



AGENDA

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Friday, September 05, 2025

3:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order
2. Roll Call and Determination of Quorum
3. Approval of Agenda
4. New and Old Business
 - A. Architectural Services - Review and Award
 - B. Foundation and Decking - Consider and Award
5. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.



DDA ACTION SUMMARY SHEET

MEETING DATE: September 5, 2025

TOPIC Architectural Services – Consider and Award

BACKGROUND BRIEF:

As has been explained on several occasion, the process of rebuilding the pubic space structures on the Lumber Yard site has been by coordinating contractor expertise with building official review and oversight. This now results in the need to complete final field review, analysis and a as built construction set to satisfy the closing of the permit open for the foundation, roof and structural repairs conducted to date.

We had originally bid this work in overall Architectural services proposals, but elected to pursue a quicker and more efficient construction process and held open the bids from prior firms interested in he work. Pursuant to the adopted procurement policy for the project, leadership obtained affirmation of fee proposals related to the needed work, and an additional quote, targeted at the expertise sought to complete the open permit needs and blend design services as required.

Previous and New Fee proposals require the following estimated costs:

- Minimus: \$33,900 +
- Nuture: \$74,701 +
- Faber: \$35,000 +
- Davis \$24,500, flat fee

RECOMMENDATION: Award the contract to Howard Davis at a cost not exceed \$24,500.

FINANCIAL IMPACT:

The funds would be expended from the Grant. Using GL 248-726-980-002

RECOMMENDED MOTION:

Move to approve a contract for Field Review and As Built Construction Drawings to Davis & Davis at a cost not to exceed \$24,500 with funding from GL 248-726-980-002

Lumber Yard at Paint Creek

A DOWNTOWN LAKE ORION GATEWAY PROJECT



PLANNING • INTERIOR ARCHITECTURE • DESIGN

PROPOSAL FOR ARCHITECTURAL & DESIGN SERVICES

08/25/2025



Mr. Matt Gibb
Executive Director
Lumber Yard at Paint Creek
Lake Orion, Michigan

August 25, 2025
Proposal for Architectural & Design Services
Lumber Yard at Paint Creek
Lake Orion, Michigan

Dear Matt,

Davis & Davis is pleased to submit this proposal for Architectural & Design Services for the property located at the historic Lake Orion Lumber Yard, in Lake Orion, Michigan. We have put together the following proposal for Architectural & Design scope based on the information provided.

If you have any questions about the information provided, we ask you to reach out to us. Discussion is always welcome. We are passionate and committed to providing the highest level of customer service, professionalism, and creativity.

Thank you,

Howard Davis
Founding Partner

Jamie Jordan, Assoc. AIA, NCIDQ
Partner & Chief Executive Officer



Creating Exceptional Spaces to Elevate the Human Experience
Women Owned Business, third-party certification pending



Proposed Project Description

The following proposal is intended for the requested Architectural and Design Services for the property located at the historic Lake Orion Lumber Yard site in Lake Orion, Michigan. The scope of services will include a discovery of base-building conditions, field review of the structures in place, and as-built drawings for use in future phases of the project.

Scope of Services

Davis & Davis will attend a site tour with the client and/or its representatives to evaluate the existing site.

Upon review, Davis & Davis will schedule two-to-three members of our team to perform an onsite field review of the existing conditions, including but not limited to: the foundation, the perimeter walls, the structural members, the ceiling heights, openings, adjacent site elements in place, etc.

All measurements will be per BOMA standards.

Upon field review completion, the existing conditions will be drafted and transferred to digital drawings and files via AutoCAD, and subsequently turned into PDFs for delivery of as-built drawings to the client.



Proposed Fees

Lumber Yard at Paint Creek, Lake Orion, MI	
<i>Field Review & As-built Records</i>	
	\$24,500 FLAT RATE
TOTAL	
	\$24,500

Hourly services for work outside of scope will be tracked and billed \$150/hr. Prior notification and approval will be required for any hourly services.

Thank you for the opportunity to provide the above outlined proposal for Architectural & Design Services. We appreciate being considered!

To approve, please sign and return a copy of this proposal at your convenience.

Thank you,

Howard Davis
Founding Partner

Jamie Jordan, Assoc. AIA, NCIDQ
Partner & Chief Executive Officer



Creating Exceptional Spaces to Elevate the Human Experience
Women Owned Business, third-party certification pending

(Approvals)

Signed

Approved by

Date

General Terms & Conditions

ADDITIONAL SERVICES

Not generally included in the proposed project scope of work.

Fees to be provided based on established project parameters, upon request.

- Space Planning
- Demising Options for Multi-tenant floors
- Conceptual Design
- Schematic Design
- Design Development
- Construction Drawings
- Bid Drawings
- Permit Drawings
- Electrical / Mechanical Engineering Services & Coordination
- Acoustical Engineering Services & Coordination
- Specialty Equipment Engineering Services & Coordination
- Structural Engineering Services
- Civil Engineering Services
- Security Vendor Coordination
- Network Vendor Coordination
- Health Department Documentation & Coordination (where applicable)
- Construction Phasing Plans
- Evacuation & Wayfinding Plans
- As-built and Record Drawings (CAD/PDF/Hardcopy)

REIMBURSABLE EXPENSES:

- Reproduction costs for 24"x36" plans: \$6/sheet
- Municipality Permit Review Fee

BILLING AND PAYMENT:

Projects are generally billed on a phased, monthly progress basis. Terms are net 30.

CONDITIONS:

It is recognized that Architects and Designers do not have control over the cost of labor, material, or equipment, the Owner's methods of determining construction prices, or over competitive bidding. Accordingly, we cannot warrant or represent that bids, or negotiated prices, will not vary from preliminary cost estimates or evaluations. All pricing for construction activities is to be provided by a qualified Construction Manager, General Contractor, and/or relevant project vendors.

SECTION 4: FEE PROPOSAL

Minimus

PROPOSED FEE			
	Main Barn	Supply House Canopy	Coal Office
Investigation	\$10,800.00	\$4,100.00	\$6,500.00
Conceptual Design	\$12,400.00	\$4,000.00	\$7,500.00
Construction Documents	\$14,600.00	\$4,600.00	\$9,400.00
Bidding	\$3,200.00	\$2,800.00	\$3,200.00
Total:	\$41,000.00	\$15,500.00	\$26,600.00
LUMP SUM FEE: \$83,100.00			

Note:

For this proposal, the structural scope generally includes identifying deteriorated conditions and designing in-kind repairs. Thornton Tomasetti has also included some modifications to existing structural elements, such as adding or enlarging window openings in the Coal Office and demolishing the catwalks and lumber storage racks in the Main Barn.

Repurposing the Main Barn into an event space will result in a change from Risk Category 1 to Risk Category 3 per ASCE 7 and the IEBC, so it is likely that some structural upgrades will be required for the lateral and wind-resisting systems. Invasive structural modifications can also trigger code-required building-wide upgrades if certain Alteration criteria listed in Chapter 6 of the IEBC are met. Some of the potential modifications for the Main Barn that were mentioned at the site walkthrough (e.g. removing columns) would likely constitute a Level 3 Alteration per IEBC and require updating the entire existing structure to meet the current building code. To do this, TT would have to perform a detailed structural analysis and likely design substantial reinforcement for the gravity system, lateral system, and foundations, but the extent of this work is dependent on the as-built configuration of the structure and the Village of Lake Orion's desired design concept.

Because the scope and extent of code-required upgrades is currently unknown, Thornton Tomasetti has only included a preliminary analysis and feasibility study of a few proposed concepts, which will be presented during the Conceptual Design Phase. However, Thornton Tomasetti has not included performing a full structural analysis and designing significant modifications to the lateral system, gravity system, or the foundations. These scopes would be an Additional Service.

NUTURE

Deliverables & Proposal Breakdown

The Nurture team presents a comprehensive statement of fees, structured to align with DDA's requested scope of services. The fee table below captures our current understanding of the scope as outlined in the RFP; we welcome the opportunity to negotiate fees as needed to best align with the Client's expectations. Additionally, Nurture's hourly rates are listed below.

FEES BY PHASE			
Design Services		Fees	
Schematic Design		\$	73,300.00
Design Development		\$	55,500.70
Construction Documents		\$	74,701.30
Bid / Permit		\$	46,000.00
Total		\$	249,502.00
Reimbursable Consultants		Fees	
Survey (Topographic)	Alpine Engineering	\$	14,000.00
3D Laser Scan	GPRS	\$	13,100.00
Reimbursables		Fees	
Travel/Reproductions		\$	1,500.00

FEES BY STRUCTURE			
Design Services		Fees	
Main Barn		\$	117,933.68
Supply Canopy		\$	42,283.94
Coal House		\$	89,284.38
Total		\$	249,502.00
Reimbursable Consultants		Fees	
Survey (Topographic)	Alpine Engineering	\$	14,000.00
3D Laser Scan	GPRS	\$	13,100.00
Reimbursables		Fees	
Travel/Reproductions		\$	1,500.00

Position	Rate per hour
Principal	\$265.00
Senior Associate	\$200.00
Associate	\$175.00
Junior Associate	\$150.00
Administration	\$135.00

FABER DESIGN

Fee Breakdown

OVERALL PROJECT BUDGET	—————	\$2,100,000
OVERALL CONSTRUCTION BUDGET	—————	\$1,850,000

DESIGN + ENGINEERING FEE BREAKDOWN	—————	\$35,000 - INITIAL DESIGN SCOPE
		+
		\$103,750 - REMAINING DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTATION ETC.
		=

TOTAL OVERALL ARCH / STRUCTURAL FEES	—————	\$138,750
(7.5% OF ESTIMATED CONSTRUCTION COST)		+

MEP ENGINEERING FEES	—————	\$15,000
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TOTAL DESIGN + ENGINEERING FEES	—————	\$153,750
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***BREAKDOWN BY STRUCTURE:**

MAIN BARN - EST. CONSTRUCTION COST = \$1,200,000 // 7.5% FEE = \$90,000

COAL OFFICE - EST. CONSTRUCTION COST = \$400,000 // 7.5% FEE = \$30,000

SUPPLY SHED - EST. CONSTRUCTION COST = \$250,000 // 7.5% FEE = \$18,750

*THIS WAS A METRIC FOR CROSS-CHECKING OUR FEE - NOT HOW WE DEVELOPED OUR FEE, BUT WAS REQUIRED PER THE RFP.



DDA ACTION SUMMARY SHEET

MEETING DATE: September 5, 2025

TOPIC Foundation and Decking – Consider and Award

BACKGROUND BRIEF:

As has been explained on several occasion, the process of rebuilding the main barn includes the re-pair and replacement of footing on the north side. To allow continued access to the north side of the barn it has been recommended that a deck is built along the 100’ length of the barn, this will allow additional footing to be placed to take load from the re-roofing of the main structure. This is all reviewed under our open permits with the Township and is within the knowledge and direction of the building official.

We are following our pattern of cost effectively purchasing materials and quoting install and construction separately. This allowing us to avoid additional fees for procurement of materials and supply, but still take advantage of our purchasing power. We have three quotes for this work

Carr Decks	\$39,600
Templeton	\$34,852
Mickey’s Const	\$24,900

RECOMMENDATION: Award the contract to Mickey’s construction at a cost not exceed \$25,900.

FINANCIAL IMPACT:

The funds would be expended from the Grant. Using GL 248-726-980-002

RECOMMENDED MOTION:

Move to approve a change order contract for foundation repair and deck installation on the Main Barn at the Lumber Yard to Mickey’s Construction at a cost not to exceed \$25,900 with funding from GL 248-726-980-002

TEMPLETON



Home Enhancements, LLC

(810) 241-1044

Templeton Home Enhancements LLC

4402 Grange Hall Rd. • Holly, MI 48442

Phone: (810) 241-1044 • Email: Templetonhomeenhancements@gmail.com

Estimate

Customer:	Matt Gibbs
Address:	215 S. Broadway St., Lake Orion, MI
Email:	gibb@downtownlakeorion.org

Project Description

Labor to construct an approximately 12' x 100' wood-frame deck at the above address.

- Secure all permits, licenses, and insurance.
- Install bonded 2x12 ledger to building per current code.
- Construct frame using 2x12 joists (commercial application), 16" on center.
- Install composite decking with hidden fasteners in a picture-frame layout.
- Install Vista Rail aluminum railing system (matte black, vertical standard) to code.
- Build one staircase, approx. 42" height, 12' wide, with five steps and a center rail, including matching aluminum handrail (11" tread depth x ~6.5" riser).

Labor Total: \$34,852

Materials not included. All materials must be listed by Templeton Home Enhancements and present on site prior to project start.

Terms & Conditions

- Estimate valid for 30 days.
- Excludes unforeseen structural or mechanical issues. Any such issues will be handled by the general contractor at the homeowner's expense.
- Change orders or additional work will be issued as an addendum and must be paid in full before work resumes.

Payment Schedule

- First Draw: Due at contract signing (before materials are ordered).

- Second Draw: Due upon completion of framing and rough mechanicals.
 - Final Payment: Due at project completion.
- *All checks payable to Templeton Home Enhancements.*

Consent to Work

I, _____, the owner of the above-listed property, agree to the terms of this contract. Any deviation will be subject to review and amendment.

Signature: _____

Thank you for your interest in our work—we look forward to working with you.

Sincerely,

Justin Templeton

Templeton Home Enhancements LLC

CARR Decks & More
2233 Russel St
Grand Blanc 48459

Section 4, Item B.

TO Matt G.
ADDRESS
K-248-464-0307

PROPOSAL NO.	DATE <u>8-21-25</u>
BID NO.	ARCHITECT
PHONE NO.	DATE OF PLANS
WORK TO BE PERFORMED AT: <u>215 S. Broadway St.</u> <u>LK OKON MI.</u>	

We hereby propose to furnish the materials and perform the labor necessary for the completion of new Deck 12x100
with Hand railing, Labor only

Area below for additional description and/or drawings:

Dig footing 1500 sq ft
Call for inspection
Frame new 12⁰x100⁰ Deck in Treated framing
w/ your choice of Deck Boards
Install Handrailing (w/ice type)
you supply all material & Dimpster
LABOR only
About 2 weeks from start to finish
1 set of 12⁰ wide steps

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of
Dollars (\$ 39,600.00) with payments to be made as follows. \$ 39,600.00

1/2 Down / Balance when Done

\$ 39,600.00
4 Labor only

ACCEPTANCE OF PROPOSAL The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature X James C...
Signature _____

Date X 8-21-25

Kerton Lumber

1122 N Saginaw St
 Holly, MI 48442
 (248)634-8951

Quote	32815-A
Section 4, Item B.	

QUOTE

Wife #1

Sold To: MICKEYS CONSTRUCTION
 643 SHELMAR LN
 ORTONVILLE, MI 48462
 (248)884-0464

Date	Cashier	Payment Terms	Purchase Order	Source Document	Customer #
08/18/25 13:37:59	Matt A	NET DUE 10TH			MICK1

Line	Qty	Item No.	Description	List	Price	Extended
001	22.00 EA1	FP44	FOOTING PAD- 10" DIA FOOTING PAD - FITS 4"-6" POST	8.99	8.99	\$197.78
002	11.00 EA1	4612T	TREATED-4X6 12FT TRTD AG USE.60CCA(48)	28.99	28.41	\$312.51
003	33.00 EA1	21212T	TREATED-2X12 12 FT TREATED #1 SYP(32)GC	25.48	24.72	\$815.76
004	22.00 EA1	BCS236Z	POST CAP- 3X6 POST CAP Z	19.99	19.99	\$439.78
005	30.00 EA1	21020T	TREATED-2X10 20 FT TRTD #1/ SYP MCQ(40)	51.99	50.43	\$1,512.90
006	34.00 EA1	21012T	TREATED-2X10 12 FT TRTD #1 SYP MCQ(40)GC	21.12	20.49	\$696.66
007	10.00 EA1	21010T	TREATED-2X10 10 FT TRTD #1 SYP MCQ(40)	18.48	17.93	\$179.30
008	6.00 EA1	21210T	TREATED-2X12 10 FT TREATED #1 SYP MCQ(32)GC	22.99	22.30	\$133.80
009	220.00 EA1	GLBH54612	GOOD LIFE-BEACH HOUSE 5/4X6 12 DECKING(.935X5.3)	37.80	36.67	\$8,067.40
010	5.00 EA1	GLBH54620S	GOOD LIFE-BEACH HOUSE 5/4X6 20**SOLID** DECKING(.935X5.3)	63.00	61.11	\$305.55
011	12.00 EA1	GLBH11212	GOOD LIFE-BEACH HOUSE 1X12 12 .75X11.25 FACIA	98.00	98.00	\$1,176.00
012	3.00 EA1	344356N	CAMO- EDGE CLIP UNIVERSAL 900CT 500SF HIDDEN FASTENER	379.95	379.95	\$1,139.85
013	2.00 PK1	349004G	DECK SCREWS COMPOSITE- DK GREY 350CT	55.99	52.63	\$105.26
014	1.00 EA1	HGZ10	AIR NAIL- GALV10 RNG SHANK 601172 SENCO/PASLODE 2.M(HGZ2M)	54.95	52.75	\$52.75
015	1.00 BX1	T15G5	NAILS- 1 1/2IN 5# JOIST HANGER NAILS]	24.99	24.99	\$24.99
016	2.00 BX1	DS3350	DECK SCREWS- 3 IN X 9 (350 BOX)	34.99	34.99	\$69.98
017	2.00 BX100	SHL5164C	STAR HEAD LAG 5/16 X 4IN(100)	78.99	78.99	\$157.98
018	9.00 EA1	4410T	TREATED-4X4 10 FT TRTD SELECT CUT RED PINE(78)	16.64	16.64	\$149.76

You Saved \$382.83

14,586.31

Kerton Lumber

1122 N Saginaw St
 Holly, MI 48442
 (248)634-8951

Quote	32815-A
Section 4, Item B.	

QUOTE

Sold To: MICKEYS CONSTRUCTION
 643 SHELMAR LN
 ORTONVILLE, MI 48462

(248)884-0464

Date	Cashier	Payment Terms	Purchase Order	Source Document	Customer #
08/18/25 13:37:59	Matt A	NET DUE 10TH			MICK1

Line	Qty	Item No.	Description	List	Price	Extended
019	1.00 EA1	2612T	TREATED-2X6 12 FT TRTD SYP MCA GRND CONTACT(64)	11.59	11.13	\$11.13
020	5.00 EA1	2616T	TREATED-2X6 16 FT TRTD SYP MCA GRND CONTACT(64)	15.64	15.01	\$75.05
021	3.00 EA1	2608T	TREATED-2X6 8 FT TRTD SYP MCA GRND CONTACT(64)	7.52	7.29	\$21.87
022	16.00 EA1	2408T	TREATED-2X4 8 FT TRTD #1SYP MCA GRND CONTACT(104)	5.72	5.58	\$89.28
023	30.00 EA1	CK102WCSSW	VISTA CABLE LEVEL NON TENSIONING HARDWARE	29.99	29.99	\$899.70
024	30.00 EA1	CK102WTSSW	VISTA CABLE LEVEL TENSIONING HARDWARE	44.99	44.99	\$1,349.70
025	20.00 EA1	CK102SCSSW	VISTA CABLE STAIR NON TENSIONING HARDWARE	49.99	49.99	\$999.80
026	20.00 EA1	CK102STSSW	VISTA CABLE STAIR TENSIONING HARDWARE	59.99	59.99	\$1,199.80
027	8.00 EA1	CK102ECSSW	VISTA STAINLESS CABLE END CAPS	34.95	34.95	\$279.60
028	1.00 EA1	V5184M0001	VISTA CABLE RELEASE TOOL	9.99	9.99	\$9.99
029	2.00 EA1	PB780500	VISTA 500' CABLE SPOOL	325.99	325.99	\$651.98
030	3.00 EA1	PB780100	VISTA 100' CABLE SPOOL	67.99	67.99	\$203.97
031	20.00 EA1	CK102PTSSW	VISTA STAINLESS 3/4" PROTECTOR SLEEVE	27.95	27.95	\$559.00

Payment:	Method	Amount
	UnApplied Deposit	

★
 25,000.00

You Saved \$382.83	Non Taxable SubTot	0.00
	Taxable SubTotal	21,888.88
	Sales Tax	1,313.33
	Total	23,202.21
	Total Due	23,202.21

15,146.31

ber

1122 N Saginaw St
Holly, MI 48442
(248)634-8951

QUOTE

Quote	32816-A
Section 4, Item B.	



12

No Rain

Sold To: MICKEYS CONSTRUCTION
643 SHELMAR LN
ORTONVILLE, MI 48462
(248)884-0464

Date	Cashier	Payment Terms	Purchase Order	Source Document	Customer #
08/18/25 13:56:01	Matt A	NET DUE 10TH			MICK1

Line	Qty	Item No.	Description	List	Price	Extended
001	22.00 EA1	FP44	FOOTING PAD- 10" DIA FOOTING PAD - FITS 4"-6" POST	8.99	8.99	\$197.78
002	11.00 EA1	4612T	TREATED-4X6 12FT TRTD AG USE.60CCA(48)	28.99	28.41	\$312.51
003	33.00 EA1	21212T	TREATED-2X12 12 FT TREATED #1 SYP(32)GC	25.48	24.72	\$815.76
004	22.00 EA1	BCS236Z	POST CAP- 3X6 POST CAP Z	19.99	19.99	\$439.78
005	30.00 EA1	21020T	TREATED-2X10 20 FT TRTD #1/ SYP MCQ(40)	51.99	50.43	\$1,512.90
006	34.00 EA1	21012T	TREATED-2X10 12 FT TRTD #1 SYP MCQ(40)GC	21.12	20.49	\$696.66
007	10.00 EA1	21010T	TREATED-2X10 10 FT TRTD #1 SYP MCQ(40)	18.48	17.93	\$179.30
008	6.00 EA1	21210T	TREATED-2X12 10 FT TREATED #1 SYP MCQ(32)GC	22.99	22.30	\$133.80
009	220.00 EA1	GLBH54612	GOOD LIFE-BEACH HOUSE 5/4X6 12 DECKING(.935X5.3)	37.80	36.67	\$8,067.40
010	5.00 EA1	GLBH54620S	GOOD LIFE-BEACH HOUSE 5/4X6 20**SOLID** DECKING(.935X5.3)	63.00	61.11	\$305.55
011	12.00 EA1	GLBH11212	GOOD LIFE-BEACH HOUSE 1X12 12 .75X11.25 FACIA	98.00	98.00	\$1,176.00
012	3.00 EA1	344356N	CAMO- EDGE CLIP UNIVERSAL 900CT 500SF HIDDEN FASTENER	379.95	379.95	\$1,139.85
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015	1.00 BX1	T15G5	NAILS- 1 1/2IN 5# JOIST HANGER NAILS]	24.99	24.99	\$24.99
016	2.00 BX1	DS3350	DECK SCREWS- 3 IN X 9 (350 BOX)	34.99	34.99	\$69.98
017	1.00 BX100	SHL5164C	STAR HEAD LAG 5/16 X 4IN(100)	78.99	78.99	\$78.99

Payment:	Method	Amount
	UnApplied Deposit	

You Saved \$376.29	Non Taxable SubTot	0.00
	Taxable SubTotal	15,309.26
	Sales Tax	918.56
	Total	16,227.82
	Total Due	16,227.82

14,251.15