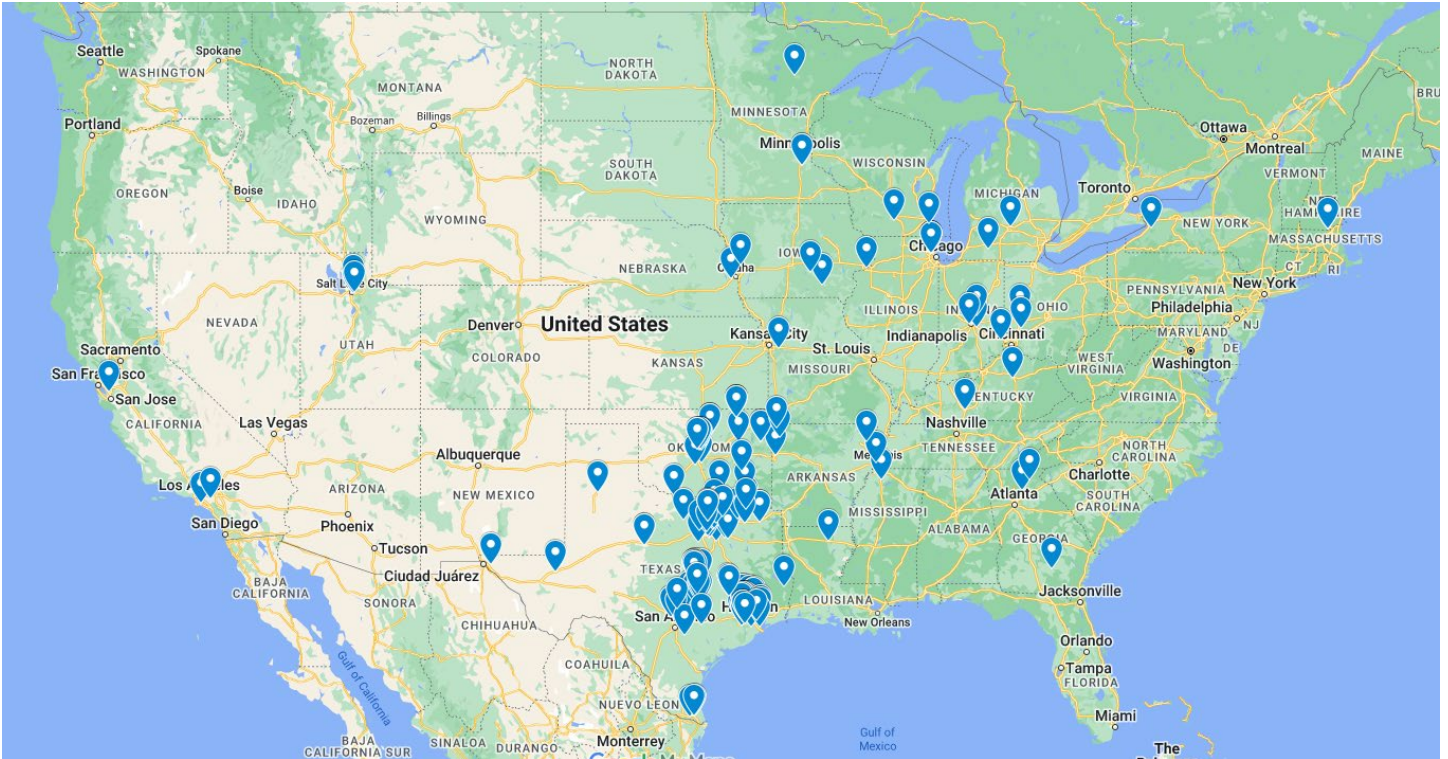


Flying Carpet Interior Moving Floor



Where can you find a Clubhouse Trailer?

Through 2022 The Clubhouse had completed 200 projects throughout 20 states.



**Clubhouse Trailer Company**  
**14625 Santa Fe Crossing Drive**  
**Edmond, Oklahoma 73013**  
[www.clubhousetrailer.com](http://www.clubhousetrailer.com)  
**(572) 500.9010**



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What does it take to go from this:



To this:



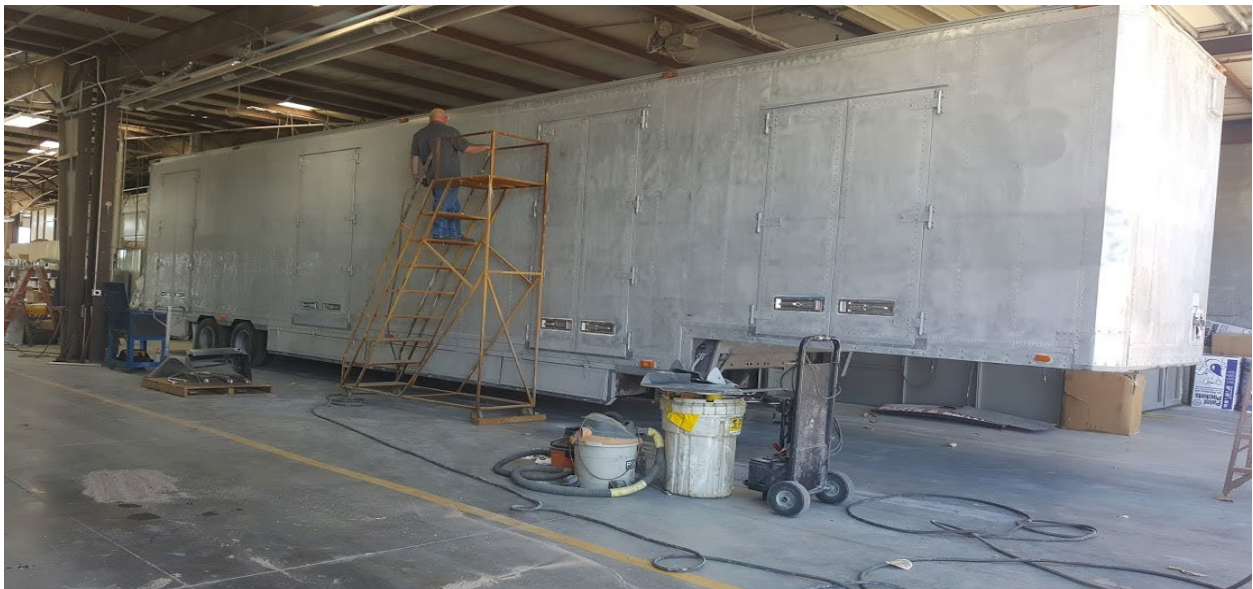
This Atlas Van Lines Trailer was specifically sourced for the North Mesquite project. It is a 1998 Kentucky Moving Van with a 13" step, 4 Belly Boxes and is 53' long. It was selected just the same as all Clubhouse Trailers have been since we started. We begin by working with each program to understand the way they operate, the way the director moves their ensemble, the instrumentation, and finally the growth expectations in years to come.

We then task our exclusive broker to source trailers for us nationally, she and her family are the number one source of used moving vans in the country and have access to a national inventory of one-owner moving vans. There are a couple of keys to sourcing one-owner units: because they have only had one owner, the maintenance standard is typically very high, they bought the trailer new, invested in its upkeep during its depreciation and it has served them well. The seller is usually now ready to upgrade to a newer unit and restart the depreciation timer again. The second key is timing, these gently-used units are typically in a sweet-spot in age, they are generally 18 to 20 years old and have plenty of life left in them. At 20 years old all the major structures and systems are still in prime shape. These units have not been abused, don't show signs of rot and have been well-maintained by their original owner.

Clubhouse standards are very high, and only a small percentage of the trailers available on the market meet our specifications and standards. Clubhouse Trailers is now the largest single consumer of moving vans on the secondary market. We source the cream of the crop for our masterpieces. When we hear that trailers are hard to find, it doesn't come as a surprise to us, because we have already bought all the good ones.

The first step in the journey of a Clubhouse Trailer is our broker's shop. Here they are mechanically checked, and the refurbishment process begins with a brand new roof, a fresh coat of paint on the interior ceiling, the nose and the step. Fresh white paint does wonders for changing the look and feel of the interior of these units. Next a fresh coat of polyurethane is applied to the solid 1 1/2" oak floors to restore the beauty to the hardwood. Meanwhile the exterior skin is being inspected and careful attention is being paid to any corrosion that needs to be managed. Typically, corrosion is cut out, the area is cleaned and primed, and new skin is put in place, any significant body damage is also managed at this time. The undercarriage and all major systems are inspected and repaired: Brakes, Air lines, Suspension, Exterior Lighting, ABS, and Chassis. Now the trailer is ready for the next steps in the process

The Clubhouse has critical relationships with painters several painters across the country to execute the preparation and paint of these rolling behemoths.



The trailer is taken down to bare metal, where any additional areas of concern or corrosion can be addressed. It is then hand-sanded and masked so it can be primed and painted in an EPA regulated paint booth

Once in the booth it is painted with a premium single-stage paint to return it to a gloss finish. People have mistaken our freshly-painted trailers for brand new.

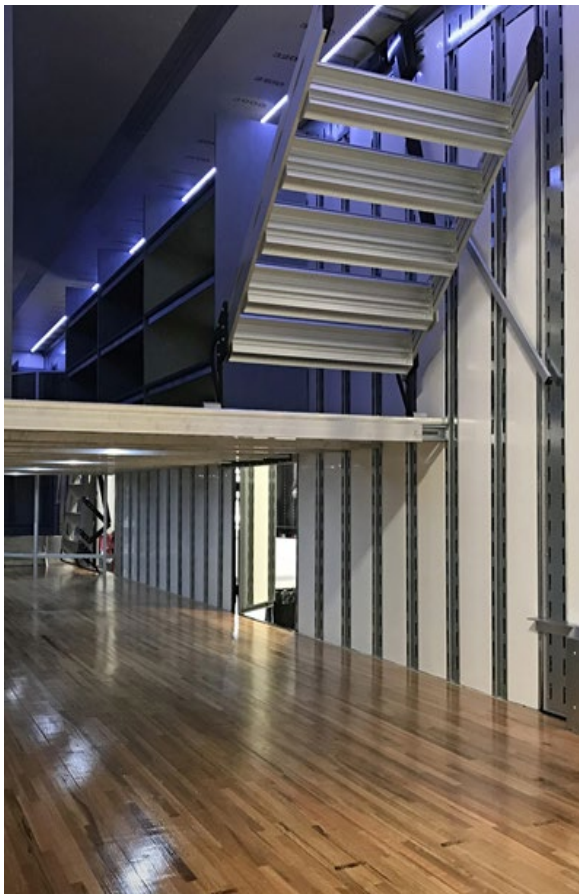


Once the paint has been quality checked and signed off on then The trailers are now ready for another more rigorous inspection, the trailer receives its official DOT inspection as prescribed by the US Department of Transportation according to Volume 5, Chapter III, Subchapter B, Appendix G of the Title 49 Transportation Federal Regulation standard.

While the trailer has been in the shop the graphics have been finalized and ready for the trailer to be delivered to The Clubhouse. Once the trailer arrives at The Clubhouse in Edmond, OK right outside Oklahoma City, a final template is made and adjustments to the art file are completed and approved the full-color digitally-printed vinyl panels that make up the wrap are produced on a specialized printer. We have worked closely with the printer and 3M to specify the vinyl, the ink and the topcoat used in this process to ensure that the vinyl has a 3M™ MSC Warranty™. Once the panels arrive, they are seamed together into a single sheet and installed by our expert installer. He can wrap one of these community showpieces in about a day and a half.



The Clubhouse complex is now comprised of two buildings totaling almost 22,000 dedicated to the safe and efficient movement of marching equipment. As "Ex Band Dads" we understand the plight of shoestring organizations and the need for a better way. That need led to our very first trailer and the architecture that we built into that very first one, is what is still core of our success today.



At the center of a Clubhouse Trailer is the design. The design leads to a specific set of products and features that allow for a nimble use of the space, allowing for the trailer to flex and change as the needs of the ensemble or the needs of the activity change.

The intentional use of an open floor plan gives maximum flexibility to the space, the use of durable materials such as structural aluminum combine strength and a reduction in weight.

From the solar panels on the roof providing green charging energy to the batteries which in turn power our lighting and systems, to the guard drawers nestled into the belly boxes below the trailer, each part of the trailer is highly intentional and serves a purpose in the logistics of the marching arts.

Some of the materials used by The Clubhouse to ensure longevity and low maintenance are:

Structural aluminum, most of our aluminum is domestic

Precision machined plates, structures and assemblies

Custom aluminum extrusions for stairs and ramps

LED interior and exterior lighting

HD Series electric actuators for ramps and stairs

Flexible solar panels

AGM maintenance free batteries

Low VOC finishes, paints, and stains

High durability commercial carpet

Intelligent power management controls

Our Total Electric line of trailers integrate a CAN bus network of logic-based controls





## **Clubhouse Trailer Company**

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Edmond, Oklahoma 73013  
[www.clubhousetrailers.com](http://www.clubhousetrailers.com)

## The Making of a Community Showpiece

You often hear the old saying, “It’s what is on the inside that counts!” While that is true for every trailer we build out, we also strive to put as much emphasis on the outside for each customer that sources their future “community showpiece” through Clubhouse Trailer Company. The artwork can effectively convey an organization’s heritage, spirit, attitude and brand while strengthening community bonds and pride. Whatever the vision may be, we will work with our customers to achieve the desired result... a work of art!

The process of selecting, finalizing, and printing graphics widely varies in method and length of time. Some organizations may already have artwork fully or partially completed, shortening turnaround time, while others may only have vague ideas of what the design could be. For those that are basically starting from scratch, there are ultimately two factors that will determine the process duration: artistic direction and communication. The process described throughout this document will outline the steps taken for all customers, whether they have completed graphics or will work with the Clubhouse design team on bringing their artwork vision to life.

There are four phases in the full design process:

1. Pre-mock-up planning.
2. Design revisions and refinement.
3. Finalized printer approval.
4. Vinyl print and application.

After a customer has received a Clubhouse customized quote the first phase of the design process begins; pre-mock-up planning. Our goal is to work toward as much specific, artistic direction as possible. We start with the basics: colors, text, imagery, logos, etc. We will provide a questionnaire PDF outlining all of the different elements that could be used in the design to help get these items established. We also provide a blank template PDF to illustrate the approximate layout and dimensions on which the artwork will be placed (customers have found it helpful to use the template to sketch out where the design elements could go on the trailer). We also encourage our customers to provide any branding materials, logo files, font types, etc. at this point to speed up the planning process. Even sharing older trailer photos, band uniform/t-shirt designs, or existing trailer art from other schools (as examples for inspiration) will help this phase along.



Once a foundation of selected text and imagery is established, the Clubhouse can get started on an initial mock-up. Turnaround time on this is largely based on the amount of information and detail provided from the customer. The mock-ups are usually delivered via email attachment, and will include close-ups of each side as well as a template layout PDF to illustrate how the design appears on a trailer.



Once the customer has received the initial mock-up, the road to a finalized design will be determined by the number of revisions requested, as well as the speed of communication back-and-forth with the Clubhouse design team. Since we want every customer to be proud of their trailer artwork, we will revise the design as many times as needed to achieve the desired result. The average revision process length is about 1-3 weeks with regular communication.

Once the design has been refined to a final product the artwork files are sent to our local printer where the full-color, digitally-printed vinyl panels that make up the wrap will be produced on a series of specialized printers. We have worked closely with our fleet printer and 3M to specify the vinyl, the ink, and the topcoat used in this process to ensure that the vinyl wrap is warranted by the 3M™ MSC Warranty™ against color fade. When the panels arrive at our shop they are seamed together into a single sheet and installed by our expert installer. He can typically wrap a single trailer in about a day and a half!



**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Applicant Pool		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	Applicant Pool		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the proposed applicant pool as submitted by Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
September 18, 2023**

**CERTIFIED APPLICANT POOL**

Name	Certification	University	Yrs of Exp	Position/Assignment	Previous District
Reynolds, Criseyde	Secondary Science Grades (7-12)	Midwestern State University (Bachelors & Masters)	10	Teacher Hirschi Replacing Tonisha Hedge	Sir Ira Simmons Secondary School
*Northcutt, Luke	All Level Physical Education Grades (EC-12)  Science Grades (4-8)	Midwestern State University	1	Physical Education McNiel Replacing Thomas Murray	Chillicothe ISD

*Asterisk indicates Contract Addendum Required. See key below.*

- \* Enrolled in an Alternative Certification Program*
- \*\* One-year out-of state Certification*
- \*\*\*Emergency Permit*
- \*\*\*\* Non-Renewal Permit*
- DOI = District of Innovation*

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

<b>Agenda Item:</b>	Resolution – Wichita Appraisal District Board of Directors Method of Appointment		
<b>Administrator Responsible:</b>	Donny Lee, Superintendent of Schools		
<b>Attachments:</b>	Resolution		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the Wichita Appraisal District Board of Directors Method of Appointment Resolution as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Due to the recent passage of Senate Bill 2, the Board of Directors of the Wichita Appraisal District met on September 14, 2023 and adopted a resolution to reduce the number of board members from nine to five, effective January 1, 2024. This action requires  $\frac{3}{4}$  of the eligible jurisdictions to pass a resolution affirming this change.

**RESOLUTION  
OF THE BOARD OF TRUSTEES  
OF THE WICHITA FALLS INDEPENDENT SCHOOL DISTRICT**

**WHEREAS**, the method or procedure of selection and appointing of members serving to the Wichita Appraisal District's ("WAD") Board of Directors was previously changed in the 1980's from Texas Property Tax Code § 6.03 to one in accordance with Texas Property Tax Code § 6.031;

**WHEREAS**, Tax Code § 6.031(b) states: "The taxing units participating in an appraisal district may increase the number of members on the board of directors of the district to not more than 13, change the method or procedure for appointing the members, or both, if the governing bodies of three-fourths of the taxing units that are entitled to vote on the appointment of board members adopt resolutions providing for the change";

**WHEREAS**, the WAD's Board of Directors was previously increased in accordance with Tax Code § 6.031 from five members to nine;

**WHEREAS**, Senate Bill 2 of the Second Called Special Session of the 88<sup>th</sup> Texas Legislature added Tax Code Section 6.0301 for Appraisal Districts in a county with a population of 75,000. Wichita County's population is greater than 75,000 according to the 2020 U.S. Census.

**WHEREAS**, when effective, Senate Bill 2 will eliminate Texas Property Tax Code § 6.031 in counties with a population of 75,000 or more and will require changes to the composition of the WAD Board of Directors to be nine members as follows:

- Five directors appointed by the taxing units;
- Three directors elected by majority vote of the public;
- The County Assessor-Collector as an ex officio director.

**WHEREAS**, to be in compliance with the new board composition requirements of Senate Bill 2 when it becomes effective, the WAD's Board of Directors should prepare and decrease the size of appointed members from the current number of 9 to 5 members that are appointed by the taxing units participating in the appraisal district.

**RESOLVED BY THE BOARD OF TRUSTEES OF THE WICHITA FALLS INDEPENDENT SCHOOL DISTRICT:**

1. That the findings and recitals in the preamble of this Resolution are hereby found to be true and correct and are hereby approved and adopted;
2. For the term beginning on January 1, 2024, that the Board of Trustees of the Wichita Falls Independent School District approves the decrease from nine WAD appointed board members to five appointed members, in addition to a member being the county assessor-collector in accordance with § 6.03 or 6.0301 of the Tax Code;
3. That the Board of Trustees of Wichita Falls Independent School District approves the method provided in § 6.03 of the Tax Code to select members serving on the WAD's Board of

Directors;

4. This action voids and rescinds any and all previously agreed upon methods of WAD Board membership selection and composition.

5. The effective date of this resolution shall be immediate upon adoption and shall govern the appointment of WAD Board of Director members for the term beginning on January 1, 2024.

6. Changes enacted by this Resolution remain in effect until changed in a manner provided for by the Texas Property Tax Code or January 1, 2025.

7. That it is hereby found, determined and declared that a sufficient written notice of the date, time, place and subject of the meeting of the Board of Trustees of the Wichita Falls Independent School at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting as required by chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Board of Trustees further ratifies, approves and confirms such written notice and posting thereof.

APPROVED AND ADOPTED this \_\_\_ day of September 2023.

ATTEST:

\_\_\_\_\_  
President  
Board of Trustees,  
Wichita Falls  
Independent School District

\_\_\_\_\_  
Secretary  
Board of Trustees,  
Wichita Falls  
Independent School District

**Certificate for Resolution**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Wichita Falls Independent School District during a regularly scheduled meeting on September \_\_\_\_, 2023. A quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Abstentions: \_\_\_\_\_

To certify which, witness my hand this \_\_\_\_ day of September 2023.

By: \_\_\_\_\_  
President  
Board of Trustees of the  
Wichita Falls Independent School District

THE STATE OF TEXAS     }  
  }  
COUNTY OF WICHITA     }     ACKNOWLEDGMENT

BEFORE ME, a Notary Public, on this day personally appeared, \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and having been sworn, upon her oath stated that he/she is the President of the Board of Trustees of the Wichita Falls Independent School District; that he/she was authorized to execute such instrument pursuant to resolution of the Board of Trustees adopted on September \_\_\_\_, 2023; and that said instrument is executed as the free and voluntary act and deed of such governmental entity for the purposes expressed therein.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the \_\_\_\_\_ day of September 2023.

\_\_\_\_\_  
Notary Public, State of Texas

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**September 18, 2023**

**Agenda Item:** Safety & Security Audit

**Administrator Responsible:** Anthony Smith, Chief of Police

**Attachments:** N/A

Action Needed       Future Action       Presentation       Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees accept the three-year District facility safety and security audit in accordance with Texas Education Code, §37.108(c), for approval as submitted by Anthony Smith, Chief of Police, and recommended by Dr. Donny Lee, Superintendent.

**Explanation:**

In accordance with Texas Education Code, §37.108(b), At least once every three years, each school district or public junior college district shall conduct a safety and security audit of the district's facilities. In accordance with Sec. 37.108(c) a school district shall report the results of the safety and security audit conducted under Subsection (b) to the district's board of trustees and, in the manner required by the Texas School Safety Center, to the Texas School Safety Center.