

Business Committee Meeting

Monday, April 9, 2012 4:30 PM

Board Room
1519 10th St
Gering, NE 69341



Minutes

1. Attendance

Also in attendance was Tim Meisner.

2. Review Bills & Financials

4:33 - Miles moved to approve the district bills as presented. Brunner seconded the move and the motion carried. Miles asked Meisner to review the date listed on the trial balance summary.

3. Legal Publications (bill listing)

After a discussion about the rising costs of legal publications, the committee determined that the list of claims will be submitted to the Gering Citizen in text form instead of in spreadsheet form. Nebraska State Education Law Statute 79-580 was cited.

4. Approve Anderson & Shaw Application for Payment

Miles made a motion to approve Anderson & Shaw's application for payment #11 in the amount of \$460,900.32. Retainage percentages and amounts were discussed. Brunner seconded the motion and it carried. The application for payment will be forwarded to the full board for authorization.

5. Recommendation to Approve Purchase of Dishwasher at High School

Meisner explained that dishwasher replacement bids had been received and reviewed. The Committee was presented with a quote from Chemical Sanitizing Systems, Ltd. Meisner will find out what installation costs will be from the plumber and electrician. Brunner made a motion to approve the replacement of a dishwasher at the High School in the amount of \$11,067.31. Miles seconded the motion and it carried. Miles asked Meisner to provide specific data on the district's lunch account, including free and reduced figures.

6. Recommendation to Approve Purchase of Cafeteria Tables at Jr. High

Meisner explained that options for the replacement of cafeteria tables at the Jr. High have been narrowed down. The lowest bid arrived from CSI, who can provide the round tables for a cost of \$21,850.00. Brunner made a motion to purchase 23 tables for the amount of \$21,850, delivered to our dock from CSI Western Region. Miles seconded the motion and it carried.

7. Recommendation to Approve Contract Extension with Computer Information Concepts

Meisner explained that it is time for the district renew the annual contract for Infinite Campus. The renewal also includes the "Pay Schools Account". Copsey asked if multiple students could be pooled as one household. Copsey also asked if the software provides automated communication or if food services staff manually sends out letters of overdraft to parents. Miles made a motion to approve the annual contract for Infinite Campus in the amount of \$29,821.00. Brunner seconded the motion and it carried.

8. **Adjournment**

**Gering Public Schools
Building Fund
3/31/2012**

Cash Balance	3/31/2012	\$ 1,033,916.64
Projected Revenue		
Taxes	03/31/12-08/31/12	\$ 220,000.00
Interest	03/31/12-08/31/12	<u>\$ 1,200.00</u>
Total		<u>\$ 221,200.00</u>
Projected Expenses		
Lincoln Ele,entary		\$ -
		<u>\$ 250,000.00</u>
Total		<u>\$ 250,000.00</u>
Cash Balance	3/31/2012	<u>\$ 1,005,116.64</u>

**Gering Public Schools
Depreciation Fund
3/31/2012**

Cash Balance	3/31/2012	\$ 1,238,002.18
Projected Revenue		
Interest	03/31/12-08/31/12	<u>\$ 5,000.00</u>
Total		<u>\$ -</u>
		<u>\$ 1,243,002.18</u>
Projected Expenses		
Window project High School		\$ -
Lincoln Elementary		\$ 190,500.00
		<u>\$ 250,000.00</u>
Total		<u>\$ 440,500.00</u>
Cash Balance	3/31/2012	<u>\$ 797,502.18</u>

**Gering Public Schools
BABS Lincoln Bond Fund
3/31/2012**

Cash Balance 03/01/2012	\$	2,826,090.20
Revenue		
treasury note interest	\$	-
Interest February, 2012	\$	-
<hr/>		
Total	\$	2,826,090.20
Expenses		
	\$	-
Andersc Anderson & Shaw	\$	598,139.48
Hewgle, Hewgley & Assoc	\$	23,621.36
Sweeney & Associates	\$	8,741.54
Total	\$	<u>630,502.38</u>
Cash Balance	#	<u>2,195,587.82</u>

SCHEDULE OF INVESTMENTS HELD

AS OF MARCH 31, 2012

Depository	Number	Fund	Amount	Rate	Date of Issue	Date of Maturity
Platte Valley	7020107	General	\$266,586.37	1.300%	08-12-09	08-12-12
Valley Bank	1097689	General	\$151,513.03	1.000%	11-26-08	11-26-12
Valley Bank	1097654	Depreciation	\$298,055.41	1.350%	10-24-08	10-24-12
Valley Bank	1097688	Depreciation	\$314,978.88	1.690%	11-26-08	11-26-12
Valley Bank	1097653	Depreciation	\$119,222.16	1.350%	10-24-08	10-24-12
Valley Bank	1097480	Depreciation	\$214,879.91	1.100%	03-18-08	03-18-13
Valley Bank	1097261	Activity-Whitney Parr	\$33,488.72	1.490%	08-16-07	08-16-13
US Bank	3505001614 83	Activity-Twyla Fulk	\$5,571.32			08-06-12
Valley Bank	1097748	Activity-Booster Club (Flex)	\$7,377.06	2.230%	02-17-09	02-17-13
US Bank	3057902347 88	Activity-Don Childs	\$5,001.86	0.250%		09-24-12

THE MONTH ENDING MARCH 31, 2012
TRIAL BALANCE SUMMARY

target \$650K target \$750k

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	COOP
10/01/11 Balance	\$3,737,109.68	\$1,019,924.52	\$1,279,940.87	\$8,118.34	\$16,238.45	\$22,424.95	\$283,685.75	\$66,324.14	\$209.94
CD Deposit									
+									
MARCH RECPTS	\$1,692,581.25	\$13,989.12	\$707.23	\$0.00	\$236.63	\$0.09	\$25,001.19	\$83,594.50	\$0.00
+									
RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
=									
AVAILABLE FUNDS	\$5,429,690.93	\$1,033,913.64	\$1,280,648.10	\$8,118.34	\$16,475.08	\$22,425.04	\$308,686.94	\$149,918.64	\$209.94
-									
MARCH EXPENSE	\$1,550,271.58	\$0.00	\$42,645.92	\$4,490.69	\$0.00	\$5.00	\$32,366.98	\$77,011.61	\$0.00
-									
EXPENSE ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
=									
RECEIPT-EXP BALANCES	\$3,879,419.35	\$1,033,913.64	\$1,238,002.18	\$3,627.65	\$16,475.08	\$22,420.04	\$276,319.96	\$72,907.03	\$209.94

IMPREST	\$25,310.21								
PAYROLL	\$134.63								
CASH AT COUNTY	\$1,665,944.44	\$145,485.20			\$1,260.61				
+									
REGULAR CHECKING	(\$87,481.39)			\$3,627.65			(\$4,337.67)	(\$65,835.65)	\$209.94
+									
MMA ACCOUNT	\$1,592,524.79	\$888,428.44	\$290,865.81		\$15,214.47	\$22,420.04	\$229,218.68	\$138,742.68	
+									
IMPREST SUSPENSE	\$25,310.21								
+									
DUE TO/FROM OTHER FUNDS	\$262,731.23								
+									
CD'S + or - A/R or (A/P)	\$421,034.25		\$947,136.37				\$51,438.96		
=									
FUND BALANCES	\$3,879,419.35	\$1,033,913.64	\$1,238,002.18	\$3,627.65	\$16,475.08	\$22,420.04	\$276,319.97	\$72,907.03	\$209.94

THE MONTH ENDING MARCH 29, 2012
TRIAL BALANCE SUMMARY- YEAR-TO-DATE

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	COOP
9/1/2011 Balance	\$3,541,787.32	\$819,346.88	\$1,361,437.21	\$284.34	\$14,310.95	\$32,271.03	\$238,921.95	\$55,140.52	\$209.94
CD Deposit									
+ YTD RECPTS	\$12,002,917.47	\$214,566.76	\$6,271.94	\$10,805.50	\$2,164.13	\$0.78	\$305,974.14	\$616,936.86	\$0.00
+ RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= AVAILABLE FUNDS	\$15,544,704.79	\$1,033,913.64	\$1,367,709.15	\$11,089.84	\$16,475.08	\$32,271.81	\$544,896.09	\$672,077.38	\$209.94
- YTD EXPENSE	\$11,665,285.44	\$0.00	\$129,706.97	\$7,462.19	\$0.00	\$9,851.77	\$271,888.13	\$599,170.35	\$0.00
- EXPENSE ADJ		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,312.00)	\$0.00	\$0.00
= RECEIPT-EXP BALANCES	\$3,879,419.35	\$1,033,913.64	\$1,238,002.18	\$3,627.65	\$16,475.08	\$22,420.04	\$276,319.96	\$72,907.03	\$209.94

IMPREST	\$25,310.21								
PAYROLL	\$134.63								
CASH AT COUNTY	\$1,665,944.44	\$145,485.20			\$1,260.61				
+ REGULAR CHECKING	(\$87,481.39)			\$3,627.65			(\$4,337.67)	(\$65,835.65)	209.94
+ MMA ACCOUNT	\$1,592,524.79	\$888,428.44	\$290,865.81		\$15,214.47	\$22,420.04	\$229,218.67	\$138,742.68	
+ IMPREST SUSPENSE	\$25,310.21								
+ DUE TO/FROM OTHER FUNDS	\$262,731.23								
+ CD'S	\$421,034.25		\$947,136.37				\$51,438.96		
+ or - A/R or (A/P)	(\$26,089.02)								
= FUND BALANCES	\$3,879,419.35	\$1,033,913.64	\$1,238,002.18	\$3,627.65	\$16,475.08	\$22,420.04	\$276,319.96	\$72,907.03	\$209.94

THE MONTH ENDING MARCH 31, 2011
TRIAL BALANCE SUMMARY-MARCH

target \$650K target \$750K

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	COOP
01/1/11 Balance	\$3,828,697.26	\$799,960.39	\$1,416,819.41	\$5,588.07	\$61,896.73	\$34,801.70	\$291,142.14	\$31,953.24	\$209.94
CD Deposit									
+									
MARCH RECPTS	\$1,206,984.72	\$15,668.99	\$809.99	\$4,470.00	\$131.31	\$1.47	\$10,917.04	\$93,340.91	\$0.00
+									
RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
=									
AVAILABLE FUNDS	\$5,035,681.98	\$815,629.38	\$1,417,629.40	\$10,058.07	\$62,028.04	\$34,803.17	\$302,059.18	\$125,294.15	\$209.94
-									
MARCH EXPENSE	\$1,506,548.77	\$135,920.55	\$0.00	\$3,557.43	\$50,000.00	\$0.00	\$22,382.84	\$91,868.39	\$0.00
-									
EXPENSE ADJ		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$128.10)	\$0.00
=									
RECEIPT-EXP BALANCES	\$3,529,133.21	\$679,708.83	\$1,417,629.40	\$6,500.64	\$12,028.04	\$34,803.17	\$279,676.34	\$33,553.86	\$209.94

IMPREST	\$37,787.07								
PAYROLL	\$0.00								
CASH AT COUNTY	\$1,665,944.44	\$145,485.20			\$1,260.61				
+									
REGULAR CHECKING	(\$68,050.40)			\$6,500.64			\$966.20	\$2,062.58	\$209.94
+									
MMA ACCOUNT	\$1,475,445.39	\$534,223.63	\$478,504.17		\$10,767.43	\$34,801.70	\$228,029.37	\$31,491.28	
+									
IMPREST SUSPENSE	\$20,132.92								
+									
DUE TO/FROM OTHER FUNDS									
+									
CD'S + or -	\$414,649.70		\$939,125.23				\$50,680.77		
A/R or (A/P)	(\$16,775.91)								
=									
FUND BALANCES	\$3,529,133.21	\$679,708.83	\$1,417,629.40	\$6,500.64	\$12,028.04	\$34,801.70	\$279,676.34	\$33,553.86	\$209.94

THE MONTH ENDING MARCH 31, 2011
TRIAL BALANCE SUMMARY- YEAR-TO-DATE

target \$650K target \$750K

	GENERAL	BUILDING	DEPREC'N	FEE	QUALIFIED CAPITAL	EMPL BEN	ACTIVITY	CAFETERIA	COOP
9/1/2010 Balance	\$3,453,396.81	\$631,308.78	\$1,588,109.95	\$422.72	\$59,932.64	\$43,258.12	\$257,558.01	\$10,812.67	\$21,824.00
CD Deposit									
+									
YTD RECPTS	\$10,915,880.51	\$244,230.29	\$10,662.06	\$11,121.00	\$2,095.40	\$11.42	\$243,171.20	\$598,665.45	\$0.00
+									
RECPT ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
=									
AVAILABLE FUNDS	\$14,369,277.32	\$875,539.07	\$1,598,772.01	\$11,543.72	\$62,028.04	\$43,269.54	\$500,729.21	\$609,478.12	\$21,824.00
-									
YTD EXPENSE	\$10,840,144.11	\$195,830.24	\$181,142.61	\$5,043.08	\$50,000.00	\$8,466.37	\$221,052.87	\$578,052.36	\$21,534.93
-									
EXPENSE ADJ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$128.10)	\$79.13
=									
RECEIPT-EXP BALANCES	\$3,529,133.21	\$679,708.83	\$1,417,629.40	\$6,500.64	\$12,028.04	\$34,803.17	\$279,676.34	\$31,553.86	\$209.94

IMPREST	\$37,787.07								
PAYROLL	\$0.00								
CASH AT COUNTY	\$1,665,944.44	\$145,485.20			\$1,260.81				
+									
REGULAR CHECKING	(\$68,050.40)			\$6,500.64			\$966.20	\$2,062.58	209.94
+									
MMA ACCOUNT	\$1,475,445.39	\$534,223.63	\$478,504.17		\$10,767.43	\$34,803.17	\$228,029.37	\$31,491.28	
+									
IMPREST SUSPENSE	\$20,132.92								
+									
DUE TO/FROM OTHER FUNDS									
+									
CD'S	\$414,649.70		\$939,125.23				\$50,680.77		
+ or -									
A/R or (A/P)	(\$16,775.91)								
=									
FUND BALANCES	\$3,529,133.21	\$679,708.83	\$1,417,629.40	\$6,500.64	\$12,028.04	\$34,803.17	\$279,676.34	\$33,553.86	\$209.94

§ 79-580. Class I, II, III, and VI school district; board of education; claims against; record of proceedings; secretary; duty to publish.

The secretary of the school board or board of education of each Class I, II, III, and VI school district having an annual budget of one hundred thousand dollars or more shall, within ten days after any regular or special meeting of the board, publish one time in a legal newspaper published in or of general circulation in such district a list of the claims, arising on contract or tort, allowed at the meeting. The list shall set forth the name of the claimant and the amount and nature of the claim allowed, to consist of not more than ten words in stating the nature of each such claim. The secretary shall likewise cause to be published a concise summary of all other proceedings of such meetings. Publication of such claims or proceedings in a legal newspaper shall not be required unless the publication can be done at an expense not exceeding the rates provided by law for the publication of proceedings of county boards.

Source: Laws 1972, LB 1255, § 1; R.S.1943, (1994), § 79-552; Laws 1996, LB 900, § 333.

§ 79-581. Class I, II, III, or VI school district; publication of claims and summary of proceedings; noncompliance by secretary; penalty.

The secretary of any school board or board of education of a Class I, II, III, or VI school district failing or neglecting to comply with the provisions of section 79-580 shall be guilty of a Class V misdemeanor. In the discretion of the court, the judgment of conviction may provide for the removal from office of such secretary for such failure or neglect.

Source: Laws 1947, c. 274, § 2, p. 879; R.S.Supp.1947, § 79-604.02; Laws 1949, c. 256, § 198, p. 755; Laws 1977, LB 39, § 254; R.S.Supp.1980, § 79-514; R.S.1943, (1994), § 79-703.01; Laws 1996, LB 900, § 334; Laws 1997, LB 347, § 17.

§ 79-582. Class IV school district; secretary of the board of education; duties.

The secretary of the board of education of a Class IV school district shall (1) be present at all meetings of the board of education, (2) keep an accurate journal of its proceedings, and (3) perform all other duties the board of education may require.

Source: Laws 1917, c. 225, § 11, p. 552; C.S.1922, § 6620; C.S.1929, § 79-2611; R.S.1943, § 79-2611; Laws 1949, c. 269, § 2, p. 884; Laws 1949, c. 256, § 213, p. 761; R.S.1943, (1971), § 79-526; Laws 1971, LB 450, § 5; Laws 1986, LB 84, § 2; R.S.1943, (1994), § 79-909; Laws 1996, LB 900, § 335.

§ 79-583. Class V school district; school board; secretary; oath; bond; duties.

The secretary of the school board of a Class V school district shall be present at all meetings of the board, keep an accurate journal of the proceedings, take charge of its books and documents, countersign all warrants for school money drawn upon the treasurer of the school district by order of the board, and perform all other duties the board may require. Before entering into the discharge of his or her duties the secretary of the board shall give bond in the sum of not less than ten thousand dollars, with good and sufficient sureties, and shall take and subscribe an oath or affirmation before a proper officer that he or she will

support the Constitution of Nebraska and faithfully perform the duties of his or her office.

Source: Laws 1891, c. 45, § 11, p. 320; R.S.1913, § 7019; C.S.1922, § 6650; C.S.1929, § 79-2713; R.S.1943, § 79-2714; Laws 1949, c. 256, § 259, p. 778; Laws 1951, c. 284, § 1, p. 950; R.S.1943, (1994), § 79-1004.03; Laws 1996, LB 900, § 336; Laws 2001, LB 797, § 16.

§ 79-584. Class V school district; board of education; disbursements; how made; accounts; audit.

All accounts of a Class V school district shall be audited by the secretary of the board of education and approved by a committee to be named the committee on claims. No expenditures greater than one thousand dollars shall be voted by the board, except in accordance with the provisions of a written contract, and no money shall be appropriated out of the school fund except on a recorded affirmative vote of a majority of all the members of the board. All money belonging to the school district in the hands of the county treasurer shall be accounted for and disbursed directly to the board of education in accordance with section 23-1601.

Source: Laws 1891, c. 45, § 15, p. 322; Laws 1903, c. 97, § 1, p. 555; R.S.1913, § 7021; C.S. 1922, § 6652; C.S. 1929, § 79-2715; R.S.1943, § 79-2716; Laws 1949, c. 271, § 3, p. 889; Laws 1949, c. 256, § 262, p. 779; Laws 1996, LB 604, § 10; R.S.1943, (1994), § 79-1005; Laws 1996, LB 900, § 337.

§ 79-585. Class VI school district; board of education; assistant secretary; compensation.

The school board in a Class VI school district shall select an assistant secretary, who shall not be a member of the board, at a salary to be fixed by the board.

Source: Laws 1949, c. 256, § 298, p. 792; R.S.1943, (1994), § 79-1104; Laws 1996, LB 900, § 338.

§ 79-586. Class I, II, III, IV, or VI school district; treasurer; bond or insurance; filing; failure to give; effect.

The treasurer of each Class I, II, III, IV, or VI school district shall, within ten days after his or her election, execute to the county and file with the secretary a bond or evidence of equivalent insurance coverage of not less than five hundred dollars in any instance and not more than double the amount of money, as nearly as can be ascertained, to come into his or her hands as treasurer at any one time, which bond shall be signed by either a personal surety or a surety company or companies of recognized responsibility as surety or sureties, to be approved by the president and secretary, conditioned for the faithful discharge of the duties of the office. The bond when approved or evidence of equivalent insurance coverage shall be filed by the secretary in the office of the county treasurer of the county in which the school district is situated. If the treasurer fails to execute such bond or provide evidence of such insurance coverage, the office shall be declared vacant by the school board or board of education and the board shall immediately appoint a treasurer who shall be subject to the same conditions and possess the same powers as if elected to that office. The treasurer shall have no power or authority to withdraw or disburse the money of the district prior to filing the bond or evidence of equivalent insurance coverage provided for in this section.

Source: Laws 1881, c. 78, subdivision IV, § 4, p. 346; Laws 1883, c. 72, § 6, p. 291; R.S.1913, § 6766; C.S.1922, § 6307; C.S.1929, § 79-404; R.S.1943, § 79-

TO OWNER: Gering Public Schools
1800 8th Street
Gering, NE 69341

PROJECT: New Lincoln Elementary School
1725 13th Street
Gering, NE 69341

APPLICATION NO: 11

Distribution To:

- X OWNER
X ARCHITECT
X CONTRACTOR
AGENCY

PERIOD TO: March 31, 2012

PROJECT NO:

CONTRACT DATE: May 2, 2011

FROM CONTRACTOR: Anderson & Shaw Construction, Inc.
710 Avenue I
Scottsbluff, NE 69361

VIA ARCHITECT: Joseph R. Hewgley & Associates, Inc.
702 South Bailey
North Platte, NE 69101

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached

- 1. ORIGINAL CONTRACT SUM \$6,810,986.25
2. Net change by Change Orders \$ 45,509.61
3. CONTRACT SUM TO DATE (Line 1 + 2) \$6,856,495.86
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$6,110,310.68
5. RETAINAGE:
a. 10 % of Completed Work \$ 606,065.58
b. 10 % of Stored Materials \$ 4,965.49
Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 611,031.07
6. TOTAL EARNED LESS RETAINAGE \$5,499,279.61
7. LESS PREVIOUS CERTIFICATES PAYMENT (line 6 from prior Certificate) \$5,038,379.29
8. CURRENT PAYMENT DUE \$ 460,900.32
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$1,357,216.25

Handwritten calculation: 1357 / 6858 = 19% REMAINING

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

By: [Signature] Date: 3-26-12
State of: Nebraska County of: Scotts Bluff
Subscribed and sworn to before me this 26th day of March, 2012.

Notary Public: [Signature]



My Commission expires: 4/16/2012

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 460,900.32

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

ARCHITECT: Joseph R. Hewgley & Associates, Inc.

By: [Signature] Date: 4/3/12

Handwritten note: 4-3-12 OK BRS

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

Table with 3 columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTIONS. Rows include This Month, TOTALS from previous months, and NET CHANGES by Change Order.



Jim Warren

Sales/Service Representative

Home 308 436 3537

cell 308 641 1621

Highway 75 South
P.O. Box 156
Le Mars, Iowa 51031-0156

Fax (712) 546-6758
Office (712) 546-8185
National WATS 1-800-831-0955

SANITIZING SYSTEMS, LTD.

Order and Follow-Up Report

count 68341002

Address 1500 U Street

City, State Gering, Ne. 69341

Contact Person _____

Salesman Jim Warren 1-800-831-0955

Supervisor Home 308-436-3537 cell 308-641-1621

Follow-Up	Check Appropriate Lines	Date Needed
Area Manager	<input checked="" type="checkbox"/>	
Regional Manager	<input type="checkbox"/>	
Survey	<input checked="" type="checkbox"/>	
Proposal	<input checked="" type="checkbox"/>	
Sales Presentation	<input type="checkbox"/>	
Other	<input type="checkbox"/>	

(Current Purveyor(s)) _____

(Dish Machine Type) _____

(Laundry Dispensing Type) _____

(Hot Dish Dispensing Type) _____

(Mix Station Type) _____

(Other) _____

(Other) _____

PRODUCT	PACKAGE	PRICE	DILUTION OF PRODUCT
ADCH4" conveyor Dishwasher	1	10,416 ⁰⁰	208-3Phase HOT Temp Right HAND Feed
Table shut off Switch	1	225 ⁰⁰	
TR3 Pegged RACKS	5	123 ⁰⁵	
TR2 Combination RACK	1	246 ¹	
TR1 Open Bowl + Cup RACK	1	246 ¹	
Silverware BASKet	1	29 ⁰⁴	

Freight charge

225⁰⁰

Description of Call: (Include any quotes or special info)

11,067³¹ Total

CSS Sales/service rep. will set Dishwasher, hook up chemical dispensing equipment + water levels at no additional charge.

* 1-2 weeks del. of dishwasher after order is sent in.

Customer is responsible for ANY plumbers + electricians needed for Installation

(Use additional sheet if necessary)

(Write Clearly)

Handwritten signature: Jim Warren

Tim Meisner

From: Spahr, Roger <Roger.Spahr@nebraska.gov>
Sent: Monday, March 12, 2012 3:46 PM
To: .net
Subject: Uniframe Table

Tim:

I see what I did wrong, I did not put the s behind school. Sorry, if you have any question please let me know?
Tables that we sold to the Scottsbluff School was

1. Round Table w/stool seats, thermoset plastic-perfect edge 60" diameter
UFRD58/PR/BL/CX/ height/ surface finish/ seat color
29? _____
deliver to your directed if you have a dock or fork lift
Cost \$950.00 each 23 = \$21,850.00

If you have any question please let me know?
Thanks and have a great day

*Roger Spahr
CSI Western Region Sales Consultant
May your troubles be less, your blessings more,
and may nothing but happiness come through your door.
Work Phone # 402-326-0626
Ogallala Office Fax # 308-284-8063*

Purchase Order

Gering Public Schools
 1800 8th Street
 Gering NE 69341

No. 2546

Changes to any items or prices must be approved before shipping order.
 Bill only for merchandise shipped.

For invoices received by the 20th, payment will be sent on the 3rd Tuesday of the following month.

IMPORTANT - PURCHASE ORDER NUMBER & SCHOOL MUST APPEAR ON ALL INVOICES, PACKAGES AND CORRESPONDENCE.

P.O. Date: 04/04/2012
P.O. Issued To :

Questions ? Michelle Wilson (308) 436-3125

Ext: Account:
Ship To:

Computer Information Concepts, Inc.
 2843 31st Avenue
 Greeley CO 80631

Gering Public Schools-Central Office
Attn: Russ Hamer
 1800 8th Street
 Gering NE 69341
 (308) 436-3125

Contact: Location: Technology
Phone: Fax: **Project:** None **Req#** 2610

Reference: **Date Required:** 04/13/2012 **Award Number:**

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	0.5	1		Inifinite Campus Base Applications	01.2.1136.0494.1.00.06 STUDENT INFORMATION SYST	12,906.00	6,453.00	0.00	0.00
2	0.5	1		Inifinite Campus Base Applications	01.2.1136.0494.2.00.06 STUDENT INFORMATION SYST	12,906.00	6,453.00	0.00	0.00
3	0.5	1		Hosted- On-Site Server	01.2.1136.0494.1.00.06 STUDENT INFORMATION SYST	5,000.00	2,500.00	0.00	0.00
4	0.5			Hosted- On-Site Server	01.2.1136.0494.2.00.06 STUDENT INFORMATION SYST	5,000.00	2,500.00	0.00	0.00
5	0.5			Food Service Software	01.2.1136.0494.1.00.06 STUDENT INFORMATION SYST	4,302.00	2,151.00	0.00	0.00
6	0.5			Food Service Software	01.2.1136.0494.2.00.06 STUDENT INFORMATION SYST	4,302.00	2,151.00	0.00	0.00
7	0.5			CIC On-Line Payment interface to payschools	01.2.1136.0494.1.00.06 STUDENT INFORMATION SYST	300.00	150.00	0.00	0.00
8	0.5			CIC On-Line Payment interfac	01.2.1136.0494.2.00.06 STUDENT INFORMATION SYST	300.00	150.00	0.00	0.00
9	0.5			Software support and updates- 12 mo.	01.2.1136.0494.1.00.06 STUDENT INFORMATION SYST	7,313.00	3,656.50	0.00	0.00
10	0.5			Software support and updates- 12 mo.	01.2.1136.0494.2.00.06 STUDENT INFORMATION SYST	7,313.00	3,656.50	0.00	0.00

Approval Log

Approved By	Date	Notes
mwilson	03/29/12	Requisition Submitted for Approval
inewberry	04/03/12	
tmeisner	04/04/12	
tmeisner	04/04/12	Purchase Order Created

APPROVAL SIGNATURES: _____

Sub-Total:	29,821.00
Freight:	0.00
Tax:	0.00
Total Amount:	29,821.00

NOTES:

Order Via: Mail
FILE COPY