



**NHED ESSER Programmatic Monitoring
Corrective Action Plan**

(Use a separate form for each Corrective Action Item)

LEA Name: Kate Segal, SAU 35 Superintendent; Toni Butterfield, SAU 35 Business Manager

December 2, 2022

Finding Number: 1

Description of Finding: The LEA did not submit formal contracts including all required elements for federally funded work for the hand sanitizing station and the main hallway flooring projects.

Please check the box that most appropriately matches the LEA’s status in implementing the Corrective Action Plan (“CAP”). Please also provide any documentation that supports the LEA’s assertion that the CAP has been fully implemented.

- (1) Partially implemented
- (2) Fully implemented
- (3) No further action required (provide detailed explanation below)**

If option (2) or (3) is selected, please explain how the plan was implemented or why no further action is required in the space below:

No further action is required for the hand sanitizing project because the sole source justification for the contractor that was selected was determined by the need to replace the three 1957 vanities, which had to be custom made.

No further action is required for the main hallway flooring project as we had secured two quotes from qualified sources. The quote for Carpet Connection was \$57,300.00 and the quote from Mayo’s Flooring came in at \$10,754.16. I will attach both to this Corrective Action Plan.

Please return to Ellen.C.Podgorski@doe.nh.gov at the Division of Learner Support

**NHED ESSER Programmatic Monitoring
Corrective Action Plan**

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LEA Name: Kate Segal, SAU 35 Superintendent; Toni Butterfield, SAU 35 Business Manager

December 1, 2022

Finding Number: 2

Description of Finding: The LEA did not submit current prevailing wage documentation and salary/payment reports to demonstrate compliance with Davis-Bacon requirements for the hand sanitization project.

Please check the box that most appropriately matches the LEA's status in implementing the Corrective Action Plan ("CAP"). Please also provide any documentation that supports the LEA's assertion that the CAP has been fully implemented.

- (1) Partially implemented
- (2) Fully implemented
- (3) No further action required (provide detailed explanation below)**

If option (2) or (3) is selected, please explain how the plan was implemented or why no further action is required in the space below:

No further action is required because the LEA did not submit current prevailing wage documentation and salary/payment reports to demonstrate compliance of Mr. Higgins, the owner, contractor, sole worker of Higgins Renovations, because owners are not subject to Davis-Bacon federal wage requirements. "Therefore, where the prime contractor is an individual owner who is operating his or her own bona fide business and performs the work of a laborer or mechanic on the project, that individual need not pay him or herself the applicable prevailing wage rate for the classification of work performed."

<https://www.energy.gov/sites/prod/files/2014/10/f18/DBA%20FAQs%20for%20Posting.pdf>

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