

CENTER TOWNSHIP  
of MARION COUNTY

Telephone: 317.633.3610

LaDonna Freeman, Trustee  
300 E. Fall Creek Parkway N. Drive  
Indianapolis, IN 46205  
www.centergov.org

Fax: 317.920.0480

**NOTICE OF PUBLIC MEETING**

Thursday, February 12, 2026, at 4:00pm  
6th Floor Conference Room  
300 E. Fall Creek Parkway N. Drive, Indianapolis, IN. 46205

1. Call to order
2. Approval of Minutes
  - December 5, 2025
  - January 6, 2026
3. Annual Report
  - Board Approval required no resolution
4. 2025 Encumbrances – Resolution 26-2A
5. Outstanding Checks
  - Outstanding Checks over 2 years must be voided
  - Township for Operating and Rep Payee will be returned to the General Fund
  - Small Claims Court – checks will be forwarded to the Attorney General Office
6. Carpet Quotes
7. Trustee's Report
8. Adjournment

LaDonna Freeman  
Trustee  
Center Township of Marion County

Linda Journey  
President  
Center Township Board

Any member of the public who needs special accommodation should contact 317.633.3610. ext.3270 for assistance. The public may also participate remotely by going to website: [www.microsoft.com/enus/microsoft-teams/join-a-meeting](http://www.microsoft.com/enus/microsoft-teams/join-a-meeting) and enter the following:

Join the meeting now  
Meeting ID: 233 397 108 374 96  
Passcode: Kq2ZW6am

**Notice posted on Monday February 9, 2026**



# CENTER TOWNSHIP of MARION COUNTY

Telephone: 317.633.3610

LaDonna Freeman, *Trustee*  
300 E. Fall Creek Parkway N. Drive  
Indianapolis, IN 46205  
www.centertownship.org

Fax: 317.920.0480

## CENTER TOWNSHIP BOARD MINUTES

Friday, December 5, 2025, at 3:00 p.m.

6<sup>th</sup> Floor Conference Room

300 E. Fall Creek Parkway North Drive, Indianapolis, Indiana 46205

### 1. Call to Order

The meeting was called to order at 3:01 pm by Linda Journey, President. With four members present a quorum was declared.

#### Attendance:

Linda Journey, President – Present

Karen Mitchell, Vice President – Present

Phyllis Carr, Secretary – Present

Nabeela Virjee, Financial Member – Present via Teams

Michelle Strahl Salinas, Member – Present

LaDonna Freeman, Trustee – Present

Anthony Robinson, III – IT Coordinator

Eric Baily, Director of Finance

Marcus Harden, Chief of Staff

Tracy Boyd, Executive Assistant

### 2. Approval of Minutes – October 8, 2025

*Motion by: Karen Mitchell Second by: Michelle Strahl Salinas. Motion Carried Unanimously*

### 3. Approval of Community Service Contracts

*Trustee Freeman provided a verbal overview and handed out a document listing the contracts. The board discussed the contracts and provided feedback on the contract amounts. Karen Mitchell stated she would like to see the amounts increase. The overview document is appended to these minutes. Motion by: Karen Mitchell Second by: Phyllis Carr. Motion Carried Unanimously*

**Note: Member Virjee left the meeting at 3:07 PM.**

### 4. Trustee's Report

*Trustee Freeman provided a report on current operations and upcoming events. The Trustee announced that the next board meeting will be on January 6, 2026.*

**5. Adjournment**

*With no other business on the agenda, President Journey asked for a motion for adjournment. Motion by: Michelle Strahl Salinas, Second by: Phyllis Carr. The meeting was adjourned at 3:09 PM.*

**Signatures**

**Initials**

LaDonna Freeman

LaDonna Freeman, Trustee (Attest)

Linda Journey

Linda Journey, President

Karen Mitchell

Karen Mitchell, Vice President

Phyllis Carr

Phyllis Carr, Secretary

Nabeela Virjee

Nabeela Virjee, Financial Member

Michelle Strahl Salinas

Michelle Strahl Salinas, Board Member

Approve  Object

Approve  Object

Approve  Object

Approve  Object

Approve  Object

# CENTER TOWNSHIP BOARD MINUTES

Tuesday, January 6, 2026, at 5:00pm  
6th Floor Conference Room  
300 E. Fall Creek Parkway N. Drive, Indianapolis, IN 46205

1. Call to order: 5:04 pm

The meeting was called to order at 5:04 pm by Linda Journey, President. as a quorum was declared.

**Attendance:**

Linda Journey – President  
Karen Mitchell – Vice President  
Phyllis Carr- Secretary  
Nabeela Virjee- Financial Member  
Michelle Strahl Salinas - Member  
LaDonna Freeman – Trustee  
Eric Bailey – Director of Finance  
Marcus Harden - Chief of Staff  
Tracy Boyd – Executive Assistant

2. Election of Officers | Linda Journey vacated the offices and opened the floor for nominations. Karen Mitchell made the motion to nominate Linda Journey as the President. Linda Journey accepted the motions. Michelle Strahl Salinas second the motion, motion carried  
Linda Journey recommended Karen Mitchell, for Vice President, Phyllis Carr Second. Karen Mitchell accepted the nomination. Linda Journey made the motion to maintain all officers for the new term.

- President: Linda Journey
- Vice President: Karen Mitchell
- Secretary: Phyllis Carr

3. Resolution No. 26-1A - 2026 Salary Resolution | Chief of Staff Marcus Harden  
Motion by: Nabeela Virgee Second by: Phyllis Carr. Motion Carried Unanimously

4. Resolution No. 26-1B -2026 Township Assistance Standards | Marcus Harden  
Motion by: Michelle Strahl Salinas Secon by: Karen Mitchell. Motion Carried Unanimously.

5. Resolution No. 26-1C – Authorization of Financial Institution |  
Director of Finance, Eric Bailey, our current financial institution, will remain the same, no changes at this time.  
Motion by: Nabeela Virjee. Second by: Karen Mitchell. Motion Carried Unanimously.

6. Resolution No. 26-1D – Authorization of Newspaper Advertisement |  
Director of Finance, Eric Bailey, no changes we will continue to advertise with Indy Star and The Indianapolis Recorder as our advertising newspapers.  
Motion by: Michelle Strahl Salinas Second by: Nabeela Virjee. Motion Carried Unanimously.

7. 2026 Investment Report | Director of Finance, Eric Bailey, Eric reviewed the financial health of the investments from 2025 and further explained the gains would be deposited into the General Fund Account and be used according to the operational needs. Reporting only no vote required.

8. The Trustee's Report provided an overview of the continuation of free monthly events, including Free Haircuts, the Vision Board Event, Free Notary Services, and the Recycle Bin initiative. New goals include meeting families where they are by providing essential services that enhance their quality of life. The office will continue to build meaningful partnerships to further increase the quality of life for the families we serve in Center Township.

9. Adjournment With no other business on the agenda, President Journey asked for a motion for adjournment. Motion by: Nabeela Virjee, Second by: Karen Mitchell. The meeting was adjourned at 5:18 PM.

4. Resolution No. 26-1B -2026 Township Assistance Standards | Marcus Harden  
Motion by: Michelle Strahl Salinas Secon by: Karen Mitchell. Motion Carried Unanimously.

5. Resolution No. 26-1C – Authorization of Financial Institution |  
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Motion by: Nabeela Virjee. Second by: Karen Mitchell. Motion Carried Unanimously.

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Motion by: Michelle Strahl Salinas Second by: Nabeela Virjee. Motion Carried Unanimously.

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Signatures

LaDonna Freeman  
LaDonna Freeman, Trustee (Attest)

Linda Journey  
Linda Journey, President

Karen Mitchell  
Karen Mitchell, Vice President

Phyllis Carr  
Phyllis Carr, Secretary

\_\_\_\_\_  
Nabeela Virjee, Financial Member

Michelle Strahl Salinas  
Michelle Strahl Salinas, Board Member

Initials

\_\_\_\_\_  
Approve  Object \_\_\_\_\_

Approve  Object \_\_\_\_\_

Approve  Object \_\_\_\_\_

Approve \_\_\_\_\_ Object \_\_\_\_\_

Approve  Object \_\_\_\_\_

CENTER TOWNSHIP, MARION COUNTY, INDIANA

RESOLUTION 26-2A

A RESOLUTION ENCUMBERING FUNDS FROM 2025

WHEREAS, the legislative and fiscal bodies of Center Township, Marion County, Indiana ("Center Township") is a five (5) member board established by the laws found in Indiana Code § 36-6-6, *et. al.* ("Township Board");

WHEREAS, the Township Board, as the governing body, has the duty and authority to maintain and allocate funds as necessary from the duly adopted budget to maintain the fiscal integrity of the Township and maximize efficiency.

WHEREAS, the Township has outstanding purchase orders for which the services or products have not yet been received or paid for:

NOW, THEREFORE, BE IT RESOLVED by the Center Township Board that the Township Trustee as the fiscal officer of the Township is hereby authorized to encumber the following appropriations:

<b>Small Claims Court Fund # 101.2</b>	<b>Amount</b>	<b>Category</b>	<b>Purpose</b>
Dell	\$10,000.00	4A – Other Capital Outlays	Computer Upgrades
Dell	\$6,114.11	4B – Machinery and Equipment	Computer Upgrades
<b>Township Administration Fund # 101.1</b>	<b>Amount</b>	<b>Category</b>	<b>Purpose</b>
Dell	\$3,987.89	4C – Other Capital Outlays	Computer Upgrades
<b>Total All Funds</b>	<b>\$ 20,102.00</b>		

This Resolution shall be in full force and effect from and after its passage.

RESOLVED by the Board of Center Township, on this 12<sup>th</sup> day of  
February 2026

Signatures

Initials

\_\_\_\_\_  
LaDonna Freeman, Trustee (Attest)

---

\_\_\_\_\_  
Linda Journey, President

Approve\_\_\_\_\_ Object\_\_\_\_\_

\_\_\_\_\_  
Karen Mitchell, Vice President

Approve\_\_\_\_\_ Object\_\_\_\_\_

\_\_\_\_\_  
Phyllis Carr, Secretary

Approve\_\_\_\_\_ Object\_\_\_\_\_

\_\_\_\_\_  
Nabeela Virjee, Financial Member

Approve\_\_\_\_\_ Object\_\_\_\_\_

\_\_\_\_\_  
Michelle Strahl Salinas, Board Member

Approve\_\_\_\_\_ Object\_\_\_\_\_

RESOLVED by the Board of Center Township, on this 12<sup>th</sup> day of February 2026

Signatures

Initials

L.F.

LaDonna Freeman

LaDonna Freeman, Trustee (Attest)

Linda Journey  
Linda Journey, President

Approve  Object \_\_\_\_\_

Karen Mitchell  
Karen Mitchell, Vice President

Approve  Object \_\_\_\_\_

Phyllis Carr  
Phyllis Carr, Secretary

Approve  Object \_\_\_\_\_

\_\_\_\_\_  
Nabeela Virjee, Financial Member

Approve \_\_\_\_\_ Object \_\_\_\_\_

Michelle Strahl Salinas  
Michelle Strahl Salinas, Board Member

Approve  Object \_\_\_\_\_

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## 2023 VOID WARRANTS/CHECKS

IC 5-11-10.5-2 states that all warrants or checks drawn upon public funds of a political subdivision that are outstanding and unpaid for a period of two or more years as of the last day of December of each year are void. IC 5-11-10.5-3 states, that not later than March 1 of each year, the treasurer of the political subdivision shall prepare a list of outstanding checks that have been outstanding for a period of two or more years as of December 31 of the preceding year, and the original list shall be filed with the board of finance of a political subdivision.

### 2023 Void Check List: Township General and Assistance Funds

Date of Issue	Check #	Fund	Payee	Amount
2/1/2023	072690	General	Milton Davis, Jr.	23.94
5/22/2023	073533	Asst Fund	Constitution Gardens	890.00
6/12/2023	073680	Asst Fund	Pathway to Recovery	600.00
7/27/2023	074026	General	AT&T	3116.61
9/22/2023	074454	Asst Fund	Franklin School Affordable Apts.	460.00
9/22/2023	074458	Asst Fund	TWG Development LLC	847.00
10/10/2023	074565	Asst Fund	TWG Management LLC	400.00
11/9/2023	074854	Asst Fund	AES Indiana	6394.42
11/15/2023	074881	Asst Fund	Red Maple Grove	341.00
11/15/2023	074888	Asst Fund	TWG Management LLC	488.00
11/17/2023	074930	General	Quadiant Finance USA Inc	1318.06
11/21/2023	074983	Asst Fund	Legacy Cremation & Funeral	350.00
11/28/2023	075011	Asst Fund	Canal Village GP LLC	1183.00
			<b>Totals: 13 Checks</b>	<b>\$16,412.03</b>

### 2023 Void Check List: Representative Payee

Date of Issue	Check #	Fund	Payee	Amount
1/3/2023	316531	Rep Payee	AES Indiana	100.00
1/3/2023	316596	Rep Payee	Marvin Engelking	330.00
1/3/2023	316597	Rep Payee	Indy Go	30.00
1/3/2023	316598	Rep Payee	Lula Slye	137.25
1/3/2023	316619	Rep Payee	United Insurance Company	25.25
1/3/2023	316753	Rep Payee	AES Indiana	150.00
1/5/2023	316780	Rep Payee	Michael Wouster	555.00
2/1/2023	316897	Rep Payee	IHA	30.00
2/1/2023	316973	Rep Payee	Brian Leath	30.00

Date of Issue	Check #	Fund	Payee	Amount
2/3/2023	317035	Rep Payee	Monument Management	430.00
2/3/2023	317104	Rep Payee	David Johnson	500.00
2/3/2023	317153	Rep Payee	Kroger	100.00
2/6/2023	317172	Rep Payee	Center Township Trustee	125.00
2/6/2023	317173	Rep Payee	Center Township Trustee	120.00
2/21/2023	317192	Rep Payee	Center Township Trustee	125.00
2/21/2023	317193	Rep Payee	Center Township Trustee	125.00
2/21/2023	317194	Rep Payee	Center Township Trustee	100.00
3/1/2023	317233	Rep Payee	IHA	30.00
3/1/2023	317319	Rep Payee	Brian Leath	30.00
3/3/2023	317397	Rep Payee	University Heights Health & Living	8.00
3/3/2023	317415	Rep Payee	Kroger	100.00
3/3/2023	317458	Rep Payee	David Johnson	500.00
3/9/2023	317527	Rep Payee	Social Security Administration	781.17
3/9/2023	317528	Rep Payee	Social Security Administration	235.00
3/9/2023	317530	Rep Payee	Social Security Administration	52.00
3/9/2023	317533	Rep Payee	Social Security Administration	556.00
3/31/2023	317658	Rep Payee	Steven Thompson	259.00
4/3/2023	317810	Rep Payee	David Johnson	500.00
5/3/2023	318174	Rep Payee	Brian McCoy	50.00
5/3/2023	318175	Rep Payee	Kroger	100.00
5/10/2023	318247	Rep Payee	Young at Heart Pharmacy	6.82
5/11/2023	318259	Rep Payee	Thaddaeus Ross	200.00
5/12/2023	318263	Rep Payee	Andre Dewayne Phinisee	100.00
6/1/2023	318344	Rep Payee	Steven Thompson	259.00
6/2/2023	318477	Rep Payee	AT&T	150.00
6/2/2023	314539	Rep Payee	Charles Brower	60.00
6/2/2023	314549	Rep Payee	Eric Docktor	329.00
6/6/2023	318629	Rep Payee	Telebinth Group	434.00
6/6/2023	318630	Rep Payee	Kroger	100.00
6/30/2023	318818	Rep Payee	Kroger	100.00
8/1/2023	319101	Rep Payee	Steven Thompson	259.00
8/3/2023	319189	Rep Payee	Linda Carter	96.00
8/30/2023	318410	Rep Payee	Central State Mansion	333.00
8/30/2023	318511	Rep Payee	Lawrence City Utilities	254.19
8/30/2023	319563	Rep Payee	Steven Thompson	259.00
8/29/2023	319877	Rep Payee	Steven Thompson	259.00

<b>Date of Issue</b>	<b>Check #</b>	<b>Fund</b>	<b>Payee</b>	<b>Amount</b>
11/1/2023	320302	Rep Payee	Steven Thompson	500.00
11/3/2023	320490	Rep Payee	Symatha Alexander	375.00
11/3/2023	320542	Rep Payee	Heather Neuman	200.00
12/1/2023	320706	Rep Payee	Eric Docktor	329.00
12/1/2023	320751	Rep Payee	J Hampton Williams Rental LLC	650.00
12/1/2023	320814	Rep Payee	Progressive Insurance	69.84
12/1/2023	320871	Rep Payee	Tianna Gilbert	200.00
12/21/2023	321067	Rep Payee	James Myers	200.00
12/28/2023	321122	Rep Payee	IHA	71.00
			<b>Totals: 55 Checks</b>	<b>\$12,007.52</b>

**2023**

**Void Check List: Small Claims Court: Please see the attached listing**

**Totals: Checks 83 \$14,169.74**

**Grand Total of all Checks (for all funds/accounts): \$42,589.29**

**Check Total: 151**

# Transaction Detail

INSUPREMEPROD

Date Range: 01/01/2000 to 12/31/2023 Sorted By: Date

Types: All Checks

## Center Township

### 100-931-010 -- Center Township Bank Account

Transaction Date	Transaction Type Reference #	Detail	Cleared	Deposit	Payment
01/12/2023	Check 100545	Franciscan St. Francis Health 020 -- Judgment Transactions			\$3,753.00
01/20/2023	Check 100742	Arwilda Allen 020 -- Judgment Transactions			\$30.00
01/20/2023	Check 100597	Wilmoth Group 020 -- Judgment Transactions			\$100.00
01/27/2023	Check 100748	Robert Lee Moss 020 -- Judgment Transactions			\$30.00
02/01/2023	Check 100974	Roache Diagnostics 060 -- Refunds			\$321.22
02/01/2023	Check 100938	Professional Labor Group LLC 060 -- Refunds			\$312.63
02/10/2023	Check 101372	World Credit Fund III Llc 020 -- Judgment Transactions			\$118.93
02/10/2023	Check 101363	Able Rentals 020 -- Judgment Transactions			\$230.56
02/10/2023	Check 101228	Demick Mitchell 020 -- Judgment Transactions			\$2.00
02/10/2023	Check 101189	Pollak Management LLC 020 -- Judgment Transactions			\$125.00
02/17/2023	Check 101555	World Credit Fund III Llc 020 -- Judgment Transactions			\$83.91
03/01/2023	Check 101735	Purpose Home Health Inc 060 -- Refunds			\$77.58
03/01/2023	Check 101734	Purpose Home Health 060 -- Refunds			\$113.52
03/01/2023	Check 101727	INDIANA UNIVERSITY HEALTH 060 -- Refunds			\$72.66
03/01/2023	Check 101716	VGU Health Systems Inc 060 -- Refunds			\$0.58
03/03/2023	Check 101882	Earlene Jones 020 -- Judgment Transactions			\$147.46
03/10/2023	Check 102067	Complete Real Estate Solutions LLC 020 -- Judgment Transactions			\$65.00
03/10/2023	Check 102000	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$50.00
03/10/2023	Check 101965	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$40.00
03/10/2023	Check 101962	Maple Rentals LLC 020 -- Judgment Transactions			\$449.17

# Transaction Detail

INSUPREMEPROD

Date Range: 01/01/2000 to 12/31/2023

Sorted By: Date

Types: All Checks

## Center Township

100-931-010 -- Center Township Bank Account continued...

Transaction Date	Transaction Type Reference #	Detail	Cleared	Deposit	Payment
03/10/2023	Check 101958	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$252.38
03/10/2023	Check 101932	Linda D Booker 020 -- Judgment Transactions			\$25.00
03/17/2023	Check 102186	Indy Urban, LLC 020 -- Judgment Transactions			\$1,597.00
03/17/2023	Check 102182	Judgment Recovery Of Indiana 020 -- Judgment Transactions			\$30.00
03/17/2023	Check 102098	Wilmoth Group 020 -- Judgment Transactions			\$100.00
03/24/2023	Check 102363	Complete Real Estate Solutions LLC 020 -- Judgment Transactions			\$65.00
03/24/2023	Check 102304	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$50.00
03/24/2023	Check 102269	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$40.00
03/31/2023	Check 102414	Judgment Recovery of Indiana 020 -- Judgment Transactions			\$40.00
04/06/2023	Check 102629	Complete Real Estate Solutions LLC 020 -- Judgment Transactions			\$33.00
04/06/2023	Check 102545	Wilmoth Group 020 -- Judgment Transactions			\$100.00
04/06/2023	Check 102515	RECEIVABLES MANAGEMENT PARTNERS, LLC. 020 -- Judgment Transactions			\$250.00
04/14/2023	Check 102687	Derrick Mitchell 020 -- Judgment Transactions			\$9.00
04/28/2023	Check 102993	Wilmoth Group 020 -- Judgment Transactions			\$100.00
05/05/2023	Check 103223	Federal Express Corporation 060 -- Refunds			\$48.04
05/05/2023	Check 103222	Venture Logistics 060 -- Refunds			\$43.69
05/05/2023	Check 103205	Regal Beloit Corporation 060 -- Refunds			\$1.67
05/05/2023	Check 103193	ENDRESS+HAUSTER 060 -- Refunds			\$58.64
05/05/2023	Check 103183	PREMIER PACKAGING 060 -- Refunds			\$118.52
06/09/2023	Check 104015	Able Rentals 020 -- Judgment Transactions			\$152.84

# Transaction Detail

INSUPREMEPROD

Date Range: 01/01/2020 to 12/31/2023

Sorted By: Date

Types: All Checks

Center Township

100-931-010 -- Center Township Bank Account continued...

Transaction Date	Transaction Type Reference #	Detail	Cleared	Deposit	Payment
06/09/2023	Check 104067	Securitas Security Services USA, INC 060 -- Refunds			\$11.27
06/09/2023	Check 104065	SECURITAS SECURITY SERVICES USA, INC 060 -- Refunds			\$158.12
06/09/2023	Check 104061	Five Star Senior Living 060 -- Refunds			\$180.08
07/07/2023	Check 104588	Derrick Mitchell 020 -- Judgment Transactions			\$3.00
07/07/2023	Check 104677	EagleCare LLC 060 -- Refunds			\$85.00
07/21/2023	Check 104949	Debra Byers or Joe Byers 020 -- Judgment Transactions			\$50.00
07/28/2023	Check 105145	Debra Byers or Joe Byers 020 -- Judgment Transactions			\$50.00
08/01/2023	Check 105201	REPUBLIC SERVICES 060 -- Refunds			\$0.97
08/04/2023	Check 105265	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$28.30
08/04/2023	Check 105241	Simplify Property Group LLC 020 -- Judgment Transactions			\$220.40
08/11/2023	Check 105507	American Residential Leasing Co., LLC 020 -- Judgment Transactions			\$1,414.00
08/11/2023	Check 105378	Simplify Property Group LLC 020 -- Judgment Transactions			\$43.15
08/18/2023	Check 105593	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$110.49
08/18/2023	Check 105565	Simplify Property Group LLC 020 -- Judgment Transactions			\$89.67
09/01/2023	Check 105900	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$11.15
09/07/2023	Check 105989	Marion County Clerk's Office 050 -- Jury Trial Fees			\$157.00
09/15/2023	Check 106230	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$48.81
09/20/2023	Check 106394	Indy Houses Plus 020 -- Judgment Transactions			\$50.00
09/29/2023	Check 106614	Wendy Welch 020 -- Judgment Transactions			\$101.00

# Transaction Detail

INSUPREMEPROD

Date Range: 01/01/2000 to 12/31/2023

Sorted By: Date

Types: All Checks

## Center Township

100-931-010 -- Center Township Bank Account continued...

Transaction Date	Transaction Type Reference #	Detail	Cleared	Deposit	Payment
09/29/2023	Check 106525	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$35.99
10/02/2023	Check 106706	Steven Frady 060 -- Refunds			\$90.88
10/02/2023	Check 106695	Quality Food Restaurant 060 -- Refunds			\$186.26
10/02/2023	Check 106685	Cushman & Wakefield 060 -- Refunds			\$490.19
10/02/2023	Check 106678	Medloh, LLC 060 -- Refunds			\$47.28
10/06/2023	Check 106851	Capital One Bank (USA), N.A. 020 -- Judgment Transactions			\$37.00
10/13/2023	Check 106927	Joi Bibbs 020 -- Judgment Transactions			\$204.00
11/03/2023	Check 107302	Janeane Jones 020 -- Judgment Transactions			\$20.00
11/03/2023	Check 107370	FRANK DARDEN, Jr. and PATRICIA DARDEN 020 -- Judgment Transactions			\$25.00
11/03/2023	Check 107381	Simplify Property Group LLC 020 -- Judgment Transactions			\$167.40
11/03/2023	Check 107474	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$67.71
11/09/2023	Check 107648	Parker L Moss 020 -- Judgment Transactions			\$44.96
11/17/2023	Check 107781	World Credit Fund III Llc 020 -- Judgment Transactions			\$30.65
11/17/2023	Check 107749	Capital One Bank (USA), N.A. 020 -- Judgment Transactions			\$37.15
11/17/2023	Check 107700	FRANK DARDEN, Jr. and PATRICIA DARDEN 020 -- Judgment Transactions			\$25.00
11/17/2023	Check 107887	Simplify Property Group LLC 020 -- Judgment Transactions			\$54.68
11/22/2023	Check 107934	Parker L Moss 020 -- Judgment Transactions			\$50.20
11/22/2023	Check 107833	JTC Delaware Holdings LLC, Through Agent Ethosity Property Management Group 020 -- Judgment Transactions			\$36.89
11/22/2023	Check 107825	Indy Houses Plus 020 -- Judgment Transactions			\$227.42

# Transaction Detail

INSUPREMEPROD

Date Range: 01/01/2000 to 12/31/2023

Sorted By: Date

Types: All Checks

## Center Township

100-931-010 -- Center Township Bank Account continued...

Transaction Date	Transaction Type Reference #	Detail	Cleared	Deposit	Payment
11/22/2023	Check 107812	Simplify Property Group LLC 020 -- Judgment Transactions			\$56.98
11/22/2023	Check 107947	E.Z Transport 060 -- Refunds			\$6.90
11/22/2023	Check 107942	U-Haul Co of Central Indiana Inc 060 -- Refunds			\$146.07
12/08/2023	Check 108313	American Acceptance Co LLC as Assignee of Asset Recovery Solutions LLC as Assignee of Aaron's Inc F 020 -- Judgment Transactions			\$73.21
12/15/2023	Check 108508	Derrick Mitchell 020 -- Judgment Transactions			\$8.00
<b>Total:</b>				<b>0.00</b>	<b>14,169.74</b>



PS METRO II INDIANAPOLIS LLC  
 7375 COMPANY DR.  
 INDIANAPOLIS, IN 46237  
 Telephone: 3179920135 Fax: 0

ES612998

**ESTIMATE**

Sold To	Ship To
CENTER TOWNSHIP OF MARION COUNTY 300 E FALL CREEK PARKWAY N DRI INDIANAPOLIS, IN 46205	
Home: Business: 3176333610	

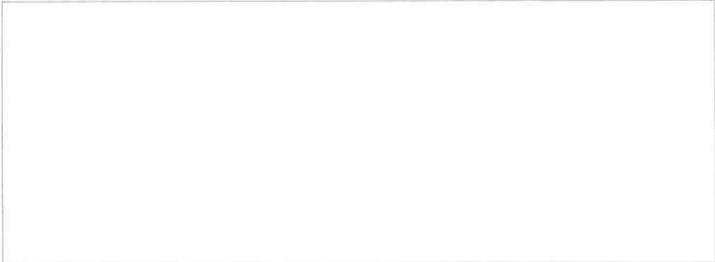
Order Date	Purchase Order	Order Number
01/29/26	4TH FLOOR	ES612998

Style/Item	Color/Description	Size	Quantity	Units	Price
HOCUS COLLECTION - OBSERVER	COLOR TBD	-----	4,536.90	SF	3.69
HOCUS COLLECTION - OBSERVER	COLOR TBD OVERAGE	-----	191.70	SF	3.69
INFINITY REVOLVE ADHESIVE	4 GALLON PAIL	-----	5.00	PAIL	174.00
ASSURE SEALER	4 GALLON PAIL	-----	5.00	PAIL	207.50
BURKE COLL WALL 1/8" WALL BASE - 4 (COVED)	TO BE DETERMINED	-----	1,320.00	LF	0.86
COVE BASE ADHESIVE CARTRIDGE	ECO 575	-----	22.00	EA	7.41
BURKE 710 CARPET TO RESILIENT	TBD	-----	36.00	LF	1.40
FREIGHT CHARGE	FREIGHT	-----	1.00	EA	699.00

Due to Volatile Market Conditions, Quoted Prices Are Good for 48 Hours from Date of Quote

02/03/26  
 Sales Representative(s):  
 KATHY BULTMAN

8:42AM  
 Material: 21,403.65  
 Service: 0.00  
 Misc. Charges: 0.00  
 Sales Tax: 1,498.26  
 Misc. Tax: 0.00



**QUOTE TOTAL: \$22,901.91**



PS METRO II INDIANAPOLIS LLC  
 7375 COMPANY DR.  
 INDIANAPOLIS, IN 46237  
 Telephone: 3179920135 Fax: 0

ES612998

**ESTIMATE**

Sold To	Ship To
CENTER TOWNSHIP OF MARION COUNTY 300 E FALL CREEK PARKWAY N DRI INDIANAPOLIS, IN 46205	
Home: Business: 3176333610	

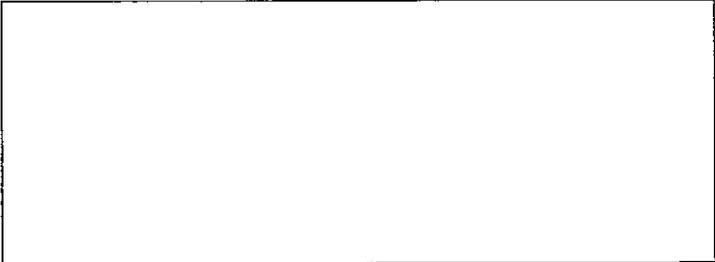
Order Date	Purchase Order	Order Number
01/29/26	4TH FLOOR	ES612998

Style/Item	Color/Description	Size	Quantity	Units	Price
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Invoices must be paid in full to pick up partial orders. Remaining material must be picked up within 30 days. Material will be forfeited after 90 days. Installer and/or end user is responsible for inspection of material prior to install for defects. The accuracy of the above sizes & quantities are the responsibility of member or client. Special order items are not cancelable or returnable. A 25% restock fee may be charged for any returned "stocked" items.

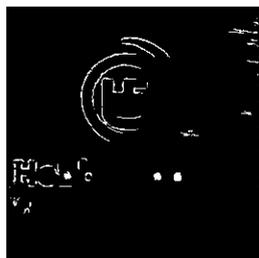
02/03/26  
 Sales Representative(s):  
 KATHY BULTMAN

8:42AM  
 Material: 21,403.65  
 Service: 0.00  
 Misc. Charges: 0.00  
 Sales Tax: 1,498.26  
 Misc. Tax: 0.00



**QUOTE TOTAL: \$22,901.91**

# ESTIMATE



## Prepared For

Julia M. Carson Government Center  
300 E FALL CREEK PARKWAY  
Indianapolis , In 46205  
(317) 920-0300

### Hobbs Flooring LLC

2206 E 96th Street  
Indianapolis, IN 46240  
Phone: (317) 946-2005  
Email: hobbsflooring07@gmail.com

Estimate # 1527  
Date 02/01/2026

Description	Rate	Quantity	Total
FOURTH FLOOR	\$0.00	1	\$0.00
Delivery of materials	\$400.00	1	\$400.00
Demo existing carpet & cove base	\$1.50	4,489	\$6,733.50
Remove and reset furniture ( Large Items Only )	\$1,500.00	1	\$1,500.00
Install new carpet tile	\$2.00	4,518	\$9,036.00
Install new cove base	\$1.75	1,320	\$2,310.00
Install new transitions	\$250.00	1	\$250.00

Floor prep & leveling	\$0.00	1	\$0.00
Will be determined after removal of existing flooring and subfloor inspection			

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<b>Subtotal</b>			<b>\$20,229.50</b>
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<b>Total</b>			<b>\$20,229.50</b>
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**PS METRO II INDIANAPOLIS LLC**  
**7375 COMPANY DR.**  
**INDIANAPOLIS, IN 46237**  
**Telephone: 3179920135 Fax: 0**

**ES612996**

**ESTIMATE**

Sold To	Ship To
CENTER TOWNSHIP OF MARION COUNTY 300 E FALL CREEK PARKWAY N DRI INDIANAPOLIS, IN 46205	
Home: Business: 3176333610	

Order Date	Purchase Order	Order Number
01/29/26	5TH FLOOR	ES612996

Style/Item	Color/Description	Size	Quantity	Units	Price
HOCUS COLLECTION - OBSERVER	COLOR TBD	-----	4,536.90	SF	3.69
HOCUS COLLECTION - OBSERVER	COLOR TBD OVERAGE	-----	191.70	SF	3.69
INFINITY REVOLVE ADHESIVE	4 GALLON PAIL	-----	5.00	PAIL	174.00
ASSURE SEALER	4 GALLON PAIL	-----	5.00	PAIL	207.50
BURKE COLL WALL 1/8" WALL BASE - 4 (COVED)	TO BE DETERMINED	-----	1,320.00	LF	0.86
COVE BASE ADHESIVE CARTRIDGE	ECO 575	-----	22.00	EA	7.41
BURKE 710 CARPET TO RESILIENT	TBD	-----	36.00	LF	1.40
FREIGHT CHARGE	FREIGHT	-----	1.00	EA	699.00

Due to Volatile Market Conditions, Quoted Prices Are Good for 48 Hours from Date of Quote

02/03/26  
 Sales Representative(s):  
 KATHY BULTMAN

8:40AM  
 Material: 21,403.65  
 Service: 0.00  
 Misc. Charges: 0.00  
 Sales Tax: 1,498.26  
 Misc. Tax: 0.00



**QUOTE TOTAL: \$22,901.91**



PS METRO II INDIANAPOLIS LLC  
 7375 COMPANY DR.  
 INDIANAPOLIS, IN 46237  
 Telephone: 3179920135 Fax: 0

ES612996

**ESTIMATE**

Sold To	Ship To
CENTER TOWNSHIP OF MARION COUNTY 300 E FALL CREEK PARKWAY N DRI INDIANAPOLIS, IN 46205  Home: Business: 3176333610	

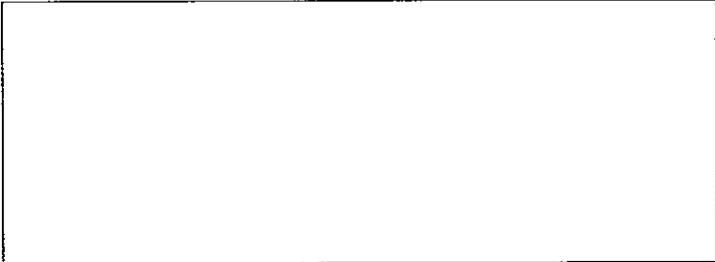
Order Date	Purchase Order	Order Number
01/29/26	5TH FLOOR	ES612996

Style/Item	Color/Description	Size	Quantity	Units	Price
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Invoices must be paid in full to pick up partial orders. Remaining material must be picked up within 30 days. Material will be forfeited after 90 days. Installer and/or end user is responsible for inspection of material prior to install for defects. The accuracy of the above sizes & quantities are the responsibility of member or client. Special order items are not cancelable or returnable. A 25% restock fee may be charged for any returned "stocked" items.

— 02/03/26 —  
 Sales Representative(s):  
 KATHY BULTMAN

8:40AM —  
 Material: 21,403.65  
 Service: 0.00  
 Misc. Charges: 0.00  
 Sales Tax: 1,498.26  
 Misc. Tax: 0.00



**QUOTE TOTAL: \$22,901.91**

# ESTIMATE



## Prepared For

Julia M. Carson Government Center  
300 E FALL CREEK PARKWAY  
Indianapolis , In 46205  
(317) 920-0300

### Hobbs Flooring LLC

2206 E 96th Street  
Indianapolis, IN 46240  
Phone: (317) 946-2005  
Email: hobbsflooring07@gmail.com

Estimate # 1528

Date 02/01/2026

Description	Rate	Quantity	Total
FIFTH FLOOR	\$0.00	1	\$0.00
Delivery of materials	\$400.00	1	\$400.00
Demo existing carpet & cove base	\$1.50	4,489	\$6,733.50
Remove and reset furniture ( Large Items Only )	\$1,500.00	1	\$1,500.00
Install new carpet tile	\$2.00	4,518	\$9,036.00
Install new cove base	\$1.75	1,320	\$2,310.00
Install new transitions	\$250.00	1	\$250.00
Floor prep & leveling	\$0.00	1	\$0.00
Will be determined after removal of existing flooring and subfloor inspection			



PROMPT PROFESSIONAL SERVICE

Superior Carpet Installers, Inc.
5230 Commerce Cir
Indianapolis, IN 46237
+13176327441

ADDRESS

Ladonna Freeman
Office of Center Township
Trustee
300 E. Fall Creek Parkway N.
Drive
Indianapolis, IN 46237

Estimate 01232026F01

DATE 01/23/2026

EXPIRATION DATE 03/09/2026

PROJECT NAME

Center Township Trustee

PO # / PROJECT INFO

4th Floor

SUPERIOR CARPET PM

Blaze Fike

Table with 2 columns: ACTIVITY, AMOUNT. Rows include Material (28,196.19), Labor (27,720.00), and Alternative to move furniture (0.00).

Notes:

- 1) Labor based on regular hours (Monday-Friday).
2) Major/heavy floor preparation not included, i.e., deep fill patch, grinding, leveling, etc.
3) Post-installation cleaning and protection not included, i.e., covering finished floors, vacuuming, etc.
4) Alkalinity testing and/or pH reduction not included.
5) Moisture testing and/or mitigation not included.
6) Furniture to be moved by others. Alternate included to provide furniture moving.
7) Furniture: Owner to empty desks, overheads bins, open bookshelves, box loose items, remove computers/equipment, and disconnect services.
8) Quote is valid for 45 days.

Summary table with 2 columns: Description, Amount. Rows: SUBTOTAL (55,916.19), TAX (0.00).

TOTAL \$55,916.19



**Superior Carpet Installers, Inc.**  
 5230 Commerce Cir  
 Indianapolis, IN 46237  
 +13176327441

PROMPT PROFESSIONAL SERVICE

**ADDRESS**

Ladonna Freeman  
 Office of Center Township  
 Trustee  
 300 E. Fall Creek Parkway N.  
 Drive  
 Indianapolis, IN 46237

**Estimate 01232026F02**

**DATE 01/23/2026**

**EXPIRATION DATE 03/09/2026**

**PROJECT NAME**

Center Township Trustee

**PO # / PROJECT INFO**

5th Floor

**SUPERIOR CARPET PM**

Blaze Fike

**ACTIVITY**

**AMOUNT**

----Material----

30,434.20

- 1) Provide Carpet Tile w/ a \$20.00 per SY material allowance.
- 2) Provide 4.5" Rubber Cove Base w/ a \$0.89 per LF material allowance.
- 3) Adhesives, Freight, and Prep.

----Labor----

29,304.00

- 1) Demo of existing finishes/adhesives.
- 2) Minor floor preparation to skim/sand, patch minor imperfections, and build up to 1/8" or less at door frames.
- 3) Installation of Carpet Tile.
- 4) Installation of 4.5" Rubber Cove Base.

Alternative to move furniture: Add \$3,960.00

0.00

**Notes:**

- 1) Labor based on regular hours (Monday-Friday).
- 2) Major/heavy floor preparation not included, i.e., deep fill patch, grinding, leveling, etc.
- 3) Post-installation cleaning and protection not included, i.e., covering finished floors, vacuuming, etc.
- 4) Alkalinity testing and/or pH reduction not included.
- 5) Moisture testing and/or mitigation not included.
- 6) Furniture to be moved by others. Alternate included to provide furniture moving.
- 7) Furniture: Owner to empty desks, overheads bins, open bookshelves, box loose items, remove computers/equipment, and disconnect services.
- 8) Quote is valid for 45 days.

**SUBTOTAL**

59,738.20

**TAX**

0.00

**TOTAL**

**\$59,738.20**



**PROPOSAL #**

634929

**PROJECT**

Center Township District Office 2026  
300 E Fall Creek Pkwy N Dr  
Indianapolis, IN 46205

**DATE**

February 11, 2026

**TO**

**CONTACT**

Thomas Cartmell  
317-281-8386  
tcartmell@Consofloors.com

Dear ,Eric

Thank you for the opportunity to submit the following proposal for the above referenced project. I appoligize for taking so long with this. Please see the Qualification Lett attached with this quote

**SCOPE OF WORK**

CODE	PRODUCT	QUANTITY	TOTAL
	<b>4th Floor Carpet Replacement</b>		
	Rip-Up Old Carpet Direct Glue	726 SY	\$2,824.14
	Labor to Remove VCT Tile w/ Machine	104 SF	\$202.80
	Labor to Remove Vinyl/ Rubber Base	1657 LF	\$762.22
	Floor Prep for Carpet (Skim Coat)	6534 SF	\$4,835.16
	Furnish and Install Mohawk Art Exposure , Adaptable Color 569 Cadet, Carpet Tile 24" x 24"	726 SY	\$22,135.74
	Furnish and Install Standard Vinyl/ Rubber Base	1657 LF	\$3,960.23
	Labor to move furniture	15 EA	\$1,278.00
	Delivery & Pickup of Dumpsters	1 EA	\$1,588.24
	<b>Total For 4th Floor Carpet Replacement</b>		\$37,586.53
	<b>5th Floor Carpet Replacement</b>		
	Rip-Up Old Carpet Direct Glue	765 SY	\$2,975.85
	Labor to Remove Vinyl/ Rubber Base	1657 LF	\$762.22
	Floor Prep for Carpet (Skim Coat)	6885 SF	\$5,094.90
	Furnish & Install Mohawk Art Exposure, Adaptable Color 569 Cadet, Carpet Tile	765 SY	\$23,324.85
	Furnish and Install Standard Vinyl/ Rubber Base	1657 LF	\$3,893.95
	Labor to move furniture	15 EA	\$1,278.00



**CONSOLIDATED  
FLOORING**

**PROPOSAL #**

**634929**

**PROJECT**

Center Township District Office 2026  
300 E Fall Creek Pkwy N Dr  
Indianapolis, IN 46205  
- -

**DATE**

February 11, 2026

Delivery & Pickup of Dumpsters	1 EA	\$1,588.24
<u>Total For 5th Floor Total</u>		\$38,918.01
<b>TOTAL</b>		<b>\$76,504.54</b>



**PROPOSAL #**

**634929**

**DATE**

February 11, 2026

**PROJECT**

Center Township District Office 2026  
300 E Fall Creek Pkwy N Dr  
Indianapolis, IN 46205

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**TERMS AND CONDITIONS**

**SCOPE OF WORK**

Only material and labor detailed in the attached proposal are included in the scope of work to be performed. Unless specified otherwise in the proposal, all work will be performed on regular time, Monday through Friday. Consolidated Flooring of Chicago provides detailed SCOPE drawings solely to outline the extent of work as specified in our proposal. We do not produce or provide SHOP drawings, and will not fabricate or assume responsibility to fabricate any shop drawings.

**TARIFFS**

**EXPIRATION**

This proposal is valid for thirty (30) days from the proposal date. After this date our pricing is subject to change based on:

- Changes in the cost of materials.
- Changes in the cost of labor.
- Changes in the general state of the economy.
- Changes in tariffs and/or changes in laws or regulations.

**EXCLUSIONS**

**Unless specifically detailed in the proposal, the following items are excluded from our scope of work:**

This proposal DOES NOT include any job related delays or conditions (material, and or jobsite production) related to client or contractor implemented COVID 19 mitigation protocols.

Testing of slab for flatness, smoothness, and hardness.

Moisture and air quality testing before or after leveling occurs.

Floor surveys.

Shot blasting, scarifying, brush hammering, shaving, grinding, sanding, or any other form of mechanical floor preparation. Surface preparation, including leveling, skim coating, and spackling (where material is installed on walls).

Ramping to hard surface flooring (marble, stone, ceramic, wood, etc.). If we are installing carpet to meet a hard surface, the transition edge between these finishes must be installed by the hard surface installer. Schluter or Schluter type edges must be installed under the hard surface to be properly set and perform properly long term. This edging is not to be installed by the carpet installer. If this requirement is not followed, your tile, marble, or stone will crack.

Consolidated Flooring of Chicago is not responsible for latent defects in the substrate due to excessive moisture or alkalinity, nor chemical incompatibility of old adhesives, new adhesives, and carpet backing systems.

Substrate preparation, when included in the proposal, does not include water and moisture mitigation. Pricing for this, if necessary, can only be determined after calcium chloride tests have been performed.

Temporary and final protection of materials we install and all surfaces adjacent to our work, including walls, floors, and ceilings.

Overtime for any work outside normal working hours (see Hours of Work above).

Cleaning, sealing, buffing, or waxing of resilient or specialty products.

Cleaning and vacuuming.

Furnishing or installing entrance mats, mounted carpet mats, frames, or related items.

Factory pre-formed base corners. Our proposal includes only job site fabricated vinyl or rubber base corners.

Thresholds, saddles, and expansion joint covers. Any transition products made from metal or stone.

Supplying or application of concrete sealer.

Any items not listed on either the finish schedule or finish plan.

Attic stock.

Pattern matching & borders.

Removal and disposal of all existing floor coverings.

Removal and disposal of any waste and debris generated during the installation.

Plywood subfloor.



**PROPOSAL #**

**634929**

**PROJECT**

Center Township District Office 2026  
300 E Fall Creek Pkwy N Dr  
Indianapolis, IN 46205  
--

**DATE**

February 11, 2026

Mock ups.

Asbestos control or abatement.

Ramping to other flooring (marble, stone, ceramic, wood, etc.). If we are installing concrete to meet finish, the transition edge between these finishes must be installed by the flooring installer. Schluter or Schluter type edges must be installed under the flooring be properly set and perform properly long term. This edging is not to be installed by the concrete.

Out of sequence work or multiple mobilizations.

Tenting or other protection needed in area due to exposure of silica dust.

At this time, our quote excludes any unknown and unforeseen cost or cost due to delays from the following, but not limited to: Tariff fees, Breakdown in supply chain, War impacts, Weather related issues or delays, Economic disasters, Pandemics, etc.

**SITE CONDITIONS**

The customer must provide a secure space at the job site to lock-up materials, tools, and workman's clothing during the installation.

The customer accepts responsibility for security of all materials and tools stored on the job site.

The customer must provide free access to building and standard requirements for installation including, but not limited to, elevators, hoists, electricity, heat, light, water, etc. All related costs will be paid by the customer.

The installation area must be free and clear of other tradesmen and their material and ready to receive for us to begin our work

Lost time will be charged to the client if our men show up and the job is not ready, if areas are not ready consecutively and we incur down time, or if notification of a job cancellation has not been received at least twenty-four (24) hours prior to scheduled installation. Lost time will be charged on a per man basis at the current hourly rate.

The subfloor must be in a broom swept condition when we arrive for the scheduled start of the installation. The floor surface is to be free of adhesives and coatings including paint, oils, waxes, sealers and any substance that would prevent adhesive bond.

Fire rated plywood is not an acceptable substrate for flooring products. Unless specified in the proposal, additional charges will be incurred to encapsulate fire rated plywood.

The subfloor must be free of excessive moisture, alkalinity, and high concentration of fly ash or other additives that impede the adhesion of flooring materials. Consolidated Flooring of Chicago will not be responsible for latent defects in the subfloor due to these or associated conditions.

Surface and ambient temperature must be maintained at a minimum of 65 degrees Fahrenheit for 24 hours prior to, during, and after the installation.

The quoted price is based upon placing of scraps and waste material in a central location to be removed by laborers supplied by others.

We are not responsible for condition of sheetrock or wall surface where base is to be installed. All preparation of wall surface must be complete prior to scheduling of installation. Consolidated Flooring of Chicago is not responsible for any claims with respect to condition of wall surface under installed base.

Should concealed or unknown substrate conditions be encountered during the performance of this project, such as during the removal of existing flooring, and Consolidated Flooring of Chicago finds such conditions extensive or of an unusual nature, you will be advised of our concerns and rectification costs prior to our continuing.

We must allow all materials and adhesives to condition in the room temperature they will be installed in, for a minimum of 48 hours before starting the installation. This is an industry requirement! Not doing so voids all warranty! The HVAC system must be on and average temperature maintained prior to and after installation of any resilient product finish. Please consider this in your project planning. We will not install otherwise, as this will compromise the installation and the product will fail. Every resilient finish has its own minimum and maximum temperature requirement. Please reference your submittal package for your application.

Client must provide a staging area for materials.

Protection of finished surfaces done by others.

Client must provide an 80 psi, 3/4" cold water source within 100 feet of machine location.

Client must provide a 220 volt, 3 phase, 100 amp electrical connection within 100 feet of machine location.



**PROPOSAL #**

**634929**

**PROJECT**

Center Township District Office 2026  
300 E Fall Creek Pkwy N Dr  
Indianapolis, IN 46205

**DATE**

February 11, 2026

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**CHANGE ORDERS**

All work outside the scope of the contract will be billed immediately as work is completed at our current hourly rate. The job site super will be required to sign tickets for all out of contract work. These tickets will then to be considered as change orders to the contract.

Customer shall issue a contract which includes this exclusion page as an exhibit or addenda that will supersede any other clause, which will dictate the scope of our work and responsibility.

**INSURANCE**

If a Certificate of Insurance is required it is the responsibility of the customer to provide to Consolidated Flooring of Chicago a minimum of 48 hours prior to the scheduled start of the installation all of the information required on the certificate.

The customer is responsible for maintaining insurance for material stored in our warehouse.

**MATERIAL STORAGE**

Consolidated Flooring of Chicago will store materials for active installation projects at no charge.

You will be notified at the completion of the project of what balance material remains. Storage will be charged for all material held more than ninety (90) days after completion of the project. Any material stored for more than twenty-four (24) months will become the property of Consolidated Flooring of Chicago. No further notice will be given.

**GENERAL**

Consolidated Flooring of Chicago will not accept charge backs of damage or cleaning without the option to inspect claim(s) to repair or without the option to make arrangements for acceptable repairs at their expense.

Consolidated Flooring of Chicago is not responsible for any claims that might result from product delivery date changes beyond their control.

The proposal is given in good faith based upon specification and drawings supplied to Consolidated Flooring of Chicago. Consolidated Flooring of Chicago reserves the right to revise or withdraw this proposal should the specification or design differ from those provided to us.

Before any action is taken on this proposed work we require **one** of the following:

- This proposal signed and returned to us.
- A properly executed purchase order referencing this proposal by proposal number and date.
- A contract referencing this proposal by proposal number and date.

Proposed work is to be performed only on condition of and in accordance with the terms stipulated herein, including any attachments hereto which are an integral part of the proposal.

**PAYMENT TERMS**

A 50% deposit is required upon acceptance of this proposal. No materials will be ordered until the deposit is received.

Invoices for completed work must be paid within 30 days of the invoice date. Interest of 2% per month will be added for late payments.

**Accepted By:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**P.O. #:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Payment Terms:** 50% deposit required upon execution of order.

Balance to be progress billed, due net 30 days unless otherwise stipulated.

Created by: . Modified last by: