

STATE OF NORTH CAROLINA

COUNTY OF CUMBERLAND

AGREEMENT BETWEEN  
THE CITY OF FAYETTEVILLE, NORTH CAROLINA  
AND  
CENTER FOR ECONOMIC EMPOWERMENT AND DEVELOPMENT

THIS AGREEMENT, effective June 30, 2017, through July 31, 2018, by and between the CITY OF FAYETTEVILLE, NORTH CAROLINA (hereinafter called "CITY"), a municipal corporation located in Cumberland County, North Carolina, and CENTER FOR ECONOMIC EMPOWERMENT AND DEVELOPMENT, formerly known as the Women's Center of Fayetteville, (hereinafter called "RECIPIENT"), a non-profit organization, having its principal place of business in Cumberland County, North Carolina.

WITNESSETH:

WHEREAS, CITY and RECIPIENT are desirous of entering into an agreement for economic development services.

NOW, THEREFORE, it is mutually agreed and understood between the parties as follows:

1. **TERM OF AGREEMENT:** This Agreement shall commence June 30, 2017, and terminate July 31, 2018, unless sooner terminated as provided for herein.

2. **EARLY TERMINATION:** The CITY, in its discretion, may terminate this Agreement at any time prior to its normal expiration date upon sixty (60) days advance written notice to the RECIPIENT. If RECIPIENT shall at anytime breach any part of this Agreement, this Agreement shall immediately terminate upon receipt of written notice of the same, signed by the CITY, and RECIPIENT shall refund any unused funds to CITY within five (5) banking days. Unused funds shall mean, for the purposes of this Agreement, any FUNDS appropriated by CITY that are not needed to satisfy any outstanding indebtedness of the RECIPIENT associated with Section 3, Services to be Performed, as validated by CITY, on the date of breach and/or termination as provided herein.

3. **SERVICES TO BE PERFORMED:** RECIPIENT, in and for the consideration recited in Paragraph 3 herein, agrees to design and construct a training station kitchen incubator in the City of Fayetteville, North Carolina as stated and identified in Appendix A.

4. **REPORTS AND DELIVERABLES:** The RECIPIENT shall no less frequently than quarterly provide reports to the Community Development Department, c/o Victor Sharpe, City of Fayetteville, PO Drawer D, Fayetteville, NC 28302, who shall be primarily responsible for determining RECIPIENT'S compliance with this Agreement, on the following activities with the level of detail determined by CITY taking into consideration confidentiality and related professional standards:

- A. Accomplishments, progress and actions taken toward meeting the goals sought or services to be performed as indicated in Section 3 and Appendix A of this Agreement.
- B. Reports are due by the 15th of the month following the end of each quarter and shall be mailed to the Community Development Department, c/o Victor Sharpe, City of Fayetteville, PO Drawer D, Fayetteville, NC 28302.

**5. PAYMENT:** The CITY will provide financial support to the RECIPIENT not to exceed \$350,000 to be paid in three equal payments during the CITY's 2017-2018 fiscal year per the budget as follows:

- A. Initial Payment of \$116,670.00 upon the completion of Construction Documents and Advertising for bids
- B. Second Payment of \$116,670.00 upon the initiation of Construction
- C. Final Payment of \$116,660.00 upon the issuance of Certificate of Occupancy.

The CITY's payment shall be that authorized by the City Council in the budget for the relevant period and will be paid out within thirty (30) days of receipt of proof of the successful completion of project deliverables identified in Section 5 herein from the RECIPIENT, which shall be submitted within fifteen (15) days after the above deliverables have been satisfied to the CITY's Community Development Department. Payment shall be conditioned upon the satisfactory submission of all required reports and deliverables and addressed to:

Center for Economic Empowerment & Development,  
c/o Suzy Hrabovsky,  
230 Hay St.  
Fayetteville, NC 28301

**6. NON-APPROPRIATION:** Notwithstanding any other provisions of this Agreement, the parties agree that payments due hereunder from the CITY are from appropriations and monies from the City Council and any other governmental entities. In the event appropriations or monies are not made available to the CITY to pay the terms of this Agreement for any fiscal year, this Agreement shall terminate immediately without further obligation of the CITY.

**7. FINANCIAL RECORDS AND REPORTS:** RECIPIENT shall maintain financial records of economic development activities separate and distinct from other services the RECIPIENT may provide.

- A. Quarterly financial activity reports shall be submitted for review by the CITY'S Finance Director and shall be in such detail as required by the Finance Director for CITY to maintain compliance with the fiscal control laws of the state of North Carolina pertaining to local government, N.C.G.S. Chapter 159.



- B If after a review of the previous quarterly financial report, it is determined that expenditures were made which were not in compliance with N.C.G.S. Chapter 159, and any other federal, state or local law policy, or regulation affecting the expenditure of public funds, the amount of these expenditures may either be deducted from the next month's appropriation or the next month's appropriation may be withheld, depending upon whichever is recommended by the City Manager.

**8. AUDIT:** The RECIPIENT agrees that it will provide the CITY with a certified audit, a copy of the management letter, and management's response to the auditor recommendations, by independent auditors for the fiscal year period ending July 31, 2018 and 2019. The audit will specifically state whether or not the CITY's funds were used exclusively for those purposes stated in Section 2 and Appendix A. The audit will specifically describe any exceptions and the amount of exception. It is understood that such audits may not be available upon the commencement of this Agreement. The audit is due to the CITY one hundred and twenty (120) days after the RECIPIENT year-end.

- A. If at any time the CITY determines the RECIPIENT is not in compliance with either this Agreement or N.C.G.S. Chapter 159, or any other federal, state, or local law, policy, or regulation affecting the expenditure of public funds, the RECIPIENT shall be notified in writing as to the nature of the deficiency. It is the responsibility of the RECIPIENT at its expense to rectify and/or reconcile any material deficiencies identified by audit or monthly review of financial activity by the CITY. Failure to cure a material deficiency in compliance with N.G.C.S. Chapter 159 or the terms of this Agreement within thirty (30) days of receipt of a written notice from the CITY shall constitute a default and may be cause for termination of this Agreement.
- B. At any time the CITY deems it necessary or appropriate, the RECIPIENT agrees that an internal audit by the CITY may be made of the RECIPIENT's books or records to assess the current financial condition of the RECIPIENT and compliance with this Agreement.

**9. INDEPENDENT CONTRACTOR:** RECIPIENT is a non-profit corporation of the State of North Carolina and is an independent contractor. RECIPIENT is not an agent, officer, or employee of the CITY and shall have no authority to act as an agent of the CITY, nor enter any agreement for or on behalf of the CITY. RECIPIENT shall at all times provide CITY with satisfactory proof of its status as a non-profit corporation organized to do business in the State of North Carolina.

**10. ASSIGNMENT:** The RECIPIENT shall not assign its contract rights under this Agreement nor any part thereof, nor delegate or subcontract any performances hereunder without first obtaining the CITY's written approval thereof.

**11. RECIPIENT AND AUTHORITY:** The CITY hereby designates the City Manager or his/her designee as its exclusive agent with respect to this Agreement. The City Manager or his/her designee is authorized, on behalf of the CITY, to negotiate directly with the RECIPIENT on all matters pertaining to this Agreement. The RECIPIENT agrees that all of its



dealings with the CITY in respect to the terms and conditions of this Agreement shall be exclusively with the City Manager or his/her designee. Further, the RECIPIENT specifically agrees that it shall not implement any requested modifications in the specifications of any of the services subject to this Agreement except in the manner described in the paragraph entitled MODIFICATION.

**12. MODIFICATION:** This Agreement may be modified only by an instrument duly executed by the parties or their respective successors.

**13. NOTICES:** Any notices to be given by either party to the other under the terms of this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by hand, with written acknowledgment of receipt, or mailed by registered or certified mail to the other party at the following addresses or to such other addresses as either party hereafter from time to time designates in writing to the other party for the receipt of notice:

**RECIPIENT:**  
Chief Executive Officer  
Center for Economic Empowerment Development  
230 Hay St.  
Fayetteville, NC 28301

**CITY:**  
City Manager  
PO Drawer D  
Fayetteville, NC 28302  
Telephone: (910) 433-1990

Such notice, if mailed, shall be deemed to have been received by the other party on the date contained in the receipt.

**14. CHANGES IN BYLAWS, INSURANCE POLICIES, OR BOARD MEMBERSHIP:** In the event of any change in the RECIPIENT's bylaws, governing body membership, or insurance policies, RECIPIENT agrees that it shall immediately notify the CITY. RECIPIENT shall make compliance with this Agreement a part of its bylaws or have this Agreement approved by its Board of Directors with a copy of the minutes approving this Agreement being submitted to the CITY at the time of execution.

**15. CERTIFICATION:**

- A. The CITY, by the signature of the City Manager affixed to this Agreement, certifies that the funds stated in Paragraph 1 above were approved as part of the 2016-2017 budget of the CITY of Fayetteville and are available for RECIPIENT'S use consistent with the terms of this contract.
- B. RECIPIENT, by the signature of its chief executive officer affixed hereto, certifies that it has complied, or will comply with all requirements of this contract prior to the application for any approved funds, and further agrees that the CITY is under no obligation to pay any funds pursuant to this Agreement until such requirements have been met.

**16. STATUTORY FUNDING AUTHORIZATION:**

- A. Funding in support of RECIPIENT programs described in Section 2 and Appendix A of this Agreement shall be authorized by general statute.



B. **Limitation:** No expenditure to a non-City agency shall be made until the CITY has approved the same, and all such expenditures shall be accounted for by the agency at the end of the fiscal year.

17. **ELIGIBILITY:** An outside RECIPIENT shall have a central office in the City of Fayetteville which has been established for at least ninety (90) days and have a community service function considered to be of significant importance to the CITY. Said outside RECIPIENT must be governed by a Board of Trustees or a Board of Directors. Either Board may have minority representation.

18. **APPLICATION:** Prior to receiving any funds, said RECIPIENT shall submit to the appropriate cognizant department of the City of Fayetteville, a copy of its by-laws, a list of the members of the governing board, a copy of its approved budget, a copy of its articles of incorporation, and a copy of its current tax exempt letter from the Internal Revenue Service.

19. **E-VERIFY:** The RECIPIENT hereby acknowledges that "E-Verify" is the federal E-Verify program operated by the US Department of Homeland Security and other federal agencies which is used to verify the work authorization of newly hired employees pursuant to federal law and in accordance with Article 2, Chapter 64 of the North Carolina General Statutes. RECIPIENT further acknowledges that all employers, as defined by Article 2, Chapter 64 of the North Carolina General Statutes, must use E-Verify and after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS §64-26(a). RECIPIENT hereby pledges, attests and warrants through execution of this Agreement that RECIPIENT complies with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes and further pledges, attests and warrants that anyone currently employed by or subsequently hired by RECIPIENT shall comply with any and all E-Verify requirements. Failure to comply with the above requirements shall be considered a breach of this Agreement.


20. **N.C. IRAN DIVESTMENT ACT:** As mandated by N.C.G.S. 143C-6A-5(a), RECIPIENT certifies that it is not listed on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C.G.S. 143C-6A-4. RECIPIENT further certifies that in accordance with N.C.G.S. 143C-6A-5(b) that it shall not utilize any subcontractor found on the State Treasurer's Final Divestment List. RECIPIENT certifies that the signatory to Agreement is authorized by the RECIPIENT to make the foregoing statement.

IN WITNESS WHEREOF, the CITY and RECIPIENT have executed this Agreement and caused their seals to be affixed and attested as of the day and year first above written.

ATTEST:

**CENTER FOR ECONOMIC  
EMPOWERMENT DEVELOPMENT**

  
Secretary

By:   
SUZY HRABOVSKY, CEO

ATTEST:

CITY OF FAYETTEVILLE

*Pamela Megill*  
PAMELA MEGILL, City Clerk



*Douglas J. Hewett*  
DOUGLAS J. HEWETT, City Manager

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

APPROVED AS TO FORM:

*Cheryl Spivey*  
CHERYL SPIVEY, Chief Financial Officer

*Lisa Y. Harper*  
Lisa Y. Harper, Asst. City Attorney





April 21, 2017

Ms. Suzy Hrabovsky  
Executive Director, North Carolina CEED  
230 Hay Street  
Fayetteville, NC 28301

**RE: Phase I Design Fee Proposal for Center of Economic Empowerment & Development;  
The Training Station Kitchen Incubator**

Dear Ms. Hrabovsky,

We appreciate the opportunity to submit this proposal for the design and construction administration services on Phase I of the Training Station Project.

Phase I fee will be targeted at designing an interior upfit for a startup kitchen incubator per the attached concept plan in the rear 1/3<sup>rd</sup> (3,700sf) of your existing warehouse. The ultimate potential of the project will always be considered, but the Phase I initial design will be for minimal site work, exterior walls and roof. Our work will be setup to identify bid alternates to include two of the kitchens as "upfit-ready" giving you the most flexibility in matching your \$650,000 project budget and donor gifts at the time of construction. Our work on Phase I will be for basic services only. We can provide any special testing, commissioning, sustainability registrations, roof, building envelope or energy modeling analysis should you require, but they are not included within this proposal.

**FEES:**

- I. **Fundraising Renderings:** The design team will provide (2) concept renderings of the future phases of the project for fundraising purposes for \$6,000.00.
- II. **Architectural & Engineering Services: Design/SD - Construction/CA -** The design team will perform design services for Phase I on a percentage basis 14% of the \$650,000+/- construction cost including Construction Administration CA Services. If the total construction cost holds to this estimate, our fees will be \$91,000.

Services required as a result of plan changes after schematic design, scope additions and substantial value engineering, will be billed as an additional service at our regular billing rates. Design Phase SD's through CD's are scheduled for (3) months from June - August 2017, if the design schedule is delayed beyond September 2017 an additional \$2,000 monthly project carrying cost will be applied until either the project scope changes or the project resumes.

We are excited and happy to support this project and feel it will be a great addition to our downtown, providing economic opportunities to many small businesses and individuals. It is for this reason we feel comfortable to have donated more than \$20,000 in logged hours towards the project since its inception in 2012.

If you have any questions about our proposal, please let us know as we will be happy to work toward a mutually agreeable proposal.

Sincerely,

Eric J. Lindstrom, AIA, LEED AP  
Principal-SfL+a Architects, PA

**Principals**

- Robert W. Ferris, AIA, LEED AP
- Eric J. Lindstrom, AIA, LEED AP
- Ronald A. Rice
- Thomas W. Hughes, AIA, LEED AP
- Barry H. Bucknart, AIA

**Associates**

James C. Dean

**Offices**

Fayetteville, NC  
Raleigh, NC

110 Anderson Street  
Fayetteville, NC 28301  
Phone: 910.487.4989  
Fax: 919.379.6355  
www.sfl+a.biz

**Proposed Design & Construction Schedule:**

Project Startup - Schematic Design SD	1 month	May-June 30, 2017
Design Development DD	1 month	July 2017
Construction Documents CD	1 month	August 2017
Bld & Negotiation/Permitting BN	2 months	September/October 2017
Ground Breaking		November 2017
Construction CA	7 months	November - June 2018
Building Dedication		July 2018





**Train Station Kitchen Incubator  
Phase I Budget**

**Hard Costs:**

Division 1 General Requirements:	\$101,900.00
Division 2 Existing Conditions:	\$ 20,906.00
Division 3 Concrete:	\$ 45,306.63
Division 5 Metals:	\$ 9,500.00
Division 6 Wood, Plastics & Composites:	\$ 5,000.00
Division 7 Thermal & Moisture Protection:	\$ 6,900.00
Division 8 Openings:	\$ 19,475.00
Division 9 Finishes:	\$164,571.00
Division 10 Specialties:	\$ 625.00
Division 11 Equipment:	\$112,400.00
Division 15 Mechanical:	\$126,400.00
Division 16 Electrical:	\$ 72,200.00

**Subtotal Hard Costs : \$668,083.63**

**Mark Up:**

Division 99: \$110,682.04

**Subtotal Mark Up: \$110,682.04**

**Total: \$778,765.67**

**Principals**

Robert W. Ferris, AIA,  
LEED, LEED AP

Eric J. Lindstrom, AIA,  
LEED AP

Ronald A. Rice

Thomas W. Elighes, AIA,  
LEED, LEED AP

Barry H. Buchanan, AIA

**Associates**

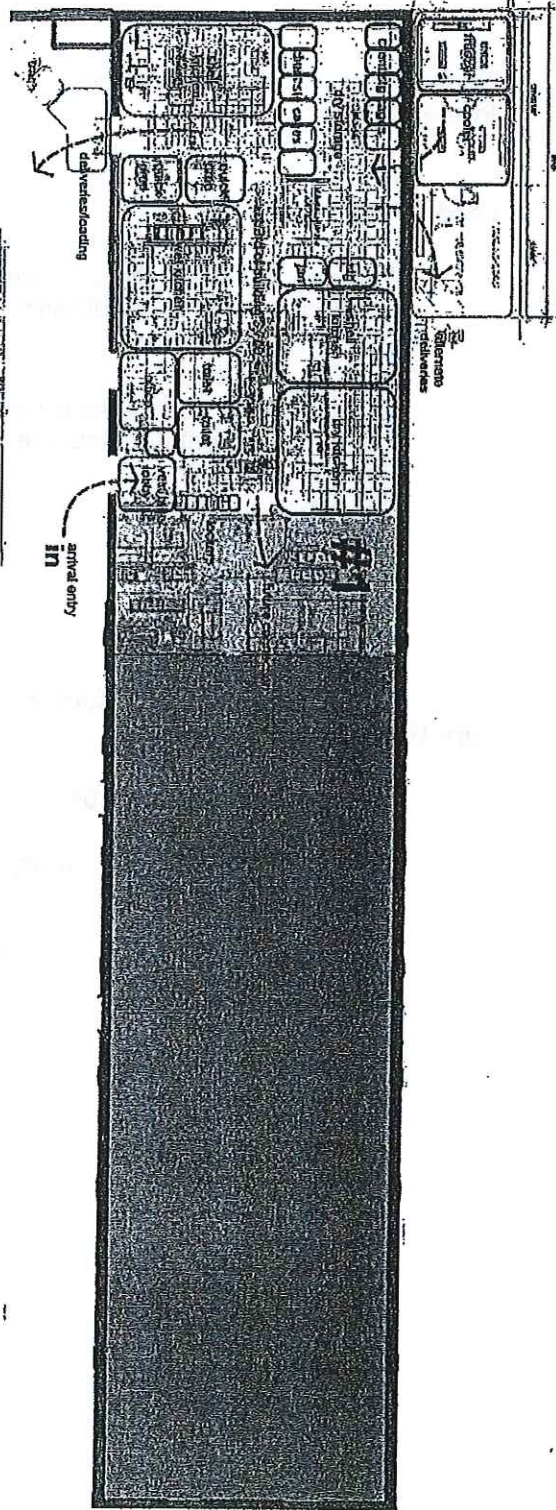
James C. Dean

**Offices**

Fayetteville, NC

Raleigh, NC

110 Anderson Street  
Fayetteville, NC 28301  
Phone: 910.484.4989  
Fax: 910.573.6355  
www.sfla.biz





# CEED Training Station Construction Budget

DIV#:	WORK SCOPE:	SAVINGS:
DIV. 1	Demolition Existing Openings	\$ 4,500.00 Volunteer/Donation
DIV. 1	Site Storm Drains	\$ 9,000.00 Scope reduction
DIV. 1	Oil/Water Separator for Truck Wash	\$ 2,500.00 Donor/Grant Opportunity
DIV. 1	Stripe Asphalt	\$ 4,200.00 Volunteer/Donation
DIV. 1	Chainlink Client Storage	\$ 14,400.00 Volunteer/Donation
DIV. 3	Loading Dock - Scale back from \$31,500	\$ 10,000.00 Scope reduction
DIV. 3	Reduce slab on grade \$3,800 to \$2,000	\$ 1,800.00 Scope reduction
DIV. 5	Reduce railings for loading dock \$17,500 to \$7,500	\$ 10,000.00 Scope reduction
DIV. 7	Reduce roof openings 12 to 6	\$ 5,400.00 Scope reduction
DIV. 9	Take FRP out of shell kitchens	\$ 20,000.00 Scope reduction
DIV. 9	Paint Exterior of Building	\$ 17,100.00 Volunteer/Donation
DIV. 10	Lockers	\$ 10,509.00 Volunteer/Donation
DIV. 10	Toilet Accessories - Vendor/Donor	\$ 1,500.00 Volunteer/Donation
	<b>Possible Savings/Reallocation</b>	<b>\$ 110,909.00</b>

DIV. 11	Cooler Freezer - verify if in equipment	\$ 50,000.00 Need to verify
DIV. 11	Kitchen Prep Sinks - are they in equip budget?	\$ 32,000.00 Need to verify
		\$ 47,200.00 Scope Reduction
		\$ 47,709.00 Volunteer/Donation

believe this may be for new cooler slab



# Train Station Kitchen Incubator

Job: 992015179 - Train Station Kitchen Incubator, Fayetteville, NC

TY	Reference	Type	AdjQty	Units	AdjUnitCost	Labor	Material	Equipment	SubContr	Other	XtdCost
<b>HARD COSTS ( 01)</b>											
<b>DIVISION 1 ( 0101)</b>											
O	01.21	General Conditions	4.00	MO	25,000.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00
S	01.62	Final Clean-up	3,800.00	SF	0.50	0.00	0.00	0.00	1,900.00	0.00	1,900.00
<b>Subtotal: DIVISION 1 ( 0101)</b>						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,900.00</b>	<b>\$100,000.00</b>	<b>\$107,900.00</b>
<b>DIVISION 2 ( 0102)</b>											
S	02.02	Termite Treatment	3,800.00	SF	0.12	0.00	0.00	0.00	456.00	0.00	456.00
S	02.11	Demolition (Remove Existing Opening Infills)	3.00	EA	1,500.00	0.00	0.00	0.00	4,500.00	0.00	4,500.00
S	02.64	Site Water Lines	100.00	LF	19.00	0.00	0.00	0.00	1,900.00	0.00	1,900.00
S	02.65	Site Sewer Lines	100.00	LF	25.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00
S	02.66	Site Storm Drains	200.00	LF	45.00	0.00	0.00	0.00	9,000.00	0.00	9,000.00
S	02.67	Grease Trap 1000 gal	1.00	LS	8,500.00	0.00	0.00	0.00	8,500.00	0.00	8,500.00
S	02.68	Oil / Water Separator for Truck Wash	1.00	LS	2,500.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00
S	02.69	Stripe Existing Asphalt Lot / Code Signage	1.00	LS	4,200.00	0.00	0.00	0.00	4,200.00	0.00	4,200.00
S	02.70	New Stone Overlay for Gravel Entrance Road	100.00	TN	37.50	0.00	0.00	0.00	3,750.00	0.00	3,750.00
S	02.71	Dumpster Enclosure Chain Link	1.00	EA	3,800.00	0.00	0.00	0.00	3,800.00	0.00	3,800.00
S	02.72	Chain Link Client Storage Bins	12.00	EA	1,200.00	0.00	0.00	0.00	14,400.00	0.00	14,400.00
<b>Subtotal: DIVISION 2 ( 0102)</b>						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$55,506.00</b>	<b>\$0.00</b>	<b>\$55,506.00</b>
<b>DIVISION 3 ( 0103)</b>											
S	03.01	Concrete Subcontractor Loading (Dock / Ramp / Stairs)	630.00	SF	50.00	0.00	0.00	0.00	31,500.00	0.00	31,500.00





# Train Station Kitchen Incubator

Job: 992015179 - Train Station Kitchen Incubator, Fayetteville, NC

TY	Reference	Type	AdjQty	Units	AdjUnitCost	Labor	Material	Equipment	SubContr	Other	XtdCost
V	03.02.03b	Concrete Slab on Grade Interior 4"	3,800.00	SF	5.72	11,728.13	7,878.00	1,645.00	500.00	0.00	21,751.13
V	03.02.03e	Concrete Slab on Grade Exterior 6"	600.00	SF	6.43	1,800.00	2,055.50	0.00	0.00	0.00	3,855.50
Subtotal: DIVISION 3 (0103)						\$13,528.13	\$9,933.50	\$1,645.00	\$32,000.00	\$0.00	\$57,106.63
DIVISION 5 ( 0105)											
S	05.51	Metal Rails	175.00	LF	100.00	0.00	0.00	0.00	17,500.00	0.00	17,500.00
S	05.56	Pipe Bollards	8.00	EA	250.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
Subtotal: DIVISION 5 (0105)						\$0.00	\$0.00	\$0.00	\$19,500.00	\$0.00	\$19,500.00
DIVISION 6 ( 0106)											
S	06.10	Rough Carpentry	1.00	LS	2,500.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00
M	06.13	Heavy Framing Material	1.00	LS	2,500.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00
Subtotal: DIVISION 6 (0106)						\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$5,000.00
DIVISION 7 ( 0107)											
S	07.51	Roofing - Cut Fan Openings/Curbs/Flashing	12.00	EA	900.00	0.00	0.00	0.00	10,800.00	0.00	10,800.00
S	07.92	Caulking Sealants	1.00	LS	1,500.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00
Subtotal: DIVISION 7 (0107)						\$0.00	\$0.00	\$0.00	\$12,300.00	\$0.00	\$12,300.00
DIVISION 8 ( 0108)											
M	08.11	H.M. Doors & Frames	19.00	EA	175.00	0.00	3,325.00	0.00	0.00	0.00	3,325.00
M	08.20	Wood Doors	19.00	EA	400.00	0.00	7,600.00	0.00	0.00	0.00	7,600.00
S	08.21	Labor to Install Doors	19.00	EA	100.00	0.00	0.00	0.00	1,900.00	0.00	1,900.00
M	08.70	Door Hardware & Specialties	19.00	EA	350.00	0.00	6,650.00	0.00	0.00	0.00	6,650.00
Subtotal: DIVISION 8 (0108)						\$0.00	\$17,575.00	\$0.00	\$1,900.00	\$0.00	\$19,475.00



# Train Station Kitchen Incubator

Job: 992015179 - Train Station Kitchen Incubator, Fayetteville, NC

TY	Reference	Type	AdjQty	Units	AdjUnitCost	Labor	Material	Equipment	SubContr	Other	XtdCost
<b>DIVISION 9 ( 0109)</b>											
S	09.20	GWB Drop Ceilings w/R-30	3,800.00	SF	4.25	0.00	0.00	0.00	16,150.00	0.00	16,150.00
S	09.21	GWB Walls 6" MS with R-19 Batts (No Paint)	5,480.00	SF	68.50	0.00	0.00	0.00	375,380.00	0.00	375,380.00
S	09.65	Epoxy Flooring with Base	3,800.00	SF	9.00	0.00	0.00	0.00	34,200.00	0.00	34,200.00
S	09.72	FRP Wall Covering	8,460.00	SF	6.50	0.00	0.00	0.00	54,990.00	0.00	54,990.00
S	09.90	Painting - Ceilings and Door Frames	3,800.00	SF	1.10	0.00	0.00	0.00	4,180.00	0.00	4,180.00
S	09.90	Painting - Exterior of Existing Building	11,400.00	SF	1.50	0.00	0.00	0.00	17,100.00	0.00	17,100.00
<b>Subtotal: DIVISION 9 (0109)</b>						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$502,000.00</b>	<b>\$0.00</b>	<b>\$502,000.00</b>
<b>DIVISION 10 ( 0110)</b>											
S	10.50	Lockers	6.00	EA	175.00	0.00	0.00	0.00	1,050.00	0.00	1,050.00
S	10.52	Fire Extinguishers	5.00	LS	125.00	0.00	0.00	0.00	625.00	0.00	625.00
S	10.80	Toilet Accessories	15.00	EA	100.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00
<b>Subtotal: DIVISION 10 (0110)</b>						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,175.00</b>	<b>\$0.00</b>	<b>\$3,175.00</b>
<b>DIVISION 11 ( 0111)</b>											
S	11.00	Kitchen Hoods (2) per (4) Kitchens w/Duct & Fan	8.00	EA	15,000.00	0.00	0.00	0.00	120,000.00	0.00	120,000.00
S	11.01	Prep Sinks (1) per Kitchen	4.00	EA	4,500.00	0.00	0.00	0.00	18,000.00	0.00	18,000.00
S	11.02	Cleaning Sinks (1) per Kitchen	4.00	EA	3,600.00	0.00	0.00	0.00	14,400.00	0.00	14,400.00
S	11.99	Cooler & Freezer Exterior Units	1.00	LS	50,000.00	0.00	0.00	0.00	50,000.00	0.00	50,000.00
<b>Subtotal: DIVISION 11 (0111)</b>						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$202,400.00</b>	<b>\$0.00</b>	<b>\$202,400.00</b>





# Train Station Kitchen Incubator

Job: 992015179 - Train Station Kitchen Incubator, Fayetteville, NC

TY	Reference	Type	AdjQty	Units	AdjUnitCost	Labor	Material	Equipment	SubContr	Other	XtdCost
<b>DIVISION 15 ( 0115)</b>											
S	15.30	Automatic Sprinkler System	3,800.00	SF	2.50	0.00	0.00	0.00	9,500.00	0.00	9,500.00
S	15.40	Plumbing	61.00	EA	1,200.00	0.00	0.00	0.00	73,200.00	0.00	73,200.00
S	15.70	H.V.A.C. Split System Heat Pumps	3,800.00	SF	12.50	0.00	0.00	0.00	47,500.00	0.00	47,500.00
Subtotal: DIVISION 15 (0115)											\$130,200.00
<b>DIVISION 16 ( 0116)</b>											
S	16.10	Electrical	3,800.00	SF	19.00	0.00	0.00	0.00	72,200.00	0.00	72,200.00
Subtotal: DIVISION 16 (0116)											\$72,200.00
Subtotal: HARD COSTS (01)											\$1,035,581.00
<b>MARK UP ( 02)</b>											
<b>DIVISION 99 ( 0217)</b>											
T	99.07	Permits & Fees	1,500.00	\$/K	4.00	0.00	0.00	0.00	0.00	6,000.00	6,000.00
T	99.09	Payment & Performance Bonds and Insurance	2.15	%	13,172.37	0.00	0.00	0.00	0.00	28,320.59	28,320.59
P	99.10	Material Tax	7.75	%	300.09	0.00	0.00	0.00	0.00	2,325.86	2,325.86
R	99.30	Overhead	5.00	%	12,814.83	0.00	0.00	0.00	0.00	64,074.15	64,074.15
Q	99.40	Profit	5.00	%	12,814.83	0.00	0.00	0.00	0.00	64,074.15	64,074.15
Subtotal: DIVISION 99 (0217)											\$164,794.55
Subtotal: MARK UP (02)											\$164,794.55
Subtotal: MARK UP (02)											\$1,345,557.17

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both manual data entry and the use of specialized software tools. The goal is to ensure that the data is both accurate and easy to interpret.

The third part of the document provides a detailed breakdown of the results. It shows that there has been a significant increase in sales over the period covered by the report. This is attributed to several factors, including improved marketing strategies and better customer service.

Finally, the document concludes with a series of recommendations for future actions. These include continuing to invest in marketing, maintaining high standards of customer service, and regularly reviewing financial performance to identify areas for improvement.

Report prepared by: [Name]

Date: [Date]