

**South Davis Recreation District**

**Board Meeting**

July 20<sup>th</sup>, 2020

2:00 p.m.

**REVISE NOTICE OF AND AGENDA FOR** the South Davis Recreation District Board meeting to be held at 550 N 200 W at the South Davis Recreation Center and via electronic means at the date and time given above to help those who prefer not to attend in person. Social distancing measures will be in place. The public is invited to join electronically and can do so by emailing [mary@southdavisrecreation.com](mailto:mary@southdavisrecreation.com) to ask for the information on joining the meeting.

**AGENDA**

1. Welcome
2. Citizen Matters
3. Review & Approval of Expenditures/Financial Statement Review for May 2020
4. Janitorial Vendor Award and Resolution
5. Project Design Vendor Discussion and Selection
6. CARES ACT Funding Request to District Cities
7. COVID-19 Discussion and Update
8. Executive Director Report
9. Other Matters
10. Next Board Meeting – **August 17<sup>th</sup>, 2020**
11. Adjourn

**SOUTH DAVIS RECREATION DISTRICT**  
**Cash Disbursements Submitted For Approval**  
**For the Period June 1 - 30, 2020**

AGENDA ITEM # \_\_\_\_\_

VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
<b><u>Payroll &amp; Electronic Disbursements:</u></b>				
1 UTAH STATE RETIREMENT SYSTEM	URS ACH DEPOSIT OF RETIREMENT MONEY FOR PPE 05/23/2020	ACH	6/1/2020	5,964.94
2 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL CHECKS (employees not pd via dir deposit) PPE 06/06/2020	18688-18717	6/12/2020	2,946.76
3 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL (those paid via direct deposit) PPE 06/06/2020	ACH	6/12/2020	65,029.25
4 INTERNAL REVENUE SERVICE	FED TAX DEPOSIT FOR PAY PERIOD ENDING 06/06/2020	EFTPS	6/12/2020	16,417.67
5 UTAH STATE RETIREMENT SYSTEM	URS ACH DEPOSIT OF RETIREMENT MONEY FOR PPE 06/06/2020	ACH	6/15/2020	5,969.01
6 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL CHECKS (employees not pd via dir deposit) PPE 06/20/2020	18718-18742	6/26/2020	3,679.42
7 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL (those paid via direct deposit) PPE 06/20/2020	ACH	6/26/2020	81,541.30
8 INTERNAL REVENUE SERVICE	FED TAX DEPOSIT FOR PAY PERIOD ENDING 06/20/2020	EFTPS	6/26/2020	20,522.73
9 UTAH STATE RETIREMENT SYSTEM	URS ACH DEPOSIT OF RETIREMENT MONEY FOR PPE 06/20/2020	ACH	6/29/2020	5,947.63
10 STATE TAX COMMISSION	E-PMT OF SALES/RESTAURANT TAX FOR MAY 2020 SALES	ACH	6/29/2020	1,804.83
11 US BANK	PAYMENT FOR MAY 2020 BANK ANALYSIS FEE	ACH	6/30/2020	527.52
12 CREDIT CARD MERCHANTS	PAYMENT FOR MAY 2020 CREDIT CARD FEES	ACH	6/30/2020	1,350.29
13 US BANK	SEMI-ANNUAL INTEREST PAYMENT ON OUTSTANDING BOND	ACH	6/30/2020	143,450.00
<b><u>Accounts Payable Check Disbursements:</u></b>				
14 BOUNTIFUL CITY-UTILITIES	Acct # 294626-44662	73236	6/3/2020	20,459.95
15 CLIPPER PUBLISHING CO., INC.	Dispaly Ad Main News	73237	6/3/2020	167.00
16 CODALE ELECTRIC SUPPLY, INC.	LED Lights	73238	6/3/2020	607.28
17 COMCAST CABLE	Acct # 8495 44 085 0418644	73239	6/3/2020	87.55
18 DAVIS COUNTY HEALTH DEPARTMENT	Public Pool Permit and Snack Bar Permit	73240	6/3/2020	420.00
19 DOMINION ENERGY UTAH	Acct # 7275871119	73241	6/3/2020	1,828.95
20 FALCON SHEET METAL	Diving Board Stands Stainless Steel	73242	6/3/2020	2,942.88
21 GRAINGER, INC.	Disinfectant, Cleaners, trigger Sprayers	73243	6/3/2020	457.70
22 ICMA RETIREMENT CORPORATION	Plan fee for 04/01/20 - 06/30/20	73244	6/3/2020	250.00
23 ICMA RETIREMENT TRUST 401(A)-106135	PPE 05/23/20	73245	6/3/2020	134.62
24 ICMA RETIREMENT TRUST 457-305972	PPE 05/23/20	73246	6/3/2020	183.87
25 NATIONAL BENEFIT SERVICES,LLC.	Debit card fees	73247	6/3/2020	18.00
26 NUCO2, LLC	Pool Chemicals	73248	6/3/2020	375.54
27 PUBLIC EMPLOYEES HEALTH PROGRAM	May 2020 Premium	73249	6/3/2020	19,952.32
28 ALLEN, LIZZIE	Reimbursed for Swim Lessons Breakfast	73250	6/10/2020	45.56
29 SAMUEL ALLEN	Refund to Soccer Fees	73251	6/10/2020	45.00
30 INSIGHT COMMUNICATION LLC	Lamination	73252	6/10/2020	70.00
31 LEANNE ASPLUND	Refund Basketball Fee due to COVID-19	73253	6/10/2020	57.25
32 BICIN SALES, INC.	Hand Sanitizer	73254	6/10/2020	199.20
33 BINGHAM, SARAH	Refund Fees due to COVID-19	73255	6/10/2020	68.00
34 NATASHA BIRCHARD	Refund Fees due to COVID-19	73256	6/10/2020	90.00
35 BOUNTIFUL CITY	Fuel Purchased during May 2020	73257	6/10/2020	33.60
36 MATT CARLSON	Refund Fees due to COVID-19	73258	6/10/2020	229.00
37 CEM AQUATICS	Pool Chemicals, Lifeguard chair parts	73259	6/10/2020	3,676.36

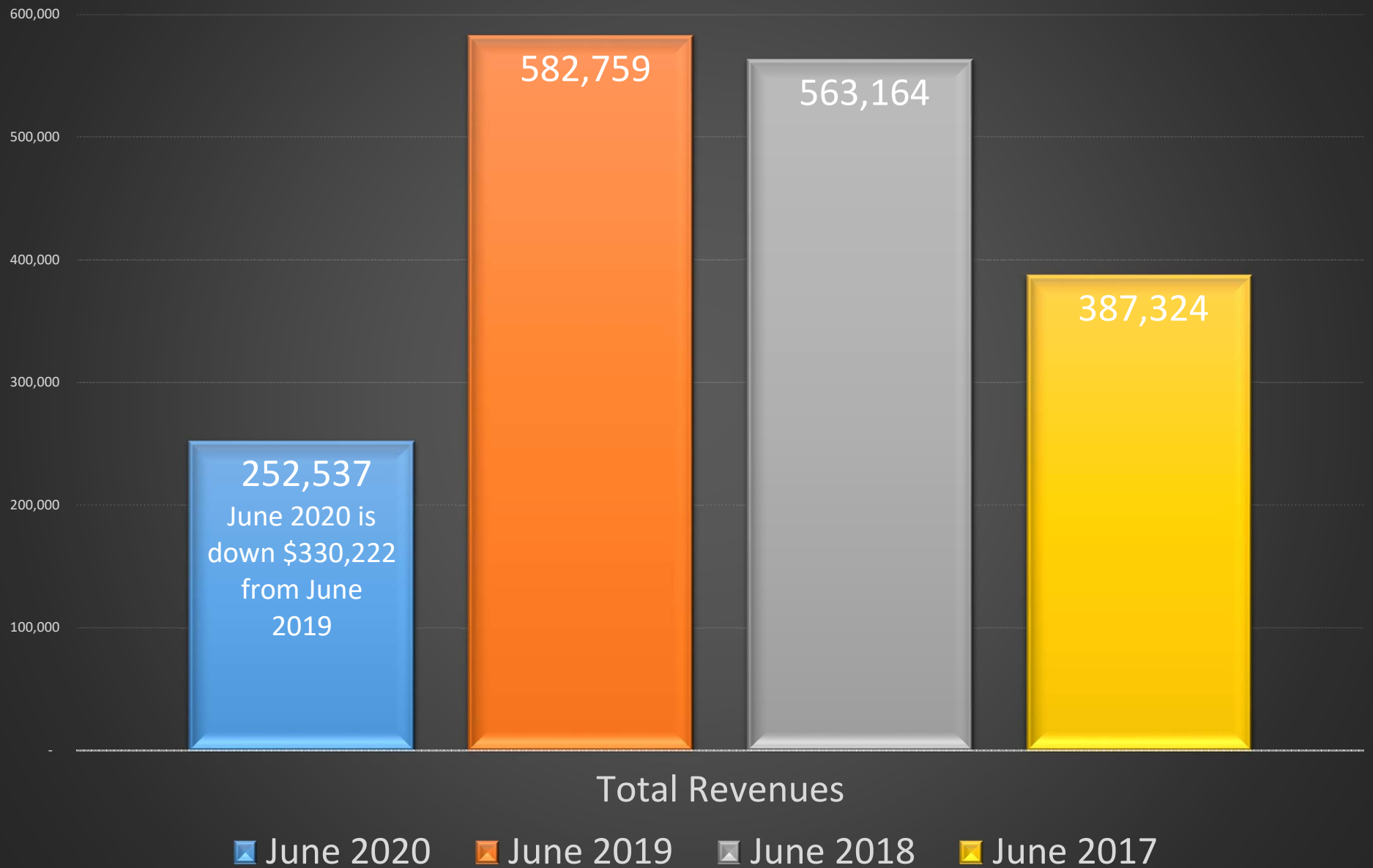
VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
38 SARAH CHRISTENSON	Refund Fees due to COVID-19	73260	6/10/2020	43.00
39 WADE CRANDALL	Refund Fees due to COVID-19	73261	6/10/2020	83.00
40 DOMINION ENERGY UTAH	Acct # 7275871119	73262	6/10/2020	1,634.31
41 BECKY DUNFORD	Refund Fees due to COVID-19	73263	6/10/2020	34.00
42 BRANDON ERIKSSON	Refund Fees due to COVID-19	73264	6/10/2020	57.25
43 CASEY EVANS	Refund Fees due to COVID-19	73265	6/10/2020	125.00
44 DUSTIN GIBB	Refund Fees due to COVID-19	73266	6/10/2020	57.25
45 GRAINGER, INC.	Face Masks, Hand Snaitizer, Pool Toy Prts, Glue Gun	73267	6/10/2020	338.30
46 JOHNNY HAMILTON	Refund Fees due to COVID-19	73268	6/10/2020	57.25
47 GEORGETTE HARRILD	Refund Fees due to COVID-19	73269	6/10/2020	125.00
48 HAYES GODFREY BELL, P.C.	Legal Fees RE: 230-001 General	73270	6/10/2020	2,242.50
49 INTERMOUNTAIN BUSINESS FORMS, INC	Unforms	73271	6/10/2020	1,937.50
50 ROB KAP	Refund Fees due to COVID-19	73272	6/10/2020	57.25
51 KAP7 INTERNATIONAL INC	Water Polo Caps	73273	6/10/2020	272.50
52 JOHN KNOWLES	Refund Fees due to COVID-19	73274	6/10/2020	45.00
53 BRANDON LARSEN	Refund Fees due to COVID-19	73275	6/10/2020	57.25
54 CHRISTINE LARSEN	Refund Fees due to COVID-19	73276	6/10/2020	53.00
55 CHAD MILLER	Refund Fees due to COVID-19	73277	6/10/2020	57.25
56 NAPA AUTO PARTS	Auto Parts	73278	6/10/2020	43.99
57 PAIGE NIELSEN	Refund Fees due to COVID-19	73279	6/10/2020	57.25
58 HILARY NOEL	Refund Fees due to COVID-19	73280	6/10/2020	57.25
59 CINDI OPDYKE	Refund Fees due to COVID-19	73281	6/10/2020	36.50
60 PERFORMANCE AUDIO	Stereo Interconnect, Stereo Breakout, Headset	73282	6/10/2020	235.00
61 ESZTER PUNGOR	Refund Fees due to COVID-19	73283	6/10/2020	92.50
62 KELLY ROSS	Refund Fees due to COVID-19	73284	6/10/2020	57.25
63 CHRISTI SKOUSEN	Trsnfer to Season 1 refund remaining Balance	73285	6/10/2020	66.00
64 ADAM SMITH	Refund Fees due to COVID-19	73286	6/10/2020	57.25
65 NIC SPARROW	Refund Fees due to COVID-19	73287	6/10/2020	57.25
66 SUMMIT ENERGY, LLC	Transportation&Distribution Fuel & Municipal Tax	73288	6/10/2020	3,370.40
67 SWISS BOY, LC.	Vaccum Parts	73289	6/10/2020	38.29
68 T-MOBILE	Acct # 706133733	73290	6/10/2020	56.14
69 TONNESEN, TAMMY	Refund Fees due to COVID-19	73291	6/10/2020	88.00
70 UNIVERSAL GRINDING COMPANY, INC.	80" Double Sided Ice Knife	73292	6/10/2020	96.00
71 A.W. MARSHALL COMPANY	Candy for the Concessions	73293	6/17/2020	40.95
72 BEARCOM BUILDING SERVICES,INC.	Pro. Custodial Srvcs, Extra Labor ourdoor pool scrub, wax & mops	73294	6/17/2020	8,895.65
73 BOUNTIFUL CITY	Monthly Contract during May 2020	73295	6/17/2020	12,669.62
74 CLIPPER PUBLISHING CO., INC.	Display Ad on Main News	73296	6/17/2020	167.00
75 GRAINGER, INC.	Disinfectant Clean	73297	6/17/2020	342.72
76 HARTFORD-PRIORITY ACCOUNTS	June 2020 Premium	73298	6/17/2020	422.38
77 HARTFORD-PRIORITY ACCOUNTS	June 2020 Premium	73299	6/17/2020	139.15
78 ICMA RETIREMENT TRUST 401(A)-106135	PPE 06/06/20	73300	6/17/2020	134.11
79 ICMA RETIREMENT TRUST 457-305972	PPE 06/06/20	73301	6/17/2020	196.71
80 OQUIRRH RECREATION AND PARKS DISTRICT	Entry Fees for 4 Teams in March Madness Water Polo	73302	6/17/2020	700.00

VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
81 ADOLPH KLEFER AND ASSOCIATES LLC	First Aid Supplies	73303	6/17/2020	2,293.71
82 NATIONAL BENEFIT SERVICES, INC.	PPE 06/06/20	73304	6/17/2020	667.44
83 DAVID TREVINO	Reimbursed for Injury Visit	73306	6/17/2020	178.00
84 NATIONAL BENEFIT SERVICES, INC.	May 2020 FSA Admin Fees	73305	6/17/2020	52.00
85 U.S. BANK	Acct # 4485-5945-5554-2545	73307	6/17/2020	2,107.22
86 UTAH DEPT OF WORKFORCE SVCS	May 2020 Premium	73308	6/17/2020	4,969.82
87 UTAH STATE TAX COMMISSION	May 2020 Withholding	73309	6/17/2020	5,036.14
88 WORKER'S COMPENSATION FUND	June 2020 Premium	73310	6/17/2020	1,879.98
89 A.W. MARSHALL COMPANY	Candy for the concessions	73311	6/24/2020	91.62
90 A1 CASTERS & EQUIPMENT, INC	Pool Lane Line Reel Wheels	73312	6/24/2020	159.76
91 AMERICAN RED CROSS	Red Cross Certification, Lifeguard & Waterpark Skills Fees	73313	6/24/2020	1,436.40
92 RACHAEL BECK	Refund Memship Fee due to COVID-19	73314	6/24/2020	23.20
93 CANON SOLUTIONS AMERICA INC	Copier Maintenance	73315	6/24/2020	230.12
94 CASUAL PERFORMANCE, INC.	Training Tees	73316	6/24/2020	368.10
95 CEM AQUATICS	Pool Pump Parts	73317	6/24/2020	625.20
96 CINTAS CORP	Mats and Snack Bar, Restock First Aid	73318	6/24/2020	453.16
97 CLIPPER PUBLISHING CO., INC.	Display Ad	73319	6/24/2020	167.00
98 DICK'S MARKET-CENTERVILLE	Food, Refreshments for Swim Hosiptality, Swim Team Gift Cards	73320	6/24/2020	252.57
99 FIRSTMED INDUSTRIAL CLINIC	Drug Screen Test for Pre Employment	73321	6/24/2020	81.00
100 GILES, KAMI	Refund for Swim Lessons due to COVID-19	73322	6/24/2020	38.00
101 DANIELLE GRAHAM	Refund Swim Lessons	73323	6/24/2020	38.00
102 GRAINGER, INC.	Toilet Parts, Hose	73324	6/24/2020	136.55
103 LAURA GROVE	Refund Pool Party/Room due to COVID-19	73325	6/24/2020	90.00
104 HOME DEPOT CREDIT SERVICES	Misc. Parts and Supplies, Storage Shelves	73326	6/24/2020	995.65
105 CHRISTINE LARSEN	Refund stopped/cancelled membership	73327	6/24/2020	23.20
106 LITTLE, ASHLIE	Refund Party Room due to COVID-19	73328	6/24/2020	800.00
107 JOHN LUKE	CXL Senior Membership due to COVID-10	73329	6/24/2020	139.38
108 ISHMAEL MAYOR	CXL Membership	73330	6/24/2020	461.54
109 NATAIE NAEGLE	CXL Membership due to COVID-10	73331	6/24/2020	486.64
110 OFFICE DEPOT	Office Supplies	73332	6/24/2020	1,665.25
111 BROCK PLACE	Refund Punch Pass due to COVID-10	73333	6/24/2020	85.00
112 REFRIGERATION SUPPLIES DIST.	Pool Starts and R/T Unit R-22	73334	6/24/2020	1,372.39
113 GIULIA ROSELLI	Refund Membership due to COVID-10	73335	6/24/2020	222.55
114 DANIEL ROWE	Refund Membership due to COVID-10	73336	6/24/2020	324.44
115 STAPLES CONTRACT & COMMERCIAL, INC	Office Supplies	73337	6/24/2020	66.93
116 STATE OF UTAH-STATE MAIL	State Postage	73338	6/24/2020	1,960.98
117 CHELSEA STINNETT	Refund Membership due to COVID-10	73339	6/24/2020	132.41
118 SUN LITHOGRAPHING AND PRINTING	Windowed Envelopes	73340	6/24/2020	445.00
119 SUNRISE ENVIRONMENTAL	Cleaning Wipes	73341	6/24/2020	324.11
120 SYSCO INTERMOUNTAIN, INC.	Concession Food and Supplies	73342	6/24/2020	1,260.09
121 SUE ANN TAYLOR	Refund Swim prep due to COVID-10	73343	6/24/2020	40.00
122 TD SPORTS WEST, LLC	Painting Lines	73344	6/24/2020	220.00
123 UTAH RECREATION & PARKS ASSOC.	Event Registration URPA 2020 Conference	73345	6/24/2020	350.00

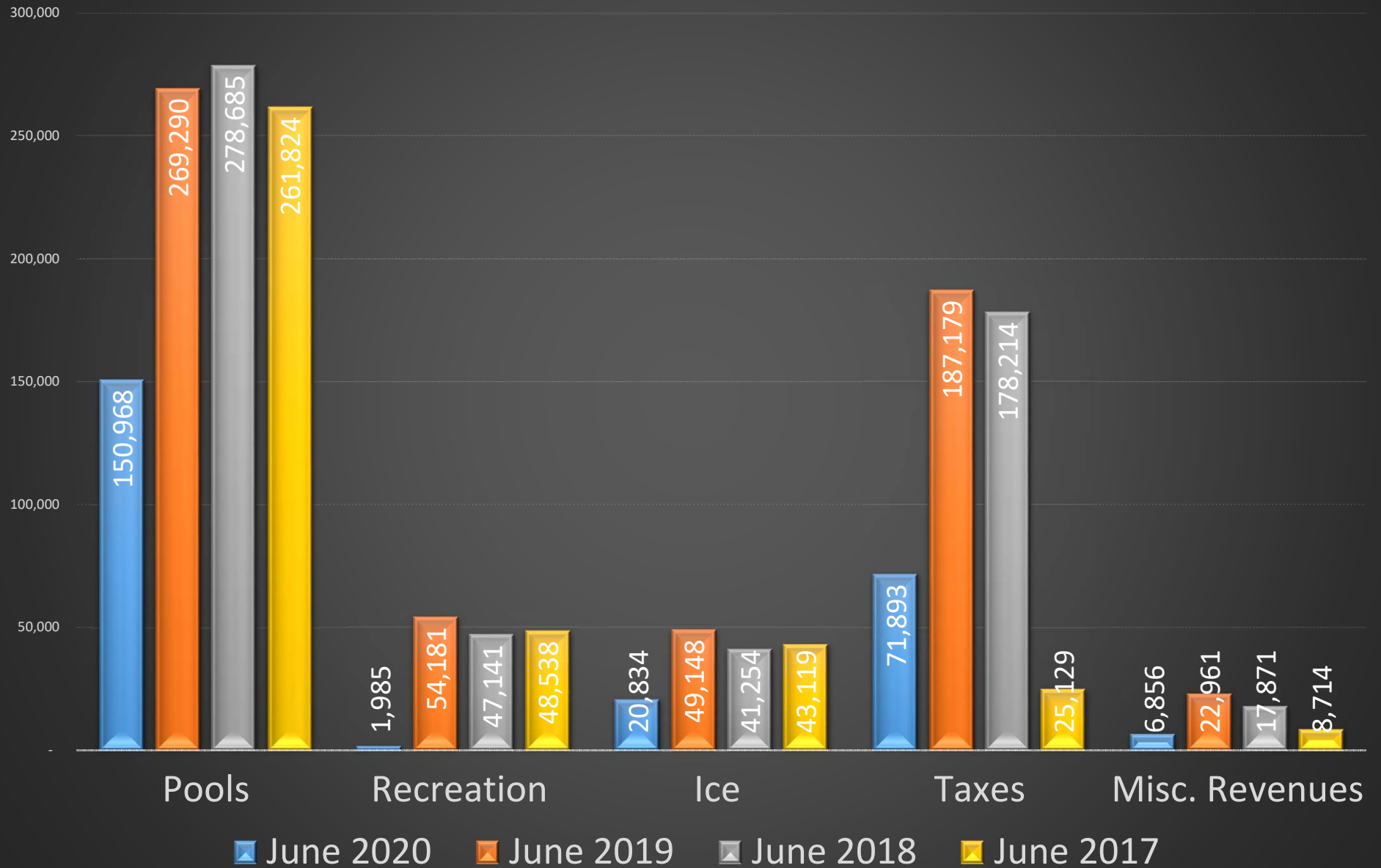


<b>VENDOR</b>	<b>PURPOSE</b>	<b>CHECK NO.</b>	<b>DOCUMENT DATE</b>	<b>CHECK AMOUNT</b>
124 SARAH WALL	Refund Couples Membership due to COVID-10	73346	6/24/2020	353.93
125 AMERICAN WEST RESTAURANT	Pizza for the Concessions	73347	6/24/2020	557.33
126 JENNIFER WATT	Refund Flag Football due to COVID-10	73348	6/24/2020	80.00
127 BONNIE JAN WRAY	Refund Membership due to COVID-10	73349	6/24/2020	430.50
<b><i>TOTAL CASH DISBURSEMENTS FOR BOARD APPROVAL.....</i></b>				<b><i><u>\$ 477,117.26</u></i></b>

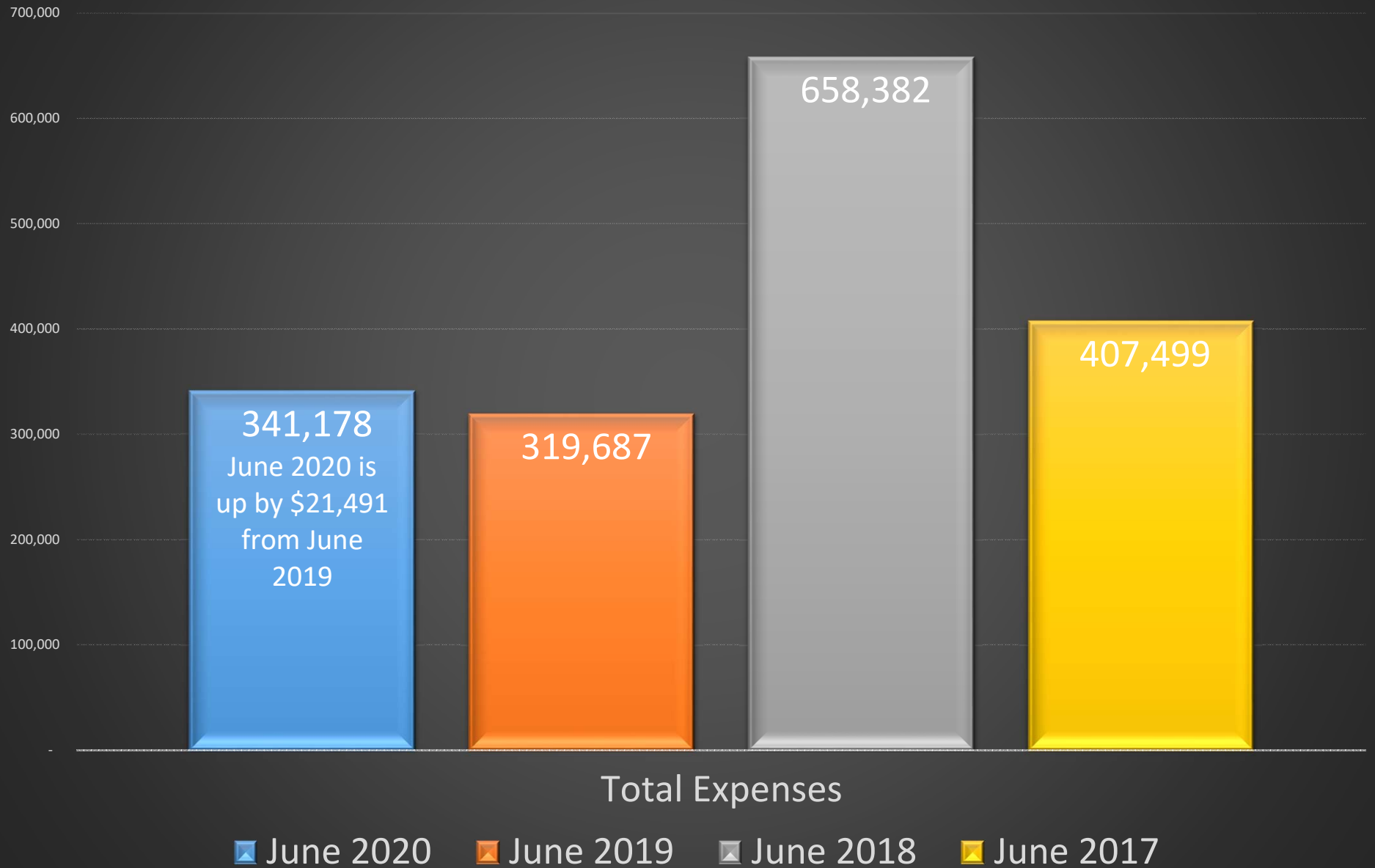
## June 2020 Total District Revenues Compared to the Total June Revenues from the Past Three Years



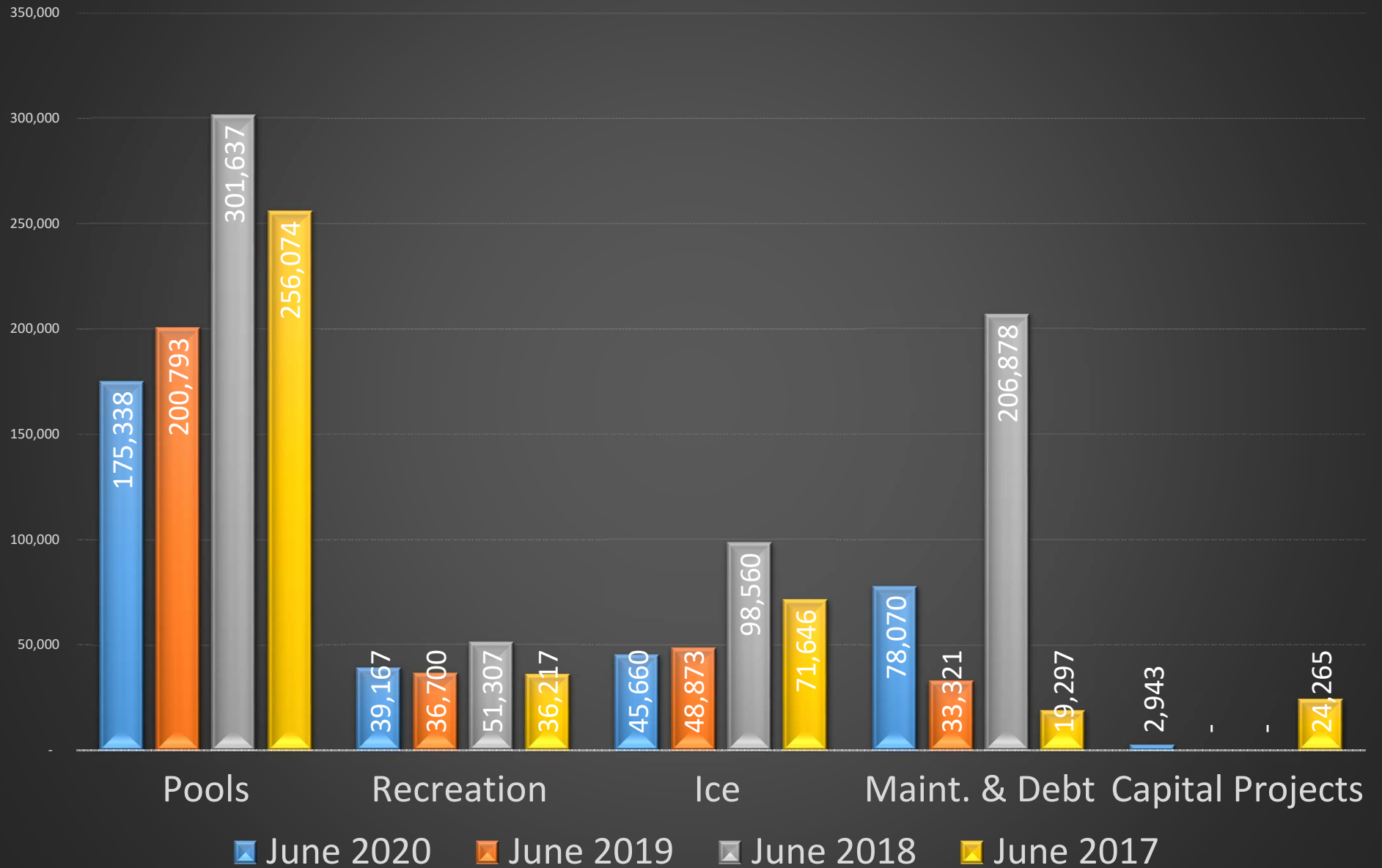
## June 2020 Departmental Revenues Compared to the June Departmental Revenues from the Past Three Years



## June 2020 Total District Expenses Compared to the Total June Expenses from the Past Three Years



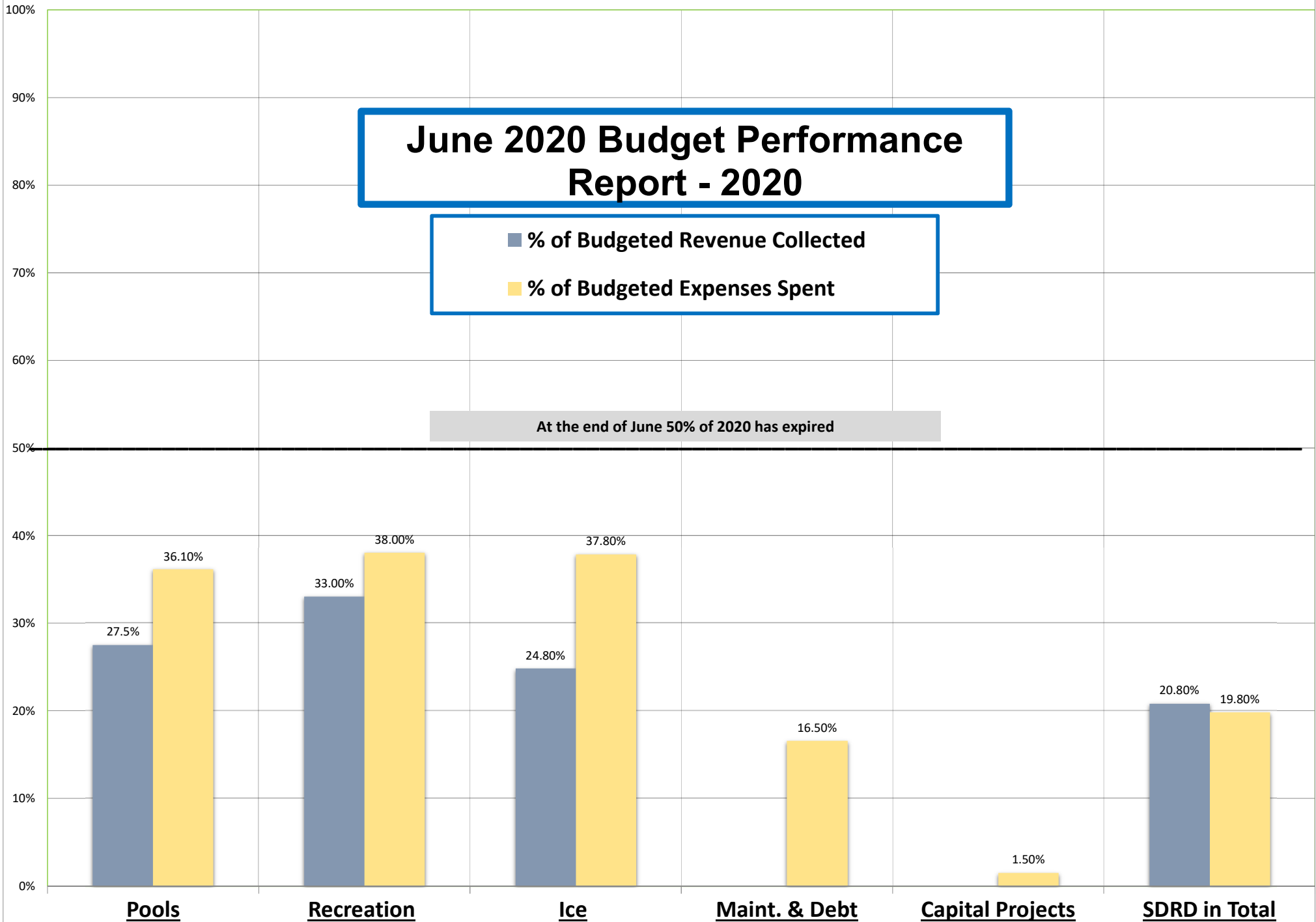
## June 2020 Departmental Expenses Compared to the June Departmental Expenses from the Past Three Years



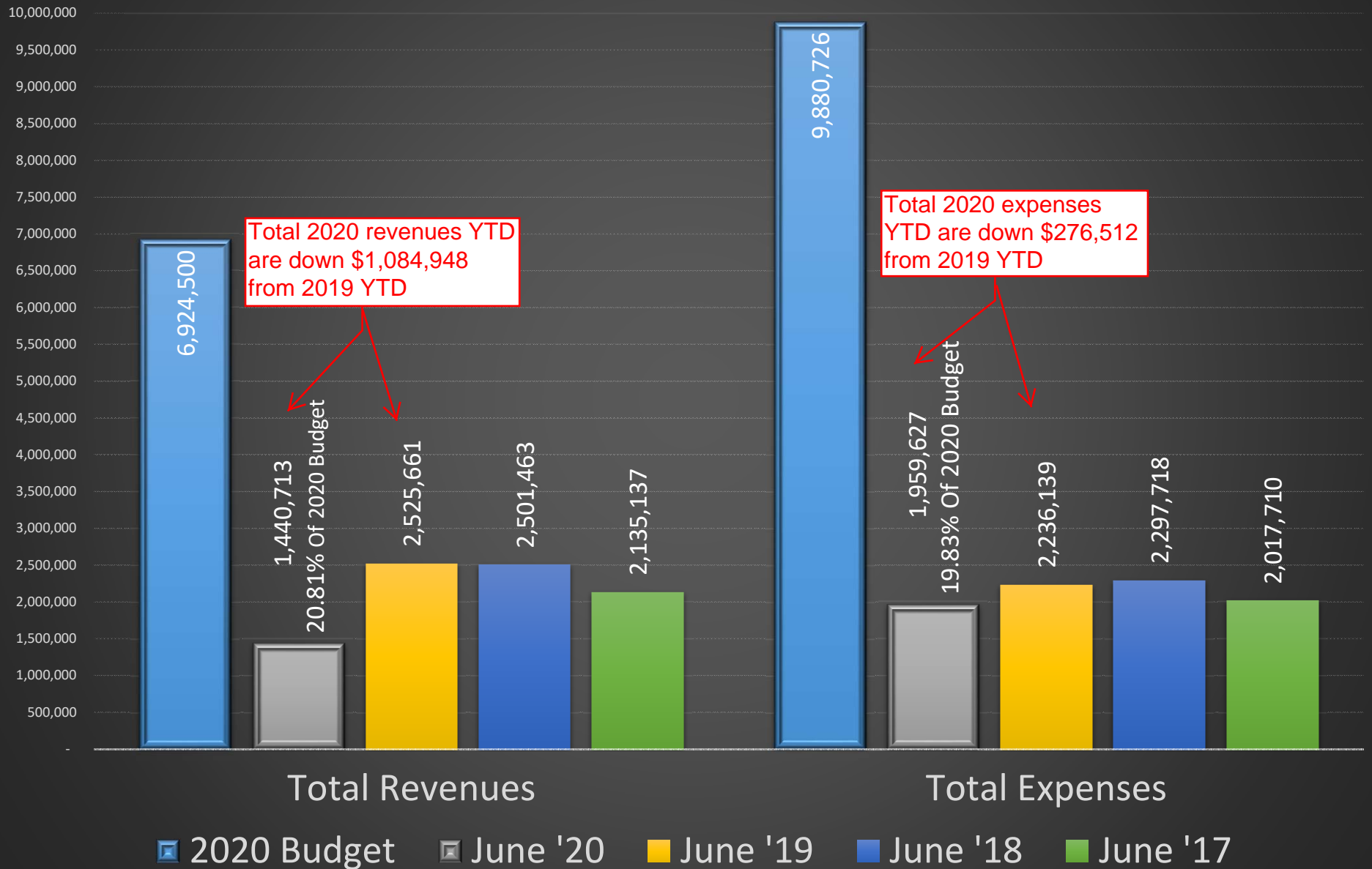
## June 2020 Budget Performance Report - 2020

■ % of Budgeted Revenue Collected  
■ % of Budgeted Expenses Spent

At the end of June 50% of 2020 has expired

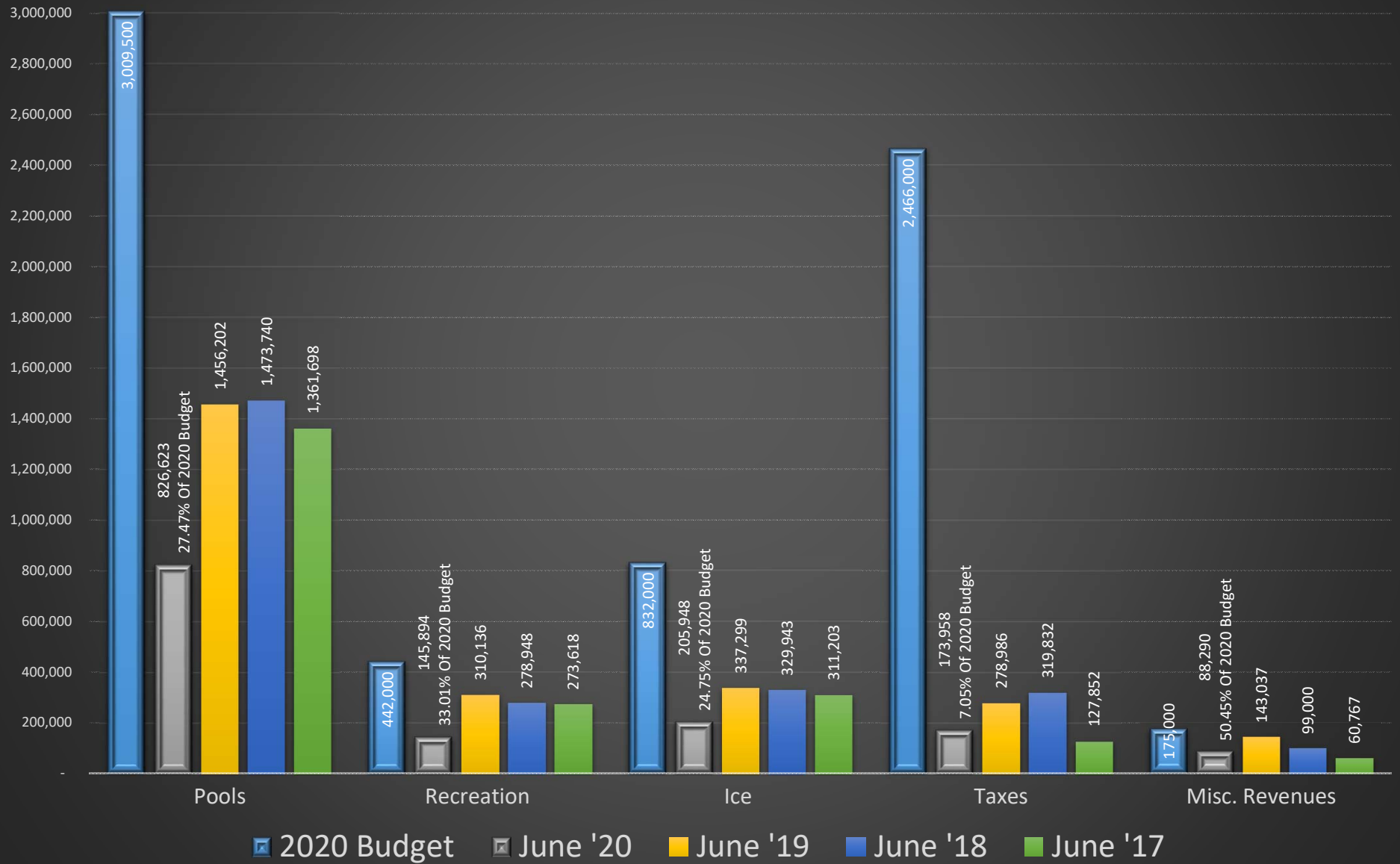


## June YTD 2020 Revenues and Expenses Compared to the 2020 Budget and the Same Timeframe from the Past Three Years

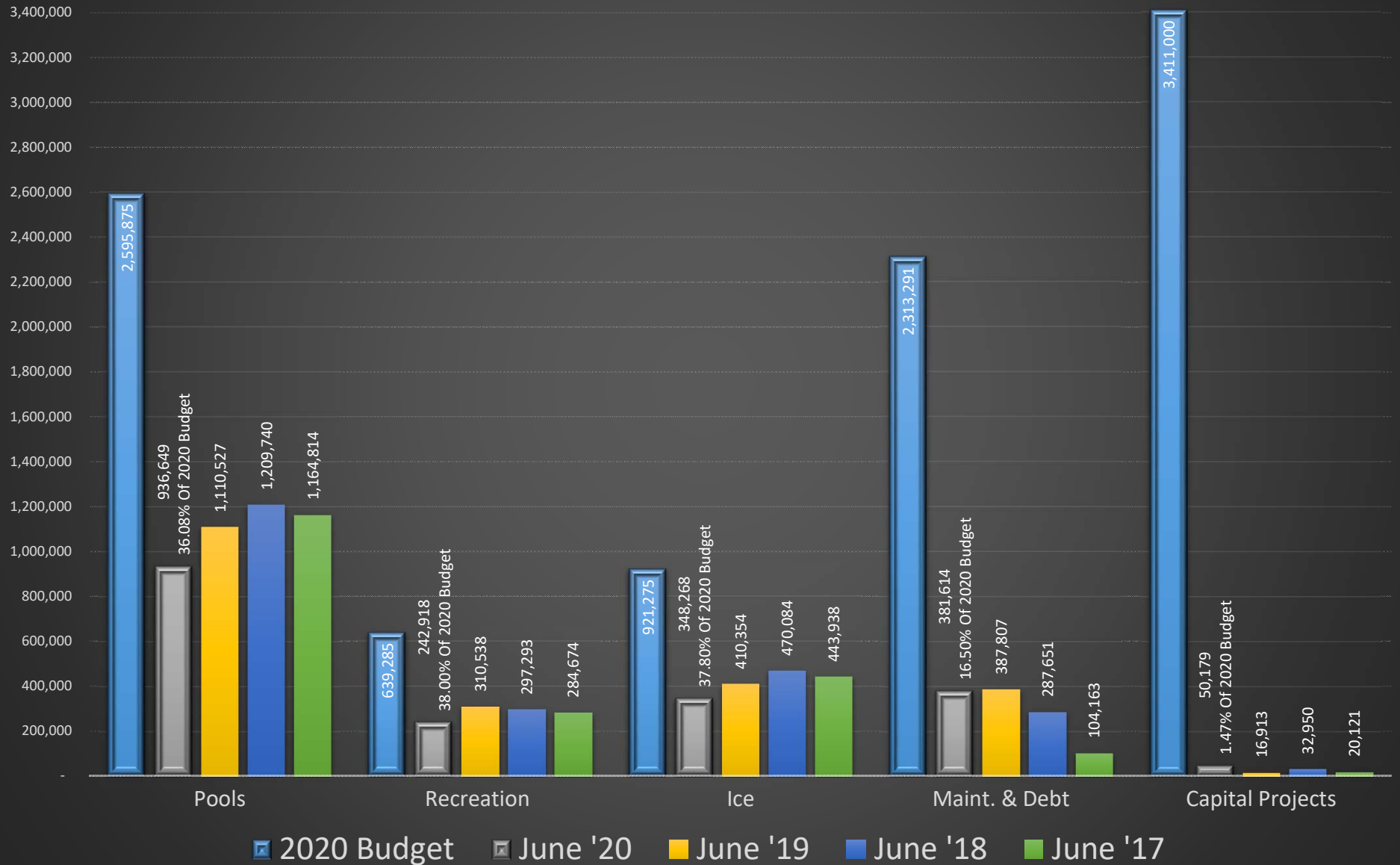




## June YTD 2020 Revenues Compared to the 2020 Budget and Revenues of the Same Timeframe of the Past Three Years



## June YTD 2020 Departmental Expenses Compared to the 2020 Budget and Expenses of the Same Timeframe of the Past Three Years



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South Davis Recreation District  
JUNE 2020 YTD EXPENSE REPORT

P 1  
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FOR 2020 06

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565610 Department Swimming Pools							
35 PERSONNEL SERVICES							
565610 411000 Salaries - Perm Empl	331,000	331,000	161,959.87	26,546.20	.00	169,040.13	48.9%
565610 412010 Lifeguards/Swim Inst	660,000	660,000	197,509.95	59,725.14	.00	462,490.05	29.9%
565610 412020 Program Directors	50,000	50,000	25,951.40	5,911.53	.00	24,048.60	51.9%
565610 412030 Aerobics/Wt Trainers	165,000	165,000	55,596.32	12,670.25	.00	109,403.68	33.7%
565610 412050 Cashier-Front Desk	190,000	190,000	58,450.94	13,386.29	.00	131,549.06	30.8%
565610 412080 Swim Team Coaches	60,000	60,000	18,270.79	3,235.20	.00	41,729.21	30.5%
565610 412090 Daycare Staff	46,000	46,000	10,926.12	1,044.50	.00	35,073.88	23.8%
565610 412100 Persnl Trainer Share	65,000	65,000	16,441.71	2,254.25	.00	48,558.29	25.3%
565610 412110 Priv Swim Lsn Instru	18,000	18,000	3,606.52	.00	.00	14,393.48	20.0%
565610 413010 Fica Taxes	121,500	121,500	41,452.68	9,450.63	.00	80,047.32	34.1%
565610 413020 Employee Medical Ins	100,000	100,000	37,829.96	6,624.21	.00	62,170.04	37.8%
565610 413030 Employee Life Ins	2,200	2,200	965.53	168.18	.00	1,234.47	43.9%
565610 413040 State Retirement & 4	67,000	67,000	29,316.30	4,859.22	.00	37,683.70	43.8%
565610 413060 Unemployment Reimb	0	0	5,158.36	3,493.99	.00	-5,158.36	100.0%*
565610 413100 Workers Comp Insuran	28,500	28,500	7,366.66	1,249.79	.00	21,133.34	25.8%
565610 425300 Vehicle Allowance	5,400	5,400	1,187.02	193.88	.00	4,212.98	22.0%
565610 462180 Accrued Comp Time Ex	500	500	.00	.00	.00	500.00	.0%
565610 462190 Accrued Sick Leave E	2,000	2,000	.00	.00	.00	2,000.00	.0%
565610 462200 Accrued Vacation Exp	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES	1,914,100	1,914,100	671,990.13	150,813.26	.00	1,242,109.87	35.1%
40 OPERATIONS & MAINTEN							
565610 421000 Books Subscriptions	25,000	25,000	6,518.83	1,856.40	.00	18,481.17	26.1%
565610 422000 Public Notices	25,000	25,000	5,586.33	400.80	.00	19,413.67	22.3%
565610 423000 Travel & Training	13,000	13,000	4,298.52	.00	.00	8,701.48	33.1%
565610 424000 Office Supplies	10,000	10,000	4,855.88	2,092.32	.00	5,144.12	48.6%
565610 425000 Equip Supplies & Mai	25,000	25,000	5,805.91	1,097.03	.00	19,194.09	23.2%
565610 426000 Bldg & Grnd Suppl &	115,000	115,000	38,008.83	7,376.02	.00	76,991.17	33.1%
565610 426500 GrndsMaint/Mowing/Sn	0	0	429.17	.00	.00	-429.17	100.0%*
565610 428000 Telephone Expense	2,200	2,200	1,485.30	318.22	.00	714.70	67.5%
565610 431000 Profess & Tech Servi	15,000	15,000	11,880.00	.00	.00	3,120.00	79.2%
565610 431040 Bank Account Fees	6,000	6,000	2,389.62	369.28	.00	3,610.38	39.8%
565610 431050 Credit Card Merchant	55,000	55,000	17,492.00	945.20	.00	37,508.00	31.8%

07/16/2020 15:01  
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South Davis Recreation District  
JUNE 2020 YTD EXPENSE REPORT

P 2  
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FOR 2020 06

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">565610 431100 Legal And Auditing F</a>	13,000	13,000	9,758.00	1,121.25	.00	3,242.00	75.1%
<a href="#">565610 431500 Acctg &amp; Payroll Serv</a>	56,075	56,075	46,728.00	.00	.00	9,347.00	83.3%
<a href="#">565610 445200 Lifeguard Uniforms</a>	10,000	10,000	968.80	368.10	.00	9,031.20	9.7%
<a href="#">565610 448000 Operating Supplies</a>	55,000	55,000	9,881.31	3,128.88	.00	45,118.69	18.0%
<a href="#">565610 448200 Water Polo Program E</a>	50,000	50,000	12,608.16	1,009.40	.00	37,391.84	25.2%
<a href="#">565610 448210 Swim Team Program Ex</a>	40,000	40,000	4,080.86	65.04	.00	35,919.14	10.2%
<a href="#">565610 448240 Items Purchasd for R</a>	7,500	7,500	695.40	.00	.00	6,804.60	9.3%
<a href="#">565610 448250 Snack Bar Supplies</a>	13,000	13,000	.00	.00	.00	13,000.00	.0%
<a href="#">565610 448300 Party Room Supplies</a>	5,000	5,000	1,036.64	394.39	.00	3,963.36	20.7%
<a href="#">565610 448400 Day Care Supplies</a>	2,000	2,000	430.00	.00	.00	1,570.00	21.5%
<a href="#">565610 448700 Special Events Suppl</a>	75,000	75,000	21,020.26	3,740.26	.00	53,979.74	28.0%
<a href="#">565610 451100 Insurance &amp; Surety B</a>	58,000	58,000	57,803.00	.00	.00	197.00	99.7%
<a href="#">565610 461000 Miscellaneous Expens</a>	6,000	6,000	960.34	259.00	.00	5,039.66	16.0%
<a href="#">565610 463000 Cash Over Or Short</a>	0	0	-62.50	-16.64	.00	62.50	100.0%
TOTAL OPERATIONS & MAINTEN	681,775	681,775	264,658.66	24,524.95	.00	417,116.34	38.8%
TOTAL Department Swimming Pools	2,595,875	2,595,875	936,648.79	175,338.21	.00	1,659,226.21	36.1%
TOTAL EXPENSES	2,595,875	2,595,875	936,648.79	175,338.21	.00	1,659,226.21	
565630 Department Recreation							
35 PERSONNEL SERVICES							
<a href="#">565630 411000 Salaries - Perm Empl</a>	148,000	148,000	70,819.45	11,513.60	.00	77,180.55	47.9%
<a href="#">565630 412000 Salaries-Temp &amp; Part</a>	190,000	190,000	72,423.18	5,928.01	.00	117,576.82	38.1%
<a href="#">565630 413010 Fica Taxes</a>	26,500	26,500	10,767.98	1,299.40	.00	15,732.02	40.6%
<a href="#">565630 413020 Employee Medical Ins</a>	44,000	44,000	20,808.91	3,680.73	.00	23,191.09	47.3%
<a href="#">565630 413030 Employee Life Ins</a>	1,000	1,000	424.34	75.20	.00	575.66	42.4%
<a href="#">565630 413040 State Retirement &amp; 4</a>	30,000	30,000	12,918.93	2,119.02	.00	17,081.07	43.1%
<a href="#">565630 413060 Unemployment Reimb</a>	500	500	509.16	386.03	.00	-9.16	101.8%*
<a href="#">565630 413100 Workers Comp Insuran</a>	6,500	6,500	1,779.05	176.44	.00	4,720.95	27.4%
<a href="#">565630 425300 Vehicle Allowance</a>	1,800	1,800	680.51	110.78	.00	1,119.49	37.8%
<a href="#">565630 462180 Accrued Comp Time Ex</a>	500	500	.00	.00	.00	500.00	.0%
<a href="#">565630 462190 Accrued Sick Leave E</a>	2,000	2,000	.00	.00	.00	2,000.00	.0%
<a href="#">565630 462200 Accrued Vacation Exp</a>	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES	452,800	452,800	191,131.51	25,289.21	.00	261,668.49	42.2%
40 OPERATIONS & MAINTEN							
<a href="#">565630 421000 Books, Subscr &amp; Mmbr</a>	1,500	1,500	563.00	.00	.00	937.00	37.5%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">565630 422000 Public Notices</a>	4,000	4,000	1,386.97	66.80	.00	2,613.03	34.7%
<a href="#">565630 423000 Travel &amp; Training</a>	2,500	2,500	2,922.64	.00	.00	-422.64	116.9%*
<a href="#">565630 424000 Office Supplies</a>	1,800	1,800	940.00	557.15	.00	860.00	52.2%
<a href="#">565630 425000 Equip Supplies &amp; Mai</a>	3,500	3,500	1,257.68	271.88	.00	2,242.32	35.9%
<a href="#">565630 426050 Field Prep &amp; Util-By</a>	3,000	3,000	750.00	.00	.00	2,250.00	25.0%
<a href="#">565630 428000 Telephone Expense</a>	1,000	1,000	619.69	87.72	.00	380.31	62.0%
<a href="#">565630 431000 Profess &amp; Tech Servi</a>	10,000	10,000	1,980.00	.00	.00	8,020.00	19.8%
<a href="#">565630 431040 Bank Account Fees</a>	900	900	341.32	52.74	.00	558.68	37.9%
<a href="#">565630 431050 Credit Card Merchant</a>	8,000	8,000	2,498.86	135.03	.00	5,501.14	31.2%
<a href="#">565630 431500 Acctg &amp; Payroll Serv</a>	28,035	28,035	11,682.00	11,682.00	.00	16,353.00	41.7%
<a href="#">565630 448000 Operating Supplies</a>	65,000	65,000	26,065.64	688.13	.00	38,934.36	40.1%
<a href="#">565630 448100 Jr. Jazz Program Exp</a>	52,000	52,000	.00	.00	.00	52,000.00	.0%
<a href="#">565630 448250 Snack Bar Supply-Zes</a>	750	750	335.96	335.96	.00	414.04	44.8%
<a href="#">565630 461000 Miscellaneous Expens</a>	4,500	4,500	442.40	.00	.00	4,057.60	9.8%
TOTAL OPERATIONS & MAINTEN	186,485	186,485	51,786.16	13,877.41	.00	134,698.84	27.8%
TOTAL Department Recreation	639,285	639,285	242,917.67	39,166.62	.00	396,367.33	38.0%
TOTAL EXPENSES	639,285	639,285	242,917.67	39,166.62	.00	396,367.33	
<hr/>							
565650 Department Ice Arena							
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35 PERSONNEL SERVICES							
<a href="#">565650 411000 Salaries - Perm Empl</a>	180,000	180,000	83,916.27	13,660.80	.00	96,083.73	46.6%
<a href="#">565650 412000 Salaries-Temp &amp; Part</a>	225,000	225,000	73,594.16	13,417.33	.00	151,405.84	32.7%
<a href="#">565650 412120 Salaries-Temp&amp;Part-T</a>	35,000	35,000	.00	.00	.00	35,000.00	.0%
<a href="#">565650 412200 Board Member Compens</a>	12,000	12,000	7,040.00	1,120.00	.00	4,960.00	58.7%
<a href="#">565650 413010 Fica Taxes</a>	34,500	34,500	12,572.70	2,151.09	.00	21,927.30	36.4%
<a href="#">565650 413020 Employee Medical Ins</a>	54,000	54,000	25,365.27	4,490.83	.00	28,634.73	47.0%
<a href="#">565650 413030 Employee Life Ins</a>	1,200	1,200	499.73	88.56	.00	700.27	41.6%
<a href="#">565650 413040 State Retirement &amp; 4</a>	36,000	36,000	14,571.91	2,407.10	.00	21,428.09	40.5%
<a href="#">565650 413060 Unemployment Reimb</a>	500	500	1,491.51	1,089.80	.00	-991.51	298.3%*
<a href="#">565650 413100 Workers Comp Insuran</a>	8,000	8,000	2,226.60	287.17	.00	5,773.40	27.8%
<a href="#">565650 425300 Vehicle Allowance</a>	6,000	6,000	2,608.50	424.64	.00	3,391.50	43.5%
<a href="#">565650 462180 Accrued Comp Time Ex</a>	500	500	.00	.00	.00	500.00	.0%
<a href="#">565650 462190 Accrued Sick Leave E</a>	2,000	2,000	.00	.00	.00	2,000.00	.0%
<a href="#">565650 462200 Accrued Vacation Exp</a>	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES	596,700	596,700	223,886.65	39,137.32	.00	372,813.35	37.5%
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40 OPERATIONS & MAINTEN							
<a href="#">565650 421000 Books, Subscr &amp; Mmbr</a>	4,000	4,000	2,378.00	.00	.00	1,622.00	59.5%

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565650 422000 Public Notices	10,000	10,000	2,029.10	200.40	.00	7,970.90	20.3%
565650 423000 Travel & Training	2,000	2,000	2,482.16	350.00	.00	-482.16	124.1%*
565650 424000 Office Supplies	4,000	4,000	1,615.88	694.42	.00	2,384.12	40.4%
565650 425000 Equip Supplies & Mai	10,000	10,000	1,267.80	330.49	.00	8,732.20	12.7%
565650 425010 EquipSupplies&Maint-	2,000	2,000	419.80	.00	.00	1,580.20	21.0%
565650 426000 Bldg Supplies & Main	13,000	13,000	4,985.14	150.00	.00	8,014.86	38.3%
565650 426010 Bldg Supplies & Maint	2,000	2,000	.00	.00	.00	2,000.00	.0%
565650 426500 GrndsMaint/Mowing/Sn	0	0	429.16	.00	.00	-429.16	100.0%*
565650 427010 Utilities - Ice Ribb	12,000	12,000	.00	.00	.00	12,000.00	.0%
565650 428000 Telephone Expense	1,200	1,200	676.33	96.94	.00	523.67	56.4%
565650 431000 Profess & Tech Servi	15,000	15,000	5,940.00	.00	.00	9,060.00	39.6%
565650 431040 Bank Account Fees	1,800	1,800	682.73	105.50	.00	1,117.27	37.9%
565650 431050 Credit Card Merchant	16,000	16,000	4,997.72	270.06	.00	11,002.28	31.2%
565650 431100 Legal And Auditing F	12,000	12,000	9,759.00	1,121.25	.00	2,241.00	81.3%
565650 431500 Acctg & Payroll Serv	56,075	56,075	.00	.00	.00	56,075.00	.0%
565650 448000 Operating Supplies	15,000	15,000	7,133.75	854.32	.00	7,866.25	47.6%
565650 448010 Operating Supplies -	10,000	10,000	1,459.41	.00	.00	8,540.59	14.6%
565650 448240 Resale Items	4,000	4,000	.00	.00	.00	4,000.00	.0%
565650 448250 Snack Bar Supplies	70,000	70,000	19,457.99	2,186.70	.00	50,542.01	27.8%
565650 448300 Party Room Supplies	2,000	2,000	654.47	162.94	.00	1,345.53	32.7%
565650 448700 Special Events Suppl	1,000	1,000	54.01	.00	.00	945.99	5.4%
565650 451100 Insurance & Surety B	58,000	58,000	57,764.00	.00	.00	236.00	99.6%
565650 461000 Miscellaneous Expens	3,500	3,500	194.90	.00	.00	3,305.10	5.6%
TOTAL OPERATIONS & MAINTEN	324,575	324,575	124,381.35	6,523.02	.00	200,193.65	38.3%
TOTAL Department Ice Arena	921,275	921,275	348,268.00	45,660.34	.00	573,007.00	37.8%
TOTAL EXPENSES	921,275	921,275	348,268.00	45,660.34	.00	573,007.00	

565670 Department Maintenance & Debt

35 PERSONNEL SERVICES

565670 411000 Salaries - Perm Empl	178,500	178,500	86,344.81	13,904.05	.00	92,155.19	48.4%
565670 412000 Salaries-Temp & Part	20,000	20,000	1,963.32	67.50	.00	18,036.68	9.8%
565670 413010 Fica Taxes	16,000	16,000	6,648.93	1,049.34	.00	9,351.07	41.6%
565670 413020 Employee Medical Ins	38,900	38,900	18,378.69	3,253.25	.00	20,521.31	47.2%
565670 413030 Employee Life Ins	1,200	1,200	510.90	90.54	.00	689.10	42.6%
565670 413040 State Retirement & 4	36,000	36,000	16,686.15	2,743.04	.00	19,313.85	46.4%
565670 413100 Workers Comp Insuran	4,000	4,000	1,130.89	141.98	.00	2,869.11	28.3%
565670 462180 Accrued Comp Time Ex	500	500	.00	.00	.00	500.00	.0%

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565670	Department	Maintenance & Debt	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<a href="#">565670 462190</a>	<a href="#">Accrued Sick Leave E</a>		2,000	2,000	.00	.00	.00	2,000.00	.0%
<a href="#">565670 462200</a>	<a href="#">Accrued Vacation Exp</a>		2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES			299,100	299,100	131,663.69	21,249.70	.00	167,436.31	44.0%
40 OPERATIONS & MAINTEN									
<a href="#">565670 421000</a>	<a href="#">Books, Subscr &amp; Mmbr</a>		500	500	48.26	.00	.00	451.74	9.7%
<a href="#">565670 423000</a>	<a href="#">Travel &amp; Training</a>		2,000	2,000	.00	.00	.00	2,000.00	.0%
<a href="#">565670 424000</a>	<a href="#">Office Supplies</a>		250	250	.00	.00	.00	250.00	.0%
<a href="#">565670 425000</a>	<a href="#">Equip Supplies &amp; Mai</a>		3,000	3,000	387.91	33.60	.00	2,612.09	12.9%
<a href="#">565670 426000</a>	<a href="#">Bldg &amp; Grnd Suppl &amp;</a>		125,000	125,000	53,521.39	7,460.42	.00	71,478.61	42.8%
<a href="#">565670 426500</a>	<a href="#">GrndsMaint/Mowing/Sn</a>		10,500	10,500	3,433.32	858.33	.00	7,066.68	32.7%
<a href="#">565670 427000</a>	<a href="#">Utilities</a>		425,000	425,000	169,269.66	51,570.88	.00	255,730.34	39.8%
<a href="#">565670 428000</a>	<a href="#">Telephone Expense</a>		1,500	1,500	1,071.33	171.57	.00	428.67	71.4%
<a href="#">565670 434000</a>	<a href="#">Janitorial Services</a>		131,000	131,000	45,444.90	8,515.65	.00	85,555.10	34.7%
<a href="#">565670 448000</a>	<a href="#">Operating Supplies</a>		4,000	4,000	1,626.33	842.33	.00	2,373.67	40.7%
<a href="#">565670 461000</a>	<a href="#">Miscellaneous Expens</a>		500	500	13.57	13.57	.00	486.43	2.7%
<a href="#">565670 462110</a>	<a href="#">Prop Tax Increment P</a>		110,000	110,000	.00	.00	.00	110,000.00	.0%
TOTAL OPERATIONS & MAINTEN			813,250	813,250	274,816.67	69,466.35	.00	538,433.33	33.8%
45 DEBT SERVICE									
<a href="#">565670 481000</a>	<a href="#">Principal On Bonds</a>		940,000	940,000	.00	.00	.00	940,000.00	.0%
<a href="#">565670 482000</a>	<a href="#">Interest on Bonds</a>		311,525	311,525	.00	.00	.00	311,525.00	.0%
<a href="#">565670 482040</a>	<a href="#">Int Exp-Dfrd Bond Rf</a>		87,093	87,093	43,546.68	21,773.34	.00	43,546.32	50.0%
<a href="#">565670 482060</a>	<a href="#">Int Exp-Bond Premium</a>		-137,677	-137,677	-68,838.40	-34,419.20	.00	-68,838.60	50.0%*
<a href="#">565670 484000</a>	<a href="#">Paying Agent/Trustee</a>		0	0	425.00	.00	.00	-425.00	100.0%*
TOTAL DEBT SERVICE			1,200,941	1,200,941	-24,866.72	-12,645.86	.00	1,225,807.72	-2.1%
TOTAL Department Maintenance & D			2,313,291	2,313,291	381,613.64	78,070.19	.00	1,931,677.36	16.5%
TOTAL EXPENSES			2,313,291	2,313,291	381,613.64	78,070.19	.00	1,931,677.36	
565690 Capital Projects									
55 CAPITAL PROJECTS									
<a href="#">565690 472100</a>	<a href="#">Buildings</a>		1,596,000	1,596,000	39,563.45	.00	.00	1,556,436.55	2.5%



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565690	Capital Projects	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565690	473100 Improv Other Than Bl	440,000	440,000	.00	.00	.00	440,000.00	.0%
565690	474100 Off Furniture & Equi	25,000	25,000	4,422.80	.00	.00	20,577.20	17.7%
565690	474500 Machinery & Equipmen	1,105,000	1,105,000	3,250.00	.00	.00	1,101,750.00	.3%
565690	474550 Recreation Equipment	225,000	225,000	2,942.88	2,942.88	.00	222,057.12	1.3%
565690	474600 Vehicles	20,000	20,000	.00	.00	.00	20,000.00	.0%
	TOTAL CAPITAL PROJECTS	3,411,000	3,411,000	50,179.13	2,942.88	.00	3,360,820.87	1.5%
	TOTAL Capital Projects	3,411,000	3,411,000	50,179.13	2,942.88	.00	3,360,820.87	1.5%
	TOTAL EXPENSES	3,411,000	3,411,000	50,179.13	2,942.88	.00	3,360,820.87	
	GRAND TOTAL	9,880,726	9,880,726	1,959,627.23	341,178.24	.00	7,921,098.77	19.8%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 SWIMMING POOL REVENUE							
563000 347225 Special Events Donat	-30,000	-30,000	-7,368.00	-208.50	.00	-22,632.00	24.6%*
564100 347210 DailyAdmissions-Pool	-620,000	-620,000	-167,953.70	-27,888.60	.00	-452,046.30	27.1%*
564100 347215 Season Passes - Pool	-760,000	-760,000	-237,741.73	-51,173.64	.00	-522,258.27	31.3%*
564100 347217 EFT Mthly Pay Annual	-640,000	-640,000	-166,363.37	-31,964.88	.00	-473,636.63	26.0%*
564100 347218 EFT Mthly Pay Set-Up	-20,000	-20,000	-5,228.45	-930.00	.00	-14,771.55	26.1%*
564100 347220 Ticket Sales-Spcl Ev	-10,000	-10,000	-29.00	.00	.00	-9,971.00	.3%*
564100 347221 Special Events-Races	-110,000	-110,000	-26,697.85	-5,059.00	.00	-83,302.15	24.3%*
564100 347250 Fitness Class - Pool	-2,500	-2,500	.00	.00	.00	-2,500.00	.0%*
564100 347260 Lessons - Pool	-265,000	-265,000	-67,435.58	-14,010.58	.00	-197,564.42	25.4%*
564100 347262 Private Swim Lessons	-32,500	-32,500	-10,813.00	-3,730.00	.00	-21,687.00	33.3%*
564100 347265 Personal Trainers -	-95,000	-95,000	-28,071.00	-4,720.00	.00	-66,929.00	29.5%*
564100 347280 Aquatic Teams Regist	-150,000	-150,000	-48,224.00	-10,569.50	.00	-101,776.00	32.1%*
564100 347281 Water Polo Registrat	-60,000	-60,000	-19,411.00	.00	.00	-40,589.00	32.4%*
564100 347282 Swim Team Program Fu	-45,000	-45,000	-3,383.00	-140.00	.00	-41,617.00	7.5%*
564100 347290 Day Care	-20,000	-20,000	-4,711.50	-160.00	.00	-15,288.50	23.6%*
564200 347271 SDRD Swim Meet Reven	-65,000	-65,000	-22,959.00	-230.50	.00	-42,041.00	35.3%*
564200 347275 Facil Rntl-Hrly/All	-27,500	-27,500	-4,174.75	-147.25	.00	-23,325.25	15.2%*
564200 347276 Facil Rntl-Party Roo	-24,000	-24,000	-3,867.80	430.00	.00	-20,132.20	16.1%*
564300 347240 Snack Bar Sales - Po	-21,000	-21,000	-61.98	-2.80	.00	-20,938.02	.3%*
564300 347241 Merchandise Sales -	-12,000	-12,000	-2,128.26	-463.23	.00	-9,871.74	17.7%*
TOTAL SWIMMING POOL REVENUE	-3,009,500	-3,009,500	-826,622.97	-150,968.48	.00	-2,182,877.03	27.5%
TOTAL REVENUES	-3,009,500	-3,009,500	-826,622.97	-150,968.48	.00	-2,182,877.03	
15 RECREATION REVENUE							
563000 347425 Special Events Donat	-20,000	-20,000	.00	.00	.00	-20,000.00	.0%*
564100 347460 Lessons - Rec	-23,000	-23,000	-8,801.00	-1,309.00	.00	-14,199.00	38.3%*
564100 347480 Team Sports	-195,000	-195,000	-21,007.50	-559.50	.00	-173,992.50	10.8%*
564100 347481 Jr. Jazz Registratio	-180,000	-180,000	-112,091.00	.00	.00	-67,909.00	62.3%*
564200 347470 Facility Rntl-Gym/Mt	-20,000	-20,000	-2,725.00	.00	.00	-17,275.00	13.6%*
564300 347440 Snack Sales-Zesiger	-1,500	-1,500	-116.99	-116.99	.00	-1,383.01	7.8%*
564300 347450 Vending Mach Commiss	-2,500	-2,500	-1,152.65	.00	.00	-1,347.35	46.1%*
TOTAL RECREATION REVENUE	-442,000	-442,000	-145,894.14	-1,985.49	.00	-296,105.86	33.0%
TOTAL REVENUES	-442,000	-442,000	-145,894.14	-1,985.49	.00	-296,105.86	
20 ICE RINK REVENUE							
563000 347825 Special Events Donat	-5,000	-5,000	.00	.00	.00	-5,000.00	.0%*

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FOR 2020 06

20	ICE RINK REVENUE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	<a href="#">564100 347810 DailyAdmissions-IceR</a>	-80,000	-80,000	-28,522.09	-879.89	.00	-51,477.91	35.7%*
	<a href="#">564100 347811 DailyAdmiss.-IceRibb</a>	-75,000	-75,000	.00	.00	.00	-75,000.00	.0%*
	<a href="#">564100 347815 Season Passes - Ice</a>	-135,000	-135,000	-41,954.42	-9,030.64	.00	-93,045.58	31.1%*
	<a href="#">564100 347817 EFT Mthly Pay Annual</a>	-110,000	-110,000	-29,358.21	-5,640.86	.00	-80,641.79	26.7%*
	<a href="#">564100 347820 Ticket Sales-Spcl Ev</a>	-1,500	-1,500	.00	.00	.00	-1,500.00	.0%*
	<a href="#">564100 347830 Groupon Voucher Sale</a>	-8,000	-8,000	-4,369.38	-106.06	.00	-3,630.62	54.6%*
	<a href="#">564100 347860 Skate Lessons</a>	-50,000	-50,000	-11,674.40	2,235.00	.00	-38,325.60	23.3%*
	<a href="#">564200 347871 Facil Rntl-Hockey/Fi</a>	-130,000	-130,000	-29,700.59	-897.59	.00	-100,299.41	22.8%*
	<a href="#">564200 347872 Facil Rntl-Frstyl/Co</a>	-38,000	-38,000	-11,982.22	-4,180.72	.00	-26,017.78	31.5%*
	<a href="#">564200 347874 Rental - Ice Skates</a>	-50,000	-50,000	-20,155.56	-618.73	.00	-29,844.44	40.3%*
	<a href="#">564200 347875 Facil Rntl-All Nite</a>	-3,000	-3,000	-1,820.00	.00	.00	-1,180.00	60.7%*
	<a href="#">564200 347876 Facil Rntl-Party Roo</a>	-7,000	-7,000	-2,833.00	.00	.00	-4,167.00	40.5%*
	<a href="#">564200 347877 Rental-Skates-Ribbon</a>	-30,000	-30,000	.00	.00	.00	-30,000.00	.0%*
	<a href="#">564300 347840 Snack Bar Sls-Main S</a>	-105,000	-105,000	-23,391.97	-1,694.93	.00	-81,608.03	22.3%*
	<a href="#">564300 347841 Merchandise Sales -</a>	-4,500	-4,500	-186.42	-19.52	.00	-4,313.58	4.1%*
	TOTAL ICE RINK REVENUE	-832,000	-832,000	-205,948.26	-20,833.94	.00	-626,051.74	24.8%
	TOTAL REVENUES	-832,000	-832,000	-205,948.26	-20,833.94	.00	-626,051.74	
22	TAXES							
	<a href="#">561000 311000 General Property Tax</a>	-850,000	-850,000	-30,829.33	-23,461.49	.00	-819,170.67	3.6%*
	<a href="#">561000 311010 Genl Prop Taxes-Debt</a>	-1,296,000	-1,296,000	-47,005.64	-35,771.86	.00	-1,248,994.36	3.6%*
	<a href="#">561000 311020 Property Tax Increme</a>	-110,000	-110,000	.00	.00	.00	-110,000.00	.0%*
	<a href="#">561000 312000 Prior Yrs'Taxes-Deln</a>	-75,000	-75,000	-47,954.93	-2,732.78	.00	-27,045.07	63.9%*
	<a href="#">561000 315000 Fees-In-Lieu Of Prop</a>	-135,000	-135,000	-48,168.02	-9,927.10	.00	-86,831.98	35.7%*
	TOTAL TAXES	-2,466,000	-2,466,000	-173,957.92	-71,893.23	.00	-2,292,042.08	7.1%
	TOTAL REVENUES	-2,466,000	-2,466,000	-173,957.92	-71,893.23	.00	-2,292,042.08	
25	OTHER REVENUE							
	<a href="#">562000 369000 Sundry Revenues</a>	0	0	-16,585.32	-53.81	.00	16,585.32	100.0%
	<a href="#">562100 361000 Interest Earnings</a>	-175,000	-175,000	-68,471.01	-6,482.91	.00	-106,528.99	39.1%*
	<a href="#">562100 361010 Interest Earnings -</a>	0	0	-3,233.70	-319.20	.00	3,233.70	100.0%
	TOTAL OTHER REVENUE	-175,000	-175,000	-88,290.03	-6,855.92	.00	-86,709.97	50.5%
	TOTAL REVENUES	-175,000	-175,000	-88,290.03	-6,855.92	.00	-86,709.97	
	GRAND TOTAL	-6,924,500	-6,924,500	-1,440,713.32	-252,537.06	.00	-5,483,786.68	20.8%

\*\* END OF REPORT - Generated by Tyson Beck \*\*

South Davis Recreation District  
DEPOSITS, INVESTMENTS & RESERVES  
as of close of business on  
June 30, 2020

Date Prepared: July 6, 2020

Name of Bank or Issuer	Type of Account or Security	Year Ago Rate	Current Rate	Maturity Date	Purchase Date	Year Ago Face Amount or Dollar Amount	Current Month Face Amount or Dollar Amount	Current Month Net Earning <Charge>	Held at or Safekeeping Location	Fund Assigned To
U S Bank	Checking	N/A	N/A	N/A	N/A	371,642.81	383,776.42	(527.52)	U S Bank	Enterprise Fund
Utah State Treasurer	Public Treasurers' Investment Fund (PTIF)	2.8586%	0.9353%	N/A	N/A	8,355,461.64	8,136,544.00	6,482.91	State Treasurer	Enterprise Fund
<b>Sub-total (District investable funds)</b>						<b>8,727,104.45</b>	<b>8,520,320.42</b>	<b>5,955.39</b>		
U S Bank	2013 GO Refunding Bond Payment Escrow	N/A	N/A	N/A	N/A	168,075.00	143,450.00	0.00	U S Bank	Enterprise Fund
<b>Sub-total (Bond escrow funds)</b>						<b>168,075.00</b>	<b>143,450.00</b>	<b>0.00</b>		
<b>Grand Total - Investable Funds and Bond Escrows:</b>						<b>8,895,179.45</b>	<b>8,663,770.42</b>	<b>5,955.39</b>		

**Notes:**

"Net Monthly Earning <Charge>" for checking is the net monthly bank service charges.

Next semi-annual bond payment (2013 G.O. Refunding Bonds) - due on 7/1/2020 in the amount of \$143,450.00

**Report of Reserve Balance:**

**General Ledger Account**

Reserve for Repair/Replacement

56 292200

**Previous Month**

**Additions**

**Current Month**

**Year Ago**

\$1,479,348.00

\$0.00

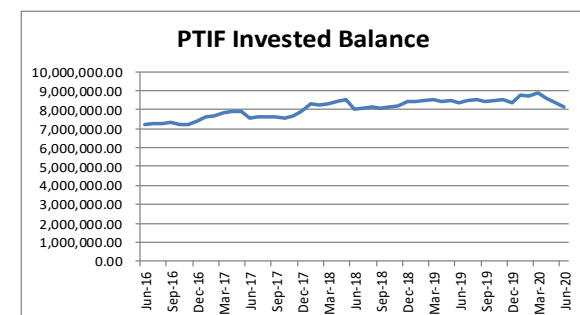
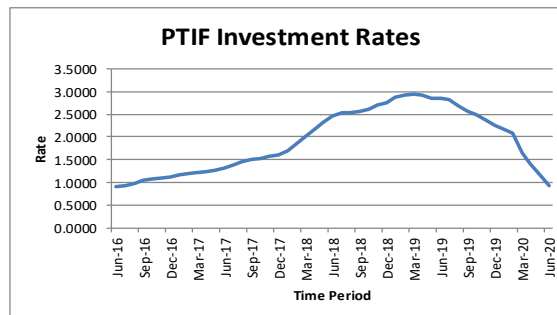
\$1,479,348.00

\$1,479,348.00

Prepared by & Title:

*Galen D. Rasmussen*

Galen D. Rasmussen, District Treasurer





# Proposal for Janitorial Services



Proposal for:



**SOUTH DAVIS**  
Recreation District

*Preston Sudweeks - Owner*

---

Phone: 801-966-9594  
Preston@caliberclean.com

---

PO Box 1291  
West Jordan UT 84088





## Proposals must include:

- A. Based on the work schedule we calculate that it will take a crew of 4 people 4.5 hours each night to meet the requirements of the work schedule. We will follow the attached work schedule. Our staff will follow the Caliber Cleaning training program, hospital grade disinfectants, colored microfiber towels to eliminate cross contamination. Coronavirus prevention procedures. Disinfecting of all high touch surface will be done daily to help reduce coronavirus exposure. See attached Work Schedule for frequency of tasks to be performed.

Additional services we offer are; disinfectant fogging, backpack spray disinfecting, power washing, day porter services, parking lot maintenance, strip and wax, carpet cleaning, EVS cleaning, tile and grout cleaning, emergence response services, before during and after event cleaning.

- B. Cost are included on separate cost proposal.
- C. Monthly pricing includes all holidays that South Davis Recreation District is open, emergency 24 hours response, all communication devices, management personnel, cleaning supplies, overhead, labor, equipment, insurance, computer equipment, vehicle costs and administration staff.
- D. Caliber Cleaning Services LLC guarantees to respond to any emergency by phone with in 30 min, in person within 1-2 hours.
- E. See attached Company Overview, Equipment and Product Strength, and Customer References
- F. See attached insurance docs and business license. Will list South Davis Recreation District as additional insured if awarded contract



## Company Overview:

Caliber Cleaning Services LLC is a locally owned janitorial company with 10+ years of experience in the janitorial industry. Our headquarters is located in West Jordan UT. We have 50+ employees.

We are a local, hands on, small business, and because of this we are able to respond to situations quickly, within 1-2 hours. We also provide better hands-on training with our staff. Our owner has worked for an international janitorial company as well as his own business for over 10 years. He has overseen the cleaning of buildings for Clearfield City, Salt Lake County, the University of Utah, etc.; cleaning buildings as large as 200,000 square ft. We currently provide the janitorial cleaning for Merit College Preparatory Academy and the Division of Wildlife Resources office.

We have team members that are dedicated solely to managing the quality of our services. They work with our crews and our customers to ensure all expectations are being met. This is done by performing quality control inspections with customers during the day as well as at night with the crew. We also provide our crew with daily checklists by area (i.e. classroom tasks, restroom tasks, hallways, offices, etc.) to be followed to ensure nothing gets missed.

We have many crews and have the flexibility to meet any time schedule needed by each of our customers.

We have the greatest team members working for you. We ensure this through the training and onboarding process. A background screening is performed on all team members during the onboarding process.



## Equipment and Product Strength:

Part of what makes Caliber Cleaning Services LLC a superior cleaning service is that we are always researching the newest equipment and procedures to ensure the highest quality of service. This includes attending multiple advanced training classes each year to learn about the proper care and maintenance of all equipment, hard floor maintenance certification classes and carpet technician classes. These training class are passed onto our employees to ensure proper care of all equipment and high quality of all services rendered.

We have been trained on the proper use of multiple chemical lines including, Waxie, Ecolabs, Proctor and Gamble, Diversey, and Betco. This includes recommended applications for each product, dilution rates, proper handling and disposal, how to understand SDS sheets and OSHA compliance. This knowledge is passed onto our staff through onboarding and ongoing training.

Upon starting to use any equipment our staff is trained in its proper use and all maintenance procedures. A checklist is provided to staff to ensure a daily maintenance scheduled is followed for all equipment.

**Caliber staff training;** our team members go through a rigorous training program. This training includes Blood Borne pathogens training, hard floor care, carpet care, restroom disinfection, Kaivac restroom cleaning, and cross contamination procedure training, OSHA compliance, safety protocols including proper PPE for each specific job, EVS certification, and terminal cleaning. They are also trained on the cleaning of different types of environments; general office, medical/dental facilities, education environments, restaurants etc.



## Customer References:

We have included a variety of customers we currently service. Each one of the represent a different industry so you can get a feel for the variety of services we offer. These clients represent large office buildings, medical facilities, industrial, and small office. We have a lot of experience cleaning Education Centers, Gyms and Recreation Centers including, Challenger Schools, Karl G Mazer Academy, Clearfield City, DWR, Planet Fitness, Orange Theory Fitness, Etc.

For each of these facilities we provide a variety of services. These services include high disinfection, deep restroom cleaning, hard floor care, carpet care, full kitchen and breakroom cleaning, spot cleaning of carpets, cross contamination cleaning procedures, high touch point disinfecting, wall to wall vacuuming and mopping, spot cleaning of walls, cleaning all fixtures and furnishings, locker room disinfecting, gym floor maintenance, work out facility disinfecting etc.

Each building has a unique cleaning program that we design with our customers to meet their specific needs and budget. The variety of our customer references is designed to allow you to see how we can tailor our cleaning program to meet any needs.



Customer References:

Normet America  
Stephanie Defa  
801-596-4700

Merit College Prep Academy  
Jesse Meeks  
801-791-7045

Relevant Solutions Inc  
Kelsey Le  
801.214.3309

Mountain Top Physical Therapy  
Janette Hall  
801-913-4127

Old Dominion  
Warren Crown  
801-973-4666





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/06/2020

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

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

<b>PRODUCER</b> WCF MUTUAL INSURANCE COMPANY PO BOX 2227 SANDY UT 84091-2227	<b>CONTACT NAME:</b> SMALL BUSINESS GROUP	<b>FAX (A/C, No):</b>	
	<b>PHONE (A/C, No, Ext):</b> 385.351.8000	<b>E-MAIL ADDRESS:</b> UW@WCF.COM	
<b>INSURED</b> CALIBER CLEANING SERVICES LLC 7654 Eveningshade Dr West Jordan UT 84084	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> WCF MUTUAL INSURANCE COMPANY		10033
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b>						
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	<b>AUTOMOBILE LIABILITY</b>						
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						\$
	DED RETENTION \$						
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	4008024	04/25/2020	04/25/2021	E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

## CERTIFICATE HOLDER

CALIBER CLEANING SERVICES LLC  
7654 S 2920 W  
WEST JORDAN UT 84084-3727

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Ray Pickups*





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/04/2020

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

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

<b>PRODUCER</b> Kyle E Fuller Insurance Agency Inc. 252 W 540 N Orem UT 84057	<b>CONTACT NAME:</b> Kyle E Fuller	<b>FAX (A/C, No):</b> 801-224-5262	
	<b>PHONE (A/C, No, Ext):</b> 801-224-5008	<b>E-MAIL ADDRESS:</b> kfuller@farmersagent.com	
<b>INSURED</b> Caliber Cleaning Services LLC 7654 Eveningshade Dr West Jordan UT 84084	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Truck Insurance Exchange		21709
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY	<input type="checkbox"/>	<input type="checkbox"/>	606662306	04/19/2020	04/19/2021	EACH OCCURRENCE \$ 2,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 2,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>						PRODUCTS - COMP/OP AGG \$ 4,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY <input type="checkbox"/>	SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/>	BODILY INJURY (Per accident) \$				
	HIRED AUTOS ONLY <input type="checkbox"/>		PROPERTY DAMAGE (Per accident) \$				
	UMBRELLA LIAB	<input type="checkbox"/>	<input type="checkbox"/>				\$
	EXCESS LIAB	OCCUR <input type="checkbox"/>	CLAIMS-MADE <input type="checkbox"/>				EACH OCCURRENCE \$
	DED <input type="checkbox"/>	RETENTION \$	AGGREGATE \$				
			\$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input type="checkbox"/>	N/A <input type="checkbox"/>				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	EMPLOYEE DISHONESTY	<input type="checkbox"/>	<input type="checkbox"/>	606662306	04/19/2020	04/19/2021	\$100,000 LIMIT PER OCCURRENCE

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

**CERTIFICATE HOLDER**

CALIBER CLEANING SERVICES LLC  
7654 EVENINGSHADE DR  
WEST JORDAN, UT 84084

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





**City of West Jordan**  
8000 So Redwood Road  
West Jordan, UT 84088  
801-569-5000

# 2020

## HOME OCCUPATION

**Customer/Owner #**

3051893

**License Number:**

9956

**Account ID:**

17206

**Type:**

JANITORIAL

**Business Location:**

7654 S EVENINGSHADE DR (2920 W)

**Classification:**

HOME OCCUPATION

**Issued:**

01/27/2020

**License Expires:**

12/31/2020

\*\*\* NOTICE \*\*\*  
This license becomes null & void if ownership, business name or address is changed. Licensee must apply within 10 days of such change for transfer. Fee will apply. All applicable building & zoning regulations pertaining to business location must be followed.

CALIBER CLEANING SERVICES LLC  
CALIBER CLEANING SERVICES LLC  
7654 S EVENINGSHADE DR  
WEST JORDAN UT, 84084



  
Business License Coordinator

\*\*\* POST THIS LICENSE IN A CONSPICUOUS PLACE \*\*\*





## Caliber Cleaning Services Work Schedule

### Areas to be cleaned:

Restrooms/ Locker rooms  
Interior Common Areas  
Hallways, Entrance, Front desk  
Snack bar seating area  
Child care room  
Bouldering cave  
Elevator

Pool access hallways  
Pool party room  
Multi-purpose gym  
Fitness areas/ Racquetball courts  
Walking track  
Office areas

### Additional instructions

- \* Wax hard surfaced floor 2x per year based on hourly price provided
- \* Deep clean facility quarterly according to the District requests
- \* Provide staff for Halloween Spook-Tacular billed hourly
- \* Clean /prepare pool decks for resealing billed hourly
- \* Help clean Bountiful Jr High Gym after the District host events billed hourly
- \* Pressure wash sidewalks and entry to facility 1x per week during summer
- \* Provide daily services after 11pm Monday through Saturday after 5pm on Sunday
- \* Caliber will respond within 2 hours to all requests from South Davis Recreation Center

### Service Days

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday





## Caliber Cleaning Services frequency and tasks to be performed

Floors: Carpet, Tile, Concrete, Vinyl	Frequency
Thoroughly vacuum all traffic areas and spot vacuum entire office.	7 time(s) per week
Wall to wall vacuum all accessible flooring areas	1 time(s) per week
Walk off matting: Thoroughly vacuum all walk off matting to remove all visible soil and debris	7 time(s) per week
Remove spots from carpet 3" in diameter and smaller	7 time(s) per week
Thoroughly mop all hard surface flooring	7 time(s) per week

Detail Work: Dusting, disinfecting	Frequency
Counters, Tables, Desks, Cubicles: Wipe down surfaces with color coded microfiber cloths and hospital grade disinfectant.	1 time(s) per week
Fixtures and Furnishings: Thoroughly dust and disinfect using color coded microfiber cleaning cloths and hospital grade disinfectant on all accessible fixtures and furniture including window ledges	1 time(s) per week
Fixtures and Furnishings: Spot clean and spot dust and disinfect using color coded microfiber cleaning cloths and hospital grade disinfectant on all accessible fixtures and furniture including window ledges	7 time(s) per week
High and low dusting: Dust all high and low vertical surfaces and ledges up to 12'	1 time(s) per week
Vacuum Furnishings or Wet Wipe: Vacuum fabric covered furnishings or wet wipe furniture with color coded microfiber cloths and disinfectant	1 time(s) per month
Telephones: Clean and disinfect phones using color coded microfiber cloths and hospital grade disinfectant	1 time(s) per week
Drinking Fountains: Sanitize all drinking fountains/ water coolers with color coded microfiber and hospital grade disinfectant	7 time(s) per week
High Touch Points: Clean and disinfectant sinks, counters, light switches, door knobs, and work stations with color coded microfiber and hospital grade disinfectant	7 time(s) per week
Blinds, Jams, Light Fixtures, Vents: Dust blinds, ceiling vents, top of doors, and light fixtures up to 12'	1 time(s) per month





## Caliber Cleaning Services frequency and tasks to be performed

Interior Windows and Trash	Frequency
Partition Glass windows and Mirrors: Spot clean smudges	7 time(s) per week
Partition Glass windows and Mirrors: Thoroughly clean all glass	1 time(s) per week
Trash Receptacles: Empty all trash receptacles replacing any bags that are torn or soiled as needed. Transport trash to designated area for removal.	7 time(s) per week

Restrooms	Frequency
Restock consumables: Refill all hand soap, paper towels, toilet paper, trash liners, deodorizers, and toilet seat covers	7 time(s) per week
Restroom fixtures: Thoroughly clean and disinfect all toilet bowl, urinals, showers and sinks using color coded micro fiber and hospital grade disinfectants.	7 time(s) per week
Partition walls: Thoroughly clean and disinfect all partition walls and doors using color coded microfiber and disinfectants	7 time(s) per week
Vents and light fixtures: Wipe clean all ceiling vents and light fixtures with color coded microfiber and disinfectants.	7 time(s) per week
Chrome and bright work: Polish all metal fixtures and dispensers using color coded microfiber and disinfectants	7 time(s) per week
Walls and ledges: thoroughly clean and disinfect all restroom walls and ledges and doors using color coded microfiber and disinfectant	7 time(s) per week
Floors: Thoroughly mop and disinfect all flooring in restrooms	7 time(s) per week





## Caliber Cleaning Services frequency and tasks to be performed

Kitchen and Break Areas	Frequency
Sinks and Counters: Thoroughly clean and disinfect all sinks and countertops using color coded microfiber and disinfectants	7 time(s) per week
Refrigerators: Wipe and clean exterior of all fridges free of debris and smudges using color coded microfiber and disinfectants	7 time(s) per week
Cabinets: Wipe down and clean exterior of all kitchen cabinets using color coded microfiber and disinfectants	7 time(s) per week
Microwaves: Thoroughly clean inside of all microwaves using color coded microfiber and disinfectants	7 time(s) per week
Floors: Thoroughly clean and disinfect all kitchen flooring	7 time(s) per week
Tables and Chair: Thoroughly clean all tables and chairs using color coded microfiber and disinfectants	7 time(s) per week
Trash Receptacles: Empty all trash receptacles replacing any bags that are torn or soiled as needed. Transport trash to designated area for removal.	7 time(s) per week

Closing Tasks	Frequency
Clean and organize janitor closet	7 time(s) per week
Turn off lights (as instructed)	7 time(s) per week
Lock all doors and windows (as instructed)	7 time(s) per week
Set all alarms (as instructed)	7 time(s) per week



# Scope of Services – Exhibit A

## South Davis Recreation Center

All cleaning to be completed seven (7) days per week, Starting at 11:00pm Monday through Saturday, and at 5:00 PM on Sunday. Time/Dates subject to change depending on events and the calendar.

### Daily Cleaning Projects:

#### RESTROOMS/LOCKER ROOMS (MEN'S LOCKER ROOM 2250 SQ/FT, WOMEN'S LOCKER ROOM 2351 SQ/FT)

- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Sweep, mop and disinfect hard surfaced floors
- Clean and disinfect all restroom fixtures, dispensers, faucets, rails, sinks, toilets, and urinals
- Clean and disinfect all countertops and doorknobs
- Clean mirrors
- Wash and disinfect underside of all toilets
- Restock all paper products and soap
- Clean and disinfect showers
- Wipe down lockers, partitions, **ceilings** and walls
- Use floor machine with proper solution to clean locker room floors
- **Move any excess water into floor drain**

#### INTERIOR COMMON AREAS – HALLWAYS, ENTRANCE, FRONT DESK AREA, LOBBY (10420 SQ/FT), STAIRS, ICE SKATING LOBBY (2683 SQ/FT), AND SNACK BAR SEATING

- Vacuum all carpeting, including mats, if applicable
- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Sweep, mop and disinfect hard surfaced floors
- Use floor machine to clean floors in lobby, hallways, and black ice skating lobby mats
- Vacuum or sweep, mop and disinfect stairways and clean handrails
- Clean/Dust off all window ledges
- Clean and disinfect doorknobs and water fountains
- Clean entry doors interior glass windows and spot clean all interior glass windows

#### CHILD CARE (1411 SQ/FT)

- Vacuum all carpeting, including mats, if applicable
- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Sweep, mop and disinfect hard surfaced floors
- ~~Use floor machine to clean floors in lobby, hallways, and black ice skating lobby mats~~
- **Restock all paper products and soap**
- Clean entry doors interior glass windows and spot clean all interior glass windows

#### BOULDERING CAVE (942 SQ/FT)

- Sweep, clean floor of any debris and trash in hallway (**this area may become future fitness space**)

#### POOLS/POOL ACCESS HALLWAY (HALLWAY IS \_\_\_\_ SQ/FT)

- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans

- Sweep, clean floor of any debris and trash in hallway
- Use floor machine with proper solution to clean hallway floor
- Move any excess water into floor drain

#### **POOL PARTY ROOM (720 SQ/FT)**

- When cleaning the pool access hallway, use floor machine with proper solution to also clean pool party room floor
- Clean interior windows

#### **MULTI PURPOSE GYM (8199 SQ/FT)**

- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Sweep, mop and disinfect hard surfaced floors and blue gym floor
- Spot clean board glass around blue floor

#### **FITNESS AREAS (9325 SQ/FT), RAQUETBALL COURTS (5905 SQ/FT) AND WALKING TRACK (8671 SQ/FT)**

- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Sweep, mop and disinfect hard surfaced floors (including fitness room floor and racquetball courts); under and around exercise equipment on both 2<sup>nd</sup> and 3<sup>rd</sup> floors
- Use floor machine to clean floors in 2<sup>ND</sup> floor fitness area
- Vacuum or sweep, mop and disinfect stairways and clean handrails
- Clean off window ledges
- Clean and disinfect doorknobs and water fountains
- Spot clean all interior glass windows, including racquetball courts

#### **OFFICE AND OFFICE AREAS (1315 SQ/FT)**

- Empty all trash cans and dispose of in dumpster, replace liners and spot clean trash cans
- Vacuum Floors

#### **ELEVATOR/(S):**

- Vacuum or sweep, mop and disinfect hard surfaced floors
- Polish stainless steel, wipe down walls and doors, and disinfect buttons (daily for now)

#### **SPECIAL CLEANING**

- Wax hard surfaced floors twice a year (wax provided by The District)
- Clean carpets monthly or as needed
- Facility deep clean every 4 months

#### **POSSIBLE ADDITIONAL SERVICES (Provide Cost for additional services separate from base proposal)**

- Provide staff to work Halloween Spook-Tacular special event
- Clean/Prepare pool decks for resealing using acid (or similar product)
- Help with cleaning Bountiful Jr. High gym after The District hosts events
- Pressure wash sidewalks and entry to facility (once a week during summer; scaled down after summer)
- Future upgrades and additions to the facility could create more cleaning

#### **RESTROOM SPECIFIC AREAS**

- 2 Women's Restrooms
- 2 Men's Restrooms



## Cost Proposal - Exhibit B

Cost Proposal Sheet cannot be modified, any modification to the cost sheet will be deemed unacceptable and disqualified. You are required to fill out all areas of the cost sheet.

### Annual Cost of Service

\_\_\_\$103,680.00\_\_\_

Must include in cost:

- Daily general cleaning
- Two times a year floor waxing
- Quarterly deep cleaning
- Monthly carpet cleaning

### Monthly Cost of Service

\_\_\_\$8640.00\_\_\_

Must include in cost:

- Daily general cleaning
- Two times a year floor waxing
- Quarterly deep cleaning
- Monthly carpet cleaning

### Number of Staff for Daily General Cleaning

\_\_\_4\_\_\_

### Cost Per Hour for Daily Staff

\_\_\_\$18\_\_\_

### Additional Services

Please list per hour rate:

Janitorial for Halloween Special Event  
(Two staff working for 3 hours)

\_\_\_\$18\_\_\_

Cleaning Pool Decks with Acid or Similar  
Product

\_\_\_\$18\_\_\_

Pressure Wash Front Concrete Facility Entry  
Weekly in Summer, as Needed Rest of the Year

\_\_\_\$18\_\_\_

Any Other Services (Please List Service and Rate Below):

\_\_\_Any additional services will be billed at \$18 per hour. \_\_\_

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**RESOLUTION NO. 2020-3**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SOUTH DAVIS RECREATION DISTRICT APPROVING AN AGREEMENT WITH CALIBER CLEANING SERVICES LLC FOR JANITORIAL SERVICES**

WHEREAS, the District desires to obtain janitorial services at the South Davis Recreation Center, as specified in the Janitorial Cleaning Services RFP (the “RFP”); and

WHEREAS, the selection committee has reviewed the proposals, selected Caliber Cleaning Services LLC, and now desires to approve the entry of the Agreement for the contemplated services;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SOUTH DAVIS RECREATION DISTRICT AS FOLLOWS:**

**Section 1. Agreement Approved.** The Board of Trustees hereby approves the Agreement with Caliber Cleaning Services LLC attached hereto as Exhibit A and incorporated herein by reference.

**Section 2. Executive Director Authorized to Execute.** The Executive Director of the District is authorized to sign and execute the attached Agreement and any other documents necessary to implement the Agreement.

**Section 3. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE SOUTH DAVIS RECREATION DISTRICT ON THIS 20<sup>th</sup> DAY OF JULY, 2020.**

**SOUTH DAVIS RECREATION DISTRICT**

ATTEST:

\_\_\_\_\_  
Mary Gadd, District Clerk

By:\_\_\_\_\_  
Tami Fillmore, Board Chair

## **SOUTH DAVIS RECREATION DISTRICT'S JANITORIAL SERVICE PROVIDER AGREEMENT**

This Agreement is made and entered into this \_\_\_\_ day of July, 2020, by and between the SOUTH DAVIS RECREATION DISTRICT, a governmental entity, hereinafter referred to as the "District," and \_\_\_\_\_, a Utah limited liability company, hereinafter referred to as "Contractor."

### **IT IS MUTUALLY AGREED:**

1. Contractor shall furnish building maintenance services as specified in Janitorial Cleaning Services RFP (the "RFP"). The term of this agreement shall be for three (5) years, beginning on \_\_\_\_\_, 2020, with the District's sole option to renew each year in perpetuity or until the parties agree to part ways. The District agrees to pay to the Contractor \$\_\_\_\_\_ per month for services provided seven (7) days per week. The District will notify Contractor of any vacancy changes in advance so that billing can be adjusted accordingly.
2. Contractor shall provide quality services and regular inspections by the Contractor's supervisory personnel of all premises on which services are provided as outlined in the Scope of Services.
3. Contractor shall provide daily and weekly reports to the Project Supervisor of all janitorial services completed via Maintenance's designated email as outlined in the RFP.
4. The District shall supply paper products, soap, floor machines and trash can liners. Contractor shall provide the supplies, equipment, and personnel needed (including training and supervision of personnel) for purposes of cleaning. Contractor supplies and equipment shall remain the property of Contractor.
5. The District shall supply the Contractor with building alarm codes, keys and room access key cards, if applicable.
6. Contractor shall carry Worker's Compensation insurance as required by state statute. Employer's liability of \$1,000,000 per each accident with \$1,000,000 disease each employee and policy limit. Contractor shall carry commercial general liability insurance for personal and property damage. \$1,000,000 each occurrence and \$2,000,000 general aggregate with a \$2,000,000 each occurrence and in the aggregate umbrella liability insurance.
7. Contractor shall name the District as additional insured with respect to general liability insurance. A waiver of subrogation applies in favor of company.
8. The District may request Contractor to perform additional services. These services will be contracted separately, via approved work order from the District to Contractor, and will be billed separately to the District.

9. The District may not solicit, for purposes of employment any employees of Contractor during the course of the Agreement or in the event of its termination for any cause for a period of 24 months. Employees are available for direct hire District for a \$1000.00 fee.
10. The District shall not hold Contractor responsible for lack of service due to natural disasters, major snow storms, significant power outages or any other catastrophe beyond Contractor's control.
11. In the event that Contractor fails to complete all of the work required within the time limits set within the Scope of Services, then for each partial or complete day which the work remains uncompleted thereafter, the Contractor agrees to credit The District One Hundred Dollars (\$100.00) which the parties believe, due to the difficulty of actually assessing the damages the District will suffer in event of such a delay, is a fair estimate of the loss The District will suffer. The parties agree that the daily liquidated damages provided for herein is reasonable and fair, and is not a penalty.
12. The District or Contractor shall have the right to terminate the Agreement upon thirty (30) days written notice to the other party. If time frame is not met, Contractor will still hold the District responsible to pay the remaining thirty (30) days of the agreement.
13. Contractor will bill for current monthly services at the first of each month. Payment terms are Net 30 days. Payment must be received by the 5<sup>th</sup> of the following month.
14. A finance charge may be billed to accounts that are over sixty (60) says past due.
15. Finance charge may be billed to accounts that are over sixty (60) days past due.
16. Finance charges will be calculated at the rate of eighteen percent (18%) per annum. The District shall pay any cost, including reasonable attorney's fees, to enforce the provisions of the agreement.
17. The District shall understand that service may be suspended if payment for service exceed sixty (60) days past due.
18. Contractor may provide above goods as needed or upon request and will bill the District separately.

DISTRICT: \_\_\_\_\_

Date: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

Date: \_\_\_\_\_



May 4, 2020 (Revised June 23, 2020)

PRINCIPALS

Niels E. Valentiner, AIA  
Brent R. Tippetts, AIA  
Jeanne Jackson, FAIA  
Derek T. Payne, AIA  
Vern Latham, AIA  
Jeffery L. Pinegar, AIA  
David S. Cox, AIA  
Celestia R. Carson,  
Alex Booth, AIA  
Nathan H. Leavitt, AIA  
Whitney M. Ward, AIA

ASSOCIATE PRINCIPALS

Philip M. Haderlie, AIA  
Julia Oderda, AIA  
Marilee Vincencio, NCIDQ  
Breanna Bonsavage, AIA  
Dan Hagerman, AIA, CSI  
Coreen Crouch, NCIDQ  
Michael Rail, AIA

ASSOCIATES

Karen M. Ferguson  
Todd Braun  
Brian Peterson  
Joseph Voitehovich  
Carlos Liñan  
Michael Ririe  
Levi Lloyd, AIA  
Pablo Gotay  
Lissa Ericson, NCIDQ  
Nancy McKendrick, NCIDQ  
Jeremy D. Bastow, AIA

DIR. OF OPERATIONS

Melissa Wood

CONTROLLER

Elizabeth Stincelli, DM

PRINCIPAL EMERITUS

Steve Crane, FAIA  
Peter R. Brunjes, AIA  
Sean Onyon, AIA  
Boyd McAllister, AIA

Tiff Miller  
South Davis Recreation District  
550 North 200 West  
Bountiful, UT 84010

**Re: South Davis Recreation Center – Improvements**

Dear Tiff:

VCBO appreciates the opportunity to submit our proposal to you for the Improvement to the South Davis Recreation Center. Based on our understanding of the projects, we have set forth below the project scope of work and fee below for your review.

**Scope of Project:**

VCBO, and its consultants, will provide design and engineering services to improve multiple areas in the South Davis Recreation Center. The selected areas include the following:

- Locker Room / Toilet Room Improvements:  
Add 2nd Floor Restrooms
- Fitness Area Improvements  
Renovate Boulderling Area to Fitness
- Finish and Interior Improvements:  
New Entry Vestibule at East  
Renovate Lobby Entry / Concession Millwork  
Ice Rink Access Control

VCBO's design services include Mechanical, Electrical and Structural Engineering Design. Any additional design or engineering services will be provided as additional services.

**Fee:**

Architectural and Engineering Design: **\$38,900.00**

**Acceptance:**

We appreciate the opportunity to submit this fee proposal and look forward to working with you on this exciting project. Should you have any questions regarding our proposal referenced above, please do not hesitate to contact me. If this proposal meets with your approval, please sign and

return it to our office. When accepted, this proposal will serve as a mutual commitment between VCBO Architecture and South Davis Recreation Center for the above outlined services and fees.

By: 

Brent Tippetts, Principal  
VCBO Architecture

**APPROVED:**

By: \_\_\_\_\_

South Davis Recreation Center

\_\_\_\_\_ Date

Mr. Tif Miller  
Executive Director – South Davis Recreation Center  
550 N 200 W  
Bountiful, UT 84010

**RE: South Davis Recreation Center - Improvements Project**

July 8, 2020

Dear Mr. Miller:

It was a pleasure meeting with you on Wednesday, April 29th, 2020 to discuss the proposed improvements to the South Davis Recreation Center. Based on our discussions and review of the record drawings provided, attached is our fee proposal outlining the scope and associated fees for each of the tasks.

**1. SCOPE ITEMS:**

Based on our discussion, our understanding of the project scope is as follows, Basic Services associated with these tasks are outlined in Section 2:

**Task #1: Bouldering Cave** – Reconfigure existing Bouldering Cave as either open or enclosed space to accommodate Edu-tainment function for children and/or to provide additional space for exercise equipment. The existing sloped floor is to be leveled, and rock features are to be removed where necessary. It is assumed that existing lighting and mechanical systems will remain in place.

**Task #2: Level 2 Restroom Addition** – Remove existing concrete benches (near the racquet ball courts) and add 2-4 individual ADA restroom stalls and associated infrastructure as space allows. Coordinate Plumbing, Mechanical, Electrical, Lighting and Fire Sprinkler design for added restrooms.

**Task #3: Members and ADA Entry / Vestibule and ADA Parking** – Relocate ADA parking spaces to be adjacent to Northwest Entry (Grids K / 13 on provided Architectural Plan). Provide curb cut and parking lot striping and coordinate with Civil Engineer as needed to provide accessible entry. Provide new vestibule, including new Lighting, Electrical and Mechanical work. Provide new millwork as required for desk near entry.

**Task #4: Snack Area and Front Desk Millwork / Barrier Design** – Provide design of new millwork at existing desk and snack bar area. Snack bar countertops to be stainless steel. Other finishes to be updated with new materials and colors. Provide new access control to existing ice rink. Revise electrical power locations as necessary to accommodate the new millwork configuration.

**2. ASSOCIATED BASIC SERVICES:**

Based on our discussion, our understanding of the project scope is as follows:

- a. **Research and Site Base Drawings:** The design team will create new Architectural drawings of each space associated with the tasks listed above. It is assumed that CAD drawings/ Revit Model will be provided. New drawings will be based on provided CAD drawings/ model and verified against site conditions. If not provided, see fee below for cost to generate.
- b. **Schematic Design:** The design team will prepare design alternatives of each task area for review and approval. The schematic design drawings prepared during this phase will depict the proposed design in sufficient detail to meet your approval as well as to obtain a preliminary cost estimate from a selected contractor. If required, by the budget, adjustments to the scope of work can be addressed at that time. The revised scope of work will be used as a guide for preparing the drawings of the Design Development Phase. The proposal for schematic design



includes (2) design review meetings with the owner.

- c. **Design Development:** Once a preferred alternative is selected for each task, SMA will prepare a Design Development drawing submittal. The Design Development drawings will illustrate the scale, materials and character of the project area in more detail, and will include consultant drawings including MEP and structural design. The proposal for Design Development will include (1) design review meeting with the owner.
- d. **Construction Documents:** The design team will prepare construction documents, including drawings and technical specifications, describing the design in detail so that the project can be constructed and bid to general contractors. The design will include Civil, Structural, Architectural, Lighting, Mechanical/Plumbing/Fire, and Electrical design as needed. The proposal for Construction Documents includes (2) design review meeting.
- e. **Construction Administration:** The design team will answer contractor question, review submittals and shop drawings, and will be available for construction progress meetings for the duration of the project. The design team will review the progress of the work, verifying compliance with the construction documents, and will conduct a final review and punch-list. At the end of the project the design team will provide Record Drawings of the project for archiving at project completion.

### 3. FEES:

#### A. FEES FOR BASIC SERVICES

Your investment in our services for each of the tasks listed above will be as follows. These are lump sum, fixed fees that do not include reimbursable expenses or fees for additional services, which will be additional. The services of consulting engineers as described above are included in this proposal. Should additional consulting engineering services be required, and with your written approval, these services will be charged at our cost plus a 15% coordination fee and will be in addition to the "Fees for Basic Services" stated above. These fees do not include cost estimating services.

Task #1 - Bouldering Cave:	\$12,100
Task #2 - Level 2 Restroom Addition:	\$17,600
Task #3 - Members and ADA Entry / Vestibule and ADA Parking:	\$19,250
Task #4 - Snack Area and Front Desk Millwork / Barrier Design:	\$19,800
<u>CAD / Revit Base Creation (If not provided)</u>	<u>\$7,000</u>
Total:	*\$75,750

\*Fee assumes all tasks will be completed simultaneously and delivered as a single package.

#### B. CHARGES

For all additional services our fees are based on hourly rates (included on the attached rate sheet) for actual time spent on the project by our office. The hourly rates defined in the attached rate sheet are valid for the time period ending 12 months after the date of this letter. Meetings at which several staff members are present will be charged at a single rate.

#### C. PAYMENTS

Invoices for *Basic Services* will be submitted monthly based on the progress of the work. An estimated percentage breakdown of fees is as follows:

- Research and Site Base Drawings: 10%
- Schematic Design: 20%
- Design Development: 15%
- Construction Documents: 40%

- Construction Administration: 15%

D. REIMBURSABLE EXPENSES

All out of pocket expenses, including but not limited to reproductions, postage and handling of drawings, and mileage and travel costs shall be charged and billed to you at our cost plus a 10% administrative charge per the attached reimbursable expense sheet.

3. ENTIRE AGREEMENT:

If this accurately reflects your understanding of our agreement and meets with your approval, please sign one copy and return it to our office.

Sincerely,



John P. Sparano, FAIA, NCARB  
Architect/Principal

Approved and Accepted by:

\_\_\_\_\_  
Mr. Tif Miller, Executive Director

Date: \_\_\_\_\_

REIMBURSABLE EXPENSES

**Architectural Services - Hourly Rates**

**Principal Architect**

\$185.00 an hour

**Project Manager**

\$155.00 an hour

**Project Architect**

\$135.00 an hour

**Job Captain**

\$100.00 an hour

**Draftsperson**

\$95.00 an hour

**Administrative**

\$75.00 an hour

**Reimbursable Expenses**

Reimbursable expenses and any additional services performed by engineers or sub-consultants will be billed at their cost plus a 15% administrative fee. Expenses include: mileage and transportation in connection with a project, including authorized out-of-town travel; fees paid for securing approval of authorities having jurisdiction over a project; printing, plotting and reproduction services; postage, handling and express mail of drawings, specifications and other documents; and renderings, materials, models and mock-ups requested by the client. Note: Rates are effective for a period of 18 months from the date the contract is signed. A negotiated increase in rates, 5% minimum per year, will be implemented for contracts extending beyond this date.

**Reimbursable Unit Costs**

**Auto Mileage**

Federal standard rate per mile

**In-house plotting of CAD files**

12"x18" - \$2.50 per sheet

24"x36" - \$5.00 per sheet

**Black & White Printing**

8-1/2"x11" - \$0.75 per sheet

**Color Printing**

8-1/2"x11" - \$3.50 per sheet

11"x17" - \$5.75 per sheet

**SPARANO + MOONEY ARCHITECTURE FEE SCHEDULE for the  
SOUTH DAVIS RECREATION CENTER - TASK 1 BOULDERNG CAVE**

STAFF DESCRIPTION	SMA - Principal	SMA - Project Manager	SMA CAD	SMA Clerical	TOTAL HRS	TOTAL FEE
Cost/hr	\$185.00	\$155.00	\$95.00	\$75.00		
Phase Description						
<b>SCHEMATIC DESIGN PHASE</b>						
Hours for this phase	2	5	8	0.5	16	
Fees for this phase	\$370.00	\$775.00	\$760.00	\$37.50		\$1,942.50
<b>DESIGN DEVELOPMENT PHASE</b>						
Hours for this phase	2	5	8	0.5	16	
Fees for this phase	\$370.00	\$775.00	\$760.00	\$37.50		\$1,942.50
<b>CONSTRUCTION DOCUMENTS PHASE</b>						
Hours for this phase	2	9	32	0.5	44	
Fees for this phase	\$370.00	\$1,395.00	\$3,040.00	\$37.50		\$4,842.50
<b>CONSTRUCTION ADMINISTRATION PHASE</b>						
Hours for this phase	1	10	1	0.5	13	
Fees for this phase	\$185.00	\$1,550.00	\$95.00	\$37.50		\$1,867.50
<b>TOTAL ARCHITECTURAL FEES</b>	\$1,295.00	\$4,495.00	\$4,655.00	\$150.00		\$10,595.00
<b>SUB-CONSULTANTS</b>						
Structural Engineering						\$0.00
Mech. & Plum'g. Engineering						\$1,100.00
Electrical Engineering						\$405.00
<b>Grand Total, (hours)</b>	7	29	49	2	87	
<b>GRAND TOTAL</b>						\$12,100.00

**NOTES:**

1) See Fee Proposal letter for summary of fees.

**SPARANO + MOONEY ARCHITECTURE FEE SCHEDULE for the  
SOUTH DAVIS RECREATION CENTER - TASK 2 LEVEL 2 RESTROOM ADDITION**

	SMA - Principal	SMA - Project Manager	SMA CAD	SMA Clerical	TOTAL HRS	TOTAL FEE
Cost/hr	\$185.00	\$155.00	\$95.00	\$75.00		
Phase Description						
SCHEMATIC DESIGN PHASE						
Hours for this phase	2	7	11	0.5	21	
Fees for this phase	\$370.00	\$1,085.00	\$1,045.00	\$37.50		\$2,537.50
DESIGN DEVELOPMENT PHASE						
Hours for this phase	2	7	12	0.5	22	
Fees for this phase	\$370.00	\$1,085.00	\$1,140.00	\$37.50		\$2,632.50
CONSTRUCTION DOCUMENTS PHASE						
Hours for this phase	2	11	35	0.5	49	
Fees for this phase	\$370.00	\$1,705.00	\$3,325.00	\$37.50		\$5,437.50
CONSTRUCTION ADMINISTRATION PHASE						
Hours for this phase	1	12	2	0.5	16	
Fees for this phase	\$185.00	\$1,860.00	\$190.00	\$37.50		\$2,272.50
TOTAL ARCHITECTURAL FEES	\$1,295.00	\$5,735.00	\$5,700.00	\$150.00		\$12,880.00
SUB-CONSULTANTS						
Structural Engineering						\$1,220.00
Mech. & Plum'g. Engineering						\$2,000.00
Electrical Engineering						\$1,500.00
Grand Total, (hours)	7	37	60	2	106	
GRAND TOTAL						\$17,600.00

**NOTES:**

1) See Fee Proposal letter for summary of fees.

**SPARANO + MOONEY ARCHITECTURE FEE SCHEDULE for the  
SOUTH DAVIS RECREATION CENTER - TASK 3 MEMBERS AND ADA ENTRY / VESTIBULE AND ADA PARKING**

	SMA - Principal	SMA - Project Manager	SMA CAD	SMA Clerical	TOTAL HRS	TOTAL FEE
Cost/hr	\$185.00	\$155.00	\$95.00	\$75.00		
Phase Description						
<b>SCHEMATIC DESIGN PHASE</b>						
Hours for this phase	2	9	12	0.5	24	
Fees for this phase	\$370.00	\$1,395.00	\$1,140.00	\$37.50		\$2,942.50
<b>DESIGN DEVELOPMENT PHASE</b>						
Hours for this phase	2	10	12	0.5	25	
Fees for this phase	\$370.00	\$1,550.00	\$1,140.00	\$37.50		\$3,097.50
<b>CONSTRUCTION DOCUMENTS PHASE</b>						
Hours for this phase	2	14	36	0.5	53	
Fees for this phase	\$370.00	\$2,170.00	\$3,420.00	\$37.50		\$5,997.50
<b>CONSTRUCTION ADMINISTRATION PHASE</b>						
Hours for this phase	0	14	2	0.5	17	
Fees for this phase	\$0.00	\$2,170.00	\$190.00	\$37.50		\$2,397.50
<b>TOTAL ARCHITECTURAL FEES</b>	<b>\$1,110.00</b>	<b>\$7,285.00</b>	<b>\$5,890.00</b>	<b>\$150.00</b>		<b>\$14,435.00</b>
<b>SUB-CONSULTANTS</b>						
Civil						\$1,435.00
Structural Engineering						\$1,400.00
Mech. & Plum'g. Engineering						\$800.00
Electrical Engineering						\$1,180.00
<b>Grand Total, (hours)</b>	<b>6</b>	<b>47</b>	<b>62</b>	<b>2</b>	<b>117</b>	
<b>GRAND TOTAL</b>						<b>\$19,250.00</b>

**NOTES:**

1) See Fee Proposal letter for summary of fees.



**SPARANO + MOONEY ARCHITECTURE FEE SCHEDULE for the  
SOUTH DAVIS RECREATION CENTER - TASK 4 SNACK AREA AND FRONT DESK MILLWORK / BARRIER DESIGN**

	SMA - Principal	SMA - Project Manager	SMA CAD	SMA Clerical	TOTAL HRS	TOTAL FEE
Cost/hr	\$185.00	\$155.00	\$95.00	\$75.00		
Phase Description						
<b>SCHEMATIC DESIGN PHASE</b>						
Hours for this phase	2	13	14	0.5	30	
Fees for this phase	\$370.00	\$2,015.00	\$1,330.00	\$37.50		\$3,752.50
<b>DESIGN DEVELOPMENT PHASE</b>						
Hours for this phase	2	13	15	0.5	31	
Fees for this phase	\$370.00	\$2,015.00	\$1,425.00	\$37.50		\$3,847.50
<b>CONSTRUCTION DOCUMENTS PHASE</b>						
Hours for this phase	2	17	36	0.5	56	
Fees for this phase	\$370.00	\$2,635.00	\$3,420.00	\$37.50		\$6,462.50
<b>CONSTRUCTION ADMINISTRATION PHASE</b>						
Hours for this phase	2	19	3	0.5	25	
Fees for this phase	\$370.00	\$2,945.00	\$285.00	\$37.50		\$3,637.50
<b>TOTAL ARCHITECTURAL FEES</b>	<b>\$1,480.00</b>	<b>\$9,610.00</b>	<b>\$6,460.00</b>	<b>\$150.00</b>		<b>\$17,700.00</b>
<b>SUB-CONSULTANTS</b>						
Structural Engineering						\$0.00
Mech. & Plum'g. Engineering						\$860.00
Electrical Engineering						\$1,240.00
<b>Grand Total, (hours)</b>	<b>8</b>	<b>62</b>	<b>68</b>	<b>2</b>	<b>140</b>	
<b>GRAND TOTAL</b>						<b>\$19,800.00</b>

**NOTES:**

1) See Fee Proposal letter for summary of fees.

SPARANO + MOONEY ARCHITECTURE FEE SCHEDULE for the

SOUTH DAVIS RECREATION CENTER - TASK 5 CAD / REVIT BASE CREATION (IF NOT PROVIDED)

STAFF DESCRIPTION	SMA - Principal	SMA - Project Manager	SMA CAD	SMA Clerical	TOTAL	TOTAL
Cost/hr	\$185.00	\$155.00	\$95.00	\$75.00	HRS	FEE
Phase Description						
CAD / REVIT BASE CREATION						
Hours for this phase	0	20	41	0.5	62	
Fees for this phase	\$0.00	\$3,100.00	\$3,895.00	\$0.00		\$6,000.00
TOTAL ARCHITECTURAL FEES	\$0.00	\$3,100.00	\$3,895.00	\$0.00		\$7,000.00
GRAND TOTAL						\$7,000.00

NOTES:

1) See Fee Proposal letter for summary of fees.