

**St. Charles Parish Library**  
Board of Control Meeting  
March 17, 2026  
6:00 p.m.

AGENDA

- I. Call to Order, Prayer, & Pledge
- II. Approval of Minutes - January 20, 2026
- III. Attendance Report
- IV. Public Comment (five [5] minutes)
- V. Librarian's Report
- VI. Communications
- VII. Unfinished Business
  - A. Hahnville Branch Library Project Update - – review and approval of 90% estimate
- VIII. New Business
  - A. Resolution 26-2 – Designation of a Records Officer
  - B. Resolution 26-3 - Proposed Amendment to the 2025 Budget
- IX. Public Comment (three [3] minutes)
- X. Adjournment

Persons wishing to speak before the board must notify the board secretary (Library Director) at [LibraryBoard.Secretary@myscpl.org](mailto:LibraryBoard.Secretary@myscpl.org), or 985-764-9643 at least two days before the meeting to notify the board they will be speaking at the board meeting. All speakers are limited to a maximum presentation of five (5) minutes for requested Public Comment, Agenda Item IV. Public Comment at the end of the meeting is limited to three (3) minutes per speaker. Groups wishing to present to the board are asked to designate one person to make the presentation. Please contact the board secretary for additional information.

**St Charles Parish Council - LIVE DATA**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

**601 - Library Service District No. 1 M&O Fund**

From 1/1/2026 Through 1/31/2026

(In Whole Numbers)

		YTD Budget - Revised	Year To-Date	YTD Budget Variance - Revised
		<u>                    </u>	<u>                    </u>	<u>                    </u>
Revenue				
NonApplicable	000000			
Ad Valorem	31100000	9,253,000	8,252,788	(1,000,212)
FCC Universal Service Program	33108600	60,000	0	(60,000)
State Payments In Lieu Of Taxes	33400000	60,000	0	(60,000)
Charge For Photocopier	34105000	4,000	217	(3,783)
Miscellaneous Revenue	34109900	1,000	77	(923)
Fines (Books)	35201000	0	42	42
Interest Earnings	36100000	527,000	7,103	(519,897)
Total NonApplicable		<u>9,905,000</u>	<u>8,260,227</u>	<u>(1,644,773)</u>
Total Revenue		<u>9,905,000</u>	<u>8,260,227</u>	<u>(1,644,773)</u>
Expenditures				
Libraries	450610			
Regular Salaries & Wages	41200000	4,646,804	180,905	4,465,899
FICA	41510000	61,106	1,820	59,286
Retirement	41520000	421,041	16,458	404,583
Life/Health Insurance	41530000	720,000	57,720	662,280
Workmen's Compensation	41540000	36,000	627	35,373
Unemployment	41550000	500	18	482
Medicare	41560000	67,379	2,592	64,787
Disability	41570000	9,714	629	9,085
Post Employees Health Care	41580000	88,000	4,914	83,086
Dental	41600000	5,760	430	5,330
OPEB Contribution	41610000	128,143	5,237	122,906
Miscellaneous	41990000	2,200	0	2,200
Library - Dues	42140000	4,500	0	4,500
Library Advertising	42150000	10,000	0	10,000
Library-Periodicals	42160000	15,000	0	15,000
Library-Digital Books	42170000	187,000	0	187,000
Library - Printing	42210000	40,000	0	40,000
Library-Adult Pgm Speakers/Performers	42230001	5,000	0	5,000
Library-Child & Yg Ad Pgm Speakers/Performers	42230002	28,000	0	28,000
Electrical (Light And Power)	42310000	185,000	0	185,000
Natural Gas	42320000	2,000	0	2,000
Water	42330000	7,000	0	7,000
Postage And Box Rent	42410000	12,000	0	12,000
Telephone	42420000	175,000	10,661	164,339
Library - Electronic Services	42450000	100,000	0	100,000
Library - Building Rentals	42510000	3,660	144	3,516
Library - Equipment Rentals	42520000	40,000	(158)	40,158
Library - Mt. of Grounds	42610000	105,000	1,386	103,614
Library - Mt. of Buildings	42620000	140,000	2,176	137,824
Library - Mt. of Vehicles	42630000	10,000	0	10,000
Library - Mt. of Equipment	42640000	5,000	0	5,000
Library - Mt. of Plumbing & HVAC	42650000	85,000	0	85,000
Library - Mt. of Furniture/Office Eq.	42660000	1,000	0	1,000
Contractual Services	42700000	17,000	688	16,312
Library - Electrical Contract	42720000	5,000	0	5,000

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**601 - Library Service District No. 1 M&O Fund**

From 1/1/2026 Through 1/31/2026

(In Whole Numbers)

		YTD Budget - Revised	Year To-Date	YTD Budget Variance - Revised
Library - Pest Control Contract	42740000	9,000	0	9,000
Library - Janitorial Contract	42750000	5,000	130	4,870
Library - Automation Systems Contract	42770000	160,525	0	160,525
Professional Services	42800000	60,000	16	59,984
Merchant Services	42810000	500	10	490
Insurance - Fire & Casualty Property	42910000	470,390	108,805	361,585
Insurance - Auto Coverage	42930000	50,000	0	50,000
Insurance - Employee Liability	42940000	7,500	0	7,500
Non Consumable Office Supplies	43050000	45,000	0	45,000
Library-Technology Supplies	43060000	80,000	0	80,000
Office Supplies	43100000	72,000	635	71,365
Library-Adult Pgm Supplies	43210001	45,000	0	45,000
Library-Child & Yg Ad Pgm Supplies	43210002	50,000	20	49,980
Maintenance Of Buildings & Grounds	43260000	60,000	978	59,022
Vehicle Supplies(Gas, Oil, Antifreeze)	43270000	13,000	0	13,000
Miscellaneous	43290000	8,000	0	8,000
Travel	44100000	66,000	0	66,000
Acquisition Of Motor Vehicles	46400000	120,000	0	120,000
Educational-Cultural-Recreational	46510000	200,000	0	200,000
Buildings-Grounds-General Plant	46520000	250,000	0	250,000
Office Equipment	46560000	600,000	0	600,000
Major Repairs	46700000	400,000	0	400,000
Construction In Progress	46800000	9,200,000	0	9,200,000
Library - Architectual	46810000	575,213	0	575,213
LIBRARY - BOOKS (ALL FORMATS)	46900100	121,000	(33)	121,033
LIBRARY - AUDIO RECORDINGS	46900300	13,400	0	13,400
LIBRARY - VIDEO RECORDINGS	46900500	24,400	0	24,400
Other Fees	46930000	1,000	0	1,000
Library - Other	46960000	10,000	0	10,000
Miscellaneous	46990000	235,000	0	235,000
Cont. To Retirement Ded. From Tax Coll	47300000	325,000	310,634	14,366
Cost Of Ad Valorem Tax Collection	47310000	5,000	0	5,000
Transfer - Indirect Cost Allociation	48570000	330,000	0	330,000
Total Libraries		<u>20,980,735</u>	<u>707,442</u>	<u>20,273,293</u>
Total Expenditures		<u>20,980,735</u>	<u>707,442</u>	<u>20,273,293</u>
Net Revenue Over Expenditures		<u>(11,075,735)</u>	<u>7,552,785</u>	<u>18,628,520</u>

**St. Charles Parish Library  
Board of Control**

**2026 Regular Meeting Schedule**

6:00 p.m., Tuesday  
January 20, 2026

Council Chambers  
Parish Courthouse

6:00 p.m., Tuesday  
March 17, 2026

Council Chambers  
Parish Courthouse

6:00 p.m., Tuesday  
May 19, 2026

Council Chambers  
Parish Courthouse

6:00 p.m., Tuesday  
July 21, 2026

Council Chambers  
Parish Courthouse

6:00 p.m., Tuesday  
September 15, 2026

Council Chambers  
Parish Courthouse

6:00 p.m., Tuesday  
November 17, 2026

Council Chambers  
Parish Courthouse

## Leann C. Benedict

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**From:** Lauren Stelly <lstelly@woodwarddesignbuild.com>  
**Sent:** Tuesday, March 10, 2026 11:09 AM  
**To:** Justin Aubert; Kelsey Rogers; Leann C. Benedict  
**Cc:** Amber Carrier; Chris Michel; Tom Abernathy; Jessica Mills  
**Subject:** Hahnville Library - EST04 - 90%CD Estimate & Clarifications  
**Attachments:** Hahnville Library - 90%CD 26.03.10 - Clarifications.pdf; Hahnville Library - EST04 90CD Estimate Detail 26.03.10.pdf

Hi Justin, Kelsey & Leann:

Please see attached 90% CD Estimate & Clarifications for the Hahnville Library project. A quick recap of pricing:

- Total price (including early release package) is **\$9,157,322**. The early release package value is on the last page of the estimate document on the totals sheet to show you an “all in” price.
  - o 90%CD Plans (minus early package): \$7,861,952
  - o Early Release Package: \$1,295,370 – already approved.
- Includes 2.5% construction contingency but does not include any design contingency.
- Includes an allowance for landscaping & landscape design. We are waiting on proposals from our subcontractors (we sent them the landscape area sketch on Friday, 3/6). We can validate that allowance once we receive feedback.
- Includes the 200kw generator.

There are a couple value management items we can propose. If you’d like us to look further into these, we can send over information & propose exact values.

- Alternate Canopy Manufacturer: Current pricing includes an approved manufacturer. If we can go to an alternate manufacturer, we can save roughly (\$15,000).
- Alternate Light Fixture Package: Current pricing includes specified lighting fixture package. If an alternate lighting package is accepted, we can save up to (\$100,000).

Let me know when you’d like to set up a meeting to review.

Thanks,

**Lauren Stelly**  
Senior Estimator

Woodward Design+Build  
1000 S. Norman C. Francis Parkway  
New Orleans, LA 70125

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<b>Project name</b>	P25332HahnvilleLibrary - EST04 26.03.10
<b>Document</b>	90% CD
<b>Labor rate table</b>	Standard
<b>Equipment rate table</b>	Standard
<b>Job size</b>	12978 SF
<b>Project</b>	Library
<b>Report format</b>	Sorted by 'Group phase/Phase' 'Detail' summary Allocate addons Paginate

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
	<b>GENERAL CONDITIONS</b>			
01-31-13	PROJECT MANAGEMENT	12.00 SF	599,752	6.549%
01-32-12	FIELD OFFICE & SET UP	12.00 SF	50,221	0.548%
01-32-13	TEMPORARY UTILITIES	12.00 SF	18,040	0.197%
01-32-16	PROJECT DOCUMENTAION	12.00 SF	32,402	0.354%
01-33-13	MOBILIZATION ITEMS	12.00 SF	1,836	0.020%
01-45-16	SAFETY PERSONNEL	12.00 SF	25,804	0.282%
01-46-10	SAFETY EQUIPMENT	12.00 SF	2,381	0.026%
01-54-10	CLEANUP	12.00 SF	90,050	0.983%
01-80-02	SMALL TOOLS & HARDWARE	12.00 SF	13,330	0.146%
	<b>GENERAL CONDITIONS</b>	<b>12.00 MO</b>	<b>833,816</b>	<b>9.105%</b>
	<b>EXISTING CONDITIONS</b>			
02-41-13	SITE DEMOLITION			
	Site Demolition & Prep	1.00 ls	0	0.000%
	Demo existing paving areas (C200)	2,745.00 sf	0	0.000%
	Demo drainage inlet/pipes (C200)	225.00 lf	0	0.000%
	Demo trees (C200)	33.00 ea	0	0.000%
	Remove power pole (C200)	2.00 ea	0	0.000%
	Misc. Site Demolition	1.00 ls	0	0.000%
	Clear/grub area	78,500.00 sf	0	0.000%
	Dumpsters	5.00 ea	0	0.000%
	Dumpsters	25.00 ea	15,969	0.174%
	<b>SITE DEMOLITION</b>	<b>12,978.00 SF</b>	<b>15,969</b>	<b>0.174%</b>
	<b>EXISTING CONDITIONS</b>	<b>12,978.00 SF</b>	<b>15,969</b>	<b>0.174%</b>
	<b>CONCRETE</b>			
03-01-05	CONCRETE			
	Concrete	1.00 ls	707,344	7.724%
	Concrete Slab on Grade (incl gb/pc)	12,978.00 sf	0	0.000%
	Additional Rebar per note on sheet S900	1.00 allow	2,222	0.024%
	Housekeeping Pads	1.00 ls	3,538	0.039%
	Bollard Fill	5.00 ea	1,516	0.017%
	Concrete Curb @ Parking Lot	415.00 lf	0	0.000%
	Light Pole Bases	18.00 ea	21,835	0.238%
	Light Duty Concrete Paving	3,096.00 sf	0	0.000%
	Medium Duty Concrete Paving - 6"	3,132.00 sf	0	0.000%
	<b>CONCRETE</b>	<b>12,978.00 SF</b>	<b>736,454</b>	<b>8.042%</b>
	<b>CONCRETE</b>	<b>12,978.00 SF</b>	<b>736,454</b>	<b>8.042%</b>
	<b>MASONRY</b>			
04-71-05	MANUFACTURED BRICK MASONRY			
	Brick, CMU & Precast Cap	1.00 ls	144,047	1.573%
	Brick @ skin	3,275.00 sf	0	0.000%
	Rebar Dowels	1.00 ls	4,043	0.044%
	Brick @ Monument Sign (20'long x 6'h(?) x 2 sides) (RFI#49)	240.00 sf	0	0.000%
	CMU @ Monument Sign	120.00 sf	0	0.000%
	Precast Cap @ Monument Sign	20.00 lf	0	0.000%
	<b>MANUFACTURED BRICK MASONRY</b>	<b>12,978.00 SF</b>	<b>148,091</b>	<b>1.617%</b>
	<b>MASONRY</b>	<b>12,978.00 SF</b>	<b>148,091</b>	<b>1.617%</b>
	<b>METALS</b>			

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>05-12-23</b>	<b>STRUCTURAL STEEL FRAMING</b>			
	Structural Steel Framing - new structure (including exterior overhangs)	12,978.00 sf	522,221	5.703%
	Escalation Contingency - joist & deck	1.00 ls	15,163	0.166%
	Bollards	5.00 ea	0	0.000%
	Additional Tonnage Allowance per note S900	4.00 ton	32,347	0.353%
	Misc Steel for design completion - not included	12,978.00 sf	0	0.000%
	<b>STRUCTURAL STEEL FRAMING</b>	<b>12,978.00 SF</b>	<b>569,731</b>	<b>6.222%</b>
	<b>METALS</b>	<b>12,978.00 SF</b>	<b>569,731</b>	<b>6.222%</b>
	<b>WOOD &amp; PLASTICS</b>			
<b>06-10-53</b>	<b>ROUGH CARPENTRY</b>			
	Blocking @ Millwork	1,200.00 lf	7,278	0.079%
	Blocking @ TBA/TV/misc	400.00 lf	2,426	0.026%
	Blocking @ Projection Screen	1.00 ls	202	0.002%
	Misc Blocking	1.00 ls	3,183	0.035%
	Roof Blocking - perimeter	827.00 lf	10,032	0.110%
	Roof Blocking - misc	150.00 lf	1,820	0.020%
	Small Tools	1.00 ls	2,222	0.024%
	<b>ROUGH CARPENTRY</b>	<b>12,978.00 SF</b>	<b>27,162</b>	<b>0.297%</b>
<b>06-22-13</b>	<b>MILLWORK</b>			
	Millwork	1.00 ls	151,973	1.660%
	Base Cabinets / Countertop Support	93.00 lf	0	0.000%
	Wall Cabinets	61.00 lf	0	0.000%
	Full Height Cabinets	14.00 lf	0	0.000%
	Premium for locks on all cabs in patron area	1.00 allow	0	0.000%
	Shelving (5 levels) @ Storage	295.00 lf	0	0.000%
	Shelving (5 levels) @ LA Room - RAKKS - material	1.00 ls	2,518	0.028%
	Shelving (5 levels) @ LA Room - RAKKS - install	1.00 ls	505	0.006%
	Plam Bench @ Childrens Area	1.00 ls	0	0.000%
	Resin Panel RP-1 @ Information Desk	2.00 ea	5,220	0.057%
	Finish/shelving on interior side of display cabinet	1.00 ls	2,022	0.022%
	Plam Panels - RCP locations	350.00 sf	0	0.000%
	Plam Panels @ Main Entry walls (2,3/ID201)	85.00 sf	0	0.000%
	Plam Panels @ Patron Area walls (1,3,4/ID202)	80.00 sf	0	0.000%
	Plam Panels @ above wall cabs in LA Room (ID201)	8.00 lf	0	0.000%
	Wood Base @ Main Entry - 10"h	150.00 lf	6,022	0.066%
	<b>MILLWORK</b>	<b>12,978.00 SF</b>	<b>168,260</b>	<b>1.837%</b>
<b>06-61-05</b>	<b>SIMULATED STONE FABRICATIONS</b>			
	Solid Surface Countertops	292.00 sf	30,005	0.328%
	Solid Surface Apron @ Bathroom vanity - 8"	13.00 sf	0	0.000%
	Solid Surface waterfall edges @ Circulation Desk	60.00 sf	0	0.000%
	<b>SIMULATED STONE FABRICATIONS</b>	<b>12,978.00 SF</b>	<b>30,005</b>	<b>0.328%</b>
	<b>WOOD &amp; PLASTICS</b>	<b>12,978.00 SF</b>	<b>225,428</b>	<b>2.462%</b>
	<b>THERM-MOIST. PROTECTION</b>			
<b>07-12-05</b>	<b>BUILT-UP WATERPROOFING</b>			
	Fluid Applied	7,462.00 sf	55,597	0.607%
	Fluid Applied @ skin - brick	3,275.00 sf	0	0.000%
	Fluid Applied @ skin - Nichiha	3,086.00 sf	0	0.000%
	Fluid Applied @ soffit	1,101.00 sf	0	0.000%
	<b>BUILT-UP WATERPROOFING</b>	<b>12,978.00 SF</b>	<b>55,597</b>	<b>0.607%</b>
<b>07-21-13</b>	<b>BOARD INSULATION</b>			
	Rigid Insulation @ Brick	3,275.00 sf	16,553	0.181%
	Rigid Insulation @ Nichiha - skin	3,086.00 sf	15,598	0.170%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>07-21-13</b>	<b>BOARD INSULATION</b>			
	Rigid Insulation @ Nichiha - soffit	1,101.00 sf	5,565	0.061%
	<b>BOARD INSULATION</b>	<b>12,978.00 SF</b>	<b>37,715</b>	<b>0.412%</b>
<b>07-42-13</b>	<b>METAL WALL PANELS</b>			
	Metal Wall Panel Bid	1.00 ls	0	0.000%
	Berridge Vee Panels @ Backside of Parapet (RFI#45)	137.00 lf	0	0.000%
	Berridge Fascia Panels (RFI#45)	1.00 ls	0	0.000%
	<b>METAL WALL PANELS</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>07-42-43</b>	<b>COMPOSITE WALL PANELS</b>			
	Nichiha Panels + Furring	5,150.00 sf	147,610	1.612%
	ProChannel Ci Grip-Deck system	5,150.00 sf	0	0.000%
	Nichiha Panels + Furring @ Skin - Illumination	1,533.00 sf	0	0.000%
	Nichiha Panels + Furring @ Skin - Vintage Wood	1,553.00 sf	0	0.000%
	Nichiha Panels + Furring @ Soffit - Vintage Wood	1,101.00 sf	0	0.000%
	<b>COMPOSITE WALL PANELS</b>	<b>12,978.00 SF</b>	<b>147,610</b>	<b>1.612%</b>
<b>07-54-05</b>	<b>THERMOPLASTIC MEMBRANE ROOFING</b>			
	Roofing (standing seam & mod bit)	1.00 ls	363,908	3.974%
	Standing Seam Metal Roof - double z	12,920.00 sf	0	0.000%
	Mod Bit Roofing	1,010.00 sf	0	0.000%
	Downspout	140.00 lf	0	0.000%
	Gutters	195.00 lf	0	0.000%
	Coping	150.00 lf	3,791	0.041%
	Downspout Boots (RFI#4)	9.00 ea	6,571	0.072%
	<b>THERMOPLASTIC MEMBRANE ROOFING</b>	<b>12,978.00 SF</b>	<b>374,270</b>	<b>4.087%</b>
<b>07-62-05</b>	<b>SHEET METAL FLASHING &amp; TRIM</b>			
	Flashing	1.00 ls	10,109	0.110%
	<b>SHEET METAL FLASHING &amp; TRIM</b>	<b>12,978.00 SF</b>	<b>10,109</b>	<b>0.110%</b>
<b>07-84-05</b>	<b>FIRESTOPPING</b>			
	Firestopping @ walls	1.00 ls	1,543	0.017%
	Acoustical Caulk @ walls	1.00 ls	12,382	0.135%
	Firestopping @ MEP & Penetrations	1.00 ls	2,597	0.028%
	Acoustical Caulk @ MEP & Penetrations	1.00 ls	10,899	0.119%
	<b>FIRESTOPPING</b>	<b>12,978.00 SF</b>	<b>27,421</b>	<b>0.299%</b>
<b>07-92-05</b>	<b>JOINT SEALANTS</b>			
	Exterior Joint Sealants - in waterproofing	7,462.00 sf	0	0.000%
	Paving Joint Sealants	1.00 ls	23,250	0.254%
	Interior Joint Sealants	12,978.00 sf	6,559	0.072%
	<b>JOINT SEALANTS</b>	<b>12,978.00 SF</b>	<b>29,809</b>	<b>0.326%</b>
	<b>THERM-MOIST. PROTECTION</b>	<b>12,978.00 SF</b>	<b>682,531</b>	<b>7.453%</b>
	<b>OPENINGS</b>			
<b>08-11-13</b>	<b>HOLLOW METAL DOORS &amp; FRAMES</b>			
	Door, Frame, Hardware - material	1.00 ls	57,989	0.633%
	Storefront Door Hardware - material	1.00 ls	29,434	0.321%
	Unload/stage/stock door/hardware	24.00 ea	1,698	0.019%
	SC Wood Door, Frame, Hdw - single (type A, I)	11.00 ea	2,780	0.030%
	SC Wood Door, Hdw [in alum frame] - single (type C)	6.00 ea	1,516	0.017%
	SC Wood Door, Frame, Hdw - double (type J)	1.00 ea	354	0.004%
	SC Wood Door stile & rail, Frame, Hdw - double (type O) w/ glass	1.00 ea	354	0.004%
	HM Door, Frame, Hdw - single (type D)	1.00 ea	253	0.003%
	HM Door, Frame, Hdw - double (type E)	1.00 ea	253	0.003%
	HM Frame - double (type H)	3.00 ea	758	0.008%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
	<b>HOLLOW METAL DOORS &amp; FRAMES</b>	<b>12,978.00 SF</b>	<b>95,389</b>	<b>1.042%</b>
<b>08-31-05</b>	<b>ACCESS DOORS &amp; PANELS</b>			
	Access Doors	6.00 ea	1,151	0.013%
	<b>ACCESS DOORS &amp; PANELS</b>	<b>12,978.00 SF</b>	<b>1,151</b>	<b>0.013%</b>
<b>08-41-05</b>	<b>ENTRANCES &amp; STOREFRONTS</b>			
	Glass & Automatic Sliders	1.00 ls	257,768	2.815%
	Field & Water Testing per spec	1.00 ls	15,163	0.166%
	Exterior Storefront	1,281.00 sf	0	0.000%
	Exterior Curtainwall	255.00 sf	0	0.000%
	Interior Storefront	275.00 sf	0	0.000%
	Interior Storefront Doors - single (type F)	2.00 ea	0	0.000%
	Interior Storefront Doors - double (type G)	1.00 ea	0	0.000%
	Interior alum frames for wood doors	6.00 ea	0	0.000%
	Exterior Storefront Doors - single	2.00 ea	0	0.000%
	Exterior Storefront Doors - double (type G) at G103X (not tagged)	1.00 ls	0	0.000%
	Storefront Door Hardware	1.00 ls	0	0.000%
	Door Lites (type C w/ large lite)	6.00 ea	0	0.000%
	Automatic Slider - type L	1.00 ea	0	0.000%
	Automatic Slider - type M	1.00 ea	0	0.000%
	Glass Cleaning	1.00 ls	809	0.009%
	<b>ENTRANCES &amp; STOREFRONTS</b>	<b>12,978.00 SF</b>	<b>273,740</b>	<b>2.989%</b>
	<b>OPENINGS</b>	<b>12,978.00 SF</b>	<b>370,281</b>	<b>4.044%</b>
	<b>FINISHES</b>			
<b>09-21-16</b>	<b>GYPSUM BOARD ASSEMBLIES</b>			
	Drywall	1.00 ls	495,320	5.409%
	Exterior Walls	7,000.00 sf	0	0.000%
	Interior Walls + Furred walls	11,600.00 sf	0	0.000%
	Exterior Soffit Framing	1,001.00 sf	0	0.000%
	Gypsum Board Ceiling	2,000.00 sf	0	0.000%
	Acoustical Ceiling AC-1, 2x2	7,007.00 sf	0	0.000%
	Acoustical Ceiling AC-2, 2x4	775.00 sf	0	0.000%
	Premium for abuse/impact - exclude	1.00 excl	0	0.000%
	Linear Wood Ceilings @ main Patron Area	485.00 sf	0	0.000%
	FRP to ceiling behind Lockers @ Janitor Room 114	172.00 sf	0	0.000%
	3rd Party Inspections	1.00 ls	2,022	0.022%
	<b>GYPSUM BOARD ASSEMBLIES</b>	<b>12,978.00 SF</b>	<b>497,342</b>	<b>5.431%</b>
<b>09-30-13</b>	<b>CERAMIC TILING</b>			
	Tile	1.00 ls	67,130	0.733%
	Floor Tile @ Bathrooms (TL-2)	539.00 sf	0	0.000%
	Wall Tile @ Bathroom (TL-2)	1,317.00 sf	0	0.000%
	Wall Tile @ Bathroom (TL-4)	200.00 sf	0	0.000%
	Wall Tile @ Staff Breakroom Backsplash (TL-4)	22.00 sf	0	0.000%
	Floor Tile @ Main Entry/Vend/BookDrop (TL-1)	723.00 sf	0	0.000%
	Tile Base (TL-2) - in base	1.00 ls	0	0.000%
	<b>CERAMIC TILING</b>	<b>12,978.00 SF</b>	<b>67,130</b>	<b>0.733%</b>
<b>09-65-19</b>	<b>RESILIENT TILE FLOORING</b>			
	Floor Patching	12,978.00 sf	7,215	0.079%
	Floor Testing	8.00 ea	2,628	0.029%
	LVT, Carpet, Rubber Base	1.00 ls	62,855	0.686%
	LVT-1 @ Meeting Room (pattern)	1,329.00 sf	0	0.000%
	LVT-2	660.00 sf	0	0.000%
	Carpet C-1	792.00 sy	0	0.000%
	Carpet C-2 @ Childrens Storytime	30.00 sy	0	0.000%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>09-65-19</b>	<b>RESILIENT TILE FLOORING</b>			
	Rubber Base	1,654.00 lf	0	0.000%
	<b>RESILIENT TILE FLOORING</b>	<b>12,978.00 SF</b>	<b>72,699</b>	<b>0.794%</b>
<b>09-67-19</b>	<b>SEALED CONCRETE FLOORING</b>			
	Seal Concrete Floor SC-1	793.00 sf	2,325	0.025%
	<b>SEALED CONCRETE FLOORING</b>	<b>12,978.00 SF</b>	<b>2,325</b>	<b>0.025%</b>
<b>09-91-05</b>	<b>PAINTING</b>			
	Paint Bid	1.00 ls	88,955	0.971%
	Paint gyp walls	30,200.00 sf	0	0.000%
	Paint gyp ceilings	2,000.00 sf	0	0.000%
	Paint door/frame	1.00 ls	0	0.000%
	Paint wood base	150.00 lf	758	0.008%
	Paint exposed ceiling - exclude (Mech area)	575.00 excl	0	0.000%
	DF-1 Decorative Film @ Childrens	1.00 ls	0	0.000%
	Misc exterior painting	1.00 ls	1,718	0.019%
	Paint bollards	5.00 ea	505	0.006%
	<b>PAINTING</b>	<b>12,978.00 SF</b>	<b>91,937</b>	<b>1.004%</b>
	<b>FINISHES</b>	<b>12,978.00 SF</b>	<b>731,433</b>	<b>7.987%</b>
	<b>SPECIALTIES</b>			
<b>10-11-16</b>	<b>MARKERBOARDS</b>			
	4x8 Markerboard @ Study Room	4.00 n/a	0	0.000%
	<b>MARKERBOARDS</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>10-14-05</b>	<b>SIGNAGE</b>			
	Interior & Exterior Building Signage	1.00 ls	51,461	0.562%
	Exterior Monument Sign	1.00 ls	0	0.000%
	<b>SIGNAGE</b>	<b>12,978.00 SF</b>	<b>51,461</b>	<b>0.562%</b>
<b>10-21-13</b>	<b>TOILET COMPARTMENTS</b>			
	Toilet Partitions	6.00 ea	11,243	0.123%
	<b>TOILET COMPARTMENTS</b>	<b>12,978.00 SF</b>	<b>11,243</b>	<b>0.123%</b>
<b>10-26-05</b>	<b>WALL &amp; DOOR PROTECTION</b>			
	Wall Protection	1.00 n/a	0	0.000%
	<b>WALL &amp; DOOR PROTECTION</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>10-28-13</b>	<b>TOILET ACCESSORIES</b>			
	Toilet Accessories - material	1.00 ls	18,135	0.198%
	Mirrors 24" x 36"	7.00 ea	354	0.004%
	36" Grab Bars	4.00 ea	121	0.001%
	42" Grab Bars	4.00 ea	121	0.001%
	Toilet Paper Holder w/ Seat Cover Dispenser & Waste Receptical	7.00 ea	354	0.004%
	Paper Towel & Waste Receptical	4.00 ea	202	0.002%
	Single Robe Hook	8.00 ea	81	0.001%
	Soap Dispenser	6.00 ea	182	0.002%
	Mop & Broom Holder	1.00 ea	51	0.001%
	Baby Changing Station (3ea total - add 1 more)	1.00 ea	3,535	0.039%
	<b>TOILET ACCESSORIES</b>	<b>12,978.00 SF</b>	<b>23,135</b>	<b>0.253%</b>
<b>10-41-16</b>	<b>BOOK DROP</b>			
	Kingsley KwikDrop ThruWall Book Return System (Add01)	1.00 ea	2,020	0.022%
	<b>BOOK DROP</b>		<b>2,020</b>	<b>0.022%</b>
<b>10-44-05</b>	<b>FIRE PROTECTION SPECIALTIES</b>			
	Fire Extinguisher	1.00 ls	1,263	0.014%
	<b>FIRE PROTECTION SPECIALTIES</b>	<b>12,978.00 SF</b>	<b>1,263</b>	<b>0.014%</b>
<b>10-51-05</b>	<b>LOCKERS</b>			

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>10-51-05</b>	<b>LOCKERS</b>			
	Lockers - Material & Install @ Admin Room	8.00 ea	15,026	0.164%
	<b>LOCKERS</b>	<b>12,978.00 SF</b>	<b>15,026</b>	<b>0.164%</b>
<b>10-73-16</b>	<b>CANOPIES</b>			
	Canopies Bid (approved manuf) - clear anodized finish	115.00 sf	29,925	0.327%
	Canopy @ Admin - 5'x12'	60.00 sf	0	0.000%
	Canopy @ Mechanical - 5'x7'	35.00 sf	0	0.000%
	Canopy @ Electrical - 5'x4'	20.00 sf	0	0.000%
	<b>CANOPIES</b>		<b>29,925</b>	<b>0.327%</b>
<b>10-75-05</b>	<b>FLAGPOLES</b>			
	Flagpole	1.00 excl	0	0.000%
	<b>FLAGPOLES</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
	<b>SPECIALTIES</b>	<b>12,978.00 SF</b>	<b>134,074</b>	<b>1.464%</b>
	<b>EQUIPMENT</b>			
<b>11-31-05</b>	<b>RESIDENTIAL APPLIANCES</b>			
	Refrigerator @ Staff Break Room	1.00 ea	1,485	0.016%
	Microwave @ Staff Break Room	1.00 ea	439	0.005%
	<b>RESIDENTIAL APPLIANCES</b>	<b>12,978.00 SF</b>	<b>1,924</b>	<b>0.021%</b>
<b>11-52-05</b>	<b>AUDIO-VISUAL EQUIPMENT</b>			
	Projection Screen @ Large Meeting Room (OFOI per RFI#7)	1.00 ea	0	0.000%
	<b>AUDIO-VISUAL EQUIPMENT</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
	<b>EQUIPMENT</b>	<b>12,978.00 SF</b>	<b>1,924</b>	<b>0.021%</b>
	<b>FURNISHINGS</b>			
<b>12-21-05</b>	<b>WINDOW BLINDS &amp; SHADES</b>			
	Roller Shade @ Ext Glass + Glazed Doors	1.00 ls	14,000	0.153%
	Roller Shade @ Supervisor Office Door	1.00 ea	505	0.006%
	<b>WINDOW BLINDS &amp; SHADES</b>	<b>12,978.00 SF</b>	<b>14,506</b>	<b>0.158%</b>
	<b>FURNISHINGS</b>	<b>12,978.00 SF</b>	<b>14,506</b>	<b>0.158%</b>
	<b>FIRE SUPPRESSION</b>			
<b>21-13-05</b>	<b>FIRE SPRINKLER SYSTEMS</b>			
	Fire Sprinkler Budget - Wet at Building	12,978.00 sf	53,634	0.586%
	Center of head requirements - note 7 / FP201 - allowance	1.00 allow	5,054	0.055%
	Fire Water - 5' outside to 1' AFF in sprinkler room	1.00 ls	3,538	0.039%
	<b>FIRE SPRINKLER SYSTEMS</b>	<b>12,978.00 SF</b>	<b>62,226</b>	<b>0.680%</b>
	<b>FIRE SUPPRESSION</b>	<b>12,978.00 SF</b>	<b>62,226</b>	<b>0.680%</b>
	<b>PLUMBING &amp; HVAC</b>			
<b>22-02-05</b>	<b>PLUMBING &amp; HVAC</b>			
	Plumbing & HVAC Budget	12,978.00 sf	1,057,356	11.547%
	<b>PLUMBING &amp; HVAC</b>	<b>12,978.00 SF</b>	<b>1,057,356</b>	<b>11.547%</b>
	<b>PLUMBING &amp; HVAC</b>	<b>12,978.00 SF</b>	<b>1,057,356</b>	<b>11.547%</b>
	<b>ELECTRICAL</b>			
<b>26-05-05</b>	<b>ELECTRICAL</b>			
	Electrical Budget	12,978.00 sf	820,750	8.963%
	<b>ELECTRICAL</b>	<b>12,978.00 SF</b>	<b>820,750</b>	<b>8.963%</b>
<b>26-56-05</b>	<b>EXTERIOR LIGHTING</b>			
	Light Pole & Lighting Fixture	4.00 ea	0	0.000%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
	<b>EXTERIOR LIGHTING</b>		<b>0</b>	<b>0.000%</b>
	<b>ELECTRICAL</b>	<b>12,978.00 SF</b>	<b>820,750</b>	<b>8.963%</b>
	<b>EARTHWORK</b>			
<b>31-23-23</b>	<b>FILL</b>			
	Earthwork	1.00 ls	0	0.000%
	Fill @ surcharge - assume 3.5' at parking - EXCL	6,800.00 excl	0	0.000%
	Fill @ surcharge - assume 2.5' at building (15,715sf)	2,072.00 cy	0	0.000%
	Strip top 6" from surcharge and haul off (52,865sf)	1,200.00 cy	0	0.000%
	Move around surcharge material on site and regrade	2,072.00 cy	0	0.000%
	Proof Roll	1.00 ls	0	0.000%
	Rough grade green areas after construction	1.00 ls	0	0.000%
	Dig Detention Ponds & haul	2.00 ea	0	0.000%
	Supervision to monitor surcharge (100% @ 2.5mo)	430.00 hr	0	0.000%
	Ground Equipment	5.00 mo	0	0.000%
	Equipment Fuel	22.00 wk	0	0.000%
	Survey	2.00 ls	0	0.000%
	<b>FILL</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>31-23-33</b>	<b>TRENCHING &amp; BACKFILL</b>			
	Earthwork - increased pond size & storm drainage	1.00 ls	0	0.000%
	Earthwork - added scope from 60% to 90%	1.00 ls	15,946	0.174%
	Excavate Front Pond	1.00 ls	0	0.000%
	Sand Fill	1.00 ls	0	0.000%
	Limestone Base under paving	1.00 ls	0	0.000%
	<b>TRENCHING &amp; BACKFILL</b>	<b>12,978.00 SF</b>	<b>15,946</b>	<b>0.174%</b>
<b>31-25-05</b>	<b>EROSION CONTROL</b>			
	SWPPP Development	1.00 ls	0	0.000%
	SWPPP Maintenance	12.00 mo	3,033	0.033%
	SWPPP Maintenance @ Surcharge	4.00 mo	0	0.000%
	Tree Protection	191.00 lf	0	0.000%
	<b>EROSION CONTROL</b>	<b>12,978.00 SF</b>	<b>3,033</b>	<b>0.033%</b>
<b>31-31-16</b>	<b>TERMITE CONTROL</b>			
	Termite Treatment	12,978.00 sf	3,936	0.043%
	<b>TERMITE CONTROL</b>	<b>12,978.00 SF</b>	<b>3,936</b>	<b>0.043%</b>
<b>31-62-05</b>	<b>DRIVEN PILES</b>			
	Class B 65' Timber Pile	250.00 ea	199,139	2.175%
	Class B 65' Timber Pile @ Chiller Pad	11.00 ea	8,762	0.096%
	Class B 65' Timber Pile @ Light Pole Bases - e200	18.00 ea	14,338	0.157%
	Class B 65' Timber Pile @ Monument Sign (RFI#49)	2.00 ea	1,593	0.017%
	Test Pile Program	1.00 ls	0	0.000%
	Mobilization	1.00 ls	0	0.000%
	Pile Cut offs Haul off	281.00 ea	14,203	0.155%
	Pile Layout	281.00 ea	14,203	0.155%
	<b>DRIVEN PILES</b>	<b>12,978.00 SF</b>	<b>252,237</b>	<b>2.754%</b>
	<b>EARTHWORK</b>	<b>12,978.00 SF</b>	<b>275,152</b>	<b>3.005%</b>
	<b>EXTERIOR IMPROVEMENTS</b>			
<b>32-13-13</b>	<b>CONCRETE PAVING</b>			
	Concrete Paving	1.00 ls	0	0.000%
	4" Sidewalk	2,514.00 sf	0	0.000%
	5" Light Duty Concrete Paving	11,254.00 sf	0	0.000%
	6" Concrete Paving	14,006.00 sf	0	0.000%
	7" Heavy Duty Concrete Paving	955.00 sf	0	0.000%
	Concrete Paving @ dumpster enclosure - existing	0.00 excl	0	0.000%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>32-13-13</b>	<b>CONCRETE PAVING</b>			
	12" Heavy Duty Concrete Paving @ Chiller Pad (18/C300)	1,156.00 sf	0	0.000%
	Repairs to existing parking - exclude	excl	0	0.000%
	Concrete Curbs	700.00 lf	0	0.000%
	Conc Footing for monument sign	1.00 ls	5,054	0.055%
	<b>CONCRETE PAVING</b>	<b>12,978.00 SF</b>	<b>5,054</b>	<b>0.055%</b>
<b>32-13-20</b>	<b>CONCRETE WALKS</b>			
	Concrete Sidewalks @ repair existing along River Road	1.00 ls	2,022	0.022%
	Concrete Repair to tie in new aprons @ River Road	1.00 ls	3,033	0.033%
	Misc paving repairs from construction activities	1.00 ls	5,054	0.055%
	<b>CONCRETE WALKS</b>	<b>12,978.00 SF</b>	<b>10,109</b>	<b>0.110%</b>
<b>32-15-05</b>	<b>AGGREGATE SURFACING</b>			
	Aggregate Base for Concrete Paving	692.00 sy	0	0.000%
	4" 610 Limestone at all paving and sidewalks	27,245.00 sf	0	0.000%
	Geotextile fabric at all paving and sidewalks	27,245.00 sf	0	0.000%
	2lb rip rap over Geotextile fabric per C501	490.00 sf	0	0.000%
	<b>AGGREGATE SURFACING</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>32-17-23</b>	<b>PAVEMENT MARKINGS</b>			
	Striping	1.00 ls	16,856	0.184%
	Parking Stall Striping - Regular	59.00 ea	0	0.000%
	Parking Stall Striping - HC & Van	3.00 ea	0	0.000%
	Misc Striping	1.00 ls	0	0.000%
	Fire Lane Striping (not drawn)	1.00 ls	758	0.008%
	Directional Arrows	18.00 ea	0	0.000%
	Concrete Parking Bumpers	62.00 ea	0	0.000%
	Painted Concrete Parking Bumpers	25.00 ea	0	0.000%
	<b>PAVEMENT MARKINGS</b>	<b>12,978.00 SF</b>	<b>17,614</b>	<b>0.192%</b>
<b>32-31-13</b>	<b>CHAIN LINK FENCE &amp; GATES</b>			
	Chain Link Fence + Gate w/ privacy screen - 10'h	1.00 ls	14,492	0.158%
	Add Chain Link Gate (double)	1.00 ls	0	0.000%
	Temporary Gate for Construction	2.00 ea	0	0.000%
	Temporary Fence for Construction	1,600.00 lf	0	0.000%
	<b>CHAIN LINK FENCE &amp; GATES</b>	<b>12,978.00 SF</b>	<b>14,492</b>	<b>0.158%</b>
<b>32-31-29</b>	<b>WOOD FENCES &amp; GATES</b>			
	8' Wood Fence @ Dumpster - EXCLUDE	56.00 n/a	0	0.000%
	Dbl Gates @ Dumpster - EXCLUDE	1.00 n/a	0	0.000%
	<b>WOOD FENCES &amp; GATES</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
<b>32-90-05</b>	<b>LANDSCAPING</b>			
	Landscape/Irrigation Allowance	1.00 allow	40,434	0.442%
	Sod	14,710.00 sf	16,644	0.182%
	Seeding	84,000.00 sf	27,516	0.300%
	Landscape Design Fee	1.00 ls	6,571	0.072%
	<b>LANDSCAPING</b>	<b>12,978.00 SF</b>	<b>91,164</b>	<b>0.996%</b>
	<b>EXTERIOR IMPROVEMENTS</b>	<b>12,978.00 SF</b>	<b>138,433</b>	<b>1.512%</b>
	<b>UTILITIES</b>			
<b>33-11-05</b>	<b>WATER UTILITIES</b>			
	Site Water	1.00 ls	0	0.000%
	Site Water - added scope from 60% to 90%	1.00 ls	11,827	0.129%
	3" Domestic Water Line	463.00 lf	0	0.000%
	Water Main Line @ River Road	50.00 lf	0	0.000%
	Backflow Preventer	2.00 ea	0	0.000%
	Bore across highway, street permit & repair paving (C501)	1.00 allow	0	0.000%
	8" Fire Water Line	465.00 lf	0	0.000%

Phase	Description	Takeoff Quantity	Grand Total Amount	% Total
<b>33-11-05</b>	<b>WATER UTILITIES</b>			
	Fire Hydrant	1.00 ea	0	0.000%
	Fire Dept Connection	1.00 ea	0	0.000%
	<b>WATER UTILITIES</b>	<b>12,978.00 SF</b>	<b>11,827</b>	<b>0.129%</b>
<b>33-31-13</b>	<b>SANITARY SEWER PIPING</b>			
	Sanitary Sewer	1.00 ls	0	0.000%
	Sanitary Sewer - added scope from 60% to 90%	1.00 ls	5,054	0.055%
	6" PVC Sewer	485.00 lf	0	0.000%
	Clean out	6.00 ea	0	0.000%
	Manhole	1.00 ea	0	0.000%
	<b>SANITARY SEWER PIPING</b>	<b>12,978.00 SF</b>	<b>5,054</b>	<b>0.055%</b>
<b>33-41-13</b>	<b>STORM DRAINAGE</b>			
	Storm Drainage	1.00 ls	0	0.000%
	Storm Drainage for expanded parking lot	1.00 ls	0	0.000%
	<b>STORM DRAINAGE</b>	<b>12,978.00 SF</b>	<b>0</b>	<b>0.000%</b>
	<b>UTILITIES</b>	<b>12,978.00 SF</b>	<b>16,881</b>	<b>0.184%</b>

### Estimate Totals

Description	Amount	Totals	Rate
<b>Subtotal</b>		<b>6,835,035</b>	
Subcontractor Default Insurance	73,067		1.250 %
Precon Services	50,000		
<b>Subtotal</b>	<b>123,067</b>	<b>6,958,102</b>	
Builders Risk Allowance	91,573		1.000 %
Building Permit	55,036		6.010 \$ / #
General Liability	114,467		1.250 %
P & P Bond	50,365		
<b>Subtotal</b>	<b>311,441</b>	<b>7,269,543</b>	
Design Contingency			
Construction Contingency	228,933		2.500 %
Fee	363,477		5.000 %
	<b>592,410</b>	<b>7,861,953</b>	
Early Release Package	1,295,370		
<b>Total</b>		<b>9,157,323</b>	



## ASSUMPTIONS & CLARIFICATIONS

### Hahnville Library

### 90% Construction Documents

Woodward Design+Build, LLC submits the following Assumptions & Clarifications to clarify the scope of work based on our interpretation of the documents. This Proposal has been prepared for the above referenced project per documents provided by Grace Design Studios dated February 4, 2026 and Addendum 01 dated February 27, 2026

### ALLOWANCES

We have included the following allowance in our base bid pricing. These items include labor, material & freight (unless otherwise noted). This does not include overhead and profit. Further breakdown of allowances is explained in the individual scopes below.

01.	Builder’s Risk	\$ 9,157,322
02.	Additional Rebar Tonnage per note on sheet S900	\$ 2,200
03.	Brick Material	\$ 1,000 /thousand
04.	Additional Steel Tonnage per note on sheet S900	\$ 32,000
05.	Sprinkler center of head requirements per note on sheet FP201	\$ 5,000
06.	Landscape & Design	\$ 90,185

The following items are to clarify what we have included in our current price.

### GENERAL

- 01. Includes an allowance for Builder’s Risk Insurance.
- 02. Excludes Contractor Controlled Insurance Policy (CCIP) and Owners & Contractors Protective Policy (OCP) costs.
- 03. Includes Performance & Payment bond.
- 04. Includes building permit.
- 05. Excludes all design and engineering fees. Excludes all testing fees and/or inspections. Owner shall employ a third-party firm to perform all required testing or inspections.
- 06. Excludes LEED certification.
- 07. Includes 2.5% construction contingency and no design contingency.
- 08. Includes sales tax at 10%.
- 09. Excludes temporary utilities. We assume these to be provided by the owner.
- 10. Includes cost of early release package in our total GMP estimate. We assume these clarifications are in addition to the clarifications stated in the early release package.

### SCHEDULE & DURATION

- 11. Pricing is based upon a construction duration of 12 months after the surcharge program is complete.
- 12. Excludes special work hours.

### CONCRETE

- 13. Includes an allowance for additional rebar tonnage per note on sheet S900.



## **MASONRY**

14. Includes an allowance for brick material as a specific brick is not currently listed in the specifications.

## **STEEL**

15. Includes an allowance for additional steel tonnage per note on sheet S900.

## **WOOD & PLASTICS**

16. Excludes any millwork items in Janitor Room as removed per Addendum 1.

17. Excludes Doug Mocket Worksurface Support, SWS 2 Metallic Silver indicated in specification 064100, 3.07, A, 11 as these are not indicated in the documents.

## **ROOFING, METAL PANELS, WATERPROOFING & INSULATION**

18. Includes R30 insulation for metal roof. Specifications and sheet A151 indicate R30, but details on sheet A152 indicates R25.

19. Includes 20psi mechanically attached R25 roof for metal roofing.

20. Includes 25psi SBS roofing with mechanically attached coverboard and torch applied membrane.

21. Includes ½" coverboard per specification 075200 for SBS roofing.

22. Includes a Berridge approved 60mil HT underlayment. The current products specified are all 40mil membranes; however, the documents indicates 60mil thickness.

## **DOORS, FRAMES & HARDWARE**

23. Includes full glass wood doors as flush construction without cut outs and wood bead. Plans indicate stile & rail, but specifications indicated flush doors. If these doors need to be stile and rail construction, there would be an added cost.

## **GLASS & GLAZING**

24. Includes field & water test.

## **METAL STUDS & DRYWALL**

25. Includes WCS-1 with black acoustical infill panel per note on sheet ID001.

26. Includes all insulation as unfaced batt insulation in STC rated walls noted as "S" on partition schedule.

27. Excludes any high impact or abuse resistant drywall indicated in specification 092116, 2.04, D as this is not indicated in the documents. All sheetrock included as type XP.

## **PAINTING & WALL COVERINGS**

28. Excludes color coding and/or painting exposed MEP ductwork, piping, conduit, etc.

## **SPECIALTIES**

29. Includes solid plastic 55" tall doors & panels for toilet partitions. Specifications indicate 58" tall doors and panels, but 58" tall is not an option for solid plastic.

## **EQUIPMENT & APPLIANCES**

30. Includes (1) refrigerator & (1) microwave for the Staff Break Room.



## **SPRINKLER**

31. Includes an allowance for sprinkler center of head requirements per note on sheet FP201.
32. Excludes note 7 on sheet FP201 to include an additional 10% of sprinkler heads to the overall amount of sprinkler heads required for the project.
33. Excludes note 1 on sheet FP201 stating that all areas shall comply with NFPA-13 and NFPA-12. NFPA-12 is the standard on carbon dioxide extinguishing systems, which does not apply to this project.

## **MECHANICAL & PLUMBING**

34. Includes test & balance.

## **ELECTRICAL**

35. Includes the assumption that the owner will furnish and install the following systems including the raceway & rough-ins: telecommunications, access control and CCTV per general note in documents.

**St. Charles Parish Library  
Board of Control**

**Resolution Number 26-2**

**Resolution** to Designate a Records Officer

**Whereas** Louisiana R.S. 44:411 requires that the Chief Executive Officer of each agency shall designate a records officer to act as a liaison between the Division of Archives, Records Management and History, and the agency on all matters related to records management;

**Now, therefore, be it resolved** by the St. Charles Parish Library Board of Control in its regular meeting of March 17, 2026, that the Library Director be designated as the records officer for the St. Charles Parish Library.

Approved:

\_\_\_\_\_  
Randy Matherne, Vice-President  
St. Charles Parish Library Board of Control

Attest:

\_\_\_\_\_  
Leann Benedict, Secretary  
St. Charles Parish Library Board of Control



Louisiana State Archives – Records Management  
Louisiana Secretary of State  
P.O. Box 94125  
Baton Rouge, LA 70804-9125  
[recmgt@sos.la.gov](mailto:recmgt@sos.la.gov)

SSARC-940 (11/2023)

## RECORDS OFFICER DESIGNATION FORM

### Archives Use Only

Date Received:	Date Entered:	Entered by:
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In compliance with La. R.S. 44:411, on or before July 1<sup>st</sup> of each state fiscal year, the chief executive officer of each agency shall designate a records officer to act as a liaison between the agency and the State Archives on all matters related to records management and communicate that designation by completing this form. You may submit the completed form to [recmgt@sos.la.gov](mailto:recmgt@sos.la.gov).

1. Agency Name: \_\_\_\_\_
2. Agency Mailing Address: \_\_\_\_\_
3. Agency Chief Executive: \_\_\_\_\_
4. Executive's Title: \_\_\_\_\_
5. Executive's E-mail Address: \_\_\_\_\_
6. Executive's Phone Number: \_\_\_\_\_ 7. Exec Fax Number: \_\_\_\_\_
8. Date Executive was appointed or elected to current position: \_\_\_\_\_
9. Date Executive's current term ends: \_\_\_\_\_ (date of next election or N/A if not applicable).
10. Agency's Records Officer Designee: \_\_\_\_\_
11. Designee's Title: \_\_\_\_\_
12. Designee's E-mail Address: \_\_\_\_\_
13. Des Phone Number: \_\_\_\_\_ 14. Des Fax Number: \_\_\_\_\_

As the head of the agency listed above, I hereby designate the person listed above to act as the agency's designated Records Officer for the State Fiscal Year beginning July 1, 20\_\_ and ending June 30, 20\_\_. If this form is returned after January 1<sup>st</sup> in a year where a designation has not been made, the designation will cover the balance of the remaining fiscal year and the upcoming fiscal year. In the event our designee changes during the year indicated above, we will notify your office of the change within thirty days.

\_\_\_\_\_  
Executive's (Head of Agency) Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**St. Charles Parish Library  
Board of Control  
Resolution Number 26-3  
Resolution to amend the 2025 Budget**

**Whereas** the funds in expense lines 42230002 (Child Prog Speakers/Perf), 42310000 (Electrical Light and Power), 42320000 (Natural Gas), 42420000 (Telephone), 42510000 (Library-Building Rentals), 42640000 (Library-Maintenance of Equipment), 42700000 (Contractual Services), 42800000 (Professional Services), 42940000 (Insurance-Employee Liability), 43260000 (Maintenance of Buildings & Grounds), 47300000 (Contribution to Retirement System), and 48570000 (Transfer-Indirect Cost Allocation) are insufficient to cover unanticipated costs; and

**Whereas** sufficient additional funds are available in lines 42230001 (Library-Adult Prog Speakers/Perf), 42450000 (Library – Electronic Services) and 46700000 (Major Repairs) of the 2025 the budget.

**Now, therefore, be it resolved** by the St. Charles Parish Library Board of Control at the regular meeting of March 17, 2026, that the Library’s 2025 budget be amended by moving:

- \$914.00 to line 42230002 (Child Prog Speakers/Perf) from 42230001 (Library-Adult Prog Speakers/Perf)
- \$6,273.00 to line 42310000 (Electrical Light and Power) from 42450000 (Library-Electronic Services)
- \$160.00 to line 42320000 (Natural Gas) from 42450000 (Library-Electronic Services)
- \$8,922.00 to line 42420000 (Telephone) from 42450000 (Library-Electronic Services)
- \$99.00 to line 42510000 (Library-Building Rentals) from 42450000 (Library-Electronic Services)
- \$2,080.00 to line 42640000 (Library-Maintenance of Equipment) from 42450000 (Library-Electronic Services)
- \$15,852.00 to line 42700000 (Contractual Services) from 42450000 (Library-Electronic Services)
- \$6,626.00 to line 42800000 (Professional Services) from 42450000 (Library-Electronic Services)
- \$71.00 to line 42940000 (Insurance - Employee Liability) from 42450000 (Library-Electronic Services)
- \$858.00 to line 43260000 (Maintenance of Buildings & Grounds) from 42450000 (Library-Electronic Services)
- \$23,394.00 to line 47300000 (Contribution to Retirement System) from 46700000 (Major Repairs)
- \$180,000 to line 48570000 (Transfer – Indirect Cost Allocation) from 46700000 (Major Repairs)

Approved:

\_\_\_\_\_  
Randy Matherne, Vice-President  
St. Charles Parish Library Board of Control

Attest:

\_\_\_\_\_  
Leann Benedict, Secretary  
St. Charles Parish Library Board of Control

**St Charles Parish Council - LIVE DATA**

Statement of Revenues and Expenditures - REVENUES-EXPENDITURES - DMT - Unposted Transactions Included In Report

601 - Library Service District No. 1 M&O Fund

From 1/1/2025 Through 12/31/2025

		Current Period Budget - Original	Current Period Budget - Revised	Current Year Actual	YTD Budget Variance - Revised
<b>Revenue</b>					
NonApplicable	000000				
Ad Valorem	31100000	9,386,000.00	9,386,000.00	9,596,443.09	210,443.09
Disaster Relief (Fema)	33103000	0.00	0.00	82,952.06	82,952.06
FCC Universal Service Program	33108600	40,000.00	40,000.00	114,128.88	74,128.88
State Payments In Lieu Of Taxes	33400000	61,000.00	61,000.00	59,759.00	(1,241.00)
Charge For Photocopier	34105000	4,000.00	4,000.00	7,224.70	3,224.70
Miscellaneous Revenue	34109900	1,000.00	1,000.00	1,179.43	179.43
Fines (Books)	35201000	0.00	0.00	3,083.95	3,083.95
Interest Earnings	36100000	785,000.00	785,000.00	882,763.76	97,763.76
Gifts & Donations	37300000	0.00	0.00	10,570.71	10,570.71
Insurance Refunds/Proceeds	37500000	0.00	0.00	293,431.94	293,431.94
Proceeds From The Sale Of Assets	38300000	0.00	0.00	850.59	850.59
Total NonApplicable		<u>10,277,000.00</u>	<u>10,277,000.00</u>	<u>11,052,388.11</u>	<u>775,388.11</u>
Total Revenue		<u>10,277,000.00</u>	<u>10,277,000.00</u>	<u>11,052,388.11</u>	<u>775,388.11</u>
<b>Expenditures</b>					
Communications	410165				
Maintenance Of Property & Equipment	42600000	0.00	0.00	744.00	(744.00)
Total Communications		0.00	0.00	744.00	(744.00)
Libraries	450610				
Primary (Executive) Salaries	41100000	132,288.00	0.00	0.00	0.00
Professional Salaries	41150000	761,218.00	0.00	0.00	0.00
Regular Salaries & Wages	41200000	2,637,364.00	4,476,352.00	3,828,993.98	647,358.02
Salaries - Other	41300000	945,482.00	0.00	0.00	0.00
FICA	41510000	58,620.00	58,620.00	38,993.19	19,626.81
Retirement	41520000	406,050.00	406,050.00	351,458.19	54,591.81
Life/Health Insurance	41530000	692,400.00	692,400.00	641,156.79	51,243.21
Workmen's Compensation	41540000	36,000.00	36,000.00	14,280.66	21,719.34
Unemployment	41550000	2,008.00	2,008.00	380.83	1,627.17
Medicare	41560000	64,907.00	64,907.00	54,121.45	10,785.55
Disability	41570000	9,403.00	9,403.00	6,790.61	2,612.39
Post Employees Health Care	41580000	88,000.00	88,000.00	64,503.91	23,496.09
Dental	41600000	5,760.00	5,760.00	4,750.00	1,010.00
OPEB Contribution	41610000	123,580.00	123,580.00	111,960.41	11,619.59
Miscellaneous	41990000	2,100.00	2,100.00	942.04	1,157.96
Library - Dues	42140000	4,500.00	4,500.00	3,472.03	1,027.97
Library Advertising	42150000	10,000.00	10,000.00	2,650.00	7,350.00
Library-Periodicals	42160000	20,000.00	20,000.00	12,347.95	7,652.05
Library-Digital Books	42170000	132,000.00	132,000.00	115,550.00	16,450.00
Library - Printing	42210000	40,000.00	40,000.00	26,429.82	13,570.18
Library-Adult Pgm Speakers/Performers	42230001	7,000.00	7,000.00	1,200.00	5,800.00
Library-Child & Yg Ad Pgm Speakers/Performers	42230002	26,000.00	26,000.00	26,913.50	(913.50)
Electrical (Light And Power)	42310000	185,000.00	185,000.00	191,272.96	(6,272.96)
Natural Gas	42320000	2,000.00	2,000.00	2,159.28	(159.28)
Water	42330000	7,000.00	7,000.00	6,923.87	76.13
Postage And Box Rent	42410000	12,000.00	12,000.00	8,145.86	3,854.14
Telephone	42420000	151,000.00	151,000.00	159,921.63	(8,921.63)
Library - Electronic Services	42450000	100,000.00	100,000.00	50,016.50	49,983.50
Library - Building Rentals	42510000	4,500.00	4,500.00	4,598.18	(98.18)

**St Charles Parish Council - LIVE DATA**

Statement of Revenues and Expenditures - REVENUES-EXPENDITURES - DMT - Unposted Transactions Included In Report

601 - Library Service District No. 1 M&O Fund

From 1/1/2025 Through 12/31/2025

		Current Period Budget - Original	Current Period Budget - Revised	Current Year Actual	YTD Budget Variance - Revised
Library - Equipment Rentals	42520000	40,000.00	40,000.00	38,151.73	1,848.27
Library - Mt. of Grounds	42610000	125,000.00	125,000.00	95,477.21	29,522.79
Library - Mt. of Buildings	42620000	120,000.00	120,000.00	79,361.89	40,638.11
Library - Mt. of Vehicles	42630000	10,000.00	10,000.00	799.04	9,200.96
Library - Mt. of Equipment	42640000	5,000.00	5,000.00	7,079.23	(2,079.23)
Library - Mt. of Plumbing & HVAC	42650000	85,000.00	85,000.00	60,015.47	24,984.53
Library - Mt. of Furniture/Office Eq.	42660000	1,000.00	1,000.00	0.00	1,000.00
Contractual Services	42700000	0.00	0.00	15,851.94	(15,851.94)
Library - Electrical Contract	42720000	5,000.00	5,000.00	0.00	5,000.00
Library - Pest Control Contract	42740000	9,000.00	9,000.00	4,870.73	4,129.27
Library - Janitorial Contract	42750000	10,000.00	10,000.00	1,560.00	8,440.00
Library - Automation Systems Contract	42770000	142,700.00	142,700.00	100,878.28	41,821.72
Professional Services	42800000	60,000.00	60,000.00	66,625.44	(6,625.44)
Merchant Services	42810000	1,000.00	1,000.00	170.43	829.57
Insurance - Fire & Casualty Property	42910000	470,390.00	470,390.00	412,004.22	58,385.78
Insurance - Auto Coverage	42930000	50,000.00	50,000.00	36,209.00	13,791.00
Insurance - Employee Liability	42940000	7,000.00	7,000.00	7,071.00	(71.00)
Non Consumable Office Supplies	43050000	40,000.00	40,000.00	33,635.25	6,364.75
Library-Technology Supplies	43060000	85,000.00	85,000.00	69,782.80	15,217.20
Office Supplies	43100000	65,000.00	65,000.00	55,618.59	9,381.41
Educational, Recreational And Culture	43210000	0.00	0.00	(250.75)	250.75
Library-Adult Pgm Supplies	43210001	45,000.00	45,000.00	28,758.56	16,241.44
Library-Child & Yg Ad Pgm Supplies	43210002	50,000.00	50,000.00	29,818.45	20,181.55
Food & Clothing	43250000	0.00	0.00	(514.65)	514.65
Maintenance Of Buildings & Grounds	43260000	60,000.00	60,000.00	60,857.36	(857.36)
Vehicle Supplies(Gas, Oil, Antifreeze)	43270000	13,000.00	13,000.00	5,409.90	7,590.10
Miscellaneous	43290000	8,000.00	8,000.00	0.00	8,000.00
Travel	44100000	66,000.00	66,000.00	28,122.34	37,877.66
Acquisition Of Motor Vehicles	46400000	120,000.00	120,000.00	0.00	120,000.00
Educational-Cultural-Recreational	46510000	160,000.00	160,000.00	52,232.28	107,767.72
Buildings-Grounds-General Plant	46520000	250,000.00	250,000.00	97,671.00	152,329.00
Office Equipment	46560000	600,000.00	600,000.00	12,179.80	587,820.20
Major Repairs	46700000	400,000.00	400,000.00	0.00	400,000.00
Construction In Progress	46800000	7,000,000.00	7,000,000.00	130,619.02	6,869,380.98
Library - Architectual	46810000	493,745.00	493,745.00	155,281.40	338,463.60
LIBRARY - BOOKS (ALL FORMATS)	46900100	160,000.00	160,000.00	108,898.03	51,101.97
LIBRRY - AUDIO RECORDINGS	46900300	21,400.00	21,400.00	9,644.02	11,755.98
LIBRARY - VIDEO RECORDINGS	46900500	27,400.00	27,400.00	16,341.39	11,058.61
Other Fees	46930000	1,000.00	1,000.00	0.00	1,000.00
Library - Other	46960000	10,000.00	10,000.00	0.00	10,000.00
Miscellaneous	46990000	175,000.00	175,000.00	0.00	175,000.00
Cont. To Retirement Ded. From Tax Coll	47300000	298,000.00	298,000.00	321,393.36	(23,393.36)
Cost Of Ad Valorem Tax Collection	47310000	5,000.00	5,000.00	0.00	5,000.00
Transfer - Indirect Cost Allocation	48570000	270,000.00	270,000.00	450,000.00	(180,000.00)
<b>Total Libraries</b>		<u>18,230,815.00</u>	<u>18,230,815.00</u>	<u>8,321,557.40</u>	<u>9,909,257.60</u>
<b>Total Expenditures</b>		<u>18,230,815.00</u>	<u>18,230,815.00</u>	<u>8,322,301.40</u>	<u>9,908,513.60</u>
<b>Net Revenue Over Expenditures</b>		<u>(7,953,815.00)</u>	<u>(7,953,815.00)</u>	<u>2,730,086.71</u>	<u>10,683,901.71</u>