



PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT

Facilities Project Approval

Name of person submitting this form:			
Today's Date:	9/25/19	Project Number: <small>(assigned by M&O)</small>	E-59 2nd docuSign submitted for same project
I. PROPOSED PROJECT			
Site (School):	Palos Verdes Intermediate School		
Room:	Library	Building Name:	900 Building
Name of Project:	Library upgrades		
Description of Project (please be detailed and attach additional documents if necessary):	New flooring and furniture upgrades to our Library		
Project Deadline: (please allow up to 8 weeks for review /approval depending on the	December 1, 2019		
Is the improvement Temporary or Permanent:	<input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Permanent If Temporary, what is the duration? Explain: Permanent		

II. CATEGORY OF PROJECT	
Facilities/Maintenance/Operations	<input checked="" type="checkbox"/>
Technology	<input type="checkbox"/>

III. TO BE COMPLETED BY REQUESTOR	
Reason or need for Project:	updating
Please describe any District equipment or assistance you will	none needed
Please tell us anything else we should know about this project:	

IV. PRE-PROJECT ASSESSMENT NEEDS (COMPLETED BY DISTRICT)	
Check the following items that are needed:	<input checked="" type="checkbox"/> Site Walk _____ Date completed _____ <input type="checkbox"/> Estimate/Quote _____ Date completed _____ <input type="checkbox"/> DSA Approval _____ Date completed _____

V. FUNDING FOR PROJECT	
Funding Source:	
Type of Funding:	<input type="checkbox"/> Purchased <input type="checkbox"/> Physical Gift <input checked="" type="checkbox"/> Booster Club <input checked="" type="checkbox"/> PTA Fund <input type="checkbox"/> Parent/Community <input type="checkbox"/> Other, please explain: Funding will be equally split between Booster Club and PTSA _____ _____
Estimated Cost:	\$39,000.00
Payment Category:	<input checked="" type="checkbox"/> Direct Pay: to be paid by a non-district account holder only. NO money transacted through the District. <input type="checkbox"/> District account: A District account is being used to facilitate payment.
District Account Code:	

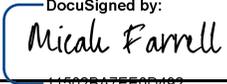
VI. CONTACT INFORMATION – GROUP SPONSORING PROJECT			
Organization Applying:	PVIS Booster Club and PVIS PTSA		
Contact Person:	Micah Farrell		
Contact Phone #'s:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Primary#: (310)251-9041 <input type="checkbox"/> Home <input type="checkbox"/> Work <input checked="" type="checkbox"/> Mobile </td> <td style="width: 50%; border: none;"> Alternate # : (310)544-4816 ext. 200 <input type="checkbox"/> Home <input checked="" type="checkbox"/> Work <input type="checkbox"/> Mobile </td> </tr> </table>	Primary#: (310)251-9041 <input type="checkbox"/> Home <input type="checkbox"/> Work <input checked="" type="checkbox"/> Mobile	Alternate # : (310)544-4816 ext. 200 <input type="checkbox"/> Home <input checked="" type="checkbox"/> Work <input type="checkbox"/> Mobile
Primary#: (310)251-9041 <input type="checkbox"/> Home <input type="checkbox"/> Work <input checked="" type="checkbox"/> Mobile	Alternate # : (310)544-4816 ext. 200 <input type="checkbox"/> Home <input checked="" type="checkbox"/> Work <input type="checkbox"/> Mobile		
Email:	farrellm@pvpusd.net		

VII. TECHNOLOGY UPGRADES	
Is there an electrical outlet on the wall unit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there a network port on the wall unit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there an existing whiteboard being moved?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Patch and Repair Needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Wall painted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Ceiling mounted equipment?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input type="checkbox"/> Drop Ceiling <input type="checkbox"/> Hard Ceiling	Add an electrical outlet? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Add a data port? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there a warranty on equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown
Is there maintenance included with purchase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown
Purchase Order Number used for Purchase	N/A

VIII. PROJECT REVIEW – BUILDING			
To the best of your knowledge, check all that apply to the project.			
	Yes	No	If yes, explain
1. Disturbance of existing building materials.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2. Addition/Deletion/Modifications to Door/Doors.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. Addition/ Deletion/Modifications to Window/Windows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4. Connections to ceilings, walls, beams, etc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5. Disturbance to paint	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6. Mechanical, Electrical and Plumbing changes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Creation/elimination of walls	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. Changes to ventilation systems	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Modifications to Technology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, fill out Section VI.

IX. PROJECT REVIEW – SITE			
	Yes	No	If yes, explain
1. Addition/removal of trees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2. Changes to exterior wall elements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. Changes to security fencing and gates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4. Modifications to irrigation system	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5. Alterations to outdoor lighting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6. Additions/alterations to existing pavements, sidewalks etc	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Changes to or new playground equipment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. Changes to any site furniture.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing furniture to District warehouse and PTSA & Booster Club purchasing new furniture. Work order to fo
9. Changes to accessibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Any other changes not listed above	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

X. ADDITIONAL DOCUMENTS (PLANS, INSURANCE, PROPOSALS, QUOTES, ETC.)	
<p>Please list any documents you are attaching:</p>	

XI. APPROVAL OF PRINCIPAL		
<input checked="" type="checkbox"/> APPROVED	<input type="checkbox"/> DECLINED	<input type="checkbox"/> APPROVED WITH EXCEPTIONS
Signature does not guarantee approval of the project		
<small>DocuSigned by:</small> 		9/25/2019
School Administrator (signature)		Date

XII. DISTRICT DEPARTMENT APPROVAL	
Maintenance and Operations	Approved: <small>DocuSigned by:</small> <i>Terry Kamibayashi</i> 9/25/2019
Accounting	Approved: <small>DocuSigned by:</small> <i>Eva Carino</i> 9/25/2019
Technology	Approved: <small>DocuSigned by:</small> <i>Trent Bahadursingh</i> 9/25/2019
Purchasing	Approved: <small>DocuSigned by:</small> <i>Brenna Terrores</i> 9/25/2019
M&O Comments:	I have provided site with additional quote for flooring. I have received Insurance from vendor with District Additionally Insured
Accounting Comments:	
Technology Comments:	
Purchasing Comments:	Competitive quote was provided for furniture. Please take pictures of existing furniture and share with other sites to see if there is an interest. Movement to the warehouse is subject to space availability.

XIII. FINAL APPROVAL BY BUSINESS SERVICES	
<input type="checkbox"/> APPROVED <input type="checkbox"/> DECLINED <input type="checkbox"/> APPROVED WITH EXCEPTIONS	
Associate Superintendent, Business Services	Date
Printed Name:	
Comments:	

Carpet & Linoleum City
 1204 Redondo Ave
 Long Beach, CA 90804
 (562)597-6626
 linoleumcarpetcity@gmail.com

ESTIMATE

ADDRESS

Steve Farrell
 Palos Verdes School
 Rolling Hills Estates, CA
 90274

SHIP TO

palos Verdes Middle
 School
 Library

ESTIMATE # 2103

DATE 07/02/2019

SALES REP

CHAD

ACTIVITY	QTY	RATE	AMOUNT
MARMOLEUM SUPPLY MARMOLEUM REAL 3131 SCARLET(RED) FOR FIELD 6.7X175 AND 3139 LAVA(GREY) FOR BOARDER 6.7X83	1,728	4.25	7,344.00T
INSTALL PREPRERATION AND INSTALLATION OF SHEET VINYL MARMOLEUM IN LIBRARY.REMOVE AND HAUL AWAY EXSITING CARPET AND FLOAT CEMENT FLOORS AS NEEDED.INSTALL GREY BOARDER AROUND PERIMETER	1	3,300.00	3,300.00
WELDING RODS WELDING RODS AND LABOR TO APPLY RODS INTO LINOLEUM SEAMS (MORE RODS NEEDED FOR BOARDER)	366	1.50	549.00
COVE BASE SUPPLY AND INSTALL 4" RUBBER COVE BASE ALONG WALLS (COLOR BE SELECTED)	160	2.00	320.00
FURNITURE REMOVE AND REPLACE FURNITURE AND BOOK CASES ??????	1	0.00	0.00
ADHESIVE SUPPLY MANUFACTORS ADHESIVE (2-- 4 GALLON BUCKETS)	2	198.59	397.18T

Micah,the boarder work added 150 ln ft more of the welding rods
 and a little more seaming of the material .Also the sales tax on the
 first estimate was wrong.
 I substracted the delivery fee and a few hundred from the labor!!

SUBTOTAL	11,910.18
TAX (9.75%)	754.77
TOTAL	\$12,664.95

Chad

Accepted By

Accepted Date



Company Address	130-A W. Cochran St. Simi Valley, CA 93065 US	Created Date	6/25/2019 9:23 AM
		Expiration Date	7/25/2019
		Quote Number	Q-00866
Prepared By	Michael Hard	Account Name	Palos Verdes Peninsula USD
Email	michael.hard@stseducation-us.com	Contact Name	Micah Farrell
Fax	(888) 801-3381	Phone	(310) 544-4816
		Email	farrellm@pvpusd.net
Bill To Name	Palos Verdes Intermediate School	Ship To Name	Palos Verdes Peninsula USD
Bill To	2161 Via Olivera Palos Verdes Estates, CA 90274	Ship To	Central Warehouse 38 Crest Road West Palos Verdes Estates, CA 90274

Quantity	Product Name	Product Description	Sales Price	Calculated Total Price
2	Scholar Craft Equip	Scholar Craft Ambit 18" High Ottoman - 104	\$1,174.03	\$2,348.06
6	Scholar Craft Equip	Scholar Craft Undulate Bench - 15" High Ottoman - 109	\$761.60	\$4,569.60
9	Scholar Craft Equip	Scholar Craft 18" Round, 18" High Ottoman - 122	\$318.92	\$2,870.28
1	Scholar Craft Equip	Scholar Craft 30" Round, 18" High Ottoman - 130	\$512.39	\$512.39
2	Scholar Craft Equip	Scholar Craft Lounge 45" Wedge Bench - 262X	\$794.59	\$1,589.18
2	Scholar Craft Equip	Scholar Craft Lounge 45" Outside Wedge Chair Armless - 272X	\$882.31	\$1,764.62
3	Scholar Craft Equip	Scholar Craft Method Collaborative Series Tables - Plaque Shape - 60" with 8600 Series Legs - FS949PLAQUE-8600	\$304.99	\$914.97
5	Scholar Craft Equip	Scholar Craft Method Collaborative Series Tables - Rectangle Shape - 24x60 - FS949RE2460-8600	\$202.31	\$1,011.55
2	Scholar Craft Equip	Scholar Craft Method Teachers Desk w/ Mobile Pedestal and 30x60" Desktop Single Pedestal on Casters - TD3060SP	\$580.00	\$1,160.00
2	Scholar Craft Equip	Scholar Craft Method Collaborative Series Tables - Ambit Shape - 30x54 with 8600 Series Legs - FS949AMB-8600	\$214.55	\$429.10
3	Scholar Craft Equip	Scholar Craft Method Collaborative Series Tables - Polygon Shape - 50" with 8600 Series Legs - FS949POLYGON-8600	\$247.19	\$741.57
2	Scholar Craft Equip	Scholar Craft Thrive Task Chair - adj. 17.5-22.5" Star Base Pneumatic Caster Chair - SC510XL	\$106.00	\$212.00
9	Scholar Craft Equip	Scholar Craft Thrive Cafe Height Stool - 29" - SC5129	\$110.67	\$996.03

Quantity	Product Name	Product Description	Sales Price	Calculated Total Price
16	Scholar Craft Equip	Scholar Craft 18"H Thrive Contemporary Polypropylene Ribless Flexible Shell, 14 GA Chrome Frame - SC5118XL	\$49.20	\$787.20
1	LTL Shipping	LTL Shipping & Labor	\$3,889.00	\$3,889.00

Total Price \$23,795.55

Tax \$1,891.12

Grand Total \$25,686.67

All sales are subject to applicable sales tax at the time of shipment.

Financing options available on Approved Credit.

STS stands behind the products and services we provide. For more information on our complete suite of warranties and guarantees, click [here](#).

<https://www.stseducation-us.com/>