

Business records, especially those which are voluminous and bulky, should be disposed of as soon as they outlive their usefulness. In fact, of the staggering volume of paper kept by business firms, it is estimated that the majority could be destroyed after just three or four years. By systematically following the check list below of many common business documents, you should be able to reduce unnecessary records to a minimum. Developed from the requirements specified in over 900 federal and state regulations, the list summarizes the practices of a large number of companies.

See *PT Shaw (VCH)*  
*William F. Shaw*

	YEARS	2	3	4	5	6	8	10	Indef.
<input checked="" type="checkbox"/> Accounting									
• Bank statements & deposit slips									
• Payroll (time cards)									
• Dividend checks (canceled)									
• Expense reports <i>SEE VOUCHERS</i>									
• Subsidiary ledgers (including A/P & A/R ledgers)									
• Trial balances (monthly)									
• Checks (payroll & general)									
• Payroll (including overtime & earnings records)									
• Vouchers (for payments to vendors, employees, et al.)									
• Audit reports									
• General ledgers & journals									
<input checked="" type="checkbox"/> Corporate Records									
• Mortgages, notes, & leases (expired)									
• Bylaws, charter, & minute books									
• Cash books									
• Capital stock & bond records (including stock certificates & transfer lists)									
• Checks (taxes, property, & fulfillment of important contracts)									
• Contracts & agreements									
• Copyrights & trademark registrations									
• Deeds & easements									
• Labor contracts									
• Patents									
• Proxies									
• Retirement & pension records									
• Tax returns & working papers									
<input checked="" type="checkbox"/> Correspondence									
• General									
• License, traffic & purchase									
• Production									
• Legal & tax									
Insurance									
• Policies (all types—expired)									
• Accident reports									
• Fire inspection reports									
• Group disability records									
• Safety reports									
• Claims (after settlement)									
<input checked="" type="checkbox"/> Personnel									
• Contracts (expired)									
• Daily time reports									
• Disability & sick benefits records									
• Personnel files (terminated)									
• Withholding tax statements									
<input checked="" type="checkbox"/> Purchasing & Sales									
• Purchase orders									
• Requisitions - <i>SHOP ORDERS</i>									
• Sales contracts - <i>JOB FILES</i>									
• Sales invoices									
<input checked="" type="checkbox"/> Traffic (Receiving & Shipping)									
• Export declarations									
• Freight bills									
• Manifests									
• Shipping & receiving reports									
• Waybills & bills of lading									

EXHIBIT  
 3

*PIF* Exhibit No. 1 For Identification  
 Cheryl K. Stett, CSR 7354, N.P.  
 Witness: FULTS  
 Date: 9-15-88

Statute of limitations

Many business managers feel that they must keep all original records for at least a certain time (six years is most quoted), after which no action can be brought against them. In fact, there is no single statute of limitations--there are dozens of them, and the time period for each statute varies depending on the particular law and state. Record-keeping policies must be guided by the rule of reason and the probability and dollar amount of risk involved--not by statutes of limitations alone. For further information, obtain a copy of Guide to Record Retention Requirements, Government Printing Office, Washington, DC 20401 (51-501).

Exhibit No: #  
 Witness: FULTS  
 Date: 5-31-91  
 Denise D. Ison, CSR No. 6949

EX. H

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Los Angeles Unified School District

MAINTENANCE BRANCH

MAINTENANCE AREA D

4545 HUNTINGTON DR. SOUTH, LOS ANGELES, CALIFORNIA 90032

TELEPHONE: (213) 625-6851

HARRY HANDLER  
Supervisor of MA...

RALPH A. JOHNSTON  
Director of Maintenance

RICHARD D. VARDEMAN  
Area Maintenance Director

Date: March 14, 1984

SCHOOL PLASANTA ELEM SCH. CODE 3247

CONF. NO. B2982 JOB NO. 8535244 NO. 48

FUND CODE 010 AREA 03 FOREMAN CODE 57

INVOICE NO. 20631 12

THORPE INSULATION COMPANY  
2741 S. Yates  
Los Angeles, CA 90040

**B**

Gentlemen:

Telephone bids were taken by Mr. D. Esparza for the following work. You have been accepted as the low bidder: Contractor shall furnish all labor and materials to remove asbestos from various classrooms and risers in Rooms 11, 12, 13, 16, 17 and 18. Contractor shall reinsulate and metal as per Board Specifications (attached).

The total cost, including tax \$ 2000.00.

Please sign the certification below which is required by the California Labor Code, Section 1861. The original of this letter must be returned to the Maintenance Office located at 4545 Huntington Drive South, Los Angeles 90032. The copy is to be retained for your files. Pursuant to Section 1861 you may not begin work until this certification is filed with this office.

Upon completion of the work please send invoices in duplicate to the Maintenance Office shown above. The invoice should show Confirmation No. "B" 2982 and be submitted in a lump sum, including sales tax and no itemization shown.

It is the policy of the Los Angeles Unified School District that in connection with all work performed under Construction and Purchasing Contracts there be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin or religious creed and therefore the contractor agrees to comply with applicable Federal and California Laws including, but not limited to, the California Fair Employment Practice Act beginning with Labor Code, Section 1110 and Labor Code, Section 1735. In addition the contractor agrees to require like compliance by all subcontractors employed on the work by him.

Yours truly,

*R. D. VardeMan*  
R. D. VARDEMAN

EXHIBIT  
4

I am aware of the Districts' requirements for single limit liability as shown on District Form 82.72 and I will provide to the District Certificate(s) of Insurance documenting same. I am also aware of the provisions of the Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that code and I will comply with such provisions before commencing performance of the work of this contract.

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

Form 73.233B

Rev. 6/83

*PLS* Exhibit 18  
Linda Horton Sprague, CSR #19985  
Date: 11-25-89  
Witness: Henry  
Page 1 Of 1

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Phys Exhibit 21  
 Linda Horton Sprague, OSN #16033  
 Date: 11/25/64  
 Witness: Henry  
 Page 1 Of 18



Form 71.18-3M-9-58

FUND: State School Bldg. Carter St. SCHOOL  
 (EF4/19-520-05) PROJECT Construction of the Classroom  
Addition Building

CONTRACTOR Meacham & O'Donnell

CONTRACT AWARDED 1 Bldg 19 5/9/65 (encl.)

CONTRACT SIGNED \_\_\_\_\_ 19 \_\_\_\_\_

ACCEPTED Lo 17 Bldg 1 4/8/65

CONTRACT PRICE 5181,000.

TIME TO COMPLETE 2-28-69 DAYS 270

ARCHITECT Kenneth R. Swift

STRUCTURAL ENGINEER \_\_\_\_\_

Contr.

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	NO.	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	
6-6-68	1	4569.66	11-27-68	4(T-506)	6038.	9-19-68	1(T-501)	4246	
6-25-68	2	12753.60	1-16-69	5(T-507)	9316.45	10-10-68	2(T-502)	9735	
8-2-68	3	20606.86	2-13-69	7(T-505)	5955.61		3(T-503)	3546	
8-30-68	4	37960.12			205.59				
10-4-68	5	41135.90				3-1-69	4(T-504)	575	
10-1-68	6	13600.96						18093	
12-2-68	7	13875.20							
1-2-69	8	28786.84							
1-30-69	9	16514.35							
3-20-69	10	10410.40							

*Completed*

Start: 2-20-68  
 Phys. Compl: 2-20-68

Form 71.18-3M-9-58

FUND: State School Bldg.

Arch

PROJECT Cortez Street SCHOOL  
Additional Sanitation  
Order of the Clerm. Addition Bldg.

CONTRACTOR Kenneth R. Swift

30 60

CONTRACT AWARDED Jan 3 1967

CONTRACT PRICE 12,570.00

CONTRACT SIGNED March 16 1967

TIME TO COMPLETE \_\_\_\_\_ DAYS

ACCEPTED \_\_\_\_\_ 19 \_\_\_\_\_

ARCHITECT \_\_\_\_\_

Term 1 (2.53)

STRUCTURAL ENGINEER \_\_\_\_\_

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	NO.	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	
8-22-67	1	2534	1/29/68	Change Order	11303				
9-13-67	2	2534							
1-7-68	3	2534							
4-17-68	4	1267							
6-4-68	5	1267							
10-17-68	6	1267							
1-31-69	7	633.50							
6-0-69	8	633.50							
7-1-69	9	1267							
		2753.75							

del built with 6/2/69

Start:  
Phys. Compl:

FUND: Bldg.

PROJECT Cortez Street SCHOOL  
Two-Story Classroom  
Building

assignee: William J. Abel  
Structural Engineering  
(2/16/67)  
J. L. R.

CONTRACTOR G. W. Andersen Construction Co.

CONTRACT AWARDED Sec 1, Bldg 1 19 11-18-65 Emag.

CONTRACT PRICE \$338,933.

CONTRACT SIGNED \_\_\_\_\_ 19 \_\_\_\_\_

TIME TO COMPLETE 9-22-66 DAYS 250

ACCEPTED Sec 12 Bldg 1 19 3-30-67

ARCHITECT Kenneth A. Swift

STRUCTURAL ENGINEER \_\_\_\_\_

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	NO.	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	
1-3-66	1	15231.22	10-27-64	1(T-502)	703.46	3-31-67	6(T-506)	563.39	
2-2-66	2	15575.49	11-1-64	2(T-501R)	481.32				
3-2-66	3	28365.73	12-5-66	3(T-504)	706.13				
4-7-66	4	39132.96	1-26-67	4(T-503)	121.63				
5-9-66	5	39132.96	1-26-67	5(T-505)	626.29				
6-6-66	6	46925.64							
7-11-66	7	42790.31							
8-5-66	8	27695.64							
9-7-66	9	37827.66							
10-23-66	10	12697.18							

*Completed*

Start: 11-29-65  
 Phys. Compl: 7-19-66

Form 71.18-3M-9-56

FUND: Blk.  
(1963 Bldg)

PROJECT Cortez Street SCHOOL  
Two-story Classroom  
Building

CONTRACTOR Jennett G. P. Swift

CONTRACT AWARDED Nov. 17, 1965

CONTRACT SIGNED 2/11 1965

ACCEPTED \_\_\_\_\_ 19\_\_\_\_

CONTRACT PRICE 20-20-60  
22,268.-

TIME TO COMPLETE \_\_\_\_\_ DAYS

ARCHITECT \_\_\_\_\_

STRUCTURAL ENGINEER \_\_\_\_\_

John B. (12.53)

PAYMENTS			EXTRAS				DEDUCTIONS			REMARKS
DATE	NO.	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT		
5-28-65	1	4620 -								
7-13-65	2	4620 -								
9-7-65	3	4620 -								
11-17-65	4	2461.20								
11-30-65	5	20941.20								
1-14-66	6	2461.20								
2-11-66		3268 -								
<p><u>Completed 3/19/67 "Coi Builders" Record.</u></p>										

Start

Phys. Compl:



FUNDS: Bldg.  
(W. Bond)

Strengthening and Modernization CONTRACT  
of Main Building  
Cortez Street SCHOOL

176

CONTRACTOR P. J. Construction Co., Inc.

CONTRACT AWARDED Dec. 12, 1954

CONTRACT PRICE \$349,950.

CONTRACT SIGNED October 25, 1954

TIME TO COMPLETE 6-27-55 DAYS 246

ACCEPTED Dec. 31, Bldg. #1, 10-24-1955

ARCHITECT Lawrence H. Crawford

STRUCTURAL ENGINEER D. B. Barnes

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS		
DATE	NO.	AMOUNT	DATE AUTH.	CHANGE ORDER	TIME EXTENSION	AMOUNT	DATE AUTH.	CHANGE ORDER		TIME EXTENSION	AMOUNT
12-24	1	2154675					12-24-54		11 days	227-0	Completed
1-22	2	2626906									
1-25	3	2317622				4819					
1-23	4	3207307				41985					
1-22	5	2411915			7 days	107962					
1-20	6	3927758			3 days	70987					
1-18	7	2821640			8 days	20980					
1-21	8	3779914			45 days	1009618					
4-19	9	4607350			3 days	60980					
8-23	10	3607712			10 days	124377					
		31862503									

Start: \_\_\_\_\_  
Phys. Compl: \_\_\_\_\_

FORM 71-19 3M 5-50

FUND: Bldg.  
(15) Bond

Strengthening and Rehabilitation of CONTRACT  
Main Building  
Courty Street SCHOOL  
CONTRACTOR D. B. Bunn

CONTRACT AWARDED Dec 29, Reg 41, 11-5 1953  
CONTRACT SIGNED December 6, 1953  
ACCEPTED \_\_\_\_\_ 19 \_\_\_\_\_

CONTRACT PRICE 47' 1/2 #349,950 + #127,898.5  
28,900  
TIME TO COMPLETE 40-75 DAYS

ARCHITECT Lowell H. Crawford  
STRUCTURAL ENGINEER D. W. ... & J. E. Kiehl  
Dec. Eng. ...

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS		
DATE	NO.	AMOUNT	DATE AUTH.	CHANGE ORDER	TIME EXTENSION	AMOUNT	DATE AUTH.	CHANGE ORDER		TIME EXTENSION	AMOUNT
Nov 5	1	9750		Change Order #5, 7, 9, 12,		831.46					} Dec. 14, Reg. #1, 12-19-55
July 27	2	6500		14, 17, 18, 22, 26, 27, 29, 30,							
Oct 12	3	3250		32, 33, 34, 35, 36 + 48.							
Nov 2	4	42350									
Apr 29	5	278980									
		501612									
		28729.46									

*Completed*

1st Payment - (Nov. 24, Reg 41, 7-26-54)  
Constr. Awarded - \$ 349,950  
5th Payment - (Nov. 10, Reg 41, 4-22-55)

Phys. Compl:

FUND: bond

Alterations in the Main Building for the New Nurses CONTRACT  
Room and New Supply Room  
Cortez Street SCHOOL

CONTRACTOR C. J. Trystal

CONTRACT AWARDED Dec. 16, 1950

CONTRACT PRICE \$4,385.00

CONTRACT SIGNED February 16, 1950

TIME TO COMPLETE 4-6-50 4-11-50 DAYS 4

ACCEPTED Dec. 11, 1950

ARCHITECT Building Branch

STRUCTURAL ENGINEER \_\_\_\_\_

PAYMENTS			EXTRAS		DEDUCTIONS			REMARKS		
DATE	NO.	AMOUNT	DATE AUTH.	CHANGE ORDER	TIME EXTENSION	AMOUNT	DATE AUTH.		CHANGE ORDER	TIME EXTENSION
1950										
Apr 5	1	2,953.88	Apr 5 1950	1		253-				
May 2	2	992.62	May 11 1950	2		64.49				
June 6	3	847.24	June 21 1950	3		51.75				
			July 14 1950	4	Savings	34.50				

Start: 2-21-50

Phys. Compl: 4-11-50

21-9

FORM 71.18 2500 6 50  
 FUND:

*Install boiler blow-off tank* CONTRACT  
*in boiler-room*  
*Carter Street* SCHOOL  
 CONTRACTOR *G. L. Sack*

CONTRACT AWARDED *Dec. 20 Bldg. #1, 11-10-55*  
 CONTRACT SIGNED \_\_\_\_\_ 19\_\_\_\_  
 ACCEPTED \_\_\_\_\_ 19\_\_\_\_

CONTRACT PRICE *\$66.40*  
 TIME TO COMPLETE *30* DAYS  
 ARCHITECT \_\_\_\_\_  
 STRUCTURAL ENGINEER \_\_\_\_\_

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS		
DATE	NO.	AMOUNT	DATE AUTH.	CHANGE ORDER	TIME EXTENSION	AMOUNT	DATE AUTH.	CHANGE ORDER		TIME EXTENSION	AMOUNT
<i>1-16-55</i>	<i>1</i>	<i>\$66.40</i>					<i>10-14</i>	<i>bid sent out</i>			
							<i>10-21</i>	<i>" received</i>			
							<i>11-1</i>	<i>B.P. sent to Kimball for R.</i>			
								<i>Material will be here Dec. 1</i>			
							<i>1-10</i>	<i>sent P.R. to Sack - Newton stuy.</i>			
							<i>1-16</i>	<i>P.R. to Volla</i>			

*Completed*

GENERAL

CONTRACT AUTH Dec 9 1916

~~THE CONTRACT~~

SCHOOL SARGENT

CONTRACTOR G.C. CONDON

ARCHITECT

CONTRACT AWARDED MAY 20 1916

CONTRACT PRICE \$ 27067.00

CONTRACT SIGNED MAR 31 1916

TIME TO COMPLETE 138 DAYS

ACCEPTED Nov. 27 1916 B.M.

EXTRA EXCAV. 804 044  
" CONG. 304 " 44  
REIN. " 35 " "  
STEEL " 54 " "

PAYMENTS 75% Per Mo Final 26766.75

PAYMENTS			EXTRAS				DEDUCTIONS			REMARKS	
DATE	CERT. No	AMOUNT	DATE AUTH.	DATE PAID	CERT. No.	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT		AMOUNT
5	3	1370.750 -	11/27/16	11/27/16	2019	SEA Report	2616.22				
6	1	14645.460									
7	7	1584.3555 -									
8	1	1673.1740 -									
9	1	1787.587775									
12	8	2046.291750									
11/10/17	2084	16766.75									



HEATING

CONTRACT

TEMPLE ST

SCHOOL

CONTRACTOR H. J. CRAWFORD

ARCHITECT

CONTRACT AWARDED Nov 20 1916

CONTRACT PRICE \$ 2323.00

CONTRACT SIGNED MAR 31 1916 B.M.

TIME TO COMPLETE 132 DAYS

ACCEPTED Nov 10 1916

PAYMENTS 75% Per Mo - Final \$580.25

PAYMENTS			EXTRAS					DEDUCTIONS			REMARKS
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	CERT. NO.	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT	AMOUNT	
6	8 1481	56.25									
7	29 1650	9.00									
10	9 1916	1.55									
11/14	1999	6.51									
12/20	2057	38.95									

FORM 408-2-19-25

Plumbing — New Building  
 East 7<sup>th</sup> Street ✓  
 Contractor Edmund H. Dalrymple ✓

CONTRACT ESTIMATE \$ \_\_\_\_\_  
 SCHOOL \_\_\_\_\_  
 DATE AUTHORIZED \_\_\_\_\_  
 PLAN ADOPTED \_\_\_\_\_  
 CONTRACT PRICE \$ 8,700.00  
 TIME TO COMPLETE January 27, 1927 (C)  
 ARCHITECT Buss. Dept

CONTRACT AWARDED Aug 16 1926  
 CONTRACT SIGNED Aug 20 1926 alt K2 ✓  
 ACCEPTED June 16 1927  
 PAYMENTS 75% \$ 2175.00

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS	
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT		AMOUNT
Oct 29	7825	135.00	3-7-27	4/17/27	Summit & controls shop sink in janitor's store room	119.00	11-8-26	contract for alteration plumbing work	7.00	Sw- 6/17/27
Dec 3	8124	1200.00					11-8-26	contract for alteration plumbing work		Sw- 6/17/27
Jan 6	8406	1200.00					11-8-26	contract for alteration plumbing work		Sw- 6/17/27
Mar 1	8800	2400.00					11-8-26	contract for alteration plumbing work		Sw- 6/17/27
June 17	9531	462.00					11-8-26	contract for alteration plumbing work		Sw- 6/17/27
Aug 11	1194	2175.00					11-8-26	contract for alteration plumbing work		Sw- 6/17/27
		8707.00								
Car	29 7827	25.00								
		70612.00								



*Heating and Ventilating - new Building*  
*Cortez Temple Street*

CONTRACT ESTIMATE \$

SCHOOL

CONTRACTOR *Thomas Hawerty Company*

DATE AUTHORIZED

CONTRACT AWARDED *Aug 16 1926*

PLAN ADOPTED

CONTRACT SIGNED *Aug 20 1926*

CONTRACT PRICE *\$13,766.00*

ACCEPTED *June 23 1927*

TIME TO COMPLETE *Jan 27, 1927* (200)

PAYMENTS *75%* *\$3441.50*

ARCHITECT *O.W.O.H.*

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS	
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT		AMOUNT
<i>Dec 6 1926</i>	<i>8185</i>	<i>31950.00</i>	<i>1-24-27</i>	<i>6/24/27</i>	<i>withholding of 5% for bonds on notes clean name business solvency of operation</i>	<i>216.50</i>				
<i>Jan 17 1927</i>	<i>8491</i>	<i>21912.06</i>								
<i>Feb 9 1927</i>	<i>8671</i>	<i>11097.22</i>								
<i>June 24 1927</i>	<i>9555</i>	<i>18788.4</i>								
<i>Aug 11 1927</i>	<i>1193</i>	<i>3441.50</i>								

Painting - new Building ✓  
 Costly Long Street ✓  
 CONTRACTOR Paul B Johnston ✓

CONTRACT ESTIMATE \$ \_\_\_\_\_  
 SCHOOL \_\_\_\_\_  
 DATE AUTHORIZED \_\_\_\_\_  
 PLAN ADOPTED \_\_\_\_\_  
 CONTRACT PRICE \$4,200.00  
 TIME TO COMPLETE Jan 27, 1927 (16)  
 ARCHITECT Bus. Dept

CONTRACT AWARDED Oct 31 or 4 Aug 16 1926  
 CONTRACT SIGNED Aug 20 1926  
 ACCEPTED April 7 1927  
 PAYMENTS 75% \$1,050.00

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT	
Nov 3 1926	7855	150.00							
Feb 2	8693	1,875.00							
Mar 8	8866	3,975.00							
April 9	9142	150.00							
May 18	9368	1,050.00							
		<u>\$4,200.00</u>							

Electricians - New Bldg  
Cortez 4<sup>th</sup> St  
 CONTRACTOR Joseph Vande

CONTRACT ESTIMATE \$ 130,000.00

SCHOOL

DATE AUTHORIZED June 11, 1927 July 10, 1927

PLAN ADOPTED E.H. Hinkley

CONTRACT AWARDED Aug 16, 1926

CONTRACT SIGNED Aug 20, 1926

CONTRACT PRICE \$ 3,200.00

ACCEPTED April 7, 1927

TIME TO COMPLETE Jan 27, 1927

PAYMENTS 75% \$ 800.00

ARCHITECT Bus Dept

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT	
Nov 3	7872	525.00							
Dec 1	8146	487.50							
Jan 6	8411	187.50							
Feb 5	8649	1950.00							
Mar 9	9149	1500.00							
Apr 10	9323	800.00							
		<u>22210.00</u>							
<p>2/15/27 - The B-11-26-27-28-29 - Com from Anderson the Shop - stating that through an error their bids for the Hotel - Joseph A. School were received and noticed that they had included the kind as specified in the contract job. Both bids rejected on basis of error. Referred to the Bus. Man. 2/15/27 - 2/14/27 - Com Bid of Anderson the Shop - rejected.</p>									

General - New Building ✓

College Street ✓

M. P. Kristenson ✓

CONTRACT ESTIMATE \$ \_\_\_\_\_ SCHOOL \_\_\_\_\_

CONTRACTOR \_\_\_\_\_ DATE AUTHORIZED \_\_\_\_\_

CONTRACT AWARDED Aug 16 1926 PLAN ADOPTED \_\_\_\_\_

CONTRACT SIGNED Aug 20 1926 CONTRACT PRICE \$99,650.00

ACCEPTED March 31 1927 TIME TO COMPLETE January 27, 1927 (1)

PAYMENTS 75% \$ 24,912.50 ARCHITECT Fire Dept

*Reduction shall be made on a basis of 15% off.*

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	CERT. NO.	AMOUNT	DATE AUTH.	DATE PAID	SUBJECT	AMOUNT	DATE AUTH.	SUBJECT	
Sept 10	7225	4500.00	9-13-26		Subcontract for work at west end of lobby and reception hall to be filled in front.				
Sept 29	7441	7800.00	9-27-26		150 lbs. absorption of ceiling removed from 3rd floor cement floor treatment	30.00			
Oct 30	7834	17775.00	10-11-26		work depth to footings near center (excavated)	550.31			
Nov 1	8096	7725.00	11-5-26		excavating footings for outside stairways at second corner to basement	128.91		no charge for water	
Nov 1	8361	9412.50	11-15-26		fill work to corner not covered with earth; change spec & build from brick to concrete to match other section and install frame over same for exp. in work	35.88		Master keys rec'd 3/25/27	Returned keys
Nov 2	8604	1905.00	11-22-26		work of 2nd floor	6.60		Hardware	
Nov 4	8647	7462.50	12-20-26	4/1/27	work of 2nd floor for wall space for use as storage cabinet on second floor	60.68		used 1/2 of guarantee 3/1/27	10 years C. F. Passmore
Jan 1	9072	3014.92	1-17-27		filling in gutter ground section on gutter ground	281.80		min 1/2 8/10/25	amount from bill. 281.80 stating that he made an error of \$857.00 in his bill out requesting permission to withhold this bill on Aug 27's bill - Act of H. W. Stokert's request on basis of error.
May 4	9278	24912.50	5-17-27		take up old sump and fill with concrete and brick and install new sump	503.80			
		<u>101,652.42</u>	7-24-27		110 lbs. absorption work on outside stairways	78.20			
			8-2-27		excavating and filling in gutter ground	216.70			
			8-2-27		excavating and filling in gutter ground	10.00			
			8-2-27		excavating and filling in gutter ground	10.00			



18-3M-9-58  
FU.

Local Public  
Works Act  
(PL 94-369)

PROJECT Curtis Street SCHOOL  
Construction of the 2 story  
Portable Building

CONTRACTOR J & J General Contractors, Inc.

CONTRACT AWARDED Sec. 1 Art. 2 12/17/77 (Emergency)

CONTRACT SIGNED \_\_\_\_\_ 19\_\_

ACCEPTED Jan 28, 1978 19 3/26/79

CONTRACT PRICE \$55,000.

TIME TO COMPLETE 11-19-78 DAYS 210

ARCHITECT Robert Engle, Inc.

STRUCTURAL ENGINEER \_\_\_\_\_

PAYMENTS			EXTRAS			DEDUCTIONS			REMARKS
DATE	NO.	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	DATE AUTH.	TIME EXTENSION	AMOUNT	
-6-78	1	34042.27	6/5/78	1(T-701)	-				
-7-78	2	4031.46	8/14/78	2(T-703)	7	1725.76			
-7-78	3	19777.50		3(T-702)	11	4061.57			
-10-78	4	82243.90	12/1/78	4(T-705)	-	1000.00			
-9-78	5	47120.72	3/5/79	5(T-706)	9	3079.04			
-30-78	6	39737.62	3/26/79	6(T-707)	99	2000.00			
-7-78	7	62015.92	4/2/79	7(T-704)	-				
-2-79	8	36866.89							
-4-79	9	20867.04							Start: 12-1-77
-6-79	10	37550.14							Phys. Compl: 11-8-78