

**PROOF
OF
SAM**

SAM Adm.

~~Elizabeth Hill~~

From: samadmin@sam.gov
Sent: Wednesday, June 27, 2018 3:49 PM
To: fcssinc@comcast.net
Cc: fcssinc@comcast.net
Subject: Registration Activated for FAMILY CRISIS SUPPORT SERVICES INC / 613784446 / 5DMG6

This email was sent by an automated administrator. Please do not reply to this message.

Dear Marybeth Adkins,

Congratulations! The registration for FAMILY CRISIS SUPPORT SERVICES INC / 613784446 / 5DMG6 is now active in the U.S. federal government's System for Award Management (SAM). If you did not provide a CAGE code during the registration process, one has been assigned and is provided above. You are now eligible for contracts, assistance awards, and to do business with the federal government as determined by your Entity's profile. Important: The Periodic Update Requirement Date for the registration is 27-JUN-19. You must renew the registration by this date to remain active.

In addition, you may continue to invite additional users by following the below steps:

- * Login to SAM using a valid Username and Password
- * Select "Manage Entity Users" from the left-hand navigation menu
- * Select "Invite User" from the left-hand navigation menu
- * Select the desired Entity
- * Provide invitee's email address
- * Assign Role(s) to be associated with the user account
- * Click Submit

All invitees will receive an email message from SAM with instructions on how to complete the process.

For assistance, please contact the Federal Service Desk at www.fsd.gov or by telephone at 866-606-8220 (toll free) or at 334-206-7828 (internationally).

Thank you,
The System for Award Management (SAM) Administrator <https://www.sam.gov>

**CERTIFICATIONS,
CONDITIONS,
AND ASSURANCES**

GENERAL GRANT CONDITIONS AND ASSURANCES

The applicant, for federal funds administered by the Department of Criminal Justice Services (DCJS), gives assurances and certifies with respect to the grant that it will comply with the following requirements:

1. The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as DCJS shall prescribe shall be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this grant.
2. **REPORTS:** Each applicant shall submit such reports as DCJS shall reasonably request. Financial and progress reports shall be submitted to DCJS on the **12th working day** following the close of each quarter unless otherwise informed.
3. **GRANT CLOSEOUT:** The last quarterly report of a project using federal funds must indicate any unpaid obligations, which exist at the expiration of the grant. The applicant has 45 days to liquidate any unpaid obligations and submit a final financial report.
4. **UNUSED FUNDS:** Any funds that have been requested, but unexpended at the end of the grant period will be refunded by check made payable to the **Treasurer, Commonwealth of Virginia**, and will accompany the final financial report when it is submitted to DCJS. (State agencies will process a BEX in Cardinal to return unused grant funds.) The check should be mailed to the attention of the Finance Department, Department of Criminal Justice Services, 1100 Bank Street, 12th Floor, Richmond, VA, 23219.
5. **INSPECTION AND AUDIT:** The applicant agrees to comply with the organizational audit requirements of OMB Circular A-133 or 2 C.F.R. Subpart F, as applicable, "Audits of State, Local Governments and Non-Profit Institutions." In conjunction with the beginning date of the award, the audit report period of the local government entity to be audited under the single audit requirement is the start-date of the project through the end-date of the project as noted on the Statement of Grant Award/Acceptance. The audit report shall be submitted no later than one (1) year from the end-date of the grant award as stated on the Statement of Grant Award/Acceptance, and for each audit cycle thereafter covering the entire award period as originally approved or amended. The management letter must be submitted with the audit report. A copy of all audits must be forwarded to the Division of Finance and Administration, Grants Management Unit, Department of Criminal Justice Services.
6. The applicant will comply, where applicable, with the following:
 - National Environment Policy Act of 1969 (42 U.S.C. § 4321);
 - Flood Plain Management and Wetland Protection Procedures (28 CFR 63);
 - National Historic Preservation Act (16 USC 470);
 - Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970. (42 U.S.C. § 4601 et seq.);
 - Clean Air Act, P. L. 88-206, 42 USC 1857, et seq;
 - Safe Drinking Water Act, P. L. 93-523, 42 USC 3001, et seq;
 - Endangered Species Act of 1973, P. L. 93-205, 16 USC 1531, et seq;

- Wild and Scenic Rivers Act, P. L. 90-542, 16 USC 1271, et seq;
 - Fish and Wildlife Coordination Act, P. L. 85-624, 16 USC 661, et seq;
 - Historical and Archaeological Data Preservation Act, P. L. 93-291, 16 USC 2469, et seq;
 - Coastal Zone Management Act of 1979, P. L. 92-583, 16 USC 1451, et seq. and the Coastal Barrier Resources Act of 1982 (P.L. 97-348);
 - Animal Welfare Act of 1970, P. L. 91-579, 7 USC 2131, et seq;
 - Impoundment Control Act of 1974, P. L. 93-344, 31 USC 1401, et seq; and
 - The Fair Labor Standards Act, if applicable.
7. **POLITICAL ACTIVITY:** The restrictions of the Hatch Act, Pub. L. 93-433, 5 USC Chapter III, (as amended), concerning the political activity of government employees are applicable to applicant staff members and other state and local government employees whose principal employment is in connection with activities financed, in whole or in part, by grants. Under a 1975 amendment to the Hatch Act, such state and local government employees may take an active part in political management and campaigns except they may not be candidates for office.
8. **DISCRIMINATION PROHIBITED:** No person shall, on the grounds of race, religion, color, national origin, sex, or handicap be excluded from participation in, be denied the benefits or be otherwise subjected to discrimination under or denied employment in connection with, grants awarded pursuant to the Justice Assistance Act of 1984, and the implementing regulations 28 CFR Part 42, Subparts C, D, E, and G, or any project, program, activity, or subgrant supported or benefiting from the grant. The applicant must comply with the provisions and requirements of Title VI of the Civil Rights Act of 1964 and its implementing regulations 28 CFR 41.101 et seq. The sub-recipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs," and the Age Discrimination Act (42 U.S.C. 8101 et. seq). The sub-recipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.
9. **EQUAL EMPLOYMENT OPPORTUNITY PROGRAM:** Each applicant certifies that it has executed and has on file, an Equal Employment Opportunity Program which conforms to the provisions of 28 CFR Section 42.302 specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.
- The applicant organization having 50 or more employees who would receive amounts of \$500,000 or more, or grants which in the aggregate exceed \$500,000 or more, in any fiscal year must submit a copy of their Equal Employment Opportunity Plan (EEO Plan) to the DCJS for review. For continuation grant funding that exceed these amounts in any fiscal year the applicant must submit a statistical update from the previous year's plan.
10. The applicant assures that in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the DCJS.

11. **RELEASE OF INFORMATION:** All records, papers and other documents kept by recipients of DCJS funds, and their contractors, relating to the receipt and disposition of such funds, are required to be made available to the DCJS. These records and other documents submitted to DCJS and its applicants pursuant to other provisions of the Act, including plans and application for funds, are required to be made available to DCJS under the terms and conditions of the Federal Freedom of Information Act, 5 USC 552.
12. **INFORMATION SYSTEMS:** With respect to programs related to criminal justice information systems, the applicant agrees to comply with the provisions of 28 CFR, Part 20 governing the protection of the individual privacy and the insurance of the integrity and accuracy of data collection. The applicant further agrees:
 - That all computer programs (software) developed with funds provided by this grant will be made available to the DCJS for transfer to authorized users in the criminal justice community without cost other than that directly associated with the transfer. The software will be documented in sufficient detail to enable potential users to adapt the system, or portions thereof, to usage on a computer of similar size and configuration.
 - To provide a complete copy of the computer programs and documentation, upon request, to the DCJS. The documentation will include but not be limited to system description, operating instruction, program maintenance instructions, input forms, file descriptions, report formats, program listings, and flow charts for the system and programs.
 - That whenever possible any new or upgraded software programs will first be evaluated to determine whether the best fit would be to re-program the existing applications or determine if off the shelf applications is a more appropriate fit to support the business application. Regardless of direction, best practices would be followed in terms of selection of a technical infrastructure databases (Microsoft SQL, Oracle, MySQL) and Net programming languages (SQL, Java, C++).
13. **CONFIDENTIALITY OF RESEARCH INFORMATION:** Research information identifiable to an individual, which was obtained through a project funded wholly or in part with DCJS grant funds, shall remain confidential and copies of such information shall be immune from legal process, and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial or administrative proceeding (28 CFR Part 22).
14. **CRIMINAL INTELLIGENCE SYSTEMS OPERATING POLICIES:** The applicant agrees to be in compliance with all policies as expressed under the Code of Federal Regulations, 28 CFR 23, concerning the operation of criminal intelligence systems funded with DCJS funds.
15. **COPYRIGHT:** Except as otherwise provided in the conditions of the award, the author is free to arrange for copyright without approval when publication or similar materials are developed from work under a DCJS supported project. Any such copyright materials shall be subject to the DCJS's right to reproduce them, translate them, publish them, use and dispose of them, and to authorize others to do so for government purposes. In addition, communications in primary scientific or professional journals publishing initial reports or research or other activities and supported in whole or in part by the DCJS project funds may be copyrighted by the journal with the understanding that individuals are authorized to make or have made by any means available to them, without regard to the copyright of the journal, and without royalty, a single copy of any such article for their own use. State employees who develop copyrights during work hours, or within the scope of their employment, or when using state-owned or state-controlled facilities, the copyrights vest in the Commonwealth.

16. **PATENTS:** If any discovery or invention arises or is developed in course of or as a result of work performed under this grant, the applicant shall refer the discovery or invention to DCJS. The applicant hereby agrees that determination of rights to inventions made under this grant shall be made by the DCJS or its duly authorized official representative, who shall have the sole and exclusive powers to determine whether or not and where patent application should be filed and to determine the disposition of all rights in such inventions, including title which may issue thereon. The determination of the DCJS or its duly authorized representative shall be accepted as final. In addition, the applicant hereby agrees and otherwise recognizes that the DCJS shall acquire at least an irrevocable non-exclusive royalty-free license to practice and have practiced throughout the world for governmental purposes any invention made in the course of or under this grant. The grant shall include provisions appropriate of effectuating the purpose of this condition in all contracts of employment, consultant's agreements, or contracts.
17. The applicant assures that funds made available under this grant will not be used to supplant state or local funds. Federal funds must be used to supplement existing state or local funds for program activities and may not replace state or local funds that have been appropriated or allocated for the same purpose. Additionally, federal funding may not replace state or local funding that is required by law.
18. Confidential expenditures for services, evidence and/or information must comply with the requirements stated in the Administrative Guide and Application Procedures Manual.
19. **BIO MEDICAL EXPERIMENTATION:** The applicant assures that no grant funds will be used for any bio-medical or behavior control experimentation on individuals or any research involving such experimentation.
20. The applicant agrees to complete a Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion OJP Form 4061/1, prior to receiving funds from DCJS. The guidelines for debarment and suspension are codified in 2 C.F.R. Part 180 and adopted by DOJ, via 2 C.F.R. Part 2867, in subparts A through I, as its policies and procedures for non-procurement debarment and suspension. Sub-grantees will be responsible for checking the exclusion status in SAM for any consultants hired under any award.
21. The applicant must state the percentage of the total cost of this program supported by federal funds and the dollar amount of federal funds for this program. This statement shall be on all press releases, requests for proposals; bid solicitation and other documents describing the program whether funded in-whole or in-part with federal funds.
22. The grantee agrees that any publication (written, visual, or sound, but excluding press releases newsletters, and issue analyses) issued by the grantee or by any Applicant describing programs or projects funded in-whole or in-part with Federal Funds, shall contain the following statement:

This project was supported by the Department of Criminal Justice Services (DCJS) grant # _____, with funds made available to the Commonwealth of Virginia from the Office of _____, U.S. Department of Justice.

Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the Virginia Department of Criminal Justice Services or the United States Department of Justice.

The applicant also agrees that one copy of any such publication will be submitted to the DCJS to be placed on file and distributed as appropriate to other potential applicants or interested parties. DCJS may waive the requirement for submission of any specific publication upon submission of a request providing justification from the applicant.

23. Applicants with federal grants that procure goods or services that have an aggregate value of \$500,000 or more must specify in any announcement of the awarding of the contract for the procurement of the goods and services involved (including construction services) a) the amount of Federal funds that will be used to finance the acquisition; and b) expresses the amount announced pursuant to paragraph (a) as a percentage of the total cost of the planned acquisition. This complies with Public Law 102-141, section 623 (formally the Stevens Amendment).

CERTIFICATION

I certify that all the information presented is correct, and that the applicant will comply with the provisions of all other federal and state laws and rules and regulations that apply to this award.



Authorized Official (Project Administrator)

3-1-2019
Date

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions:

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and Implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(C) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEES OTHER THAN INDIVIDUALS)**

As required by the drug-Free Workplace Act of 1988, and implemented at 28 CFR Parts 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620---

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about---

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace:

•••Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

•••Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

- (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted---
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

701 Kentucky Ave (City of Norton)
Norton, VA 24273

~~102 B Chappel Drive, Jonesville, Va 24263~~
~~119 Courthouse Lane, Clintwood, VA 24228~~

Check if there are workplaces on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP form 4061/7.

**DRUG-FREE WORKPLACE
 (GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620---

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Family Crisis Support Services, Inc

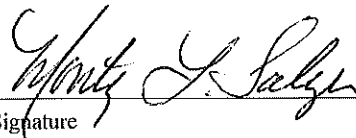
1. Grantee Name and Address:

FCSS, Inc/Victims of Crime
 2. Application Number and/or Project Name

52-1284719

3. Grantee IRS/Vendor number

Monty L. Salyer, Board Chair
 4. Typed Name and Title of Authorized Representative



5. Signature

3-01-2019

6. Date

**CERTIFICATION
OF
DE MINIMIS
INDIRECT
COST RATE AND
WORKSHEET**



Commonwealth of Virginia
Virginia Department of Criminal Justice Services
CERTIFICATION OF DE MINIMIS INDIRECT COST RATE

An award recipient that proposes to use federal grant funds to pay for indirect costs but has never received a federally negotiated indirect cost rate may elect to charge a de minimis rate of up to 10% of its modified total direct costs (MTDC), which may be used indefinitely (2 CFR § 200.414). In order to charge a de minimis rate of up to 10% of its MTDC, the award recipient must submit this certification form to the Virginia Department of Criminal Justice Services.

I certify that Family Crisis Support Services, Inc (name of award recipient) meets the following eligibility criteria to use a de minimis indirect cost rate of 10%.

1. The award recipient has never received a Federally-negotiated indirect cost rate for any federal awards.
2. The award recipient has received less than \$35 million in direct federal funding for the fiscal year requested.
3. The de minimis rate approved will be applied to the MTDC. This base includes all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (subgrants and subcontracts).
4. The MTDC will exclude equipment, capital expenditures, and the portion of each subaward in excess of \$25,000. Other items will only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant federal agency for indirect costs.
5. The project costs will be consistently charged as either indirect or direct and will not be double charged or inconsistently charged as both.
6. The proper use and application of the de minimis rate is the responsibility of the award recipient. The Office of Justice Programs and/or the Virginia Department of Criminal Justice Services may perform a financial monitoring review to ensure compliance with 2 CFR Part 200.

Name of Project Administrator: Monty L. Salyer **Title:** Board Chair

Signature of Project Administrator: _____

Monty L. Salyer

Date: 3-01-2019

**VIRGINIA DEPARTMENT OF CRIMINAL JUSTICE SERVICES
INDIRECT COSTS:
MODIFIED TOTAL DIRECT COSTS CALCULATION**

Grant Program Name:	FCSS, Inc., Victims of Crimes Program0
Grant Number:	19-T3463SA-17
Grant Project (if applicable)	FCSS, Inc., Victims of Crimes Program

A. DIRECT EXPENDITURES (Excluding Match) FOR MODIFIED TOTAL DIRECT COSTS (MTDC) CALCULATION			
CATEGORY	INSTRUCTIONS TAB		AMOUNT
Salaries and Wages	1		\$398,130
Fringe Benefits	2		\$117,876
Travel	3		\$3,944
Supplies and Other	4		\$123,745
Consultants/Contractual	5		\$0
Other Expenses (equipment, other)	6		\$136,936

TOTAL DIRECT EXPENDITURES (Excluding Match)		\$780,631
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B. COSTS DISALLOWED FROM INDIRECT BASE EXPENDITURES		FILL IN AMOUNTS IN SHADED AREAS	DO NOT FILL THIS COLUMN
Tuition Remission		\$0	\$0

Calculation of disallowed "Contractual" cost over \$25,000 per subcontract.

Contractual (List Subcontracts/Subawards Agency Name and Amount):

NAME	TOTAL AMOUNT
1) [Shaded]	\$0
2) [Shaded]	\$0
3) [Shaded]	\$0
4) [Shaded]	\$0
5) [Shaded]	\$0

Equipment and Capital Expenditures:	\$0
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Other Expenses: List total cost for the following sub-categories included in "Total Other Expenses" category:

Space/Rental Costs	7	\$0
Scholarships/Fellowships		\$0
Participant Support Cost		\$0
Patient Care		\$0

C. TOTAL EXCLUDED EXPENDITURES:	\$0
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D. BASE EXPENDITURES (Should equal total budget amount not including match, minus excluded expenditures = MTDC Base)	\$780,631
Indirect Cost Rate (from ICRA or De Minimis 10%):	10%

E. INDIRECT COSTS AMOUNT:	\$78,063.11
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****Complete the shaded sections. The spreadsheet will calculate the Indirect Costs Amount. Additional instructions for the direct expenditures section (A) and other expenditures sections above are on the "Instructions" tab of this spreadsheet. If you need assistance completing this form please contact your DCJS Grant Monitor.**

**CHECK LIST FOR
VEHICLE
PURCHASE AND
ESTIMATES**



Commonwealth of Virginia
Virginia Department of Criminal Justice Services
Checklist for Vehicle Purchase and Use

Attachment #9

Please complete the 13-question checklist and include the required signature of the Project Administrator.

- 1) Applicant will purchase an automobile solely for reasonable anticipated needs (as indicated in your justification) and will not add any optional equipment unnecessary for the anticipated need.
 Yes No
- 2) Applicant will utilize and retain documentation of a procurement process for purchasing the vehicle that at least meets the federal procurement requirements.
 Yes No
- 3) Applicant will maintain property records that include a description of the property and a serial number or other identifying number; identification of title holder; the acquisition date; the cost and the percentage of any federal funds supporting the purchase; the location, use, and condition of the property; and any disposition data, including the date of disposal and sale price.
 Yes No
- 4) Applicant will maintain liability insurance coverage at the level required by Virginia law.
 Yes No
- 5) Applicant has and will adhere to vehicle maintenance policies and procedures, including pre-trip inspection practices.
 Yes No
- 6) Applicant has and will adhere to vehicle usage policies and maintains vehicle usage records.
 Yes No
- 7) Applicant ensures that only licensed and insured drivers operate the vehicle.
 Yes No
- 8) Applicant has driver policies and procedures that include, at a minimum, safe driver training requirements, license and insurance verification policy, client transport policies, and emergency response procedures.
 Yes No
- 9) Applicant ensures that all passengers of the purchased vehicle will adhere to Virginia seatbelt and child seat laws, and national best practices recommendations for child restraints and rear seating for children.
 Yes No
- 10) Applicant will adhere to Virginia text messaging and cell phone laws that prohibit all drivers from texting while driving and prohibit the use of handheld cell phones for all drivers, with the exception of police and emergency responders.
 Yes No
- 11) Applicant has a policy for addressing transport needs for individuals with disabilities if the vehicle does not meet ADA requirements.
 Yes No

12) Applicant has a complaint policy that includes any complaints related to the provision of transport services.

Yes No

13) Applicant has useful life standards and asset disposition procedures.

Yes No

We fully attest that we will comply with the provisions for the use and disposition of property purchased with federal funds included in the Department of Justice Grants Financial Guide (3.7 Property Standards) and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Property Standards, 2 C.F.R. §200.310 through 2 C.F.R. §200.316).



Project Administrator Signature

3/1/2019
Date



Go Further
ford.com

ESCAPE 4WD

2013 ESCAPE SE 4WD
151.5" WHEELBASE
1.6L ECOBOOST ENGINE
6-SPD AUTO TRANS W/SLICHSHT

EXTERIOR: BALTIC SEA GREEN METALLIC
INTERIOR: GRAY/BLACK CLOTH SEATS

KU A03738

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- ACTIVE GRILLE SHUTTERS
 - DOOR HANDLES - BODY COLOR
 - DUAL EXHAUST CHROME TIPS
 - EASY-OPEN CARLESS FILLER
 - FOG LAMPS
 - HEADLAMP COURTESY DELAY
 - HEADLAMP - AUTO HALOGEN
 - MIRRORS - POWER GLASS
 - PRIVACY GLASS - REAR DOORS
 - REAR INT WIPER/WASH/WIPEERS

- INTERIOR**
- 1700CM UPDOWN REFRIG W/IN
 - 4-WAY PRT HEAD RESTRAINTS
 - 80/40 SPLIT FOLD REAR SEAT
 - CARPETED FLOOR MATS
 - DUAL SLIM VTS VARIETY MGR
 - DUAL ZONE AUTO CLIMATE CTL
 - RND PRT SEATS - 12-WAY PWR
 - KEY & REMOTE KEYLESS ENTR
 - ILLUMINATED MIRROR SYSTEM
 - ILLUMINATED TRUNK SYSTEM
 - POWER CHAIRS W/ 12V PORT
 - STEERING WHEEL MOUNTED
 - CHARGE & AUDIO CONTROLS

- FUNCTIONAL**
- AM/FM/MP3 8 SPEAKERS
 - AUTO START STOP TECH
 - BRUNES 4-WHEEL DISCS
 - ELECTRIC PARKING BRAKE
 - 7-RAMP LASS COMING ON BOARD
 - 4-ROOF RACK
 - INTER-LOCK ACCESS W/PLUSH
 - BUTTON START
 - HANDS-FREE
 - POWER STEERING W/EPAS
 - REAR VIEW CAMERA
 - REMOTE START SYSTEM
 - SECURICAGE KEYLESS KEYPAD
 - SECURICAGE - SYNC N/A ADAPT
 - SYNCHRO 8 SCRN WAAPLINKS

- SAFETY/SECURITY**
- ADVANCED ROPS WITH RSCB
 - AMBIAS - DRIVER KNEE FRONT
 - AMBIAS - FRNT SEAT
 - ANCHOR SIDE IMPACT
 - ARBARS - SAFETY CANOPY
 - LATCH CHILD SAFETY EXTERNAL
 - BEAMER ALARM
 - PERSONAL SAFETY SYSTEM
 - 80S POS-CRASH ALERT SYS*
 - THE PRESSURE MONIT SYS

- WARRANTY**
- 3-YR/50,000 BUMPER-TO-BUMPER
 - 5-YR/100,000 POWERTRAIN
 - 5-YR/100,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

EQUIPMENT ABOVE 2010

OPTIONAL EQUIPMENT/COLORS

ESCAPES LTR 43 80W TRIMS

NO CHARGE

NO CHARGE

NO CHARGE

17" SPARKLE SILVER PTD ALUM WHL

PRICE INFORMATION	MSRP*
BASE PRICE	\$28,000.00
TOTAL OPTION/OTHER	
TOTAL VEHICLE & OPTION/OTHER	\$28,000.00
DESTINATION & DELIVERY	\$65.00
TOTAL BEERER DISCOUNTS	\$3,998.00
4WD REGIONAL VALUE PACK	\$150.00
TOTAL SAVINGS	\$160.00

RESIDENCY RESTRICTIONS APPLY TO CERTAIN STATES BASED ON CUSTOMER ZIP CODE. SEE DEALER FOR DETAILS.

NAME ONE	CV18	CONVOY	47-1100 ORT 2
MODEL TWO			
This label is affixed pursuant to the Federal Automobile Information Disclosure Act, Queensland, Ontario, and The Fair, State and Local Taxes are not included. Dealer installed options or accessories are not included and included items listed above.			

FINANCING

Whether you decide to lease or finance your vehicle, you'll find the choice that's right for you. See your dealer for details or visit www.ford.com/finance

FORD CREDIT

JK033 N RB ZX 923 000020 10 03 16

fuel economygov

Calculate per-vehicle fuel economy and compare vehicles.

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★ ★ ★ ★ ★

Based on the combined ratings of frontal side and rear seat. Shaded ONLY for comparison to other vehicles of similar size and weight.

Frontal	Driver	★ ★ ★ ★ ★
Crash	Passenger	★ ★ ★ ★ ★
Side	Front seat	★ ★ ★ ★ ★
Crash	Rear seat	★ ★ ★ ★ ★
Rollover		★ ★ ★ ★ ★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★ ★ ★ ★ ★) with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA)

www.safercar.gov or 1-888-327-4236

Fuel Economy and Environment

24 MPG combined city/hwy

22 MPG city

28 MPG highway

Small SUVs range from 18 to 37 MPG. The best vehicle rates 136 MPG.

4.2 gallons per 100 miles

Annual fuel cost \$1,600

Fuel Economy & Greenhouse Gas Rating 14/100 (City) Smog Rating (Light) 7/10

Smartphone QR Code

You spend \$1,000 more in fuel costs over 5 years

compared to the average new vehicle.

FordPass™ Connect

With a FordPass Connect-equipped vehicle, you can use FordPass to:

- Access vehicle's current features
- Remotely start, lock and unlock your vehicle
- Locate your vehicle and check approximate fuel range
- Reorder vehicle health checks

Activate 4G LTE Wi-Fi hotspot

- New vehicles include 1-year complimentary 3-month or 3GB data Wi-Fi hot
- Connect up to 10 Wi-Fi-enabled devices

Visit ford.com/connected for more details.

FORD PROTECT

Most on Ford Protect. The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordProtect.com.

Freedom Ford Lincoln Inc

151 WOODLAND DR SW - WISE, VA 24293

Phone: 276-328-2686

Purchase Date: 02/04/19
Salesperson: Joshua Hileman

Lease Disclosure

Phone: 276-328-2686
Fax: 276-328-2786

Buyer:

Co-Buyer:

Purchased Vehicle

Stock #	Vehicle	Color	Miles	VIN
W1271	2019 FORD ESCAPE SE	GREEN	12	1FMCU9GD3KUA03738

Capitalized Cost

Selling Price	Selling Price	\$28,845.00
Fees	Documentation	\$499.00
	Electronic/Online	\$17.00
	License	\$45.75
	Certificate of Title	\$15.00
	Acquisition	\$645.00
Taxes	Up Front Tax	\$1,197.07
	Tax On Cap Reduction	\$83.00
Gross Cap Cost:		\$31,346.82
Total Credits:		\$2,000.00
Net Cap Cost:		\$29,346.82

Amount Due at Signing

Tax	\$0.00
First Payment	\$498.17
Total Items	\$498.17
Cash Cap Reduction:	\$0.00
Rebate Incept Reduction:	\$0.00
Trade Incept Reduction:	\$0.00
Total Inception:	\$0.00
Cash from Customer	\$498.17

Residual

FORD LEASE		
M.S.R.P.		\$28,845.00
Add-Ins M.S.R.P.		\$0.00
Package Discounts		\$0.00
Residualized Amount		\$28,845.00
Residualized %		47.00 %
Base Residual		\$13,557.15
Mileage Adjustment		\$0.00
Total Residual		\$13,557.15
Purchase Option Fee		\$0.00
Purchase Option		\$13,557.15
Existing Miles	12	
Miles Adjusted	12	
Total Standard Miles	58,500	
Extra Miles	0	
Total Leased Miles	58,500	

Payment Calculation

Gross Capitalized Cost		\$31,346.82
Cap Cost Reduction		\$2,000.00
Adjusted Cap Cost		\$29,346.82
Residual Value		\$13,557.15
Depreciation		\$15,789.67
Rent/Lease Charge		\$2,144.45
Base Payment		\$17,934.12
Lease Term	36 Months	
Lease Tax Rate	4.30 %	
Base Monthly Payment		\$498.17
Monthly Sales Tax		\$0.00
Total Monthly Payment		\$498.17

P. Prop.
+ 38.94

537.11

Freedom Ford Lincoln, Inc.

(276) 328-2686 47V 403
DEALER

VIN 1FMCU9GD3KUA03738

U9G7 ESCAPE 4DR SE 4WD Suggested Retail Price 28000.00 Invoice Amount 26740.00
2019 MODEL YEAR
BG BALTIC SEA GREEN METALLIC
KB GRAY/BLACK CLOTH SEATS

INCLUDED ON THIS VEHICLE
EQUIPMENT GROUP 200A

OPTIONAL EQUIPMENT/OTHER

99D .1.5L ECOBOOST ENGINE NC NC
446 .6-SPD AUTO TRANS W/SLCTSHFT NC NC
235/55R17 LRR A/S BSW TIRES
17F U9G01 NC NC
4WD REGIONAL VALUE PACKAGE NC NC
153 FRONT LICENSE PLATE BRACKET NC NC
17" SPARKLE SILVER PTD ALUM WHL

TOTAL OPTIONS/OTHER 00 00

RESIDENCY RESTRICTIONS APPLY
TO DISCOUNTS/SAVINGS - BASED
* ON CUSTOMER ZIP CODE. SEE *
* DEALER FOR DETAILS. *

TOTAL VEHICLE & OPTIONS/OTHER 28000.00 26740.00
DESTINATION & DELIVERY 995.00 995.00
TOTAL BEFORE DISCOUNTS 28995.00 27735.00
##SPECIAL ADDED DISCOUNTS#
4WD REGIONAL VALUE PACK 150.00- 144.00-
TOTAL SAVINGS 150.00- 144.00-

TOTAL FOR VEHICLE 28845.00

FUEL CHARGE 45.44
SHIPPING WEIGHT 3557 LBS.

TOTAL 28845.00 27636.44

28,845 - ADJ C.C.

÷ 100

288.45

X 13.5% TAX RATE

38.94

PER-PROP TAX
(Monthly Fee)

TERM - 36 mo.

MILEAGE - 19.5K/YR

RESIDUAL - 47%

RCL FACTOR - 3.3%

RCL CASH - 2,000.00

EST. PMT = 498.00

+ 39.00

TOTAL Mo.
EST. PMT. 537.00

This invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Freedom Ford Lincoln, Inc. 47V403 P.O. BOX 3419 Wise VA 24293		Order Type 2	Ramp Code CV18	Batch ID JK033	Price Level 920
Ship to (if other than above) Freedom Ford Lincoln, Inc 47403 Wise VA 24293		Date Inv. Prepared 10 03 18	Item Number 47-J100	Transit Days 08	Ship Through
Invoice & Unit Identification NO. 1FMCU9GD3KUA03738	Final Assembly Point LOUISVILLE	Finance Company and/or Bank Ford Motor Credit 000001			

HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA
835	27636.44	26728.44	26828.44	27800.89	278.00	418.00

This invoice to be used for the billing of vehicles only

Dealer's copy

Greg Pennington
1473 Main Avenue SW
Norton VA 24273
276-275-3029

Family Crisis Support Services
701 Kentucky Avenue SE
Norton, VA 24273

WOMEN'S UNIT

Build a 10 x 8 roof over existing deck
Remove 580ft of chain link fence
Replace with 6ft tall privacy fence

Total cost materials and labor \$14,500.00

Freedom Ford Lincoln Inc

151 WOODLAND DR SW - WISE, VA 24293
Phone: 276-328-2686

Purchase Date: 01/29/19
Salesperson: Joshua Hileman

Lease Disclosure

Phone: 276-328-2686
Fax: 276-328-2786

Buyer:

Co-Buyer:

Purchased Vehicle

Stock #	Vehicle	Color	Miles	VIN
W1316	2019 FORD TRANSIT T-	WHITE	10	1FBZX2YM4KKA28143

Capitalized Cost

Selling Price	Selling Price	\$41,750.00
Fees	Documentation	\$499.00
	Acquisition	\$645.00
	Gross Cap Cost:	\$42,894.00
	Total Credits:	\$0.00
	Net Cap Cost:	\$42,894.00

Amount Due at Signing

Tax	\$0.00
First Payment	\$953.18
Total Items	\$953.18
Cash Cap Reduction:	\$0.00
Rebate Incept Reduction:	\$0.00
Trade Incept Reduction:	\$0.00
Total Inception:	\$0.00
Cash from Customer	\$953.18

Payment Calculation

Gross Capitalized Cost	\$42,894.00	
Cap Cost Reduction	\$0.00	
Adjusted Cap Cost	\$42,894.00	
Residual Value	\$17,544.60	
Depreciation	\$25,349.40	
Rent/Lease Charge	\$8,965.08	
Base Payment	\$34,314.48	
Lease Term	36 Months	
Lease Tax Rate	0.15 %	
Base Monthly Payment	\$953.18	
Monthly Sales Tax	\$0.00	
Total Monthly Payment	\$953.18	

Residual

FORD LEASE		
M.S.R.P.		\$43,965.00
Add-Ins M.S.R.P.		\$0.00
Package Discounts		\$0.00
Residualized Amount		\$43,965.00
Residualized %		44.00 %
Base Residual		\$19,344.60
Mileage Adjustment		\$1,800.00
Total Residual		\$17,544.60
Purchase Option Fee		\$0.00
Purchase Option		\$17,544.60
Existing Miles		10
Miles Adjusted		22
Total Standard Miles		58,500
Extra Miles		9,000
Total Leased Miles		67,500

VA personal Property + 56.37
1,009.55

26,343.80

We are requesting funding to replace our heat pump units in our main office, which is connected to our downstairs men's housing unit.

Mid Mountain Heating and Cooling, located in Big Stone Gap, VA supplied Family Crisis Support Services with an updated quote on what replacement units would cost. Mid Mountain installed the two heat pumps in August of 2008 and have a working knowledge of the building and what would best fit our needs.

There were several necessary repairs made to these units in 2018 alone. As follows:

Warren Heating – 8/30/18 - \$242.48

Warren Heating – 9/27/18 - \$143.00

Warren Heating – 10/11/18 - \$192.96 It was during this repair that changing out the system was recommended.

The upstairs unit caught fire due to faulty wires, Crabtree Comfort Control came to fix on 7/19/18, immediately after the fire. Cost \$373.50

HCE – 5/18/2018 - \$75

HCE - 2/1/2018 - \$90

Majestic Air
 Heating and Air Conditioning
 329 Webb Rd.
 Piney Flats, TN. 37686
 423-391-7688

January 31, 2019

Family Crisis Support Services
 701 Kentucky Ave. SE
 Norton, Va. 24273
 276-679-7240

3.5Ton Equipment Choices

Option 1	Option 2		
<p>Trane XR 14</p> <ul style="list-style-type: none"> • 4TWR4042 • TEM4AOC42 • 14 SEER • 8.5 HSPF • 11.5 EER • 15KW Heat strips • Thermostat • Over flow safety switch • Flush freon lines • Electrical connection outside • Disconnect outside • Your Warranty 5-year Compressor 1-year parts 5-year thermostat 1-year labor <p style="text-align: center; margin-top: 20px;">Total Investment \$7757</p>	<p>Trane XR 16</p> <ul style="list-style-type: none"> • 4TWR6042 • TEM6AOC42 • 16 SEER • 9 HSPF • 13 EER • 15KW Heat strips • Thermostat • Over flow safety switch • Flush freon lines • Electrical connection outside • Disconnect outside • Your Warranty 5-year Compressor 1-year parts 5-year thermostat 1-year labor <p style="text-align: center; margin-top: 20px;">Total Investment \$9633</p>		

Signature: _____ Date: _____ (Majestic Air Representative)

Signature: _____ Date: _____ (Customer)

20% WILL BE DUE AT TIME OF CONTRACT ACCEPTANCE. BALANCE DUE UPON COMPLETION OF PROPOSED JOB.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. We are to do the work as specified. Payment will be made as outlined above. Contract cancellation is subject to a fee of 10% of total contract price Majestic Air may withdraw this Proposal if not accepted within 30 days.

Majestic Air
Heating and Air Conditioning
329 Webb Rd.
Piney Flats, TN. 37686
423-391-7688

The higher the SEER, EER, and HSPF numbers, the lower your utility bill should be.

SEER – Seasonal Energy Efficiency Ratio – newer cooling energy number (up to 21)

EER – Energy Efficiency Ratio – an older cooling energy number

HSPF – Heating Seasonal Performance Factor – heating energy number (up to 10)

This proposal also includes setting the heat pump up to operate properly and efficiently for your particular application; and ensuring that both the heating and cooling modes will operate properly.

*Family Crisis Support Services, Inc located at 701 Kentucky Avenue SE Norton, VA 24273 will need two (2) units.



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
Kingsport, TN 37660
423-245-5552 - Telephone
423-726-2222 - Fax
ID# 26-1981372

Client: Family Crisis Center
Property: 701 Kentucky Avenue SE
Norton, VA 24273

Home: (276) 275-0441

Operator Info:

Operator: SERVPRO9

Estimator: Michael Morgan
Position: Commercial Marketing Rep
Company: Servpro Kingsport/Bristol
Business: 5351 Fort Henry Dr.
Kingsport, TN 37663

Business: (423) 579-0210

E-mail: mmorgan@servpro9586.com

Type of Estimate: Water Damage

Date Entered: 2/4/2019

Date Assigned:

Price List: VABR8X_JAN19

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2019-02-04-0934-1-1



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
 Kingsport, TN 37660
 423-245-5552 - Telephone
 423-726-2222 - Fax
 ID# 26-1981372

2019-02-04-0934-1-1

Main Level

Main Level

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
1. Dumpster load - Approx. 20 yards, 4 tons of debris	1.50 EA	490.00	0.00	735.00
2. JES Evergreen LLC - see attached bid	1.00 EA	0.00	17,491.52	17,491.52
3. Equipment setup, take down, and monitoring (hourly charge)	5.00 HR	0.00	37.80	189.00
4. Hazardous Material Remediation - Clearance Test - completed by third party	1.00 EA	0.00	500.00	500.00
5. Add for personal protective equipment - Heavy duty - 3 techs for 3 days each - 2 suits per day - 1 before break, 1 after break	18.00 EA	0.00	18.45	332.10
Total: Main Level				19,247.62

Storage 1

Height: 8'

456.00 SF Walls	198.37 SF Ceiling
654.37 SF Walls & Ceiling	198.37 SF Floor
22.04 SY Flooring	57.00 LF Floor Perimeter
57.00 LF Ceil. Perimeter	

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
6. Clean more than the walls and ceiling - Heavy	852.74 SF	0.00	0.55	469.01
7. Tear out ceiling, wall & cleanup, bag - Cat 3	254.37 SF	1.25	0.00	317.96
8. Tear out and bag insulation - Category 3	198.37 SF	1.06	0.00	210.27
9. Apply anti-microbial agent to more than the walls and ceiling	852.74 SF	0.00	0.23	196.13
10. Negative air fan/Air scrubber (24 hr period) - 1 for 3 days	3.00 DA	0.00	71.65	214.95
11. Content Manipulation charge - per hour	0.50 HR	0.00	28.55	14.28
12. HEPA Vacuuming - Detailed - (PER SF)	852.74 SF	0.00	0.66	562.81
13. Remove Furring strip - 1" x 2"	198.37 SF	0.31	0.00	61.49
14. Floor protection - heavy paper and tape	198.37 SF	0.24	0.00	47.61
15. Tear out wood shelving	90.00 LF	3.26	0.00	293.40



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
 Kingsport, TN 37660
 423-245-5552 - Telephone
 423-726-2222 - Fax
 ID# 26-1981372

CONTINUED - Storage 1

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
16. Seal the surface area w/anti-microbial coating - one coat	393.00 SF	0.00	1.08	424.44
17. Clean with pressure	654.37 SF	0.00	0.23	150.51
18. Water extraction from hard surface floor	198.37 SF	0.00	0.20	39.67
19. Seal floor/ceiling joist system (anti-microbial coating)	198.37 SF	0.00	2.44	484.02
20. Seal stud wall for odor control (anti-microbial coating)	63.00 SF	0.00	1.78	112.14
21. Furring strip - 1" x 2"	198.37 SF	0.00	1.04	206.30
22. Batt insulation - 4" - R15 - paper faced	210.27 SF	0.00	0.95	199.76
23. 5/8" drywall - hung, taped, with smooth wall finish - ceiling	224.00 SF	0.00	2.20	492.80
24. Fluorescent light fixture - 6' & 8' - Detach & reset	2.00 EA	0.00	80.18	160.36
25. Seal/prime then paint the ceiling twice (3 coats)	198.37 SF	0.00	1.00	198.37
26. 2" x 4" x 8' #2 & better Fir / Larch (material only) - shelving unit material	20.00 EA	0.00	4.75	95.00
27. Material Only AC plywood - 1/2" - shelving unit material	96.00 SF	0.00	1.40	134.40
28. Torx screws - per pound - shelving unit material	2.00 LB	0.00	11.19	22.38
29. Carpenter - General Framer - per hour - 2 techs for 4 hours each - labor and equipment to fabricate shelving unit around perimeter of room	8.00 HR	0.00	77.30	618.40
30. Floor protection - plastic and tape - 10 mil	198.37 SF	0.00	0.26	51.58
31. Contents - move out then reset	1.00 EA	0.00	43.62	43.62
32. Seal & paint wood shelving, 12"- 24" width	90.00 LF	0.00	3.34	300.60
33. Stud wall - 2" x 4" x 8' load bearing - 16" oc - pressure treated bottom plate	28.50 LF	0.00	20.03	570.86
34. 1/2" water rock (greenboard) hung, taped, smooth, ready for paint	240.00 SF	0.00	1.55	372.00
35. Waterproof concrete & masonry paint	228.00 SF	0.00	1.24	282.72
36. Seal/prime then paint part of the walls twice (3 coats)	228.00 SF	0.00	1.00	228.00
37. Baseboard - 3 1/4"	28.50 LF	0.00	3.05	86.93



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
 Kingsport, TN 37660
 423-245-5552 - Telephone
 423-726-2222 - Fax
 ID# 26-1981372

CONTINUED - Storage 1

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
38. Paint baseboard - two coats	28.50 LF	0.00	1.06	30.21
39. Casing - 2 1/4"	18.00 LF	0.00	1.92	34.56
40. Paint door or window opening - 2 coats (per side)	1.00 EA	0.00	23.52	23.52
41. Paint door slab only - 2 coats (per side)	1.00 EA	0.00	28.56	28.56
42. Interior door - Detach & reset - slab only	1.00 EA	0.00	20.28	20.28
Totals: Storage 1				7,799.90

Storage 2

Height: 8'

368.00 SF Walls	132.25 SF Ceiling
500.25 SF Walls & Ceiling	132.25 SF Floor
14.69 SY Flooring	46.00 LF Floor Perimeter
46.00 LF Ceil. Perimeter	

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
43. Clean more than the walls and ceiling - Heavy	632.50 SF	0.00	0.55	347.88
44. Tear out baseboard and bag for disposal	11.60 LF	0.86	0.00	9.98
45. Tear out ceiling, cleanup, bag - Cat 3	132.25 SF	1.25	0.00	165.31
46. Tear out and bag insulation - Category 3	132.25 SF	1.06	0.00	140.19
47. Apply anti-microbial agent to more than the walls and ceiling	632.50 SF	0.00	0.23	145.48
48. HEPA Vacuuming - Detailed - (PER SF)	632.50 SF	0.00	0.66	417.45
49. Tear out cabinetry - full height unit	5.00 LF	6.81	0.00	34.05
50. Negative air fan/Air scrubber (24 hr period) - 1 for 3 days	3.00 DA	0.00	71.65	214.95
51. Containment Barrier/Airlock/Decon. Chamber	21.00 SF	0.00	0.74	15.54
52. Content Manipulation charge - per hour	0.50 HR	0.00	28.55	14.28
53. Remove Furring strip - 1" x 2"	132.25 SF	0.31	0.00	41.00
54. Floor protection - heavy paper and tape	132.25 SF	0.24	0.00	31.74
55. Seal the walls w/anti-microbial coating - one coat	368.00 SF	0.00	1.08	397.44



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
 Kingsport, TN 37660
 423-245-5552 - Telephone
 423-726-2222 - Fax
 ID# 26-1981372

CONTINUED - Storage 2

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
56. Tear out wood shelving	64.00 LF	3.26	0.00	208.64
57. Clean with pressure	500.25 SF	0.00	0.23	115.06
58. Water extraction from hard surface floor	132.25 SF	0.00	0.20	26.45
59. Seal floor/ceiling joist system (anti-microbial coating)	132.25 SF	0.00	2.44	322.69
60. 2" x 4" x 8' #2 & better Fir / Larch (material only) - shelving unit material	11.00 EA	0.00	4.75	52.25
61. Material Only AC plywood - 1/2" - shelving unit material	64.00 SF	0.00	1.40	89.60
62. Torx screws - per pound - shelving unit material	1.00 LB	0.00	11.19	11.19
63. Carpenter - General Framer - per hour - 2 techs for 2.5 hours each - labor and equipment to fabricate shelving unit around perimeter of room	5.00 HR	0.00	77.30	386.50
64. Seal & paint wood shelving, 12"- 24" width	33.00 LF	0.00	3.34	110.22
65. AC plywood - 1/2" - wall	96.00 SF	0.00	2.59	248.64
66. 1" x 4" lumber (.333 BF per LF)	4.00 LF	0.00	2.35	9.40
67. 1" x 2" lumber (.167 BF per LF)	24.00 LF	0.00	1.93	46.32
68. Seal/prime then paint the ceiling (2 coats)	132.25 SF	0.00	0.78	103.16
69. Baseboard - 3 1/4"	23.00 LF	0.00	3.05	70.15
70. Paint baseboard - two coats	23.00 LF	0.00	1.06	24.38
71. Furring strip - 1" x 2" - ceiling	132.25 SF	0.00	1.04	137.54
72. 5/8" drywall - hung, taped, with smooth wall finish - ceiling	160.00 SF	0.00	2.20	352.00
73. Fluorescent light fixture - 6' & 8' - Detach & reset	2.00 EA	0.00	80.18	160.36
74. Batt insulation - 4" - R15 - paper faced	140.19 SF	0.00	0.95	133.18
75. Cabinetry - full height unit	5.00 LF	0.00	296.67	1,483.35
76. Floor protection - plastic and tape - 10 mil	132.25 SF	0.00	0.26	34.39
77. Stud wall - 2" x 4" x 8' load bearing - 16" oc - pressure treated bottom plate	23.00 LF	0.00	20.03	460.69
78. 1/2" water rock (greenboard) hung, taped, smooth, ready for paint	192.00 SF	0.00	1.55	297.60
79. Seal/prime then paint part of the walls twice (3 coats)	184.00 SF	0.00	1.00	184.00
2019-02-04-0934-1-1			2/21/2019	Page: 5



Servpro of Kingsport/Bristol

5351 Fort Henry Dr.
 Kingsport, TN 37660
 423-245-5552 - Telephone
 423-726-2222 - Fax
 ID# 26-1981372

CONTINUED - Storage 2

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
80. Waterproof concrete & masonry paint	184.00 SF	0.00	1.24	228.16
81. Casing - 2 1/4"	18.00 LF	0.00	1.92	34.56
82. Paint door or window opening - 2 coats (per side)	1.00 EA	0.00	23.52	23.52
83. Paint door slab only - 2 coats (per side)	1.00 EA	0.00	28.56	28.56
84. Interior door - Detach & reset - slab only	1.00 EA	0.00	20.28	20.28
Totals: Storage 2				7,378.13

Playroom

Height: 8'

936.31 SF Walls	617.26 SF Ceiling
1,553.57 SF Walls & Ceiling	617.26 SF Floor
68.58 SY Flooring	117.04 LF Floor Perimeter
117.04 LF Ceil. Perimeter	

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
85. Tear out non-salv floating floor & bag for disposal	617.26 SF	1.18	0.00	728.37
86. Tear out baseboard	80.00 LF	0.31	0.00	24.80
87. Containment Barrier/Airlock/Decon. Chamber	77.00 SF	0.00	0.54	41.58
88. Containment Barrier - tension post - per day	12.00 DA	0.00	3.30	39.60
89. Tear out and bag insulation	168.00 SF	0.52	0.00	87.36
90. Tear out wall, cleanup, bag for disposal	168.00 SF	0.66	0.00	110.88
91. Tear out baseboard and bag for disposal	9.00 LF	0.86	0.00	7.74
92. Tear out wall, cleanup, bag - Cat 3	63.00 SF	1.25	0.00	78.75
93. Floor protection - heavy paper and tape	617.26 SF	0.24	0.00	148.14
94. Waterproof concrete & masonry paint	168.00 SF	0.00	1.24	208.32
95. Remove Furring strip - 1" x 2"	168.00 SF	0.31	0.00	52.08
96. Content Manipulation charge - per hour	0.50 HR	0.00	28.55	14.28
97. Tear out ceiling, cleanup, bag - Cat 3	48.00 SF	1.25	0.00	60.00
98. Clean more than the walls and ceiling - Heavy	2,170.83 SF	0.00	0.55	1,193.96



Servpro of Kingsport/Bristol

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CONTINUED - Playroom

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
99. Apply anti-microbial agent to more than the walls and ceiling	2,170.83 SF	0.00	0.23	499.29
100. HEPA Vacuuming - Detailed - (PER SF)	2,170.83 SF	0.00	0.66	1,432.75
101. Stud wall - 2" x 4" x 8' - 16" oc - pressure treated bottom plate	53.00 LF	0.00	19.43	1,029.79
102. Batt insulation - 4" - R15 - paper faced	654.29 SF	0.00	0.95	621.58
103. 5/8" drywall - hung, taped, with smooth wall finish	640.00 SF	0.00	2.20	1,408.00
104. 1/2" water rock (greenboard) hung, taped, smooth, ready for paint	320.00 SF	0.00	1.55	496.00
105. Seal/prime then paint the walls and ceiling twice (3 coats)	1,553.57 SF	0.00	1.00	1,553.57
106. Baseboard - 3 1/4"	117.04 LF	0.00	3.05	356.97
107. Paint baseboard - two coats	117.04 LF	0.00	1.06	124.06
108. Crown molding - 3 1/4"	117.04 LF	0.00	3.84	449.43
109. Paint crown molding - two coats	117.04 LF	0.00	1.11	129.91
110. Casing - 2 1/4"	52.00 LF	0.00	1.92	99.84
111. Paint door or window opening - 2 coats (per side)	4.00 EA	0.00	23.52	94.08
112. Outlet with conduit - Detach & reset	7.00 EA	0.00	49.48	346.36
Outlets must be safely detached from block wall, extended, and installed in the new wall				
113. Phone, TV, or speaker outlet	2.00 EA	0.00	22.15	44.30
114. Lattice work	32.00 SF	0.00	3.94	126.08
115. Seal & paint lattice work	32.00 SF	0.00	1.03	32.96
116. Fluorescent light fixture - 6' & 8' - Detach & reset	6.00 EA	0.00	80.18	481.08
117. Wall mounted heater - Detach & reset	1.00 EA	0.00	179.21	179.21
118. Labor to tie new wall into existing interior wall system - wall between playroom and storage room 2	2.00 HR	0.00	77.30	154.60
Totals: Playroom				12,455.72



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landing

Height: 8'

110.87 SF Walls	19.14 SF Ceiling
130.01 SF Walls & Ceiling	19.14 SF Floor
2.13 SY Flooring	13.82 LF Floor Perimeter
17.66 LF Ceil. Perimeter	

Missing Wall

3' 10" X 8'

Opens into STAIRWAY

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
119. Clean more than the walls and ceiling - Heavy	149.16 SF	0.00	0.55	82.04
120. Apply anti-microbial agent to more than the walls and ceiling	149.16 SF	0.00	0.23	34.31
121. HEPA Vacuuming - Detailed - (PER SF)	149.16 SF	0.00	0.66	98.45
122. Seal floor/ceiling joist system (anti-microbial coating)	19.14 SF	0.00	2.44	46.70
123. Clean with pressure	19.14 SF	0.00	0.23	4.40
124. Dehumidifier (per 24 hour period) - Large - No monitoring	3.00 EA	0.00	73.13	219.39
125. Air mover (per 24 hour period) - No monitoring	3.00 EA	0.00	25.49	76.47
126. Water extraction from hard surface floor	19.14 SF	0.00	0.20	3.83
127. Floor protection - heavy paper and tape	19.14 SF	0.24	0.00	4.59
128. Negative air fan/Air scrubber (24 hr period) - 1 for 3 days	3.00 DA	0.00	71.65	214.95
129. Seal block with masonry sealer	110.87 SF	0.00	0.69	76.50
130. Paint door slab only - 2 coats (per side)	2.00 EA	0.00	28.56	57.12
131. Paint door or window opening - 2 coats (per side)	2.00 EA	0.00	23.52	47.04
132. Exit sign - Detach & reset	1.00 EA	0.00	53.77	53.77
133. Floor protection - plastic and tape - 10 mil	19.14 SF	0.00	0.26	4.98

Totals: landing

1,024.54



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Stairway

Height: Sloped

426.09 SF Walls	67.30 SF Ceiling
493.39 SF Walls & Ceiling	61.60 SF Floor
6.84 SY Flooring	35.99 LF Floor Perimeter
42.79 LF Ceil. Perimeter	

Missing Wall

3' 10" X 8'

Opens into LANDING

DESCRIPTION	QNTY	REMOVE	REPLACE	TOTAL
134. Tear out non-salvageable carpet, cut/bag - Cat 3	61.60 SF	0.79	0.00	48.66
135. Clean more than the walls and ceiling - Heavy	554.99 SF	0.00	0.55	305.24
136. Apply anti-microbial agent to more than the walls and ceiling	554.99 SF	0.00	0.23	127.65
137. HEPA Vacuuming - Detailed - (PER SF)	554.99 SF	0.00	0.66	366.29
138. Remove ceiling tile & drywall and bag - Cat 3	1.00 SF	1.11	0.00	1.11
139. Paint the walls - two coats - 2 colors	426.09 SF	0.00	0.93	396.26
140. Floor protection - plastic and tape - 10 mil	61.60 SF	0.00	0.26	16.02
141. Handrail - wall mounted - Detach & reset	14.00 LF	0.00	5.70	79.80
142. Material Only Suspended ceiling tile - 2' x 4'	71.34 SF	0.00	1.03	73.48
143. Acoustic Ceiling - Labor Minimum	1.00 EA	0.00	161.60	161.60
144. Carpet cleaning - Minimum charge	1.00 EA	0.00	172.74	172.74
145. Paint suspended ceiling grid	67.30 SF	0.00	0.32	21.54
146. Smoke detector - Detach & reset	1.00 EA	0.00	40.05	40.05
147. Fluorescent light fixture - 6' & 8' - Detach & reset	1.00 EA	0.00	80.18	80.18
148. Two ladders with jacks and plank (per day)	2.00 DA	0.00	123.20	246.40

Totals: Stairway 2,137.02

Total: Main Level 50,042.93

Line Item Totals: 2019-02-04-0934-1-1 50,042.93



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Grand Total Areas:

2,297.28 SF Walls	1,034.32 SF Ceiling	3,331.60 SF Walls and Ceiling
1,028.62 SF Floor	114.29 SY Flooring	269.85 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	280.49 LF Ceil. Perimeter
1,028.62 Floor Area	1,103.13 Total Area	2,297.28 Interior Wall Area
1,720.27 Exterior Wall Area	175.17 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



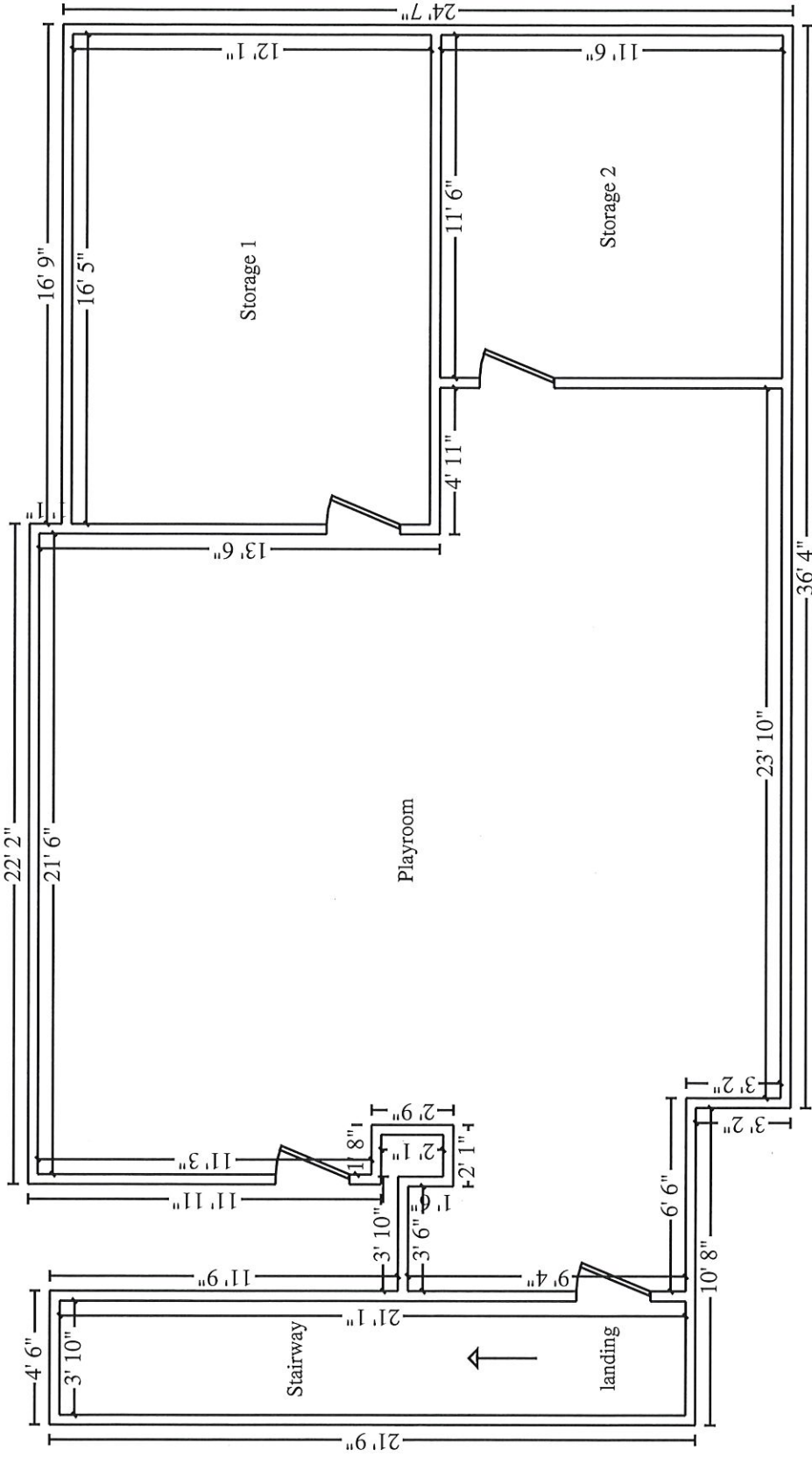
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Summary for Dwelling

Line Item Total			50,042.93
Overhead	@	10.0%	5,004.41
Profit	@	10.0%	5,004.41
Material Sales Tax	@	5.300%	409.90
Replacement Cost Value			\$60,461.65
Net Claim			\$60,461.65

Michael Morgan
Commercial Marketing Rep



Main Level

A&L Paving

Coy Vanover

10239 Coeburn Mountain Road
Wise, VA 24293
Phone: 276.275.7324

ESTIMATE

DATE: February 26, 2019

Estimate for:

Family Crisis Center
Adam Thompson
Norton VA 24273

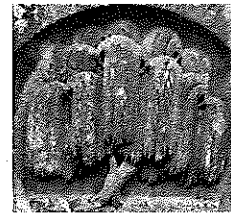
DESCRIPTION	AMOUNT
Paving parking lot as discussed - 2.5" around building - 3" in front to road - Riser around sewage cleanout	\$24,040.00
TOTAL	\$24,040.00

Estimate is good for 30 days.

If you have any questions concerning this estimate, contact Coy Vanover at 276.275.7324.

THANK YOU FOR YOUR BUSINESS!

**WALL DEVELOPMENT, INC.
1175 WILLOW RUN DRIVE
ABINGDON, VA 24210**



**Estimate for work
16610 Wise Street, St. Paul, VA.**

1. All of the hardwoods need refinished (upstairs and downstairs)
2. The interior needs full repaint
3. Three bathrooms need gutting. Save green fixtures, install shower upstairs/
4. Kitchen new floors, trim, and counter tops. Refinish cabinets. Replace light fixture.
5. Replace 3 outside doors. All outside doors need new locks.
6. Basement needs water sealing. Repair to water lines.
7. Bedroom door needs to be replaced.
8. Garage new door, solid door on side and garage door opener.
9. Removal of old heating baseboards and wall repair
10. Removal of cabinets in the dining room
11. New plumbing.

Total cost for work estimate. \$30,000

David R. Wall
(276) 356-7866

Contractor Number 2705051922