

Project Name: Boys' Basketball Locker Room Updates	Date: 9/19/23
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Requestor Name(s): Brandon Sensor

Requestor Department(s): Boys Basketball Coach

Provide building name(s) and room number(s): Main Gym - Boys Locker Room

List stakeholders: *(Stakeholders are individuals, departments or others who would be impacted by this request, and those who should have knowledge of the requested modification. Stakeholders include anyone who works or has reports/programs located in the building of the request. Please ensure that all stakeholders are involved with the request. If all stakeholders are not involved, the request could be subject to a lower priority.)*

Boys Basketball Team, Athletic Department, Boys Basketball Boosters

Do all stakeholders support this request? If no, why? Yes

Indicate what the space will be used for - Instruction, Office, Storage, Other (please describe): Describe the request in detail: Upgrading the locker room area by placing a wall wrap with sport specific artwork throughout. The wrap would cover above the lockers, and the upper walls throughout the main part of the locker room, as well as the door. They will also create a team specific whiteboard and install it on the wall. We have been working with the company Novum Designs on this project. They would handle the designing, creating and installation process. Boys Basketball Boosters have agreed to fund this project.

Why is this request needed (please provide justification, benefits to students, department, district, or community)? To provide a positive and motivating environment for our student athletes

Please provide any support data.

What are the implications if the request is not approved? None

If this request is asking to change space utilization (e.g., convert classrooms to offices) is there a plan to mitigate the lost space? Will not change space

Are there any personnel implications – will the modification require hiring new employees?

No new hirings, Novum Designs will come in and install the designed themselves

Does the request require new furnishings or technology? no

What is the desired timeline for the request to be completed? Artwork is already completed and will be sent for approval from the school administrations and superintendent. Once approved I believe they will be ready

to install within the next month or two.

Please provide estimated costs and funding: \$3,161.75 (paid for by CV Boys Basketball)

Please provide a rough sketch of your request (contact campus services if you need a floor plan) or attach a rendering: I will attach the art design provided that will be installed

Required Signatures: Please have requestors and all listed stakeholders sign and date to ensure they were part of this process.

Name:	Signature:	Date:
Requestor		
Brandon Sensor	<i>Brandon Sensor</i>	9-18-23
Building/Department Admin		
Patrick Myers		
Zach Hayward		
Shalyn Muraco	<i>Shalyn Muraco</i>	11-6-23
Superintendent		
Johannah Vanatta		

Form Instructions:

The Facilities Modification Request Form is managed and used by the Facilities Department to gather, understand, and prioritize all requests for facilities modifications. The facilities department then provides a prioritized list to the Superintendent and/or designee with the purpose of advising them on the best course of action. Please fill out the form to the best of your ability and include as much information as possible.

When to use the request form: The facilities department realizes facilities modifications come in all different sizes making it difficult to provide an exact definition for when it is necessary to use this form. The facilities department asks that you use your best judgement and use the following as guidelines.

- USE** this form for facilities modifications that include remodel/renovation/new construction:
- Redesigning space(s), including, moving departments, adding space, changing walls, painting, signage, etc. (temporary posters or banners are to be initialed by the building administrator)
 - Room repurposing, including, changing from classroom to office, lab space to lecture space, etc.

DO NOT USE this form for minor repairs to buildings, grounds, offices, etc. Minor repairs should be submitted via work order.

If you have questions whether or not to use the form, please contact the Facilities Advisory Committee Chair.

Request process and timeline: It is recommended that all facilities modification requests be worked on with your respective administrator. The process and timeline will be reviewed annually by the Facilities department to ensure an open, efficient, and fair process.

All donations to the district must have board approval (policy 702)

Process and Timeline	
Sept – Nov	Facilities department begins facilities modification request process –
	Facilities director asks direct reports for facilities modification requests
	Facilities director/designee and/or requestor(s) work together to fill out the Facilities Modification Request Form
Dec - Feb	Requests are submitted to Facilities director no later than December 1 for requests for the following school year
	Requests are reviewed and prioritized
March 1	Prioritized list presented to Superintendent and School Board if applicable



18 West Steuben Street
 Pittsburgh, PA 15205
 (412) 922-0422

INVOICE

INV-32003

novum-designs.com

Payment Terms: Net 30

DESCRIPTION: Basketball Locker Room Graphics

Bill To: Chartiers Valley School District
 2030 Swallow Hill Road
 Pittsburgh, PA 15220-1699
 US

Installed: Chartiers Valley School District
 2030 Swallow Hill Road
 Pittsburgh, PA 15220-1699
 US

Ordered By: Brandon Sensor
 Email: coachsensor@gmail.com
 Cell Phone: (412) 480-9640
 Tax ID: 76-02175-5

PRODUCTS	QTY	UNIT PRICE	TOTALS
1. Wall Graphics to Cover Red Area Above Lockers	1	\$1,071.61	\$1,071.61
1.1 Premium Digital Calendered Vinyl (Permanent Adhesive) - Wall 1			
Part Qty: 1			
Width: 312.25"			
Height: 32.50"			
Lamination			
- Lamination Type: 3M 8509 Premium			
Calendered Luster			
1.2 Premium Digital Calendered Vinyl (Permanent Adhesive) - Wall 2			
Part Qty: 1			
Width: 199.125"			
Height: 32.625"			
Lamination			
- Lamination Type: 3M 8509 Premium			
Calendered Luster			
1.3 In House Installation -			
- # of Hours: 2			
2. Wall Graphics Window Side with Custom White Board	1	\$1,301.33	\$1,301.33
2.1 Premium Digital Calendered Vinyl (Permanent Adhesive) - Wall Wrap			
Part Qty: 1			
Width: 147.625"			
Height: 35.50"			
Lamination			
- Lamination Type: 3M 8509 Premium			
Calendered Luster			
2.2 1/4" Acrylic, White - Custom Whiteboard			

Part Qty: 1
Width: 93.00"
Height: 48.00"

Drilled Holes
- Number of Holes: 8.00
- Material Thickness: Thin

Stand Offs
- Quantity: 8.00
- Stand Off Type: 1" Round

2.3 In House Installation -
- # of Hours: 2

3.	Wall Graphics	1	\$788.81	\$788.81
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3.1 Premium Digital Calendered Vinyl (Permanent Adhesive) - Wall 4

Part Qty: 1
Width: 134.625"
Height: 35.50"

Lamination
- Lamination Type: 3M 8509 Premium
Calendered Luster

3.2 Premium Digital Calendered Vinyl (Permanent Adhesive) - Wall 5

Part Qty: 1
Width: 103.25"
Height: 35.50"

Lamination
- Lamination Type: 3M 8509 Premium
Calendered Luster

3.3 In House Installation -
- # of Hours: 2

Subtotal:	\$3,161.75
Taxes:	\$0.00
Total:	\$3,161.75
Amount Paid:	\$0.00
<i>Balance Due:</i>	<i>\$3,161.75</i>

MAKE CHECKS PAYABLE TO: novum designs

***** novum designs is formerly image360 *****

Artwork Proof Approval



18 West Steuben Street
Pittsburgh, PA 15205
P: 412-922-0422
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Wall Location 1 | Wall Wrap Size: 312.25"(w) x 32.5"(h) | Dimensional Letters: 287.5"(w) x 11.25"(h)

Details

Client. Chartiers Valley SD
Project Scope. Basketball LL
Job No. 32003
Date. 10/27/2023

Specifications

Color Mode.
Colors Used.

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Wall Location 3 | Wall Wrap Size: 147.625"(w) x 35.5"(h) | Dimensional Letters: 104"(w) x 7.25"(h)

Details

Client. Chartiers Valley SD
Project Scope. Basketball LL
Job No. 32003
Date. 10/27/2023

Specifications

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Wall Location 2 - Option 2 | Wall Wrap Size: 199.125"(w) x 32.625"(h) | Dimensional Logo: 25.3"(w) x 31"(h)

Details

Client: Chartiers Valley SD
Project Scope: Basketball LL
Job No. 32003
Date: 10/27/2023

Specifications

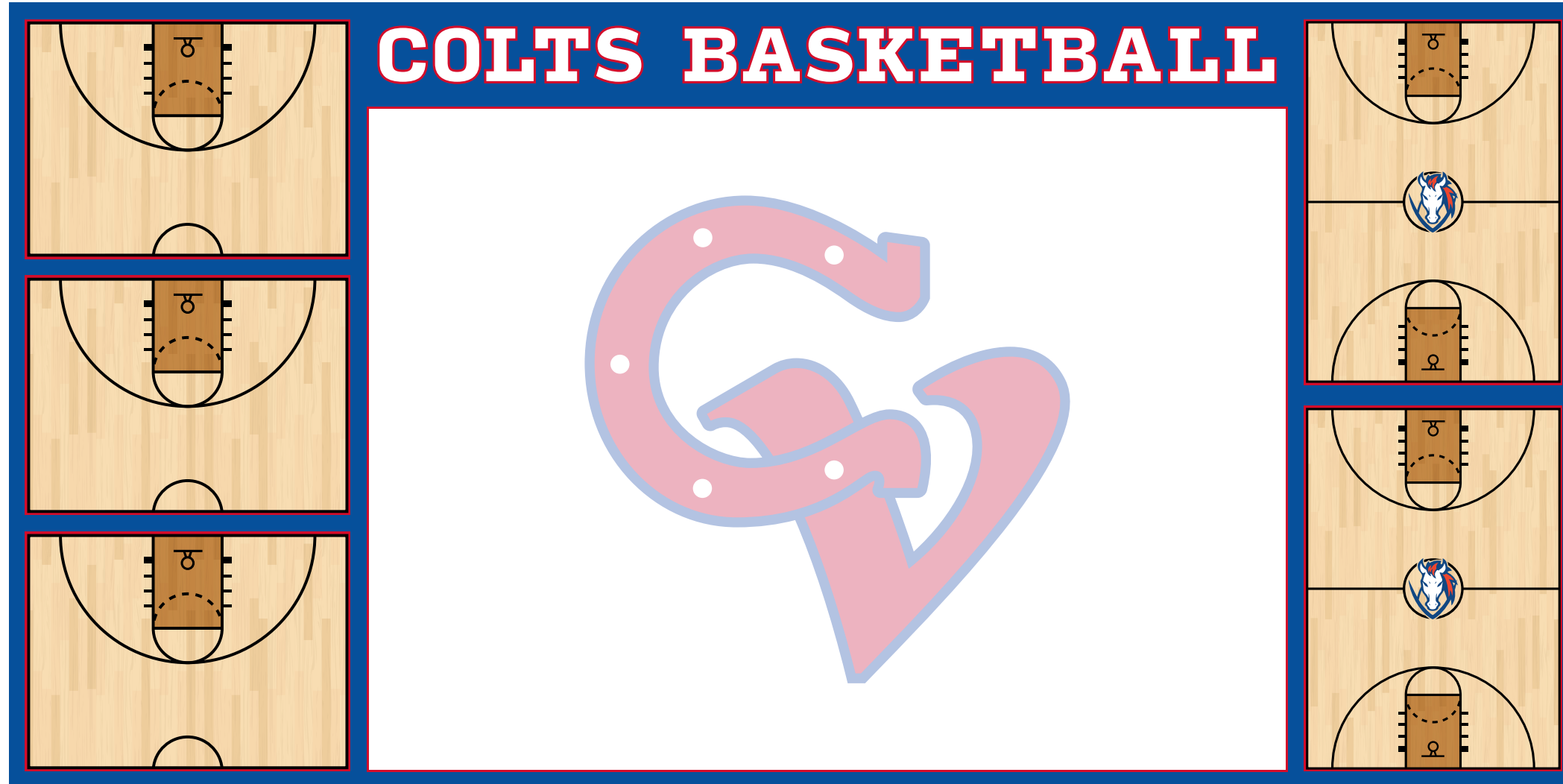
Color Mode:
Colors Used:

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Wall Location 3 | Mobile Dry-Erase Board | Size: 93"(w) x 48"(h)

Details

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Project Scope. Basketball LL
Job No. 32003
Date. 10/27/2023

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Wall Location 4 | Wall Wrap Size: 134.625"(w) x 35.5"(h)

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Wall Location 5 | Wrap Size: 103.25"(w) x 35.5"(h)

Details

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Project Scope. Basketball LL
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Mock-Up 1 | Version 2

Details

Client. Chartiers Valley SD
Project Scope. Basketball LL
Job No. 32003
Date. 10/27/2023

Specifications

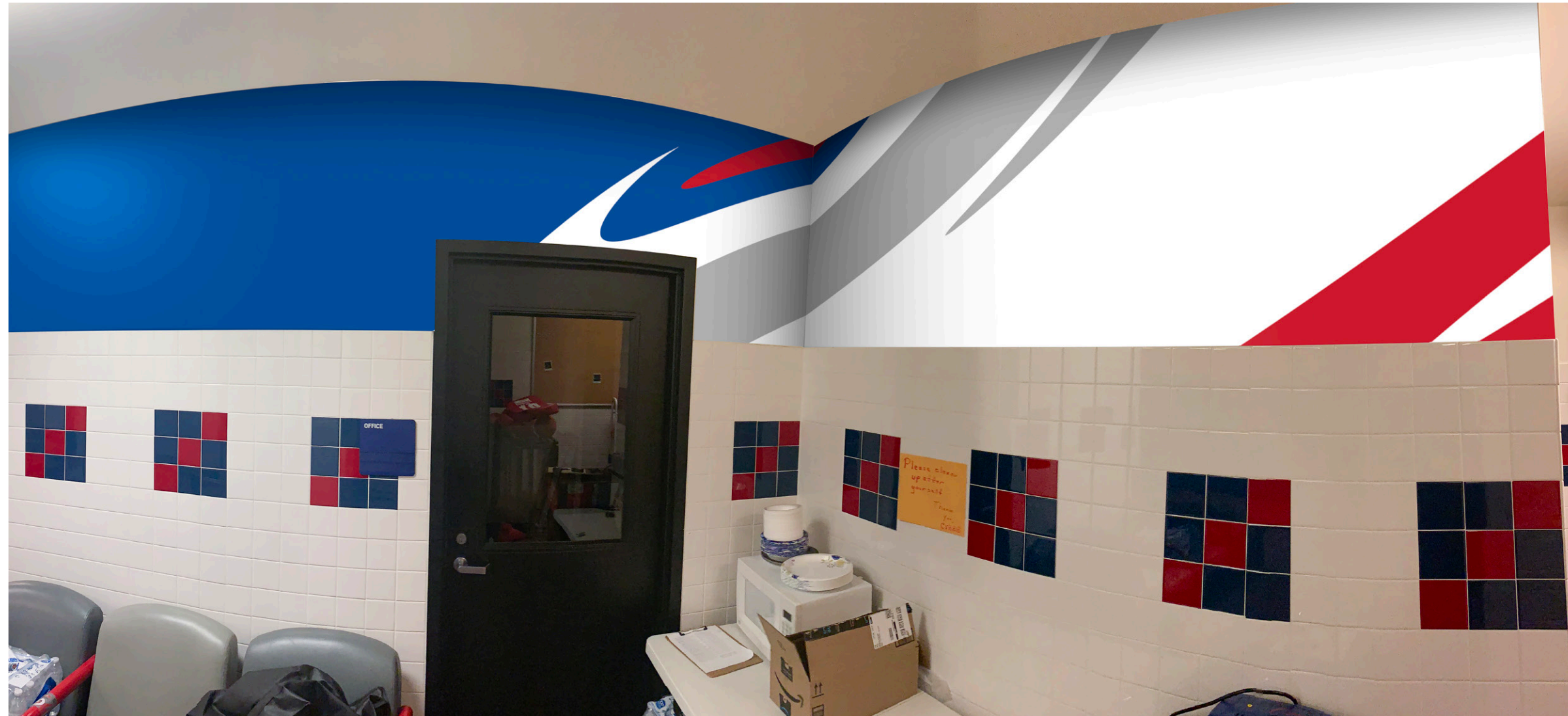
Color Mode.
Colors Used.

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Mock-Up 2

Details

Client. Chartiers Valley SD
Project Scope. Basketball LL
Job No. 32003
Date. 10/27/2023

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Sign Panel | Size: 38"(w) x 19"(h)



Details

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