

# June Special Meeting Agenda

A special meeting of the Board of Trustees of School District #35 has been scheduled for **Thursday, June 24, 2021** from **12pm** at Gallatin Gateway School and via Zoom. (All policies can be found at [www.gallatingatewayschool.com](http://www.gallatingatewayschool.com).)

## Call to Order

## Pledge of Allegiance

## Presiding Trustee's explanation of procedures

## Public Comment- Non Agenda Items- Sign in sheet

## New Business

Warrants

Review & Discuss Industrial Hygiene Report- Northern Industrial Hygiene, Inc.

Review & Consider Owner's Rep RFQ

## Next Meetings:

Thursday, June 24, 2021 at 1pm- strategic planning/goal setting

Wednesday, June 30, 2021 at 6pm- regular meeting

## Adjournment

## ZOOM MEETING INFORMATION:

1. Login details are on the district website-- [See District Calendar](#)
2. Please ensure your mic is muted until called upon by the Chair
3. Public Comment is accepted two times during the meeting:
  - a. During non-agenda public comment for items not on the agenda
  - b. When the Chair opens it for public comment as determined appropriate
4. To participate from a mobile device or computer:
  - a. Please use the "Raise Hand" button under "Participants" button at the bottom of your screen
  - b. Once called on please unmute yourself to provide comments
5. To participate from a phone when dialed in:
  - a. \*9 to raise and lower hand for public comment
  - b. Once called on please press \*6 to unmute yourself to provide comment

*"The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens."*

Excerpt from GGS Policy #1441- Audience Participation

Audience Participation

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the statutory and constitutional rights of the public to participate in governmental operations. To allow fair and orderly expression of public comments, the Board will permit public participation through oral or written comments during the “public comment” section of the Board agenda and prior to a final decision on a matter of significant interest to the public. The Chairperson may control such comment to ensure an orderly progression of the meeting.

Individuals wishing to be heard by the Chairperson shall first be recognized by the Chairperson. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson may interrupt or terminate an individual’s statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. It is important for all participants to remember that Board meetings are held in public but are not public meetings. Members of the public shall be recognized and allowed input during the meeting, at the discretion of the Chairperson.

Cross Reference: 1420 School Board Meeting Procedure

Legal Reference: Article II, Section 8, Montana Constitution – Right of participation  
Article II, Section 10, Montana Constitution – Right of privacy  
§§ 2-3-101, et seq., MCA Notice and Opportunity to Be Heard

*“The Gallatin Gateway School community empowers our students to take responsibility for their learning so they may achieve their individual potentials as lifelong learners and productive citizens.”*

**MINUTES  
SPECIAL MEETING  
BOARD OF TRUSTEES, GALLATIN GATEWAY SCHOOL DISTRICT #35**

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**Call to Order**

The Board of Trustees of the Gallatin Gateway School District #35 met at 12:00pm Thursday, June 24, 2021 at Gallatin Gateway School and via Zoom. Board Chair Julie Fleury presided and called the meeting to order at 12:07pm.

**Trustees Present**

Julie Fleury, Board Chair; Carissa Paulson, Board Vice-Chair, Mary Martin (arrived at 12:15pm), Patti Ringo, Aaron Schwieterman

**Trustees Absent**

None

**Staff Present**

Theresa Keel, Superintendent; Carrie Fisher, District Clerk; Ashley Davis, Teacher

**Others Present**

Alison Ulrich

**Presiding Trustee's Explanation of Procedures**

Board Chair Julie Fleury explained the public comment process to be followed for addressing the Board in accordance with Gallatin Gateway School policy. He noted: 1) that prior to a vote the public may comment on agenda items; 2) there will be time for public comment on non-agenda items; and 3) public comment periods are not intended to be a question and answer session.

**Public Comment on Non- Agenda Items**

None

**NEW BUSINESS**

Warrants

Motion: Trustee Aaron Schwieterman to approve warrants: Claims: #36956-36975; Electronic #-99659 - 99653; Payroll: 75838- 75868; Direct Deposits: -87887 - -87789 Voids: 75863

Seconded: Vice Chair Carissa Paulson

Public Comment: None

For: Fleury, Paulson, Ringo, Schwieterman

Opposed: None

Motion passed unanimously.

Review & Discuss Industrial Hygiene Report- Northern Industrial Hygiene, Inc

District Clerk Carrie Fisher noted that Todd Schneider, Environmental Scientist from Northern Industrial Hygiene, Inc had visited the building on Friday, June 11 to evaluate the building for mold. She noted that during his visit he inspected the 1915 building, kitchen, kitchen crawl space and the exterior of the building. On June 15, 2021 the District received the preliminary results of the mold report which was included in the Board packet. On June 22, 2021 the District received the final report from Northern Industrial Hygiene and it was shared with the Board and is available at this meeting for review.

The Board discussed the Industrial Hygiene Report from Northern Industrial Hygiene, Inc which indicated that the basement does have a high mold spore count, but the air samples collected outside the entrance to the basement, board room and art room had much lower counts; indicating that the spores are, for the most part, staying in the basement and are not currently affecting the adjacent rooms. The air purification systems purchased at the beginning of June were running in the boardroom and art room during the air samples on June 11, 2021.

During Mr. Schneider's visit to the kitchen it was noted that the flooring near the sinks is beginning to deteriorate, which would need repair and flooring would need to be replaced. He expressed concern regarding the current flooring containing asbestos, so he took samples to have tested. Those results indicated that there is no asbestos in the kitchen flooring. He also inspected the crawl space and recommended the District install a complete vapor barrier under the cafeteria area.

Mrs. Fisher also explained that during his visit he also recommended having the building tested for Radon to ensure safe air quality throughout the building. He sent the proposal for the radon testing which Mrs. Fisher will get scheduled in the near future.

The Board discussed the results and how they would affect the liability of the District if staff or students began to get ill moving forward. The current consensus among the board is to wait for the Radon results and then make decisions on how to move forward with the use of the 1915 building.

#### Review and Consider Owner's Rep RFQ

The Board discussed hiring an owner's representative to assist in moving forward with another bond initiative during the 2021-2022 school year. District Clerk Carrie Fisher provided the Board with a draft RFQ to review. The Board indicated that they would like to make changes in the RFQ to focus more on pre-bond duties and to highlight the need for public relations and community relationships. Trustee Patti Ringo will work with the District Clerk to provide an updated draft at the June 30 meeting.

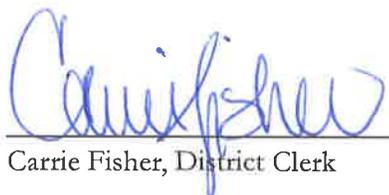
#### Next Meetings:

- Special Meeting- June 24, 2021 1-3pm- strategic planning/goal setting
- Regular Meeting- June 30, 2021 @ 6pm

#### **Adjournment**

Board Chair Julie Fleury adjourned the meeting at 1:02pm.

  
Julie Fleury, Board Chair

  
Carrie Fisher, District Clerk

GALLATIN GATEWAY ELEMENTARY  
Claims and/or Payroll Checks List  
For the Accounting Period: 6/21

Payroll

Check				Date		
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes
-87887	P		0.00	6/21	06/05/21	
-87886	P		1424.91	6/21	06/04/21	
-87885	P		151.56	6/21	06/04/21	
-87884	P		454.68	6/21	06/04/21	
-87883	P		1128.99	6/21	06/04/21	
-87882	P		1456.36	6/21	06/04/21	
-87881	P		2355.52	6/21	06/04/21	
-87880	P		3834.75	6/21	06/04/21	
-87879	P		2328.01	6/21	06/04/21	
-87878	P		3304.97	6/21	06/04/21	
-87877	P		2221.26	6/21	06/04/21	
-87876	P		2202.93	6/21	06/04/21	
-87875	P		3684.89	6/21	06/04/21	
-87874	P		2980.83	6/21	06/04/21	
-87873	P		2214.29	6/21	06/04/21	
-87872	P		3059.67	6/21	06/04/21	
-87871	P		781.16	6/21	06/04/21	
-87870	P		2341.18	6/21	06/04/21	
-87869	P		1001.09	6/21	06/04/21	
-87868	P		3600.25	6/21	06/04/21	
-87867	P		1769.61	6/21	06/04/21	
-87866	P		1993.45	6/21	06/04/21	
-87865	P		284.81	6/21	06/04/21	
-87864	P		1456.55	6/21	06/04/21	
-87863	P		2289.93	6/21	06/04/21	
-87862	P		2464.73	6/21	06/04/21	
-87861	P		1783.71	6/21	06/04/21	
-87860	P		2197.93	6/21	06/04/21	
-87859	P		152.38	6/21	06/04/21	
-87858	P		2341.31	6/21	06/04/21	
-87857	P		124.67	6/21	06/04/21	
-87856	P		1978.51	6/21	06/04/21	
-87855	P		2325.96	6/21	06/04/21	
-87854	P	FIT EFTPS-IRS	17490.07	6/21	06/04/21	
-87853	P	P.E.R.S. PERS	2562.79	6/21	06/04/21	
-87852	P		3834.75	6/21	06/11/21	
-87851	P		2328.01	6/21	06/11/21	
-87850	P		3228.62	6/21	06/11/21	
-87849	P		2221.26	6/21	06/11/21	
-87848	P		2202.93	6/21	06/11/21	
-87847	P		2980.83	6/21	06/11/21	
-87846	P		2214.29	6/21	06/11/21	
-87845	P		2973.40	6/21	06/11/21	
-87844	P		2341.18	6/21	06/11/21	
-87843	P		1993.45	6/21	06/11/21	
-87842	P		2289.93	6/21	06/11/21	
-87841	P		2197.93	6/21	06/11/21	
-87840	P		2341.31	6/21	06/11/21	

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

Payroll

Check				Check Amount	Period	Date	Notes
Check #	Type	Vendor/Employee/Payee	Number/Name			Issued	
-87839	P			2325.96	6/21	06/11/21	
-87838	P	FIT	EFTPS-IRS	10446.51	6/21	06/11/21	
-87837	P			202.08	6/21	06/14/21	
-87836	P			3834.75	6/21	06/14/21	
-87835	P			2328.01	6/21	06/14/21	
-87834	P			3228.62	6/21	06/14/21	
-87833	P			2221.26	6/21	06/14/21	
-87832	P			2202.93	6/21	06/14/21	
-87831	P			2980.83	6/21	06/14/21	
-87830	P			2214.29	6/21	06/14/21	
-87829	P			2973.40	6/21	06/14/21	
-87828	P			2281.10	6/21	06/14/21	
-87827	P			1993.45	6/21	06/14/21	
-87826	P			75.77	6/21	06/14/21	
-87825	P			2289.93	6/21	06/14/21	
-87824	P			2197.93	6/21	06/14/21	
-87823	P			2341.31	6/21	06/14/21	
-87822	P			2325.96	6/21	06/14/21	
-87821	P	FIT	EFTPS-IRS	10520.79	6/21	06/14/21	
-87820	P			1668.83	6/21	06/15/21	
-87819	P			524.24	6/21	06/15/21	
-87818	P			719.71	6/21	06/15/21	
-87817	P			168.76	6/21	06/15/21	
-87816	P			771.69	6/21	06/15/21	
-87815	P			647.18	6/21	06/15/21	
-87814	P			773.90	6/21	06/15/21	
-87813	P			856.58	6/21	06/15/21	
-87812	P	FLEX	ALLEGIANCE BENEFIT PLAN	0.00	6/21	06/15/21	
-87811	V	Check not processed in this period		0	/ 0	/ /	
-87810	V	Check not processed in this period		0	/ 0	/ /	
-87809	V	Check not processed in this period		0	/ 0	/ /	
-87808	P			874.35	6/21	06/17/21	
-87807	P			1254.57	6/21	06/17/21	
-87806	P			486.40	6/21	06/17/21	
-87805	P			621.21	6/21	06/17/21	
-87804	P			1136.53	6/21	06/17/21	
-87803	P			166.23	6/21	06/17/21	
-87802	P			1870.79	6/21	06/17/21	
-87801	P			81.11	6/21	06/17/21	
-87800	P			447.38	6/21	06/17/21	
-87799	P			33.59	6/21	06/17/21	
-87798	P			840.72	6/21	06/17/21	
-87797	P			434.28	6/21	06/17/21	
-87796	P			1618.37	6/21	06/17/21	
-87795	P			1096.33	6/21	06/17/21	
-87794	P			163.23	6/21	06/17/21	
-87793	P			353.16	6/21	06/17/21	
-87792	P			358.55	6/21	06/17/21	

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Payroll

Check				Date		
Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Issued	Notes
-87791	P		434.28	6/21	06/17/21	
-87790	P	FIT EFTPS-IRS	3986.31	6/21	06/17/21	
-87789	P		2907.58	6/21	06/17/21	
75838	P		193.93	6/21	06/05/21	
75839	P		332.46	6/21	06/05/21	
75840	P		38.00	6/21	06/05/21	
75841	P		83.11	6/21	06/05/21	
75842	P	FLEX ALLEGIANCE BENEFIT PLAN	3004.17	6/21	06/04/21	
75843	P	LIFE INSURANCE DEARBORN LIFE INSURANCE	114.00	6/21	06/04/21	
75844	P	SIT DEPARTMENT OF REVENUE	3423.00	6/21	06/04/21	
75845	P	MEA DUES MFPE, JAMIE HETHERINGTON	304.50	6/21	06/04/21	
75846	P	MUST MUST	14255.00	6/21	06/04/21	
75847	P	NEA SECURITY BENEFIT LIFE IN	770.00	6/21	06/04/21	
75848	P	FLEX ALLEGIANCE BENEFIT PLAN	669.00	6/21	06/11/21	
75849	P	LIFE INSURANCE DEARBORN LIFE INSURANCE	24.00	6/21	06/11/21	
75850	P	SIT DEPARTMENT OF REVENUE	2136.00	6/21	06/11/21	
75851	P	MEA DUES MFPE, JAMIE HETHERINGTON	304.50	6/21	06/11/21	
75852	P	MUST MUST	11521.00	6/21	06/11/21	
75853	P	NEA SECURITY BENEFIT LIFE IN	370.00	6/21	06/11/21	
75854	P		110.82	6/21	06/14/21	
75855	P		41.56	6/21	06/14/21	
75856	P		122.67	6/21	06/14/21	
75857	P	FLEX ALLEGIANCE BENEFIT PLAN	669.00	6/21	06/14/21	
75858	P	LIFE INSURANCE DEARBORN LIFE INSURANCE	24.00	6/21	06/14/21	
75859	P	SIT DEPARTMENT OF REVENUE	2133.00	6/21	06/14/21	
75860	P	MEA DUES MFPE, JAMIE HETHERINGTON	304.50	6/21	06/14/21	
75861	P	MUST MUST	11521.00	6/21	06/14/21	
75862	P	NEA SECURITY BENEFIT LIFE IN	370.00	6/21	06/14/21	
75863	V		0	/ 0	/ /	printing error
75864	P		41.56	6/21	06/15/21	
75865	P	FLEX FEE ALLEGIANCE BENEFIT PLAN	44.00	6/21	06/15/21	
75866	P	NEA-AFTER TAX SECURITY BENEFIT LIFE IN	25.00	6/21	06/15/21	
75867	V		0	/ 0	/ /	
75868	P	SIT DEPARTMENT OF REVENUE	589.00	6/21	06/17/21	

Payroll Total # of Checks: 130 Total: 252711.12

Grand Total # of Checks: 130 Total: 252711.12

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

Claims

Check #	Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued	Notes
-99659	E	1305 BMO MASTERCARD	734.24	6/21	06/24/21	
-99658	E	1305 BMO MASTERCARD	3097.24	6/21	06/24/21	
-99657	E	1305 BMO MASTERCARD	1315.61	6/21	06/24/21	
-99656	E	1305 BMO MASTERCARD	910.55	6/21	06/24/21	
-99655	E	1305 BMO MASTERCARD	536.28	6/21	06/24/21	
-99654	E	1305 BMO MASTERCARD	57.24	6/21	06/24/21	
-99653	E	1305 BMO MASTERCARD	1519.00	6/21	06/24/21	
36956	SC	1680 KUNDERT, CARLY	87.50	4/20	06/13/21	REISSUE
36957	SC	485 MCCLURE, BOBBIE JO	20.66	4/19	06/13/21	REISSUE
36958	SC	1712 ALLEN, RACHEL	24.00	6/21	06/24/21	
36959	SC	1804 BRENDEN, CRYSTAL	117.95	6/21	06/24/21	
36960	SC	1328 BRIDGER ANALYTICAL LAB, INC	28.00	6/21	06/24/21	
36961	SC	262 COMMERCIAL ENERGY OF MONTANA INC	271.79	6/21	06/24/21	
36962	SC	1337 CORE CONTROL	6775.00	6/21	06/24/21	
36963	SC	431 GALLATIN CO. SUPERINTENDENT OF SC	108.00	6/21	06/24/21	
36964	SC	439 GALLATIN GATEWAY SCHOOL	29.75	6/21	06/24/21	
36965	SC	577 KELLEY CONNECT	338.40	6/21	06/24/21	
36966	SC	686 MASBO	125.00	6/21	06/24/21	
36967	SC	1805 MCNEILLY, COLLEEN	51.35	6/21	06/24/21	
36968	SC	1806 MITCHELL, HEATHER	167.50	6/21	06/24/21	
36969	SC	806 MTSBA - MONTANA SCHOOL BOARD ASSO	122.50	6/21	06/24/21	
36970	SC	856 NORTHWESTERN ENERGY	2053.54	6/21	06/24/21	
36971	SC	1801 NOWLIN, MEGAN	105.20	6/21	06/24/21	
36972	SC	1717 PATRICIA RINGO	62.15	6/21	06/24/21	
36973	SC	1110 SYSCO FOOD SERVICES OF MT	3168.96	6/21	06/24/21	
36974	SC	1118 TEAR IT UP LLC	49.44	6/21	06/24/21	
36975	SC	420 US FOODS	3055.08	6/21	06/24/21	

Claims Total # of Checks: 27 Total: 24931.93

Grand Total # of Checks: 27 Total: 24931.93

Check Types: MC=Manual Claim, SC=System Claim, V=Void (never in system), E=ACH  
P=Payroll, C=Cancelled (cancelled in system), R=Reissued, D=Deleted (deleted in system)

06/22/21  
14:27:30

GALLATIN GATEWAY ELEMENTARY  
Check/Claim Details  
For the Accounting Period: 6/21

Page: 1 of 7  
Report ID: AP100W

\* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
-99659E	1305 BMO MASTERCARD							
	2786	734.24						
	T. KEEL PCARD TRANSACTIONS- #5027 JUNE 5, 2021 STATEMENT							
1	CC-735 05/05/20 LEADERSHIP EVENT	180.25						
						101 625		
	ACE-ALLIANCE FOR CURRICULUM ENHANCEMENT							
2	CC-736 05/05/21 SUPPLIES- STAFF APPRECIATION W	53.99						
						101 625		
	ALBERTSONS							
3	CC-729 06/01/21 MCEL- KEEL	250.00						
						101 625		
	MTSBA - MONTANA SCHOOL BOARD ASSOCIATION							
4	CC-729 06/01/21 MCEL- FISHER	250.00						
						101 625		
	MTSBA - MONTANA SCHOOL BOARD ASSOCIATION							
	Total Check:	734.24						
-99658E	1305 BMO MASTERCARD							
	2788	3,097.24						
	C. FISHER PCARD TRANSACTIONS #3574 JUNE 5, 2021 STATEMENT							
1	CC-719 05/06/21 CUPCAKES- STAFF APPRECIATION	29.94						
						101 625		
	ALBERTSONS							
2	CC-720 03/17/21 POSTAGE MACHINE LEASE	132.94						
						101 625		
	QUADIENT							
3	CC-723 05/13/21 ONLINE MEETING PLATFORM	16.63						
						115 625		199
	ZOOM VIDEO COMMUNICATIONS INC.							
4	CC-724 05/13/21 RANDOM DRUG SCREEN- JL	55.00						
						110 625		
	THE CHEMNET CONSORTIUM							
5	CC-725 05/04/21 MONTHLY PHONE SERVICE	243.27						
						101 625		
	CENTURYLINK							
6	CC-725 05/04/21 MONTHLY PHONE SERVICE	83.32						
						110 625		
	CENTURYLINK							
7	CC-725 05/04/21 MONTHLY PHONE SERVICE	6.67						
						117 625		
	CENTURYLINK							
8	CC-726 05/21/21 MONTHLY TRASH SERVICE	294.36						
						101 625		
	L&L SITE SERVICES							
9	CC-726 05/21/21 MONTHLY TRASH SERVICE	33.45						
						110 625		
	L&L SITE SERVICES							

06/22/21  
14:27:30

GALLATIN GATEWAY ELEMENTARY  
Check/Claim Details  
For the Accounting Period: 6/21

Page: 2 of 7  
Report ID: AP100W

\* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
10	CC-726 05/21/21 MONTHLY TRASH SERVICE	6.69		117	625			
	L&L SITE SERVICES							
11	CC-727 05/26/21 PPE FOR BASEMENT ENTERANCE	46.85		101	625			
	HOME DEPOT							
12	CC-728 05/31/21 MONTHLY SEWER SERVICE	893.04		101	625			
	GALLATIN GATEWAY WATER & SEWER DISTRICT							
13	CC-731 06/01/21 MONTHLY INTERNET SERVICE	228.20		101	621			
	MONTANA OPTICOM							
14	CC-731 06/01/21 MONTHLY INTERNET SERVICE	68.46		110	621			
	MONTANA OPTICOM							
15	CC-731 06/01/21 MONTHLY INTERNET SERVICE	68.46		117	621			
	MONTANA OPTICOM							
16	CC-731 06/01/21 MONTHLY INTERNET SERVICE	91.28		128	621			
	MONTANA OPTICOM							
17	CC-732 05/18/21 ACROBAT PRO DC- BUSINESS OFFIC	179.88		101	625			
	ADOBE SYSTEMS INCORPORATED							
18	HEPA AIR PURIFIER	728.00*	21256	115	80	775-2600	660	775
	ALEN COPORTATION							
19	COUPON DISCOUNT	-109.20*	21256	115	80	775-2600	660	775
	ALEN COPORTATION							
	Total Check:	3,097.24						
-99657E	1305 BMO MASTERCARD							
	2796	1,315.61						
	A. DAVIS PCARD TRANSACTION #8175							
	JUNE 5, 2021 STATEMENT							
1	CC-737 05/21/21 5th GRADE BUTTE TRIP- DINNER	128.75						
	JOE'S PASTY SHOP							
2	CC-738 05/21/21 5TH GRADE BUTTE TRIP- TOUR	156.00		184	625			
	OLD BUTTE HISTORICAL ADVENTURES							
3	CC-739 05/04/21 GREENHOUSE SUPPLIES	23.34		184	625			
	THE GARDEN BARN							
4	CC-739 05/04/21 GREENHOUSE SUPPLIES	9.08		184	625			
	THE GARDEN BARN							
5	CC-740 05/17/21 5TH GRADE BUTTE TRIP- BUS RENT	953.44		184	625			
	KARST STAGE, INC							

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\* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
6	CC-741 05/21/21 5TH GRADE TRIP- TOUR COPPER KING MANSION	45.00		184	625			----
				CC Accounting: 184- 81-710-3424-582				
	Total Check:	1,315.61						
-99656E	1305 BMO MASTERCARD 2797	910.55						
	A. DAVIS PCARD TRANSACTIONS #1614 JUNE 5, 2021 STATEMENT							
1	Admission	128.00						
			*	21262	184	82 710-3421	582	
	Old Montana Prison Museum							
2	Admission	260.00*	21263	184	82 710-3421		582	
	WORLD MUSEUM OF MINING							
3	Pony Beads	2.02*	21264	101	82 100-1000		610	
	MICHAELS CRAFT STORE							
4	Pony Beads	5.20*	21264	101	81 100-1000		610	
	MICHAELS CRAFT STORE							
5	Sidewalk Chalk	1.19*	21264	101	82 100-1000		610	
	MICHAELS CRAFT STORE							
6	Sidewalk Chalk	3.05*	21264	101	81 100-1000		610	
	MICHAELS CRAFT STORE							
7	Crayola Modeling Clay	2.85*	21264	101	82 100-1000		610	
	MICHAELS CRAFT STORE							
8	Crayola Modeling Clay	7.34*	21264	101	81 100-1000		610	
	MICHAELS CRAFT STORE							
9	White Cardstock	1.42*	21264	101	82 100-1000		610	
	MICHAELS CRAFT STORE							
10	White Cardstock	3.67*	21264	101	81 100-1000		610	
	MICHAELS CRAFT STORE							
11	Tums	0.89*	21266	184	82 710-3421		582	
	Cenex Zip Trip #73							
12	Pepto Bismol	4.49*	21266	184	82 710-3421		582	
	Cenex Zip Trip #73							
13	Ginger Ale	2.59*	21266	184	82 710-3421		582	
	Cenex Zip Trip #73							
14	Lunch	181.12*	21267	184	82 710-3421		582	
	Subway #67594-0							
15	Cough Drops	1.89*	21268	184	82 710-3421		582	
	Fic's Dino Mart							
16	Toothbrush	2.39*	21268	184	82 710-3421		582	
	Fic's Dino Mart							
17	Snacks for Butte Trip	168.53*	21269	184	82 710-3421		582	
	COSTCO							
18	CUPCAKES	45.00*	21272	184	82 710-3421		610	
	CUPCAKE MOUNTAIN							
19	DRAMAMINE	11.07*	21273	184	82 710-3421		582	
	CASEY'S CORNER STORE							

\* ... Over spent expenditure

Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
20	COKE ZERO CASEY'S CORNER STORE	2.09*	21273	184	82	710-3421	582	
21	GINGER ALE WORLD MUSEUM OF MINING	1.25*	21274	184	82	710-3421	582	
22	ice cream Powell County Museum	74.50*	21261	184	82	710-3421	582	
Total Check:		910.55						
-99655E	1305 BMO MASTERCARD							
	2798	536.28						
1	CC-705 05/06/21 FUEL NORTH CASEY'S CORNER STORE	47.61		110	625			
			CC Accounting: 110- 80-100-2700-624					
2	CC-706 05/06/21 FUEL SOUTH CASEY'S CORNER STORE	84.31		110	625			
			CC Accounting: 110- 80-100-2700-624					
3	CC-747 05/17/21 FUEL NORTH CASEY'S CORNER STORE	67.89		110	625			
			CC Accounting: 110- 80-100-2700-624					
4	CC-748 05/26/21 FUEL SOUTH CASEY'S CORNER STORE	113.63		110	625			
			CC Accounting: 110- 80-100-2700-624					
5	CC-749 05/26/21 FUEL NORTH CASEY'S CORNER STORE	48.26		110	625			
			CC Accounting: 110- 80-100-2700-624					
6	CC-750 05/26/21 FUEL SOUTH CASEY'S CORNER STORE	122.62		110	625			
			CC Accounting: 110- 80-100-2700-624					
7	CC-751 05/26/21 DEF FUEL ADDITIVE NAPA AUTO PARTS	51.96		110	625			
			CC Accounting: 110- 80-100-2700-610					
Total Check:		536.28						
-99654E	1305 BMO MASTERCARD							
	2799	57.24						
GGS FOOD SERVICE PCARD TRANSACTION #8347 JUNE 5, 2021 STATEMENT								
1	CC-743 05/16/21 HAMBURGER BUNS ALBERTSONS	5.97		112	625			
			CC Accounting: 112- 80-910-3100-630					
2	CC-744 05/16/21 HAMBURGER BUNS ALBERTSONS	20.91		112	625			
			CC Accounting: 112- 80-910-3100-630					
3	CC-745 05/16/21 HAMBURGER BUNS ALBERTSONS	5.97		112	625			
			CC Accounting: 112- 80-910-3100-630					
4	CC-746 05/17/21 GROUND BEEF ALBERTSONS	24.39		112	625			
			CC Accounting: 112- 80-910-3100-630					
Total Check:		57.24						

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
-99653E	1305 BMO MASTERCARD							
	2800	1,519.00						
	GGG TEACHERS PCARD TRANSACTIONS #7647 JUNE 5, 2021 STATEMENT							
1	05/21/21 Yearbook Production	373.52						
			*	20236	101	82 100-1000	550	
	REMEMBER ME							
2	05/21/21 Yearbook Production	960.48*	20236	101	81 100-1000		550	
	REMEMBER ME							
3	CC-756 05/21/21 5TH GRADE TRIP- TOUR	160.00			184	625		
	CC Accounting: 184- 81-710-3424-582							
	WORLD MUSEUM OF MINING							
4	CC-757 06/01/21 BISON KIT- 3RD GRADE	25.00			101	625		
	CC Accounting: 101- 81-100-1000-610							
	MUSEUM OF THE ROCKIES							
		Total Check:						1,519.00
36958S	1712 ALLEN, RACHEL							
	2779	24.00						
1	06/06/21 REIMBURSEMENT- ADULT ED SUPPLI	24.00*			117	80 610-1000	610	
		Total Check:						24.00
36959S	1804 BRENDEN, CRYSTAL							
	2775	117.95						
1	06/10/21 REFUND- MEAL ACCOUNT- DRAE	87.95			112	1621		
2	06/10/21 REIMBURSEMENT- GRADUATION	30.00*			184	82 710-3421	610	
		Total Check:						117.95
36960S	1328 BRIDGER ANALYTICAL LAB, INC							
	2794	28.00						
1	2106031 06/03/21 WATER TESTING	27.44			101	80 100-2600	421	
2	2106031 06/03/21 WATER TESTING	0.56			117	80 610-2600	421	
		Total Check:						28.00
36961S	262 COMMERCIAL ENERGY OF MONTANA INC							
	2790	271.79						
1	NWEO65559 06/03/21 GAS ON NWE	266.35			101	80 100-2600	411	
2	NWEO65559 06/03/21 GAS ON NWE	5.44*			117	80 610-2600	411	
		Total Check:						271.79
36962S	1337 CORE CONTROL							
	2795	6,775.00						
1	Proposal 06/02/21 TEMP CONTROL SYSTEM (deposit	6,775.00*	21259	161	80 100-2600		740	613
		Total Check:						6,775.00

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
36963S	431 GALLATIN CO. SUPERINTENDENT OF							
	2792	108.00						
1	2021-61 06/07/21 BKGRD CHECK- D. FLEURY	27.00		101	80	100-2300	330	
2	2021-61 06/07/21 BKGRD CHECK- D. FLEURY	27.00		101	80	100-2300	330	
3	2021-61 06/07/21 BKGRD CHECK- C. DOYLE	27.00		101	80	100-2300	330	
4	2021-61 06/07/21 BKGRD CHECK- M. SAMPSON	27.00		101	80	100-2300	330	
	Total Check:	108.00						
36964S	439 GALLATIN GATEWAY SCHOOL							
	2782	29.75						
1	238908 06/09/21 WALK TO SCHOOL DAY SUPPLIES	29.75*		101	80	100-1000	610	
	Total Check:	29.75						
36965S	577 KELLEY CONNECT							
	2791	338.40						
1	1N848814 06/01/21 COPIER- MAIN OFFICE	338.40		101	80	100-2300	550	
	Total Check:	338.40						
36966S	686 MASBO							
	2789	125.00						
1	9248 06/07/21 SUMMER CONFERENCE	125.00		101	80	100-2500	582	
	Total Check:	125.00						
36967S	1805 MCNEILLY, COLLEEN							
	2776	51.35						
1	06/10/21 REFUND MEAL ACCOUNT- JETT	51.35		112		1621		
	Total Check:	51.35						
36968S	1806 MITCHELL, HEATHER							
	2777	167.50						
TOTAL WAS \$177.50, BUT \$10 WAS TRANSFERED TO TRANSPORTATION ACOCUNT								
1	06/10/21 REFUND- MEAL ACCOUNT TRISTAN	95.00		112		1621		
2	06/10/21 REFUND- MEAL ACCOUNT- LUKE	72.50		112		1621		
	Total Check:	167.50						
36969S	806 MTSBA - MONTANA SCHOOL BOARD							
	2780	122.50						
1	7761 05/31/21 LEGAL SERVICES- BOND/DESIGN-BU	122.50		101	80	100-2300	332	
	Total Check:	122.50						
36970S	856 NORTHWESTERN ENERGY							
	2781	2,053.54						
ELECTRICITY								
POWER-LIGHTS								
NATURAL GAS								
1	06/03/21 ELECTRICITY	1,098.58		101	80	100-2600	412	
2	06/03/21 ELECTRICITY	281.68*		110	80	100-2600	412	

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Warrant Claim	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
3	06/03/21 ELECTRICITY	28.17		117	80	610-2600	412	
4	06/03/21 POWER-LIGHTS	87.75		101	80	100-2600	410	
5	06/03/21 POWER-LIGHTS	91.42		110	80	100-2600	410	
6	06/03/21 POWER-LIGHTS	3.66		117	80	610-2600	410	
7	06/03/21 NATURAL GAS	453.03		101	80	100-2600	411	
8	06/03/21 NATURAL GAS	9.25*		117	80	610-2600	411	
	Total Check:	2,053.54						
36971S	1801 NOWLIN, MEGAN							
	2774	105.20						
1	06/10/21 REFUND- MEAL ACCOUNT- BODDE	48.80		112		1621		
2	06/10/21 REFUND- MEAL ACCOUNT- AUBREY	56.40		112		1621		
	Total Check:	105.20						
36972S	1717 PATRICIA RINGO							
	2778	62.15						
ORIGINAL TOTAL WAS \$137.15, \$75 TRANSFERED TO COVER OUTSTANDING TRANSPORTATION FEES								
1	06/10/21 REFUND- MEAL ACOCUNT- JACKSON	62.15						
				112		1621		
	Total Check:	62.15						
36973S	1110 SYSCO FOOD SERVICES OF MT							
	2784	3,168.96						
1	343251834 05/25/21 FOOD	704.63*		112	80	910-3100	630	
2	343251834 05/25/21 SUPPLIES	339.66*		112	80	910-3100	610	
3	343263875 06/01/21 FOOD	987.19*		112	80	910-3100	630	
4	343263875 06/01/21 SUPPLIES	256.72*		112	80	910-3100	610	
5	343273553 06/08/21 FOOD	805.64*		112	80	910-3100	630	
6	343273553 06/08/21 SUPPLIES	75.12*		112	80	910-3100	610	
	Total Check:	3,168.96						
36974S	1118 TEAR IT UP LLC							
	2793	49.44						
1	B-48848 06/07/21 DOCUMENT SHREDDING	49.44		101	80	100-2300	330	
	Total Check:	49.44						
36975S	420 US FOODS							
	2783	3,055.08						
1	5191222 05/24/21 FOOD	886.05*		112	80	910-3100	630	
2	5266723 05/27/21 FOOD	438.60*		112	80	910-3100	630	
3	5403810 06/03/21 FOOD	35.65*		112	80	910-3100	630	
4	5403809 06/03/21 FOOD	1,083.89*		112	80	910-3100	630	
5	5466486 06/07/21 FOOD	610.89*		112	80	910-3100	630	
	Total Check:	3,055.08						
	# of Claims	25	Total:	24,823.77				



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## **Inspection Report**

### **Gallatin Gateway School**

### **100 Mill Street**

### **Gallatin Gateway, Montana**

Buffalo Restoration completed a visual inspection at Gallatin Gateway School, Gallatin Gateway, Montana on May 25, 2021, at 12:00 pm. The purpose of the inspection was to identify any moisture issues and areas of fungal/mold growth. Buffalo Restoration's business practice is to complete a visual inspection prior to air sampling; if visible growth is found it is not necessary to complete testing as all growth is mitigated following the same procedures.

#### **Inspection Findings**

1. An area of wet concrete, including puddles, was visible in the corner of the basement.





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2. Debris found within the puddle shows visible mold and fungal growth. The wood pallets being used to keep the stored contents out of the water are starting to support mold growth.



3. Extensive mineral efflorescence was found throughout the entire basement – the efflorescence clearly shows as a water line in the boiler room. The extent of the efflorescence indicates multiple water intrusion events.





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- 4. Water stains and minor wood rot was found on the lower portion of the closet next to the stairs and on a sill plate

- 5. Visible growth found on the dry [redacted] boiler room.



- 6. Areas of moss and fungal growth found near the downspouts on the exterior. This indicates the area is not drying quickly and potentially indicating elevated ground water levels.



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## Recommendations

1. Repair and eliminate all areas of water intrusion - mold cannot grow without moisture.
2. Cistern tanks to catch rainwater from the roof may help minimize the ground water available to seep into the school. As the school sits in a bowl, all water from run off, roofs, streets, etc. collects in the bowl and can penetrate the school foundation. The collected water could be used to water the lawn throughout the summer.
3. French drains installed below the level of the foundation to move water out of the bowl may also help limit available ground water.
4. Remove water damaged porous building materials and treat all water damaged non-porous building materials with a surface and substrate cleaner to remove organic contamination. HEPA vacuum and damp wipe all treated surfaces to remove fungal/mold spores.
5. All contents currently stored in the basement need to be cleaned following industry standards prior to be transferred to other areas of the school. If a professional mitigation is hired to clean and relocate the contents, preliminary estimates may be \$40,000-\$60,000.
6. All mitigation should be completed following IICRC S520 standards for water damage and mold remediation.
7. If the area is not able to be cleaned and mitigated, sealing off the basement and limiting access to boiler repair only is advised. If the area is accessed, proper personal protective equipment should be worn, and decontamination protocols followed.
8. If repairs cannot start immediately, it may be helpful to provide HEPA filtered air purifiers for each occupied space. The filters should be changed regularly to maintain purification efficiency.

9. A whole school post professional cleaner is



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construction cleaning by a recommended.



Carrie Fisher <fisher@gallatingatewayschool.com>

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## Mold Sample Results for Gallatin Gateway School

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**Todd Schneider** <tschneider@northernih.com>  
To: Carrie Fisher <fisher@gallatingatewayschool.com>

Tue, Jun 15, 2021 at 9:33 AM

Good Morning Carrie,

I have attached the air sampling results (pages 5 and 6 show the numbers). The basement does have a high mold spore count. Sample A-2 was collected outside the entrance to the basement and had a big drop off. This shows that the spores are, for the most part, staying in the basement and are not affecting the adjacent rooms.

While I was looking at the pictures I took, it looks like the storm drain in the parking lot was backed up. Somebody might want to take a look.

Also, the asbestos results from the kitchen flooring should be in on Friday.

I'll work on a proposal for the radon testing this afternoon. Let me know if you have any questions or concerns.

Thank you,

Todd Schneider  
Northern Industrial Hygiene  
[1325 Euclid Ave](#)  
[Helena, MT 59601](#)  
[tschneider@northernih.com](mailto:tschneider@northernih.com)  
Cell: 573-821-6619  
Office: 406-443-3369

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### 2 attachments

 **122102738\_coc.pdf**  
697K

 **122102738\_001.pdf**  
672K



201 South 30th Street  
Billings, Montana 59101  
Phone: 406/245-7766  
FAX: 406/254-1428

June 21, 2021

Mrs. Carrie Fisher  
District Clerk  
Gallatin Gateway School  
100 Mill Street  
Gallatin Gateway, MT 59730

RE: Limited Mold Assessment  
Gallatin Gateway School  
Gallatin Gateway, Montana  
Northern Industrial Hygiene Project No. 399-997

---

Dear Mrs. Fisher:

At your request, Northern Industrial Hygiene (Northern) visited the above described project site on June 11, 2021. The purpose of our visit was to conduct an assessment of select portions of the building for the presence of mold, document the presence/absence of mold using standard sampling techniques and to provide mold or other remedial recommendations (if required).

### ***OVERVIEW***

Gallatin Gateway School was constructed in 1914 with additions in 1961, 1966, 1978, and 2001. This surveys primary focus was the basement of the original 1914 constructions area and the rooms directly above this basement. You also requested that Northern visually assess the kitchen and the crawlspace under the kitchen located in the 1961 constructed area as part of this project.

It was reported that the basement of the 1914 section has flooded in the past during heavy rains and faculty that have entered the basement or that have worked for long periods of time in the rooms above the basement have felt ill.

You also reported that a gray water drainpipe burst in the crawlspace below the kitchen. It was further reported that the drainpipe had been replaced and Buffalo Restoration had remediated the affected crawlspace area.

### ***VISUAL INSPECTION***

#### **Observations - 1914 Construction Area**

The exterior finishes of the 1914 section include a concrete masonry foundation, brick exterior and an asphalt shingle roof. (Photograph #1).

Typical interior finishes of the areas inspected include concrete, carpet, vinyl, or wood finished floors, gypsum board, concrete or plaster finished walls and gypsum board, or lay-in panel finished ceilings.

**Basement:**

The basement is separated into two sections. The main portion of the basement is used to store school supplies and maintenance tools. The second houses the boilers and a water heater. It was reported that the basement floods during heavy rain events.

Upon entering the basement Northern noted a musty/moldy odor. Northern observed water staining on the lower wall and floor in the northwest corner of the basement. A water-stained wood pallet and a piece of deteriorating cardboard were observed in this area. No elevated moisture levels were found in this area. One air sample was collected in this area. (Photographs 2 and 3)

The boiler portion is located in the center of the basement along the northern wall. It is sectioned off by gypsum board walls. The lower gypsum board wall on the south side contains elevated moisture levels. (Photograph 4)

Water staining was observed along the northern concrete wall approximately one foot above the floor. A hole was noted in the floor where the boiler pressure release pipe is located. Another PVC pipe enters the boiler area through the ceiling and enters this hole. (Photographs 5 and 6)

A brick chimney located in the boiler area which is used as the boiler exhaust contained areas of efflorescence "crystal-like fibers" forming on the outside of the bricks. Some areas of the brick chimney were soft and deteriorated with little hand pressure. One air sample was collected in this area. (Photograph 7)

A moldy/musty odor was noted in the basement.

**Mrs. Fisher's Office:**

This office is located above the western portion of the basement. No musty/moldy odors were noted in this office. No evidence of water intrusions was noted in this office. One air sample was collected in this office.

**Art Room:**

The art room is located above the eastern portion of the basement. No evidence of water intrusions was noted in this room. One air sample was collected in this room.

No moldy/musty odors were noted in the main floor rooms.

**Observations – 1961 Construction Kitchen/Crawlspace Area**

Northern observed approximately one-third of the crawlspace below the kitchen had plastic sheeting on the ground. The plastic sheeting is not sealed or attached to

foundation walls or other materials in the crawlspace and therefore does not appear to be in place as a vapor barrier.

The soil appeared to be dry and no other concerns were noted in the crawlspace.

In the kitchen Northern observed that the vinyl sheet flooring near the drains in the kitchen was delaminating. Normal janitorial duties or spills is allowing moisture to affect the wood subfloor in these areas. Kitchen staff also stated that there were drips coming from near the drainpipes where they penetrate the wood roof deck/kitchen ceiling on the north and south sides of the kitchen.

Because the condition of the vinyl sheet flooring is such that replacement is foreseen you requested Northern collected bulk samples of the material and submit them for laboratory analysis to determine the presence or absence of asbestos.

Laboratory results revealed that both the vinyl sheeting and the underlying mastic were negative for asbestos.

For additional information see attached asbestos laboratory analysis report.

#### Moisture Testing of Building Materials

A Protimeter Survey Master moisture meter was used to measure the moisture content in building materials located in the assessed areas. Each component was sampled at least two times. Research has determined that mold growth is likely to occur when moisture content of nutrient-rich materials is at 18-20% or higher. Moisture content in building materials is summarized in the table below:

<b>Table 1 Building Material Moisture Content Results</b>		
<b>Sample Location</b>	<b>Building Material</b>	<b>% Moisture Range</b>
Basement – NW Corner	Wood Pallet	< 6.5
Basement – NW Corner	Gypsum Board Ceiling	< 6.5
Exterior South Wall of Boiler Area	Gypsum Board	< 6.5
Interior South Wall of Boiler Area	Gypsum Board (3" up from floor)	27.7
Interior South Wall of Boiler Area	Gypsum Board (12" up from floor)	< 6.5

Relative Humidity/Temperature

The relative humidity and temperature were measured in various locations using an Extech RH300 digital psychrometer. Relative humidity and temperature data are summarized in the table below:

Table 2 Relative Humidity and Temperature Summary		
Sample Location	Relative Humidity %	Temperature °F
Basement	30.4	72.8
Basement Boiler Area	18.8	77.7

Bioaerosol Sampling for Mold

Five air samples were collected for analysis. The samples were assigned numbers A-1 through A-5. Airborne samples for nonviable analysis are collected using Air-O-Cell® cassettes at a sampling rate of approximately 15 liters per minute. Sample times vary depending on sample location and suspected airborne concentrations of mold spores present. Airborne particles were impacted on a hexsilicone-coated microscopic slide. Mold concentrations are reported by the laboratory as the number of fungal particulates per cubic meter of air sampled.

Table 3 Bioaerosol Air Sample Results June 11, 2021					
Sample No.	Sample Location	Total Result (Count/m <sup>3</sup> )	Dominant Spore Types <sup>1</sup>	Count/m <sup>3</sup>	Elevated (Yes/No)
A-1	Basement	9,240	<i>Aspergillus/Penicillium</i> Basidiospores <i>Cladosporium</i>	2,500 6,220 290	Yes
A-1	Basement Entrance	1,057	<i>Aspergillus/Penicillium</i> Basidiospores <i>Cladosporium</i>	570 200 200	No
A-3	Mrs. Fisher's Office	624	<i>Aspergillus/Penicillium</i>	310	No
A-4	Art Room	717	<i>Aspergillus/Penicillium</i> <i>Cladosporium</i>	200 270	No
A-5	Exterior	1,230	Ascospores Basidiospores <i>Cladosporium</i>	230 370 450	N/A

<sup>1</sup> Mold spore types represented at levels of 200 counts/m<sup>3</sup> or greater are included in this table. Concentrations less than 200 counts/m<sup>3</sup> are not considered significant. See attached laboratory results for more details.

## ***INTERPRETATION OF ANALYTICAL RESULTS***

Northern evaluates the laboratory analytical results using the following guidelines.

### **Airborne Mold Spores**

Mold spore concentrations of less than 200 counts/m<sup>3</sup> are not considered significant.

Airborne mold spore concentrations inside of the building should not be significantly higher than (>1.4 times) the concentrations of the same mold spore types present in the outdoor air.

The total indoor mold spore count in an air-conditioned building should not exceed 2,000 counts per cubic meter (counts/m<sup>3</sup>).

The total indoor mold spore count of *Aspergillus/Penicillium* spore types should not generally be greater than 700 counts/m<sup>3</sup> or, if greater than 700 counts/m<sup>3</sup>, should not exceed the outdoor air count by more than 300 counts/m<sup>3</sup>.

Toxicogenic spore types such as *Stachybotrys* and *Trichoderma* should not be present in significant concentrations (>200 counts/m<sup>3</sup>).

The presence of spore types such as *Stachybotrys*, *Chaetomium* or *Ulocladium* in significant concentrations during an initial investigation may be indicative of active water infiltration.

## ***CONCLUSIONS***

### **1914 Construction Area**

- A musty/moldy odor was noted in the basement.
- Organic materials were observed in the water-stained northwest corner of the basement.
- During heavy rains, water is leaking into the basement from the lower north wall.
- Elevated moisture levels were detected in the lower deteriorated gypsum board south wall in the boiler area.
- An open hole was observed in the boiler area of the basement.
- Efflorescence was observed on the deteriorating chimney in the boiler area of the basement.

### **1961 Construction Kitchen/Crawlspace Area**

- The crawlspace does not have a vapor barrier in place.
- The vinyl sheet flooring in the kitchen is delaminating around the floor drains.
- The wood roof deck/ceiling in the kitchen has two areas where water is leaking around drainpipes.

### ***RECOMMENDATIONS***

#### **1914 Construction Area**

- Remove all organic materials from the basement and dispose of or store in another location.
- Consult a building engineer to investigate the water intrusions in the lower north wall of the basement and determine the structural integrity of the chimney.
- Remove one foot of the lower gypsum board wall on the south side of the boiler area. Replace with a non-organic material.
- Determine the significance of the hole in the floor of the boiler area and, at a minimum, place a drain cover over the opening.
- Consult a remediation company to clean the basement and use HEPA filtration air scrubbers during remediation.

#### **1961 Construction Kitchen/Crawlspace Area**

- Consult with a roofing professional to determine the source of the leaks allowing water to intrude around the two kitchen wood roof deck/ceiling drainpipe penetrations.
- Replacing the vinyl sheet flooring in the kitchen. Ensure that the edges of the flooring around the drains are sealed to prevent water impacting the subfloor.

### ***LIMITATIONS***

This assessment report was prepared based on the laboratory results of the samples collected during this survey and information gathered during the site visit. The conclusions in this report are professional opinions based solely upon visual site observations and interpretations of laboratory analyses as described herein.

This report has been prepared to provide information concerning the exposures to the specific materials in this report and includes observations of activities or processes that were observed during our site visit. As such, it is not possible to

Limited Mold Assessment  
Gallatin Gateway School  
100 Mill Street  
Gallatin Gateway, Montana  
June 21, 2021  
Page 7 of 7

identify or quantify exposures other than those specifically addressed during our assessment.

Our opinions and recommendations are intended exclusively for use by Gallatin Gateway Schools. The scope of services conducted by Northern Industrial Hygiene, Inc. may not be appropriate to satisfy the needs of other users, and any use or re-use of this document, or the findings presented herein, is at the sole risk of the user.

The opinions presented herein apply to the site conditions existing at the time of our investigation. Therefore, our opinions and recommendations may not apply to future conditions that may exist at the site, which we have not had the opportunity to evaluate.

We trust this summary report meets your requirements at this time. Please contact us if you have any questions or if we can be of further assistance.

Respectfully Submitted,

NORTHERN INDUSTRIAL HYGIENE, INC.



Todd Schneider  
Environmental Scientist

Attachments:      Mold Overview  
                         Photograph Log  
                         Fungal Report  
                         Invoice

## **MOLD OVERVIEW**

Molds, a subset of the fungi, are found in every ecological niche and are necessary for the recycling of organic building blocks that allow plants and animals to live. Included in the group “fungi” are yeasts, molds and mildews, as well as large mushrooms, puffballs and bracket fungi. Fungi are primarily saprophytic, using nonliving organic material as a nutrient source for growth and reproduction.

Molds grow on cloth, carpets, leather, wood, gypsum wallboard and insulation when moist conditions exist. When molds grow in moist indoor environments, it is possible for people to become exposed to molds and their products, either by direct contact on surfaces or through the air, if mold spores, fragments or mold products are aerosolized. Molds reproduce by producing spores that, if they land on a moist food source, can germinate and begin producing a branching network of cells called hyphae.

Most types of molds that are routinely encountered are not hazardous to healthy individuals. However, the impact on human health depends on the nature of the species involved, the metabolic products being produced by these species, the amount and duration of an individual’s exposure to mold parts or products, and the specific susceptibility to those exposed. Health effects generally fall into four categories, which include allergy, infection, irritation (mucous membrane and sensory) and toxicity. Studies have shown a correlation between the prevalence of fungi and sick building syndrome.

Fungi can colonize on organic water-damaged building materials. During the digestion process fungi secrete enzymes into the nutrient source to break down complex compounds into simpler compounds, which are taken up by the fungi and digested. The digested nutrients are classified into two categories, primary and secondary metabolites. The primary metabolites consist of cellulose and other compounds that are used for energy to grow and reproduce. The secondary metabolites, called mycotoxins, are produced to give fungi a competitive edge against other microorganisms, including other fungi. There are over 200 recognized mycotoxins, however, the study of mycotoxins and their health effects on humans is in its infancy and more is waiting to be discovered. Many mycotoxins are harmful to humans and animals when inhaled, ingested or brought into contact with human skin. Mycotoxins can cause a variety of short term as well as long-term health effects, ranging from immediate toxic response too potential long-term carcinogenic and teratogenic effects. Symptoms due to exposure to mycotoxins include dermatitis, cold and flu symptoms, sore throat, headache, fatigue, diarrhea and opportunistic infection. Research has implicated many toxin-producing fungi, such as *Stachybotrys*, *Penicillium*, *Aspergillus* and *Fusarium* species, to indoor air quality problems and building related illnesses.

**Photograph Log  
Limited Mold Assessment  
Gallatin Gateway School  
100 Mill Street  
Gallatin Gateway, Montana  
Project: 399-997**



Photograph 1: View of school's original 1914 build exterior.



Photograph 2: View of the basement's northwest corner showing water staining on northern wall and floor.



Photograph 3: View of deteriorating cardboard and water-stained wooden pallet on floor in northwest corner of the basement.



Photograph 4: View of elevated moisture reading (27.7%) in the deteriorating gypsum board on the south wall of the boiler area.

**Photograph Log  
Limited Mold Assessment  
Gallatin Gateway School  
100 Mill Street  
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Project: 399-997**



Photograph 5: View of water staining on the lower north concrete wall in the boiler area.



Photograph 6: View of a hole in the concrete flooring in the boiler area.



Photograph 7: View of the deteriorating chimney in the boiler area with efflorescence present, an indicator of elevated moisture content.



# EXPANDED FUNGAL REPORT <sup>TM</sup>

## Prepared Exclusively For

Northern Industrial Hygiene, Inc.  
201 South 30th Street  
Billings, MT 59101  
Phone:406-245-7766

**Report Date:** 6/15/2021  
**Project:** Gallatin Gateway School / 399-997  
**EMSL Order:** 122102738

AIHA-LAP, LLC-EMLAP Accredited  
#189631



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**Attn:** Todd Schneider  
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Billings, MT 59101

EMSL Order: 122102738  
Customer ID: NIHI62  
Collected: 6/11/2021  
Received: 6/14/2021  
Analyzed: 6/14/2021

**Proj:** Gallatin Gateway School / 399-997

### 1. Description of Analysis

#### Analytical Laboratory

EMSL Analytical, Inc. (EMSL) is a nationwide, full service, analytical testing laboratory network providing Asbestos, Mold, Indoor Air Quality, Microbiological, Environmental, Chemical, Forensic, Materials, Industrial Hygiene and Mechanical Testing services since 1981. Ranked as the premier independently owned environmental testing laboratory in the nation, EMSL puts analytical quality as its top priority. This quality is recognized by many well-respected federal, state and private accrediting agencies, and assured by our high quality personnel, including many Ph.D. microbiologists and mycologists.

EMSL is an independent laboratory that performed the analysis of these samples. EMSL did not conduct the sampling or site investigation for this report. The samples referenced herein were analyzed under strict quality control procedures using state-of-the-art microbiological methods. The analytical methods used and the data presented are scientifically and legally defensible.

The laboratory data is provided in compliance with ISO-IEC 17025 guidelines for the particular test(s) requested, including any associated limitations for the methods employed. These data are intended for use by professionals having knowledge of the testing methods necessary to interpret them accurately.



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### Air Samples - Spore traps:

Spore traps are commercially available sampling devices that capture airborne particles on an adhesive slide. Air is pulled through the device using a vacuum pump. Spores, as well as other airborne particles, are impacted on the collection adhesive. Using spore trap collection methods has inherent limitations. These collection methods are biased towards larger spore sizes.

The analysis for total spore counts is a direct microscopic examination and does not include culturing or growing the fungi. Therefore, the results include both viable and non-viable spores. Some fungal groups produce similar spore types that cannot be distinguished by direct microscopic examination alone (i.e., *Aspergillus/Penicillium*, and others). Other spore types may lack distinguishing features that aid in their identification. These types are grouped into larger categories such as Ascospores or Basidiospores.

Fungal spores are identified and grouped by morphological characteristics including color, shape, septation, ornamentation, and fruiting structures (if present) which are compared to published mycological identification keys and texts. EMSL reports provide spore counts per cubic meter of air to three significant figures. Please note that each spore category is reported to three significant figures. Due to rounding and the application of three significant figures the sum of the individual spore numbers may not equal the total spore count on the report. EMSL does not maintain responsibility for final volume concentrations (counts/m<sup>3</sup>) since this volume is provided by the field collector and can not be verified by EMSL.

EMSL analyzes spore traps using phase contrast microscopy. There is a wide choice of collection devices (Air-O-Cell, Micro-5, Burkhard, etc.) on the market. Differences in analytical method may exist between spore trap devices.

Spore trap results are reported in spores per cubic meter of air. Due to the other airborne particles collected with the spores, EMSL reports a background particle density. Background density is an indication of overall particulate matter present on the sample (i.e. dust in the air). High background concentrations may obscure spores such as the *Penicillium/Aspergillus* group. The rating system is from 1-5 with 1 = 1 - 25% of the background obscured by material, 2 = 26 - 50%, 3 = 51 - 75%, 4 = 76% - 99%, 5 = 100% or overloaded. A background rating of 4 or higher should be regarded as a minimum count since the actual concentrations may be higher than those reported. EMSL will not be held responsible for overloading of samples. Sample volumes are left to the discretion of the company or persons conducting the fieldwork.

Skin fragment density is the percentage of skin cells making up the total background material, 1 = 1 - 25%, 2 = 26 - 50%, 3 = 51 - 75%, 4 = 76-100%. Skin fragment density is considered an indication of the general cleanliness in the area sampled. It has been estimated that up to 90% of household dust consists of dead skin cells.

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### 2. Analytical Results

See attached data reports and charts.

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**Customer ID:** NIHI62  
**Collected:** 6/11/2021  
**Received:** 6/14/2021  
**Analyzed:** 6/14/2021

**Proj:** Gallatin Gateway School / 399-997

## Test Report: Air-O-Cell™ Analysis of Fungal Spores & Particulates by Optical Microscopy (Methods MICRO-SOP-201, ASTM D7391)

Lab Sample Number:	122102738-0001			122102738-0002			122102738-0003		
Client Sample ID:	A-1			A-2			A-3		
Volume (L):	150			150			150		
Sample Location:	Basement			Basement Entrance			Mrs. Fisher's Office		
Spore Types	Raw Count	Count/m³	% of Total	Raw Count	Count/m³	% of Total	Raw Count	Count/m³	% of Total
Alternaria (Ulocladium)	1	20	0.2	1	20	1.9	-	-	-
Ascospores	6	100	1.1	1	20	1.9	2	40	6.4
Aspergillus/Penicillium	122	2500	27.1	28	570	53.9	15	310	49.7
Basidiospores	303	6220	67.3	8	200	18.9	4	80	12.8
Bipolaris++	-	-	-	1	20	1.9	-	-	-
Chaetomium	1	20	0.2	-	-	-	-	-	-
Cladosporium	14	290	3.1	9	200	18.9	6	100	16
Curvularia	-	-	-	-	-	-	-	-	-
Epicoccum	-	-	-	-	-	-	-	-	-
Fusarium	-	-	-	-	-	-	-	-	-
Ganoderma	-	-	-	-	-	-	1*	7*	1.1
Myxomycetes++	-	-	-	1	20	1.9	4	80	12.8
Pithomyces++	-	-	-	-	-	-	-	-	-
Rust	-	-	-	1*	7*	0.7	-	-	-
Scopulariopsis/Microascus	-	-	-	-	-	-	-	-	-
Stachybotrys/Memnoniella	4	80	0.9	-	-	-	-	-	-
Unidentifiable Spores	-	-	-	-	-	-	-	-	-
Zygomycetes	-	-	-	-	-	-	-	-	-
Nigrospora	2*	10*	0.1	-	-	-	1*	7*	1.1
<b>Total Fungi</b>	<b>453</b>	<b>9240</b>	<b>100</b>	<b>50</b>	<b>1057</b>	<b>100</b>	<b>33</b>	<b>624</b>	<b>100</b>
Hyphal Fragment	-	-	-	-	-	-	-	-	-
Insect Fragment	-	-	-	-	-	-	-	-	-
Pollen	2	40	-	1	20	-	1*	7*	-
Analyt. Sensitivity 600x	-	21	-	-	21	-	-	21	-
Analyt. Sensitivity 300x	-	7*	-	-	7*	-	-	7*	-
Skin Fragments (1-4)	-	1	-	-	1	-	-	1	-
Fibrous Particulate (1-4)	-	1	-	-	1	-	-	1	-
Background (1-5)	-	3	-	-	1	-	-	1	-

++ Includes other spores with similar morphology; see EMSL's fungal glossary for each specific category.

No discernable field blank was submitted with this group of samples.

Michelle Wilson, Laboratory Manager  
or Other Approved Signatory

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Initial report from: 06/15/2021 07:55:10

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**Attn:** Todd Schneider  
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201 South 30th Street  
Billings, MT 59101

EMSL Order: 122102738  
Customer ID: NIHI62  
Collected: 6/11/2021  
Received: 6/14/2021  
Analyzed: 6/14/2021

**Proj:** Gallatin Gateway School / 399-997

### Test Report: Air-O-Cell™ Analysis of Fungal Spores & Particulates by Optical Microscopy (Methods MICRO-SOP-201, ASTM D7391)

Lab Sample Number:	122102738-0004			122102738-0005		
Client Sample ID:	A-4			A-5		
Volume (L):	150			150		
Sample Location:	Art Room			Exterior		
Spore Types	Raw Count	Count/m <sup>3</sup>	% of Total	Raw Count	Count/m <sup>3</sup>	% of Total
Alternaria (Ulocladium)	1*	7*	1	-	-	-
Ascospores	3	60	8.4	11	230	18.7
Aspergillus/Penicillium	9	200	27.9	7	100	8.1
Basidiospores	6	100	13.9	18	370	30.1
Bipolaris++	-	-	-	-	-	-
Chaetomium	-	-	-	-	-	-
Cladosporium	13	270	37.7	22	450	36.6
Curvularia	-	-	-	-	-	-
Epicoccum	-	-	-	-	-	-
Fusarium	-	-	-	-	-	-
Ganoderma	-	-	-	-	-	-
Myxomycetes++	4	80	11.2	4	80	6.5
Pithomyces++	-	-	-	-	-	-
Rust	-	-	-	-	-	-
Scopulariopsis/Microascus	-	-	-	-	-	-
Stachybotrys/Memnoniella	-	-	-	-	-	-
Unidentifiable Spores	-	-	-	-	-	-
Zygomycetes	-	-	-	-	-	-
Nigrospora	-	-	-	-	-	-
<b>Total Fungi</b>	<b>36</b>	<b>717</b>	<b>100</b>	<b>62</b>	<b>1230</b>	<b>100</b>
Hyphal Fragment	-	-	-	-	-	-
Insect Fragment	-	-	-	-	-	-
Pollen	2	40	-	1*	7*	-
Analyt. Sensitivity 600x	-	21	-	-	21	-
Analyt. Sensitivity 300x	-	7*	-	-	7*	-
Skin Fragments (1-4)	-	1	-	-	-	-
Fibrous Particulate (1-4)	-	1	-	-	1	-
Background (1-5)	-	1	-	-	1	-

++ Includes other spores with similar morphology; see EMSL's fungal glossary for each specific category.

No discernable field blank was submitted with this group of samples.

Michelle Wilson, Laboratory Manager  
or Other Approved Signatory

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Initial report from: 06/15/2021 07:55:10

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Collected: 6/11/2021  
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Analyzed: 6/14/2021

**Proj:** Gallatin Gateway School / 399-997

### 3. Important Terms, Conditions, and Limitations

#### A. Sample Retention

Samples analyzed by EMSL will be retained for 60 days after analysis date. Storage beyond this period is available for a fee with written request prior to the initial 30 day period. Samples containing hazardous/toxic substances which require special handling will be returned to the client immediately. EMSL reserves the right to charge a sample disposal fee or return samples to the client.

#### B. Change Orders and Cancellation

All changes in the scope of work or turnaround time requested by the client after sample acceptance must be made in writing and confirmed in writing by EMSL. If requested changes result in a change in cost the client must accept payment responsibility. In the event work is cancelled by a client, EMSL will complete work in progress and invoice for work completed to the point of cancellation notice. EMSL is not responsible for holding times that are exceeded due to such changes.

#### C. Warranty

EMSL warrants to its clients that all services provided hereunder shall be performed in accordance with established and recognized analytical testing procedures and with reasonable care in accordance with applicable federal, state and local laws. The foregoing express warranty is exclusive and is given in lieu of all other warranties, expressed or implied. EMSL disclaims any other warranties, express or implied, including a warranty of fitness for particular purpose and warranty of merchantability.

#### D. Limits of Liability

In no event shall EMSL be liable for indirect, special, consequential, or incidental damages, including, but not limited to, damages for loss of profit or goodwill regardless of the negligence (either sole or concurrent) of EMSL and whether EMSL has been informed of the possibility of such damages, arising out of or in connection with EMSL's services thereunder or the delivery, use, reliance upon or interpretation of test results by client or any third party. We accept no legal responsibility for the purposes for which the client uses the test results. EMSL will not be held responsible for the improper selection of sampling devices even if we supply the device to the user. The user of the sampling device has the sole responsibility to select the proper sampler and sampling conditions to insure that a valid sample is taken for analysis. Any resampling performed will be at the sole discretion of EMSL, the cost of which shall be limited to the reasonable value of the original sample delivery group (SDG) samples. In no event shall EMSL be liable to a client or any third party, whether based upon theories

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of tort, contract or any other legal or equitable theory, in excess of the amount paid to EMSL by client thereunder.

### E. Indemnification

Client shall indemnify EMSL and its officers, directors and employees and hold each of them harmless for any liability, expense or cost, including reasonable attorney's fees, incurred by reason of any third party claim in connection with EMSL services, the test result data or its use by client



# Microbiology Chain of Custody

EMSL Order Number (Lab Use Only):

# 122102738

EMSL Analytical, Inc.  
200 Route 130 North

Cinnaminson, NJ 08077

PHONE: 1-800-220-3675

FAX: (856) 786-5974

EMSL ANALYTICAL, INC.  
LABORATORY PRODUCTS TRAINING

Company Name: Northern Industrial Hygiene, Inc.

EMSL-Bill to:  Same  Different

If Bill To is different, note instructions in Comments

Third Party Billing requires written authorization from third party.

Street: 201 South 30th Street

City: Billings

State/Province: MT

Zip/Postal Code: 59101

Country: US

Report To (Name): Todd Schneider

Telephone #: 406-245-7766

Email Address: tschneider@northernih.com

Fax #: 406-254-1428

Purchase Order:

Project Name/Number: Gallatin Gateway School / 399-997

Please Provide Results:  Fax  Email

U.S. State Samples Taken: MT

Project Zip Code:

Connecticut Samples:  Commercial  Residential

Sterile, Sodium Thiosulfate Preserved Bottle Used:  Biocide Used in Source (specify):

Public Water Supply Samples:  Note: All results may automatically be reported to DOH if required by state.

Turnaround Time (TAT) Options - Please Check

3 Hour

6 Hour

24 Hour

48 Hour

72 Hour

96 Hour

1 Week

2 Week

### Microbiology Test Codes

M001 Air-O-Cell  
M030 Micro 5  
M041 Fungal Direct Examination  
M169 Pollen ID & Enumeration  
M280 Dust Characterization Level-1  
M281 Dust Characterization Level-2  
M005 Viable Fungi- Air Samples (Genus ID & Count)  
M006 Viable Fungi- Air Samples (Includes Penicillium, Aspergillus, Cladosporium, Stachybotrys Species ID & Count)  
M007 Culturable fungi - Surface Samples (Genus ID & Count)  
M008 Culturable fungi - Surface Samples (Includes Penicillium, Aspergillus, Cladosporium, Stachybotrys Species ID & Count)  
M009 Bacteria Culture Gram Stain & Count  
M010 Bacteria Count & ID - 3 Most Prominent  
M011 Bacteria Count & ID - 5 Most Prominent

M012 Pseudomonas aeruginosa (P/A<sup>\*\*\*</sup>)  
M024 Pseudomonas aeruginosa (MFT<sup>\*\*</sup>)  
M015 Heterotrophic Plate Count  
M017 Total Coliform & E. coli (Colliert P/A<sup>\*\*\*</sup>)  
M018 Total Coliform & E. coli (MFT<sup>\*\*</sup>)  
M114 Total Coliform & E. coli Enumeration (Colliert MPN<sup>\*\*</sup>)  
M019 Fecal Coliform (MFT<sup>\*\*</sup>)  
M020 Fecal Streptococcus (MFT<sup>\*\*</sup>)  
M029 Enterococci (MFT<sup>\*\*</sup>)  
M129 Enterococci (Enterolert P/A<sup>\*\*\*</sup>)  
M180 Real Time qPCR-ERMI 36 Panel  
M025 Sewage Screen -Water (MFT<sup>\*\*</sup>)

M115 Sewage Screen - Water (P/A<sup>\*\*\*</sup>)  
M116 Sewage Screen - Water (MPN<sup>\*\*</sup>)  
M117 Sewage Screen - Swab (P/A<sup>\*\*\*</sup>)  
M013 Sewage Screen - Swab (MFT<sup>\*\*</sup>)  
M133 Methicillin-resistant Staph. aureus (MRSA)  
M031 Rapid-growing non-TB Mycobacteria Detection & Enumeration  
M014 Endotoxin Analysis  
M044 Group Allergen (Cat, Dog, Cockroach, Dust Mite)  
Other See Analytical Price Guide  
Legionella Analysis Please use EMSL Legionella COC

\*MFT= Membrane Filtration Technique.  
\*\*MPN= Most Probable Number  
\*\*\*P/A= Presence/Absence

Name of Sampler: Todd Schneide

Signature of Sampler: *Todd Schneide*

Sample #	Sample Location/Description	Sample Type	Potable/ NonPotable (Only for Waters)	Test Code	Volume/ Area	Date/Time Collected	Temperature (C) (Lab Use Only)
Example A1	Kitchen Sink/Tap	Water	<input checked="" type="checkbox"/> P <input type="checkbox"/> NP	M017	100 mL	9/1/13 4:00 PM	
A-1	Basement	Air	<input type="checkbox"/> P <input type="checkbox"/> NP	mool	150 L	6-11-2021	
A-2	Basement Entrance		<input type="checkbox"/> P <input type="checkbox"/> NP				
A-3	Mrs. Fisher's office		<input type="checkbox"/> P <input type="checkbox"/> NP				
A-4	Art Room		<input type="checkbox"/> P <input type="checkbox"/> NP				
A-5	Exterior		<input type="checkbox"/> P <input type="checkbox"/> NP				

Client Sample # (s): A-1 to A-5

Total # of Samples: 5

Samples Received Chilled? Yes/No (Lab Use Only)

Relinquished (Client): *Todd Schneide*

Date: 6-11-2021

Time: 1700

Received (Lab): *CS ex*

Date: 6/14/21

Time: 940

Comments/Special Instructions: 7961 51689191



# EMSL Analytical, Inc.

3356 West Catalina Drive Phoenix, AZ 85017

Tel/Fax: (602) 276-4344 / (602) 276-4053

<http://www.EMSL.com> / [phoenixlab@emsl.com](mailto:phoenixlab@emsl.com)

<b>EMSL Order:</b> 122102744
<b>Customer ID:</b> NIHI62
<b>Customer PO:</b>
<b>Project ID:</b>

<b>Attention:</b> Todd Schneider Northern Industrial Hygiene, Inc. 201 South 30th Street Billings, MT 59101	<b>Phone:</b> (406) 245-7766 <b>Fax:</b> (406) 254-1428 <b>Received Date:</b> 06/14/2021 9:40 AM <b>Analysis Date:</b> 06/15/2021 <b>Collected Date:</b> 06/11/2021
<b>Project:</b> Gallatin Gateway School / 399-997	

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
F1.1A-Vinyl <small>122102744-0001</small>	Vinyl Sheet Flooring - Blue Speckled	Various Fibrous Heterogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
F1.1A-Mastic <small>122102744-0001A</small>	Vinyl Sheet Flooring - Blue Speckled	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
F1.1B-Vinyl <small>122102744-0002</small>	Vinyl Sheet Flooring - Blue Speckled	Various Fibrous Heterogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
F1.1B-Mastic <small>122102744-0002A</small>	Vinyl Sheet Flooring - Blue Speckled	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
F1.1C-Vinyl <small>122102744-0003</small>	Vinyl Sheet Flooring - Blue Speckled	Various Fibrous Heterogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
F1.1C-Mastic <small>122102744-0003A</small>	Vinyl Sheet Flooring - Blue Speckled	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected

Analyst(s) \_\_\_\_\_

Isai Portillo (4)  
Jillian Gessner (2)

Michelle Wilson, Laboratory Manager  
or Other Approved Signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Phoenix, AZ NVLAP Lab Code 200811-0, AZ0937, CO AL-19027

Initial report from: 06/15/2021 18:58:22



EMSL ANALYTICAL, INC.  
LABORATORY • PRODUCTS • TRAINING

# Asbestos Bulk Building Material Chain of Custody

EMSL Order Number (Lab Use Only):

# 1 2 2 1 0 2 7 4 4

EMSL ANALYTICAL, INC.  
3356 W. CATALINA DRIVE  
PHOENIX, AZ 85017

PHONE: 602-276-4344  
FAX: 602-276-4053

Company : Northern Industrial Hygiene		EMSL-Bill to: <input checked="" type="checkbox"/> Same <input type="checkbox"/> Different <small>If Bill to is Different note instructions in Comments**</small>	
Street: 201 S. 30 <sup>th</sup> Street		<i>Third Party Billing requires written authorization from third party</i>	
City: Billings	State/Province: MT	Zip/Postal Code: 59101	Country: USA
Report To (Name): Todd Schneider		Telephone #: 406-245-7766	
Email Address: tschneider@northernih.com		Fax #: 406-254-1428	Purchase Order:
Project Name/Number: Gallatin Gateway School/399-997		Please Provide Results: <input type="checkbox"/> Fax <input checked="" type="checkbox"/> Email	
U.S. State Samples Taken:		CT Samples: <input type="checkbox"/> Commercial/Taxable <input type="checkbox"/> Residential/Tax Exempt	

**Turnaround Time (TAT) Options\* – Please Check**

3 Hour   
  6 Hour   
  24 Hour   
  48 Hour   
  72 Hour   
  96 Hour   
  1 Week   
  2 Week

\*For TEM Air 3 hr through 6 hr, please call ahead to schedule. \*There is a premium charge for 3 Hour TEM AHERA or EPA Level II TAT. You will be asked to sign an authorization form for this service. Analysis completed in accordance with EMSL's Terms and Conditions located in the Analytical Price Guide.

PLM - Bulk (reporting limit)	TEM - Bulk
<input checked="" type="checkbox"/> PLM EPA 600/R-93/116 (<1%)	<input type="checkbox"/> TEM EPA NOB – EPA 600/R-93/116 Section 2.5.5.1
<input type="checkbox"/> PLM EPA NOB (<1%)	<input type="checkbox"/> NY ELAP Method 198.4 (TEM)
Point Count <input type="checkbox"/> 400 (<0.25%) <input type="checkbox"/> 1000 (<0.1%)	<input type="checkbox"/> Chatfield Protocol (semi-quantitative)
Point Count w/Gravimetric <input type="checkbox"/> 400 (<0.25%) <input type="checkbox"/> 1000 (<0.1%)	<input type="checkbox"/> TEM % by Mass – EPA 600/R-93/116 Section 2.5.5.2
<input type="checkbox"/> NIOSH 9002 (<1%)	<input type="checkbox"/> TEM Qualitative via Filtration Prep Technique
<input type="checkbox"/> NY ELAP Method 198.1 (friable in NY)	<input type="checkbox"/> TEM Qualitative via Drop Mount Prep Technique
<input type="checkbox"/> NY ELAP Method 198.6 NOB (non-friable-NY)	<b>Other</b>
<input type="checkbox"/> OSHA ID-191 Modified	<input type="checkbox"/>
<input type="checkbox"/> Standard Addition Method	

Check For Positive Stop – Clearly Identify Homogenous Group      Date Sampled: 6-11-2021

Samplers Name: Todd Schneider      Samplers Signature: *Todd Schneider*

Sample #	HA #	Material Description	Sample Location
F1.1A	F1.1	vinyl sheet Flooring - Blue Speckled	Kitchen
B	I	I	I
C	I	I	I

Client Sample # (s): F1.1A → F1.1C      Total # of Samples: 3

Relinquished (Client): *Todd Schneider*      Date: 6-11-2021      Time: 1700

Received (Lab): *AS Ex*      Date: 6/14/21      Time: 940

Comments/Special Instructions: 79615168 9191



Billings, MT ♦ Helena, MT

201 South 30th Street  
Billings, Montana 59101  
Phone: 406/245-7766  
FAX: 406/254-1428

sent by e-mail to: [fisher@gallatingatewayschool.com](mailto:fisher@gallatingatewayschool.com)

June 16, 2021

Carrie Fisher  
District Clerk  
Gallatin Gateway Schools  
100 Mill Street  
Gallatin Gateway, MT 59730

RE: Proposal H21-18  
Radon Sampling  
Gallatin Gateway Schools  
100 Mill Street  
Gallatin Gateway, Montana 59730

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Dear Ms. Fisher:

Northern Industrial Hygiene, Inc. (Northern) is pleased to present this proposal to conduct radon gas sampling at the above referenced facility. The following paragraph outlines our current understanding of the project scope.

Northern will conduct radon gas sampling in select areas of the Gallatin Gateway School. Radon sampling canisters will be placed on the lowest level of the building in 12 classrooms that are normally occupied when school is in session.

#### *Radon Testing Procedures*

Northern will utilize the Charcoal Liquid Scintillation (LS) Short-Term radon testing method. This method absorbs radon gas on activated charcoal. The containers are filled with a measured amount of activated charcoal. They are perforated or screened and have a filter to keep out radon decay products. All charcoal absorbers are stored in an air-tight container before and after sampling.

For short term radon gas testing, the charcoal absorbers are installed for a period of two to four days. Northern proposes to set the canisters and leave them installed for four days or approximately 96 hours. The location, time, temperature, and relative humidity will be recorded during the set-up and collection of each canister.

Each test kit will be placed at least 20 inches above the floor in a location where it will not be disturbed. Recommended locations will be the lowest inhabited space of each room tested.

It is required that that building personnel close all windows and outside doors at least 12 hours before the start of the testing. The doors and windows should be kept closed as much as possible throughout the testing. Heating and air conditional system fans that re-circulate air may be in operation during the testing however fans or other machines which bring in air from the outside cannot be operated during the test period.

## **SCOPE OF SERVICES**

### *Field Work*

- All samples will be positioned according to the testing procedures described earlier in this proposal. Northern will visit the site twice, once for canister set-up and once again four days later for canister pick-up.
- All radon canisters will be shipped via Federal Express to EMSL Laboratories in Cinnaminson, NJ for analysis. EMSL is certified by the National Radon Safety Board (NRSB) to perform radon in air analysis.

### *Reporting*

- Northern will prepare a concise letter report of our findings. This narrative will summary our visual observations while setting and picking up the radon canisters and include interpretation of the laboratory analysis reports. Field logs with sample locations, time of set-up and time of pick-up along with laboratory results will also be developed.

## **SCHEDULE**

We are prepared to start work at a mutually agreed upon time following receipt of your written authorization to proceed. Based on our previous experience in radon sampling it is anticipated that this sampling event will require approximately four hours to complete (two hours for each site visit) for our one-person sampling team. We will transmit preliminary information to you when we have completed reviewing the laboratory reports. The final report can be completed within two weeks of receiving laboratory data.

Ms. Carrie Fisher  
Radon Gas Sampling  
Gallatin Gateway School  
Gallatin Gateway, Montana  
Proposal H21-18  
June 16, 2021  
Page 3

### PROFESSIONAL FEES

Lump sum and estimated professional fees associated with the above-described tasks are presented below.

#### Radon Testing and Reporting

Site Time, Travel, and Reporting (lump sum)	\$ 1,900.00
Radon Sample Analysis (Est. 12 Samples @ \$100.00/sample)	<u>\$ 1,200.00</u>
Estimated Project Budget	\$ 3,100.00

Our lump sum fees include all site time, travel costs, and reporting time. Northern has included a budget for 12 radon gas samples.

### LIMITATION OF LIABILITY

Our limits of liability are outlined in our General Conditions (attached). Signature of the attached authorization constitutes acceptance of these liability limits. Northern Industrial Hygiene is prepared to provide certificates of insurance to evidence coverage to the limits of liability mutually agreed upon.

Our professional services will be conducted in accordance with generally accepted professional practices relating to the nature of the work completed. This warranty is in lieu of all other warranties, expressed or implied. We appreciate the opportunity to provide this proposal and we look forward to working with you on this project. If you have questions concerning this proposal, please contact us.

Respectfully submitted,

**Northern Industrial Hygiene, Inc.**



Todd Schneider  
Environmental Scientist

Enclosure: General Conditions

Ms. Carrie Fisher  
Radon Gas Sampling  
Gallatin Gateway School  
Gallatin Gateway, Montana  
Proposal H21-18  
June 16, 2021  
Page 4

### AUTHORIZATION

The scope of services and contractual conditions as described in this proposal are acceptable and Northern Industrial Hygiene, Inc. is authorized to proceed. Issuance of a Purchase Order and/or your signature in the block provided herein will be considered as authorization to proceed.

By: \_\_\_\_\_  
Signature\* Printed

For: \_\_\_\_\_  
Company Date



Billings, MT ♦ Helena, MT

201 South 30th Street  
Billings, Montana 59101  
Phone: 406/245-7766  
FAX: 406/254-1428

## NORTHERN INDUSTRIAL HYGIENE, INC. GENERAL CONDITIONS

### 1.0 BILLING

- 1.1 Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed.
- 1.2 Interest of 1½% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.
- 1.3 In the event that the Client requests termination of the work prior to completion of a report, Northern Industrial Hygiene, Inc. reserves the right to complete such analyses and records as are necessary to place files in order and, where considered necessary to protect their professional reputation, to complete a report on the work performed to date. A termination charge to cover the cost thereof in an amount not to exceed 30% of all charges incurred up to the date of the stoppage of the work may, at the discretion of Northern Industrial Hygiene, Inc., be made.

### 2.0 WARRANTY AND LIABILITY

- 2.1 Northern Industrial Hygiene warrants that its services are performed, within the limits prescribed by Clients, with the usual thoroughness and competence of the consulting profession, in accordance with the standard for professional services at the time those services are rendered. No other warranty or representation, either expressed or implied, is included or intended in proposals, contracts, or reports.
- 2.2 Northern Industrial Hygiene has neither created nor contributed to the existence of any hazardous, radioactive, toxic or otherwise dangerous substance or condition at the site and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Accordingly, notwithstanding any other provision herein, the liability of Northern Industrial Hygiene, its subcontractors and/or agents hereunder, and the liability of Northern Industrial Hygiene for injury or loss arising from any such pre-existing or client generated dangerous substance or condition at or near the project site shall not exceed \$1,000.
- 2.3 Northern Industrial Hygiene, its employees, subcontractors and agents shall not be liable for indirect or consequential damages, including without limitation loss of use and loss of profits.
- 2.4 In addition to the limitations provided in 2.2 and 2.3, and notwithstanding any other provision herein, the liability of Northern Industrial Hygiene, its employees, subcontractors and agents shall be limited to injury or loss to the extent caused by the negligence of Northern Industrial Hygiene, its employees, subcontractors and agents hereunder and the liability of Northern Industrial Hygiene for injury or loss arising from (1) professional errors or omissions and/or (2) environmental impairment or pollution and/or (3) radiation, nuclear reaction, or radioactive substances or conditions shall not exceed \$5,000 or our fee whichever is greater.
- 2.5 The liability of Northern Industrial Hygiene, its employees, subcontractors, and agents for any other claim(s) of any kind shall not exceed \$100,000.
- 2.6 Increased liability limits may be negotiated upon client's written request, prior to commencement of services, and agreement to pay an additional fee.
- 2.7 The Client agrees to defend, indemnify, and hold Northern Industrial Hygiene, Inc., harmless from any claim, liability, or defense cost because of (1) injury or loss caused by the actions or omissions of the Client, its employees or its other agents, contractors or subcontractors or (2) any third party claim arising from the performance of services hereunder by Northern Industrial Hygiene, its agents or subcontractors to the extent the liability and costs exceed the relevant amount of Northern Industrial Hygiene's liability specified in sections 2.2 – 2.6 above and does not result from the negligence or willful misconduct of Northern Industrial Hygiene, its agents or subcontractors.
- 2.8 In the event the Client makes a claim against Northern Industrial Hygiene, Inc., at law or otherwise, for any alleged error, omission, or other act arising out of the performance professional services, and to the extent the Client fails to prove such claim, then the Client shall pay all costs, including attorney's fees, incurred by Northern Industrial Hygiene, Inc. in defending itself against the claim.

# Request for Qualifications

Gallatin Gateway School

100 Mill Street

Gallatin Gateway, MT 59730

*Owner's Representative – Upcoming School Building Projects*

## **Project Background:**

In November 2019 the Gallatin Gateway School Board began the process of moving forward with a facility project. In March 2020, the Board hired the design-build team of Cushing Terrell/Martel to assist with the project. The Design-Build team along with our building committee held several meetings to develop a concept for the project. In May 2021, the District held a bond election with following bond language:

*Shall the Board of Trustees of School District No35 (Gallatin Gateway), Gallatin County, Montana (the "District"), be authorized to sell and issue general obligation bonds of the District in one or more series in the aggregate principal amount of up to Seven Million and No/ 100 Dollars (\$7,000,000.00), bearing interest at rates to be determined at the time of the sale, payable semiannually, during a term as to each series of bonds of not more than twenty (20) years for the purpose of paying the costs of designing, constructing, remodeling, renovating, equipping, and furnishing improvements to the Gallatin Gateway school facilities consisting of the original 1915 school building and all adjacent buildings to accommodate growth and address safety concerns, to include renovating the school facilities to provide a new secure school entrance, additional and improved teaching and administration spaces, access improvements consistent with the Americans with Disabilities Act, and library upgrades; adding a new kitchen, teacher support space, and gymnasium and cafeteria seating; replacing aging systems and infrastructure, including upgrading mechanical, electrical, plumbing, fire alarm, and security systems; installing a fire suppression system; and making various site improvements; related improvements and costs; and paying costs associated with the sale and issuance of the bonds?*

On May 4, 2021, the bond failed 291 to 360.

The Gallatin Gateway School Board would like to engage the services of an individual to manage all aspects of the pre-construction phases including design and planning on their behalf up to the running of a Bond with an anticipated election time to be determined. The District is seeking assistance with pre-construction services at this time and a separate agreement would be made contingent on a bond passing for the construction services outlined in the scope of the project.

## **Project Team**

The Project Team will be developed in two main groups:

- 1) **Owner:** The Gallatin Gateway School District, represented by the Board of Trustees and Administration. Assisted by the Owner's Representative.
- 2) **Design-Build Team:** Cushing Terrell/Martel. The Owner's Representative will assist in negotiating the amendment of the contract with Cushing Terrell based on the needs of the District for pre-bond services.

The preferred individual should possess the following:

- A minimum of a Bachelor's Degree in Engineering, Architecture, Construction Technology, or a related field, plus at least 10 years of field experience as a construction manager on projects with construction costs in excess of \$5,000,000.
- Demonstrated ability to professionally represent the District's interests in all phases of the project design, management, construction, inspection, and acceptance.
- Strong verbal and written communication skills.
- An ability to promote an effective working environment among all parties involved in the project.
- Experience with the design and construction process, construction practices and materials.
- A working knowledge of building systems, codes and regulatory requirements.
- Experience with AIA construction and architectural contracts, their modifications, and the working relationships between them.
- Experience managing a project budget and schedule.
- Ability to develop creative and cost effective solutions to problems.
- Ability to work with a publicly funded board, including making public presentations to and for the Board.
- Experience and ability to take the project into the construction phase following the passing of a bond including duties such as: provide and catalog a photo-documented digital record of key construction related activities, represent the Owner's interests in inspection and construction of the proposed facilities, provide guidance to Owner on construction related issues such as Change Orders, schedule adjustments, and other items that may develop during the course of the project, and coordinate, with the design team, the permitting process through local and state jurisdictions.

Duties shall include, but are not limited to:

- Review and provide a written assessment of the Owner's project information, including the preliminary engineering report created by others.
- Review and provide a written assessment of the Owner's project budget and needs analysis.
- Design and monitor a project delivery methodology, which best suits, the needs of the Owner.
- Coordinate for approval (hire) a Geo-Tech Survey, monitor the process, and provide a report to the Facility Committee and Trustees.
- Coordinate for approval (hire) a Demographer to Survey of the District and provide a report to the Facility Committee and Trustees.
- Develop, monitor, and update the overall project schedule.
- Provide agendas for, organize, coordinate, and provide minutes for weekly facility committee meetings and all other related meetings.
- Provide guidance on selecting the design team, including the architect, engineers, and special consultants. Coordinate negotiations on appropriate fees and scope of work with the design team.
- Provide guidance and input on selecting the construction team, including discussions on the options of design-bid-build; design build; and construction management.
- Function as communication liaison between all parties. Provide written record of all substantive project communications and actions.
- Represent the Owner's interests in all matters pertaining to the design, permitting, and bidding, of the proposed facilities.
- Produce, update, and provide to the Owner a complete project file.

- Provide regular updates to the School Board of Trustees including attending trustee meetings.
- Provide project closeout coordination.
- Attend public meetings as needed and/or required by Owner. Speak and make presentations on behalf of the project.
- Both parties may agree upon other duties.
- Generally protect the Owner’s interests during the course of the project.

**Owner’s Representative Selection Process**

Proposed Process: Owner’s Representative candidates will be assessed by a committee designated by the Owner on the following objective / subjective scale. The three candidates with the highest numeric scores will be “shortlisted” and invited to interview before the selection committee. Unsuccessful candidates will be notified immediately after the selection process is completed. After interviews numeric scores will rank the three candidates, and the Owner will begin contract negotiations with the preferred candidate (highest score). If negotiations are successful the other candidates will be informed immediately. If the negotiations with the preferred candidate are unsuccessful negotiations will be formally terminated by the Owner and started anew with the second ranked finalist, and thus until a suitable agreement can be reached. Candidate scores will be made public after the selection process has concluded.

Alternate Process: Depending on the number and quality of submittals received, the Owner may choose to make the selection of the preferred Owner’s Representative candidate based on the submittal information alone, and may decline to conduct the interview stage of the selection process. In this case the selection scoring will be made public as soon as the selection is made.

Candidate assessment scoring (for preliminary RFQ round)

<b>Criteria</b>	<b>Points</b>
Previous experience as Owner’s Representative with similar projects	20
References from previous School District for similar projects	20
Qualifications and experience of key personnel who will staff the project	20
Experience with governmental agencies with jurisdiction	20
Subjective “fit” with the District’s goals and mission	20
<b>Total possible points</b>	<b>100</b>

Candidate assessment scoring (for “shortlist” interview round – if conducted)

<b>Criteria</b>	<b>Points</b>
General approach to Gallatin Gateway School District project	20
Review and discussion of Owner’s proposed budget and schedule	20

Concepts for moving forward	20
Subjective “fit” with District’s goals and mission	20
Proposed fee structure	20
<b>Total possible points</b>	<b>100</b>

**Selection Schedule (dates are approximate and have not been finalized)**

- RFQ Submittal deadline- June 23, 2021 at 12pm
- Preferred Candidates shortlisted- June 24, 2021 (if this step is taken)
- Shortlisted candidate interviews- June 28, 2021 (if this step is taken)
- Selection finalized- June 30, 2021

**Selection Process Compensation**

No compensation is offered for the Owner’s Representative selection process.

**Owner’s Representative Compensation**

Compensation for the successful candidate will be negotiated on a fair basis in conformance with normal industry standards. The candidate’s proposed method of compensation will also be factored into the final fee negotiations, as well as utilized in the selection process.

**Submittal Requirements**

Candidates are asked to submit, at a minimum, the following information:

- Cover letter / statement of interest
- Description of the individual or firm’s relevant experience with similar projects
- References / letters of recommendation from previous relevant experience with similar projects
- Description of staff who are proposed to be involved with this project, and their experience with similar projects

Owner’s Representative candidates are asked to submit six copies of any materials submitted as part of their Request for Qualifications submittal packet. Submittals are to be mailed or hand delivered to:

Gallatin Gateway School  
 Carrie Fisher, District Clerk  
 PO Box 265, 100 Mill Street  
 Gallatin Gateway, MT 59730

Clearly mark the outside of your submittal as “Response to Request for Qualifications: Owner’s Representative.”

**Further project information / contact with Owner**

Candidates wishing to obtain further project information, tour the facilities, or otherwise enhance their understanding of the project may do so by contacting:

Carrie Fisher, District Clerk  
[fisher@gallatingatewayschool.com](mailto:fisher@gallatingatewayschool.com)

Please keep your contacts to the minimum necessary to gain adequate information to prepare your submission. In addition to the staff, more information about the facility, the recent bond election, and proposed facility project/concept can be found on the District's website: [www.gallatingatewayschool.com](http://www.gallatingatewayschool.com).

**Public Nature of Submittals**

Because they are submitted to a public entity, all RFQ submittals are public documents and may be viewed at the District Offices by anyone with an interest.

**Disclaimer:** This RFQ does not form or constitute a contractual document. Gallatin Gateway School District shall not be liable for any loss, expense, damage or claim arising out of the advice given or not given or statements made or omitted to be made in connection with this RFQ. The District also will not be responsible for any expenses which may be incurred in the preparation of this RFQ or for other costs, including attorney fees associated with any challenges (administrative, judicial, or otherwise) to the determination of the highest-ranked Proposer and/or award of contract and/or rejection of a proposal. By submitting a proposal each Proposer agrees to be bound in this respect and waives all claims to such costs and fees. This RFQ is not to be construed as a contract or commitment of any kind. The District reserves the right to accept or reject any and all responses received as a result of this RFQ if it is in the District's best interest to do so. All proposals are subject to Montana open records laws and will be reviewed by Board of Trustees in accordance with Montana open meeting laws.