

Flower Box and Pavers Construction at St. Francis of Assisi Catholic School

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August 29 and 30, 2003
September 20 and 21, 2003

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Appendix

A. Materials List

A1. Tools List

B. Hours worked (scouts and adults)

C. Westcon Pavers Residential Installation Guide

Concept/Statement of Purpose

Purpose

The purpose of this project is to benefit St. Francis of Assisi School and the entire community around it by landscaping the grounds in front of the St. Francis of Assisi Catholic School gym and locker room. I will transform a part of the school grounds into a more pleasing and beautiful setting for those in the school and in the neighboring environment. The project will consist of planting low-maintenance shrubs and trees in the flower box in front of the gym over a filler (including gravel, sand, and topsoil) and building a new planter box in front of the locker room and filling it in the same manner, which will be composed of similar (if not identical) weather-resistant wood. The plants will be low maintenance evergreens. Brick pavers will be placed in the rectangular area of dirt in front of the locker room, including the grounds around the “Mr. Maierle bench” to prevent mud from forming. Mr. Maierle was once the principal of the St. Francis Middle School and today is the principal of Father Gabriel Richard High School.

This project will express honor and respect for the former principle and should attract more people to the area, allowing them to rest on the bench in comfort without having to walk through the mud when it rains (or while wet).

Benefits

The main benefactor of this project will be the entire St. Francis community. I will be landscaping an area in front of the school making it more pleasing to the eye, attracting more people to the site while improving the overall public approval of the school. Also, the pavers will prevent soil degradation, erosion and less mud. First impressions are always very important; when someone who has never seen the school comes to it, it is important that they look upon St. Francis as a well-kept and up-to-date facility. Keeping the school grounds in top condition will help it live up to its high standards and represent the excellent value of its learning environment.

Sponsor/Main Contact

Mrs. Deborah Camalo

Head of PTG of St. Francis of Assisi Catholic School
3584 Creekside Drive
Ann Arbor, MI 48105
Home Phone: 1-734-995-3584
Work Fax: 1-248-816-1606
Email: dcamalo@wallace.com

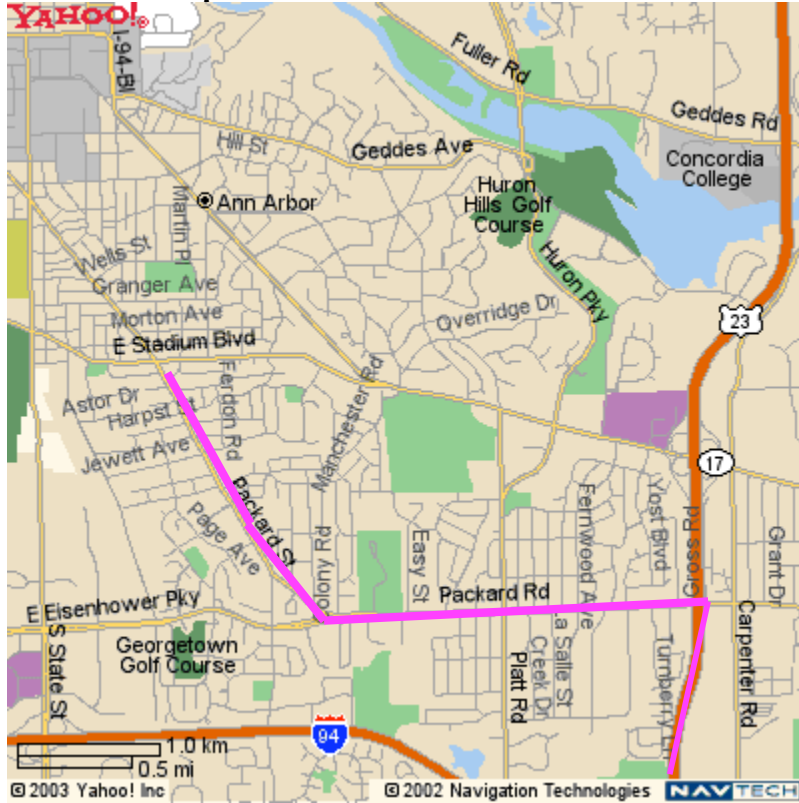
St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104
734-821-2200

Mr. Dave Barera

St. Francis of Assisi Business Manager
734-821-2111
Email: dsbarera@catholicWeb.com

St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104
734-821-2200

Directions/Map to St. Francis



Overall view of Ann Arbor, MI (US-23 to Packard Road/Street)



Zoom-in view of Ann Arbor, MI (Packard Road/Street to East Stadium Blvd.)

★ = St. Francis of Assisi Catholic Church (Located on the corner of East Stadium Blvd. and St. Francis Drive)

Directions to the Nearest Hospital

- 1500 East Medical Center Drive
Ann Arbor, MI 48104

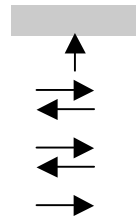


Directions

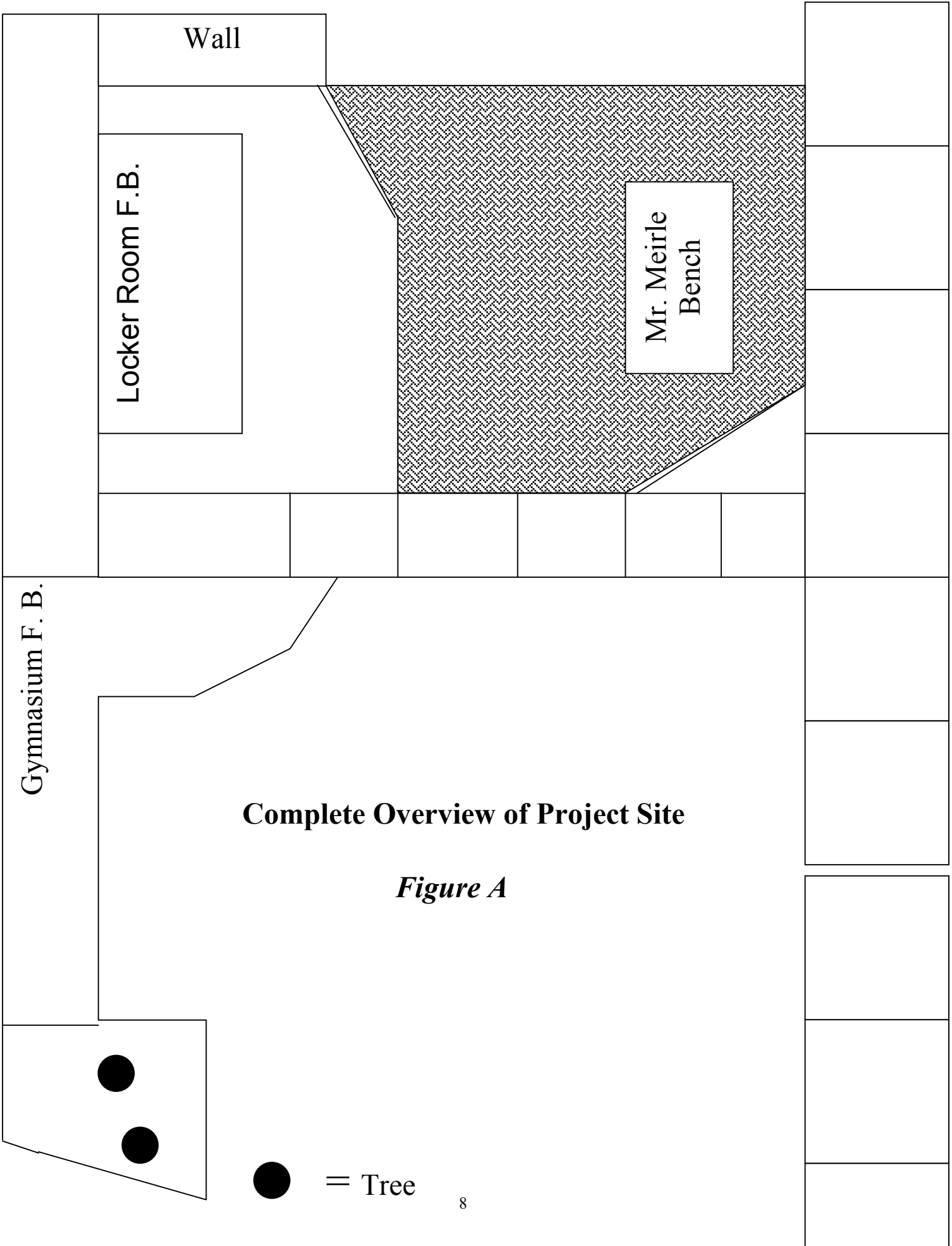
1. Start on **E STADIUM BLVD**
2. Turn Right on **BROCKMAN BLVD**
3. Turn Left on **WASHTENAW AVE**
4. Turn Right on **ZINA PITCHER PL**
5. Turn Left on **CATHERINE ST**
6. Turn Right on **W MEDICAL CENTER DR**

Miles

0.2
0.3
1.3
0.1
0.1
0.3



Distance: 2.4 miles **Approximate Travel Time:** 6 mins



Wall

Locker Room F. B.

Mr. Meirle
Bench

Gymnasium F. B.

Complete Overview of Project Site

Figure A

● = Tree

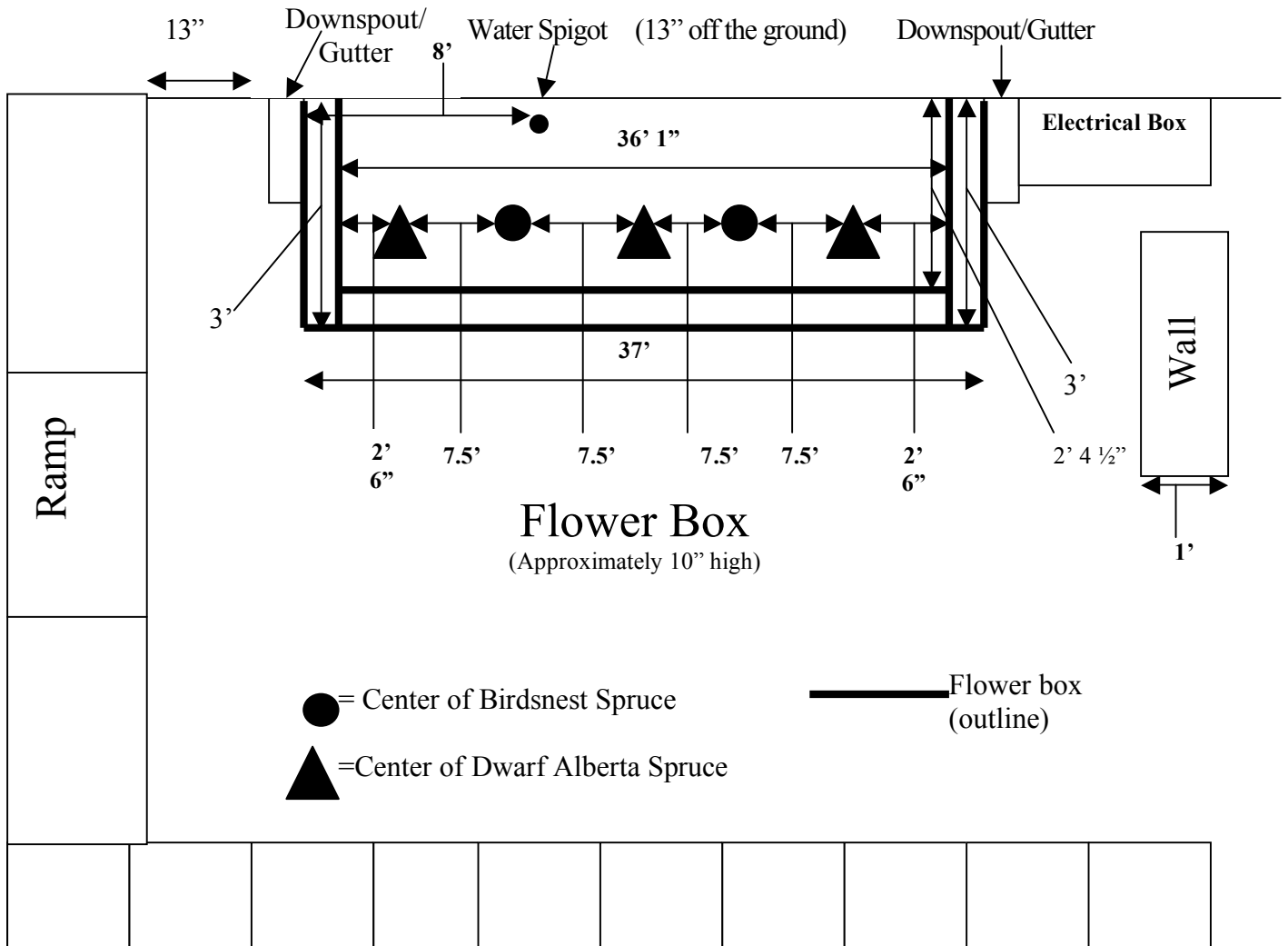
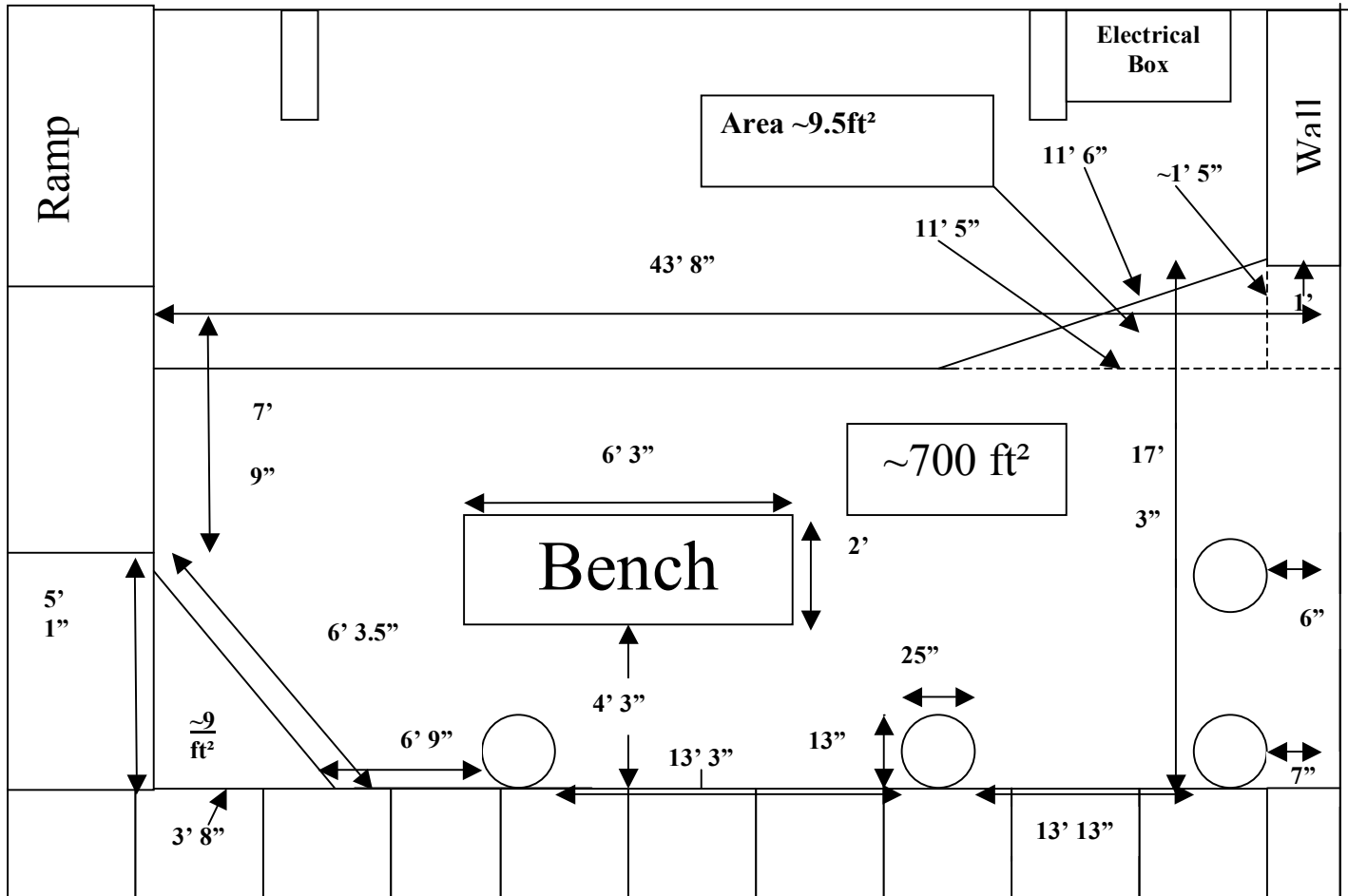
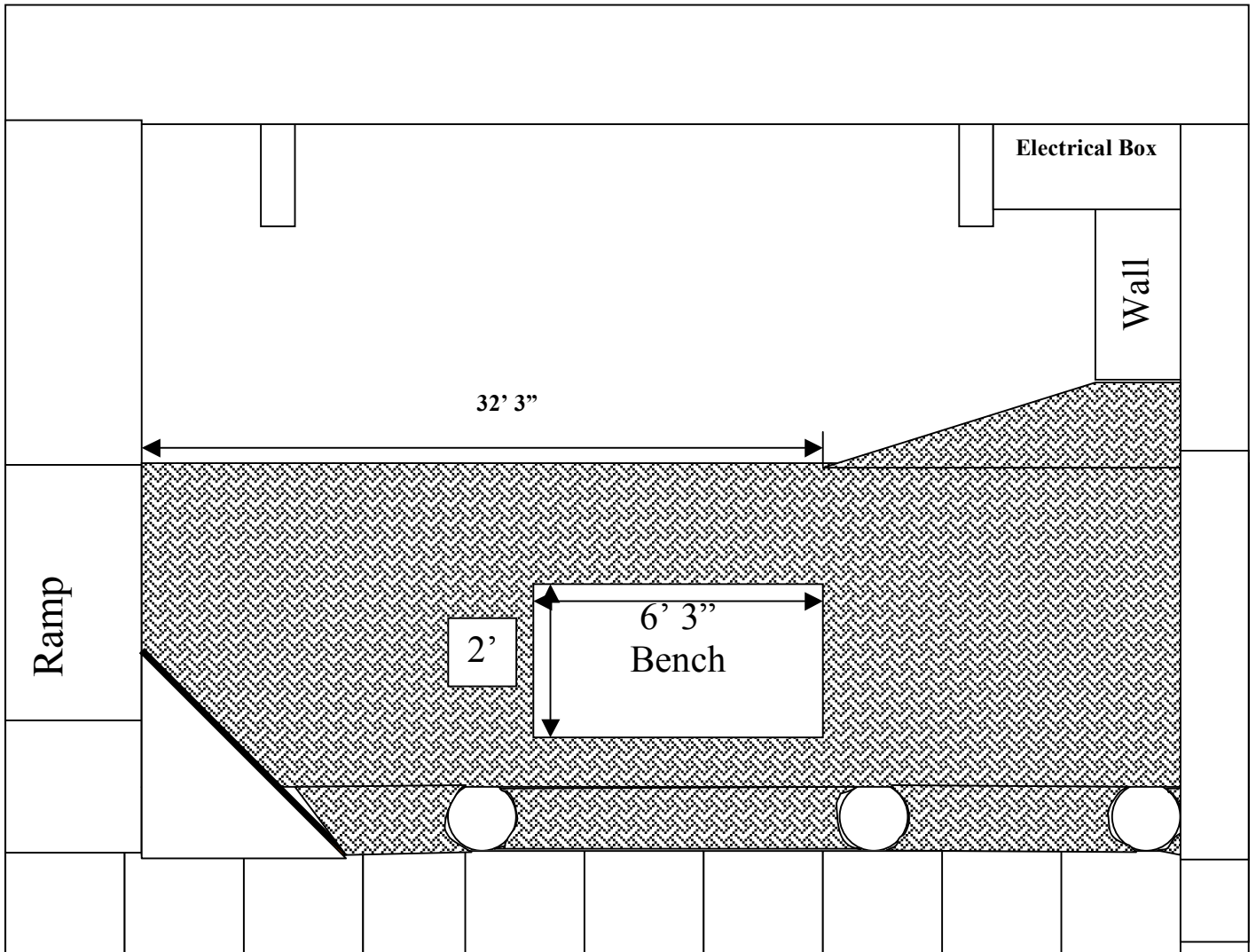


Figure 1
(Flower box to be constructed in front of the locker room wall)



○ = Concrete Pillar

Figure 2
(Area in front of the locker room minus the flower box to be constructed, see figure 1)



= Pavers (not actual brick size, just a sample of the pattern pictured above)

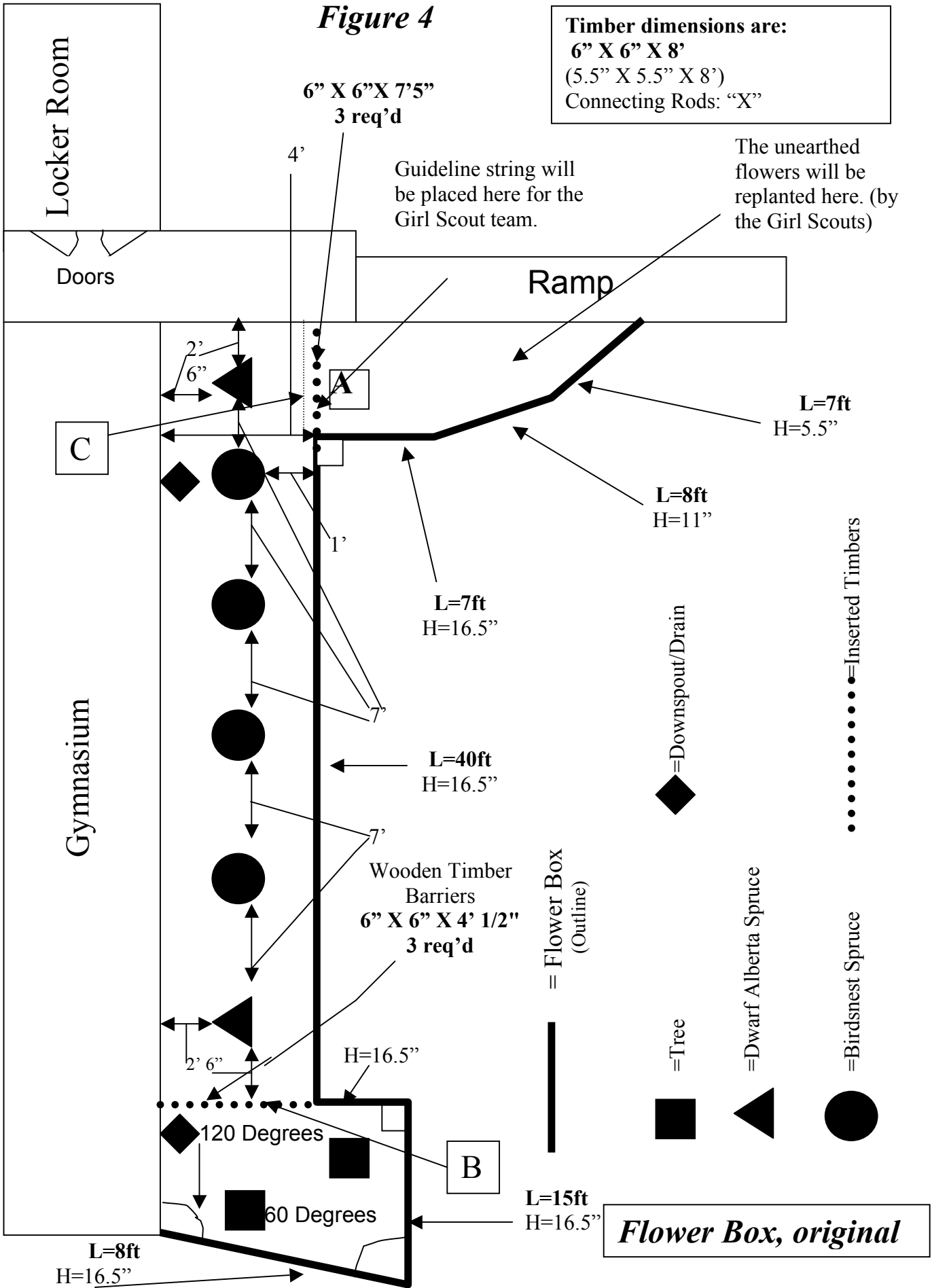
$$700\text{ft}^2 \times (12\text{in})^2 / 1\text{ft}^2 \times 1 \text{ Brick Paver} / (32)\text{in}^2 = \mathbf{3150 \text{ Bricks}}$$



= Concrete Pillar

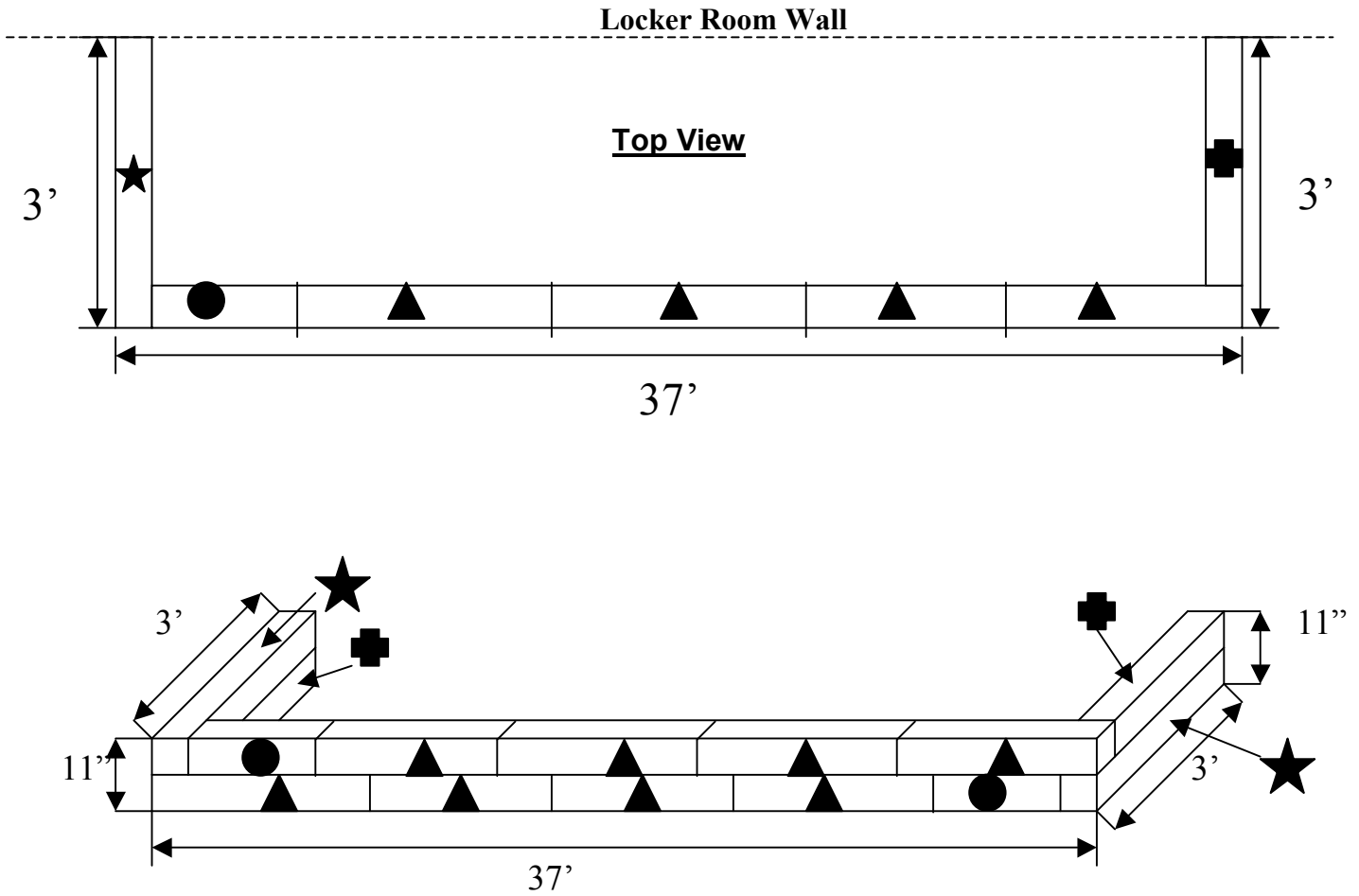
Figure 3

Figure 4



Project Site Drawings

Cross-Section of the Locker Room Flower Box



● = 6" X 6" X 4' 6 1/2"

▲ = 6" X 6" X 8'

★ = 6" X 6" X 3'

■ = 6" X 6" X 2' 6 1/2"

Figure 5

Top View of Locker Room Box-to-Be

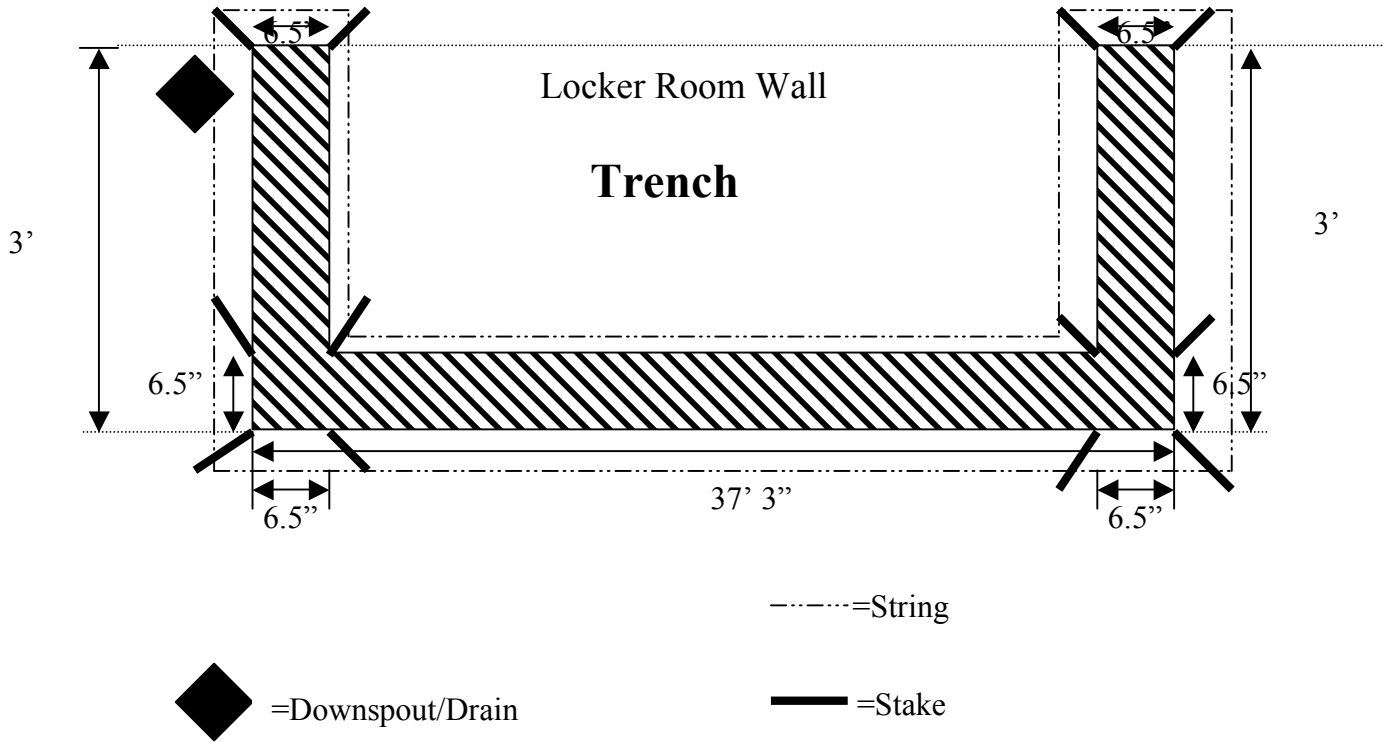
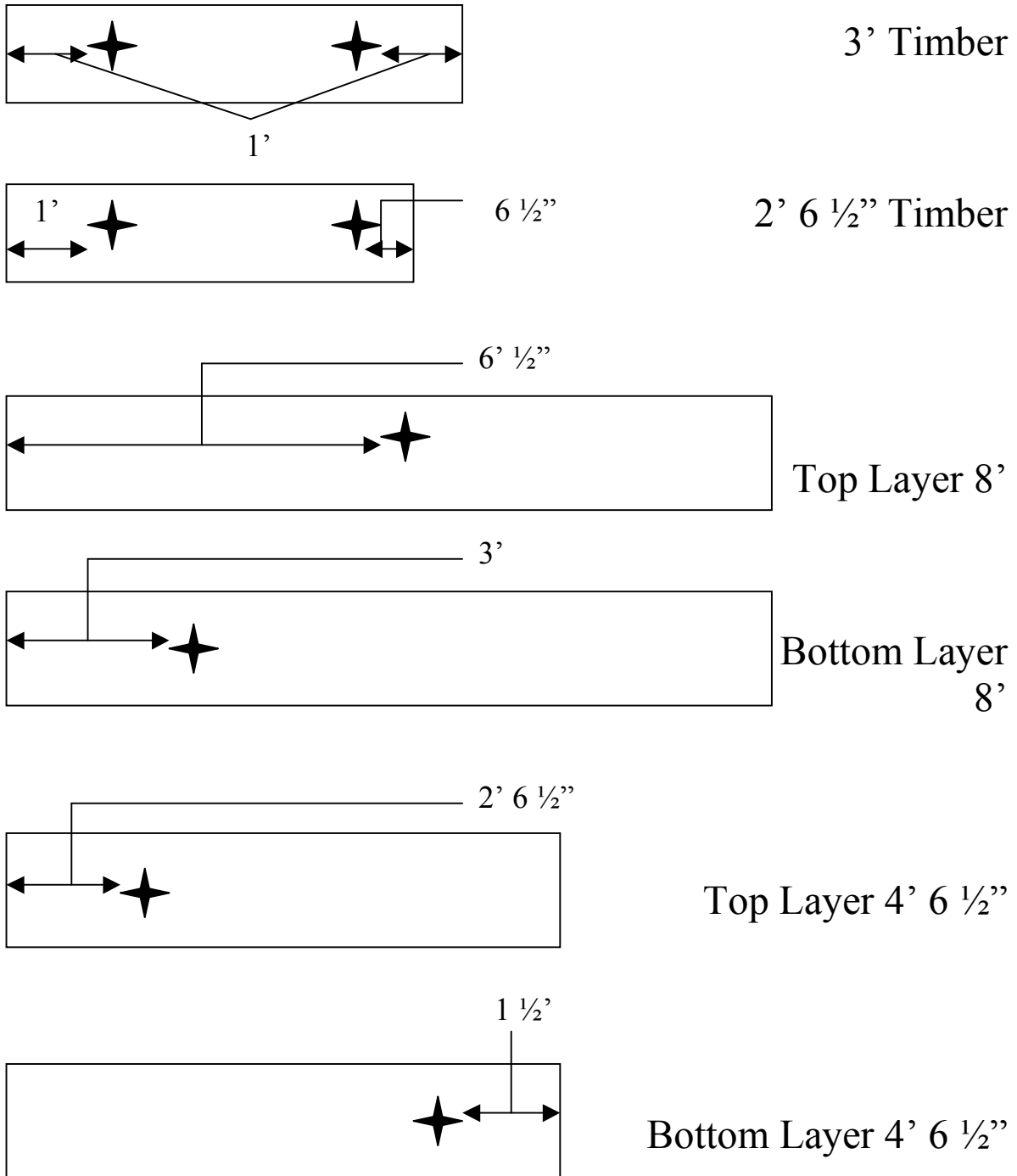


Figure 6

(Outline of where the timber trench will be dug)

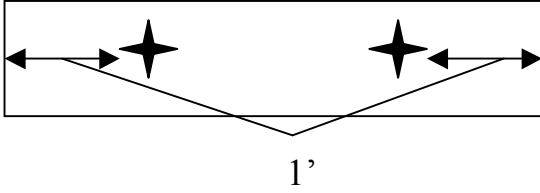
Locker Room Anchoring Rods/Holes Diagram



★ = Hole in wood, where the anchoring rods will be driven through.

Figure 7

Gymnasium Anchoring Rods/Holes Diagram



4' 1/2" Timber
(3 required)



7' 5" Timber
(3 required)


 = Hole in wood, where the anchoring rods will be driven through.

Figure 8

Gymnasium



Gymnasium



Sheet Metal

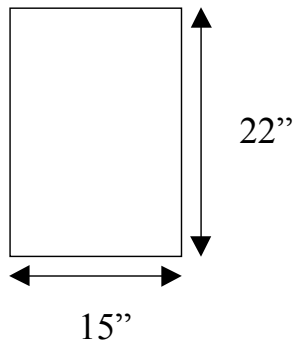


Figure 9

◆ =Water
Downspout/Gutter

◊ =Sheet Metal

Worker Sign-up for Date, 2003

Scout/Adult	Time Available	Phone Number	Tools Available

Tasks to be Completed

June

Have Eagle Project Proposal **reviewed** by members of the Troop Committee.

July

Contact possible donors (ThyssenKrupp Elevator Corporation, Technical Elevator Consulting, DTE and Visteon) by telephone to set up a meeting to go through the Power Point Presentation of the Eagle Project.

August

Have Eagle Project **approved** by Troop and District Committees.

Contact the Girl Scouts who will be relocating the plants from in front of the locker room to the gymnasium area.

Request volunteers to work on project at the scout meeting on August 25, 2003

On August 25 call Miss Dig to set up the walk-through of the area in front of the locker room to prepare for the flower box installation and the excavation of dirt for the pavers.

On August 27 confirm that the timbers and plants will be on site around **9:30AM** on August 29, 2003.

Verify that I can pick-up the 5 large pizzas from Domino's Pizza around **11:00AM** August 31, 2003.

Confirm on August 25 that Garbacz Landscaping will be on site September 20 and September 21, 2003 around **8AM** for installation of the pavers.

Acquire a first aid kit from the troop trailer to be used in the **First-Aid Station**.

Complete the **First-Aid Station**.

- The First-Aid Station will comprise a white poster board with directions to St. Francis and directions to the nearest hospital, University of Michigan Medical Center. It will also comprise of a first-aid kit; I will always be carrying the cell phone with 9-1-1 programmed into it. The station will also include a copy of the Scout Handbook for in-depth treatment. The entire **First-Aid Station** will be situated on top of one of the existing wooden tables on the side of the locker room.

September

Confirm on September 15 with Fendt Builder's Supply that the paving materials will arrive at St. Francis around **12Noon** on September 20 2003.

Project Dates: August 29, 30 and September 20 & 21, 2003.

Rain Dates: August 31, September 1 and September 20 & 21 2003.

First Day of Project Friday August 29, 2003

1. Preparation of materials

John Thomas

Start Time is 7:30AM

- All necessary tools and materials will be transported by me, John Thomas, to the Project site.

- Mr. Walters will transport all the tools, materials, and plants to the Project site. His pick-up truck will be used.
- Verify I have keys to the front door of the school to use the rest rooms.
- Verify I have the first aid kit available and in plain sight.
- Verify I have a cell phone on site (with 911 programmed).
- Verify I have directions to hospital displayed on site.
- Set-up table.
- Install water hose on spigot on wall to school entrance.
- Have all helpers (and their parents) sign the safety contract.
- Prepare the sign-up sheets and have all helpers sign-in and out.
- Set-up water bottles and cups on table.
- Mark cups with helpers' names.
- Position the caution tape where Girl Scouts will be re locating their flowers.
- Set out and prepare the **First-Aid Station**.
- Mrs. Thomas will take pictures.

2. **Re Planting of existing flowers from Locker room area**

Helpers: 6 including 4 (Girl Scouts) Start time is 8:00 – 8:30AM
Estimated Time: 1.5 hours

- Set out spades, shovels, gloves and safety glasses for the girl scouts to use for replanting the flowers.
- Place caution tape across the existing flower box (*See Figure 4, Item “C”*) to show where flowers will stop.
- 2 helpers will put topsoil in flower area in front of gymnasium door (see figure 4).
- 4 helpers (Girl Scouts) will uproot the plants in front of the locker room and place them into the flower box area in front of the gymnasium door (see figure 4).
- After replanting is complete water flowers **thoroughly**.

3. **Preparation of the Brick Walls**

Helpers: 2 Start time is 8:00 – 8:30AM
Estimated Time: 1 hour

- Have one helper completely hose down the gymnasium wall inside the flower box area (approximately two (2) feet up wall from ground level) so that the majority of the excess grit/dirt is removed.
- Have the other helper brush the wall with a coarse broom soon after water has been applied to the wall.
- Hose the wall down completely a second time (after coarse broom sweeping).
- Move to the locker room wall (after gymnasium wall is complete) and repeat steps from first wall cleaning.
- Wait until **10:00AM** for the walls to dry for the application of brick masonry sealant.

Helpers: 2 (Scouts or Parish Volunteers) Start time is 10AM
Estimated Time: 2 Hours

- Apply the first coat of brick sealant (approximately two (2) feet up wall from ground level) onto the gymnasium wall with coarse bristle brushes (will need two to four brushes).
- After gymnasium is complete apply the first coat of brick sealant (approximately two (2) feet up wall from ground level) onto the locker room wall with the coarse bristle brushes.

4. Preparation of the Brick Walls (continued)

Helpers: 2 Start time is 3PM
Estimated Time: 1.5 Hours

- Apply a second coat of brick sealant (approximately two (2) feet up wall from ground level) onto the gymnasium wall with a roller (will need two rollers).
- After the second coat is complete I will dispose of the remaining sealant along with the brushes by wrapping in newspaper and take to the
- Once gymnasium is complete apply the second coat of brick sealant (approximately two (2) feet up wall from ground level) onto the locker room wall.
- Apply the sheet metal protection (*see figure 9*) around the gutter/downspout (secure with 3 wire straps) in front of the gymnasium (*see figure 4*).

Second Day of Project Saturday August 31, 2003

5. Preparation of materials

John Thomas Start Time is 7:30AM

- Verify I have keys to the front door of the school to use the rest rooms.
- Verify I have the first aid kit available and in plain sight.
- Verify I have a cell phone on site (with 911 programmed).
- Verify I have directions to hospital displayed on site.
- Make sure that **all** of the materials and tools (check the materials and tools list) are on site.
- Set-up table.
- Set-up water hose at spigot on Locker room wall.
- Have all helpers (and their parents) sign the safety contract.
- Prepare the sign-up sheets and have all helpers sign-in and out.
- Set-up water bottles and cups on table.
- Mark cups with helpers' names.
- Mrs. Thomas will take pictures.
- Set out and prepare the **First-Aid Station**.

6. Preparation of Materials to Construct Flower Box

Helpers: 2 Scouts and any Parish volunteers Start time is 8:00AM
Estimated Time: 15 minutes

- Utilize the existing wooden tables from Chris Easton’s previous Eagle Project to set-up the tools and materials for use throughout the day.
- Confirm that the cut wooden timbers will be on site today around **9:30AM**.
- Confirm with Domino’s Pizza that the 5 large pizzas (cheese and pepperoni) will be on site at approximately **11:00AM**
- Place the 2 wheelbarrows on the sidewalk next to the gym doors. This is so the dirt can be easily transported into the flower box.

7. Insertion of Two (2) Timber Barriers in Gymnasium Flower Box

Helpers: 2 Scouts and any Parish volunteers Start time is 8 - 8:30AM
Estimated Time: 1 Hour

- Place the three (3) 6” X 6” X 4’ ½” timbers on top of each other on the side of the gymnasium flower box that is near the pine trees as shown as “**B**” in *Figure 4*.
- Mr. Thomas and Mr. Dunlap will drill all pilot holes into timbers per figure 7 & 8.
- Have two helpers (first class scouts or above) drive the connecting rods through the pilot holes with hammers, into the ground, and make sure that the wooden timbers are firmly in place.
- Place the three (3) 6” X 6” X 7’ 5” on top of each other on the side of the gymnasium flower box that is near the gym entrance as shown as “**A**” in *Figure 4*.

8. Construction of Flower Box in front of the locker room.

Helpers: 6 (at least 3 first class or above) and any Parish volunteers
Estimated Time: 1 Hour Start time is 9:30AM

- Mark off the outline on the ground for the trench (with tent stakes and string) to be dug in front of the locker room according to *Figure 6*. When marking off the trench with the string, after carefully measuring three (3) feet out from the locker room on either side of the trench, loop the string around every stake, outlining the entire trench (*See Figure 6*).
- Dig the trench, within the string and metal stakes, approximately 6” wide and 1” deep, starting immediately to the right of the leftmost downspout according to *Figure 6*.
- Fill the trench with ¼” – ½” of sand to prevent the timbers from sinking and/or becoming uneven/unleveled
- Only bottom-layer timbers will be placed inside the trench.

Bottom Layer

- Lay one (1) 2’ 6 ½” timber the leftmost side of the locker room within the trench.
- Place one (1) 8’ timber, perpendicular to the 2’ 6 ½” timber, starting at the beginning of the longest section of the trench.
- Place three (3) more 8’ timbers in a line within the trench.
- Lay one (1) 4’ 6 ½” timber directly in front of the previous 8’ timber (*See Figure 5*).

- Make sure that the wooden timbers are level, using 4' levels and adjusting the thickness of the underlying sand within the trench.

Top Layer

- Lay one (1) 3' timber on top of the underlying 2' 6 ½" timber on the leftmost side of the Locker Room Flower Box.
 - Place one (1) 4' 6 ½" timber, perpendicular to the 3' timber, directly on top of the underlying 8' timber.
 - Place three (4) 8' timbers in a line directly above the underlying 8' timbers, ending on the far right end of the box.
 - Lay one (1) 2' 6 ½" timber, perpendicular to the previous 8' timbers, directly above the 3' timber.
- Drive the anchoring rods through the pre-drilled holes in the timbers, securing them, firmly, to the ground, according to *Figure 7*.

9. Lunch

Helpers: All

Start time is 11:15AM

Estimated Time: 30 minutes

- Distribute the pizza slices as needed; two slices of pizza per person should be suitable.
- Give each helper his or her cup.
- Let each helper take his or her two pizza slices and water as needed.
- Eat!

10. Planting of Shrubs in Locker room Flower Box

Helpers: 4

Start time is 11:45 - 12noon

Estimated Time: 1 hour

- Make sure that before planting the shrubs, the hole in which the plants will be placed must be $\frac{3}{4}$ the depth and twice the width of the pot from which the plants came from. Note: while removing the plants dirt may fall off and may come apart; to compensate for this, just make sure that $\frac{1}{4}$ of the plant bulb is above ground and the hole is twice as big.
- After planting each shrub, make sure that there is a decent mound of dirt around its base (this is to ensure that each plant will settle properly into its own place without sinking), and pat the mound so that it is packed firmly, however, not flat into the ground.
- Place one Dwarf Alberta Spruce 2' 6" into the box from the left side, one Birdsnest Spruce 7.5' to the right of the Alberta. Plant another Dwarf Alberta Spruce 7.5' to the right of the first Birdsnest Spruce. Then plant a Birdsnest Spruce 7.5' right of the second Dwarf Alberta Spruce. Finally, plant a Dwarf Alberta Spruce 7.5' to the right of the Birdsnest Spruce; the distance between the third Dwarf Alberta Spruce and the rightmost side of the flower box should be approximately 2' 6" (*See figure 4*).
- **Water each plant thoroughly.**

11. Planting of Shrubs in Gymnasium flower Box

Helpers: 4 Start time is 1PM

Estimated Time: 1 hour

- Make sure that before planting the shrubs, the hole in which the plants will be placed must be $\frac{3}{4}$ the depth and twice the width of the pot from which the plants came from. Note: while removing the plants dirt may fall off and may come apart; to compensate for this, just make sure that $\frac{1}{4}$ of the plant bulb is above ground and the hole is twice as big.
- After planting each shrub, make sure that there is a decent mound of dirt around its base (this is to ensure that each plant will settle properly into its own place without sinking), and pat the mound so that it is packed firmly, however, not flat into the ground.
- Place one Dwarf Alberta Spruce **2' 6"** into the box from the left. Then plant four (4) Birdsnest Spruces in a line towards the right, each spaced **7'** apart. Finally plant another Dwarf Alberta Spruce **7'** to the right of the fourth (4th) Birdsnest Spruce and approximately **2' 6"** to the left of the rightmost side of the gymnasium flower box (*See figure 4*).
- Be sure all plants are firmly planted, and then **water thoroughly**.

12. Placement of Peat Moss in the Flower Boxes

Helpers: 4 Start Time is 2:15PM

Estimated Time: 30 minutes

- 4 helpers will spread the peat moss onto the soil in the locker room flower box to approximately 1" thick throughout.
- Then, the same 4 helpers will spread the peat moss in the gymnasium flower box in the same manner as the locker room flower box.
- No peat moss will be placed into the area of the replanted flowers by the Girl Scouts.

Third Day of Project September 20, 2003

13. Preparation of Materials

John Thomas

Start Time is 7:30AM

- Verify I have keys to the front door of the school to use the rest rooms.
- Verify I have the first aid kit available and in plain sight.
- Verify I have a cell phone on site (with 911 programmed).
- Verify I have directions to hospital displayed on site.
- Set-up table.
- Have all helpers (and their parents) sign the safety contract.
- Prepare the sign-up sheets and have all helpers sign-in and out.
- Set-up water bottles and cups on table.
- Mark cups with helpers' names.
- Mrs. Thomas will take pictures.
- Set out and prepare the **First-Aid Station**.

- Confirm by 9AM with Domino's Pizza that **5** large pizzas, **3** pepperoni and **2** cheese, will be on site at approximately **11:15AM**.

14. Installation of Pavers in front of Locker Room

(The labor will be donated by Garbacz Landscaping)

Helpers: 4 (including Garbacz helpers)

Start time is 8AM

Estimated Time: 5 hours

- Re confirm that Garbacz Landscaping will be on site today (and **September 21, 2003**) around 2PM for installation of the pavers.
- Re confirm with Fendt Builder's Supply that the paving materials will arrive at St. Francis around **12Noon** today.

15. Lunch

Helpers: All

Start time is 11:15AM

Estimated Time: 30 minutes

- Distribute the pizza slices as needed; two slices of pizza per person should be suitable.
- Give each helper his or her cup.
- Let each helper take his or her two pizza slices and water as needed.
- Eat!

16. Installation of Pavers in front of Locker Room (continued)

(The labor will be donated by Garbacz Landscaping)

Helpers: 4 (including Garbacz helpers)

Start time is 8AM

Estimated Time: 5 hours

Fourth Day of Project September 21, 2003

17. Preparation of Materials

John Thomas

Start Time is 2PM

- Verify I have keys to the front door of the school to use the rest rooms.
- Verify I have the first aid kit available and in plain sight.
- Verify I have a cell phone on site (with 911 programmed).
- Verify I have directions to hospital displayed on site.
- Set-up table.
- Have all helpers (and their parents) sign the safety contract.
- Prepare the sign-up sheets and have all helpers sign-in and out.
- Set-up water bottles and cups on table.
- Mark cups with helpers' names.
- Mrs. Thomas will take pictures.

- Set out and prepare the **First-Aid Station**.
- Confirm by 9AM with Domino's Pizza that **5** large pizzas, **3** pepperoni and **2** cheese, will be on site at approximately **5PM**.

18. Installation of Pavers in front of Locker Room (continued)

Helpers: 4 (including Garbacz helpers)
Estimated Time: 5 hours

Start time is 2PM

19. Lunch

Helpers: All
Estimated Time: 30 minutes

Start time is 5PM

- Distribute the pizza slices as needed; two slices of pizza per person should be suitable.
- Give each helper his or her cup.
- Let each helper take his or her two pizza slices and water as needed.
- Eat!

20. Installation of Pavers in front of Locker Room (continued)

Helpers: 4 (including Garbacz helpers)
Estimated Time: 5 hours

Start time is 5:30PM

Work till pavers are complete

Completed Tasks List

February

- 2/10/2003
Met with Eagle advisor, Mr. Thomas Niemann, to discuss the Eagle project (1st meeting). Talked about the basics: how to set up a proposal, acquire resources and sponsors, and any other requirement for an Eagle Project.
Read “Life-to-Eagle” handbook.

March

- 3/30/2003
Started writing a rough draft for the Eagle Pre-Project Proposal/Report.
Started writing a rough draft for the contract.
Considered/looked around for some Eagle Project opportunities.
- 3/31/2003
Called potential sponsors, looked around.
Continued work on contract.
Continued to consider Eagle Project opportunities.
Asked Mrs. Deborah Camalo (head of the St. Francis of Assisi Parent Teacher Guild) if anyone needed anything done around St. Francis.
Met with Eagle Project advisor, Mr. Thomas Niemann.

April

- 4/1/2003
Walked around site of potential Eagle Project; made up combinations of things to do for the Project. Surveyed the entire St. Francis School grounds.
Worked on proposal/rough draft.
- 4/5/2003
Narrowed down to, at most, 2-3 potential Eagle projects and further worked on a rough draft for the Eagle Project Proposal.
Went more into detail with narrowed-down Eagle projects.
- 4/7/2003
Narrowed short list of Eagle projects down to **one**.
Discussed with Mr. McNair in great detail the one Eagle project selected.
- 4/14/2003
Further solidified Project idea and crucial details with Mrs. Deborah Camalo (head of the St. Francis of Assisi Parent Teacher Guild).
- 4/15/2003
Further solidified Project idea and crucial details with Mr. Dave Barera (St. Francis of Assisi business manager).
- 4/16/2003
Further worked on Pre-Proposal

- 4/19/2003
Further worked on Pre-Proposal.
- 4/20/2003
Took pictures/surveyed and measured Project Site (St. Francis).
Discussed with members of my family possible donations from their employers (Guarantee Bank, Detroit Edison and the Visteon Corporation).
- 4/21/2003
Reviewed Eagle Project Requirements; re-read “Life-to-Eagle” packet.
Contacted Sponsor to set up a meeting to discuss Eagle Project in more detail.
- 4/26/2003
Searched for gazebos on the Internet.
- 4/27/2003
Plotted map for Eagle Project Site.
Discussed with Sponsor the specifications/dimensions/measurements/layout for the Eagle Project Site.
Further worked on Proposal.
Began work on PowerPoint presentation to be shown to the possible donors.

May

- 5/2/2003
Met with Mr. Niemann (Eagle Project Advisor) to discuss and revise the Eagle Project Backplan.
- 5/4/2003
Further worked on Proposal.
Updated CAD (Computer-Aided Design) to insert the measurements into a design of Chris Easton’s flower box.
- 5/9/2003
Further worked on Proposal; fill any “gaps/missing information” in the Paper.
- 5/10/2003
Discussed with Mr. Thomas the dimensions, makeup, and arrangement of wood blocks in the flower box.
Further worked on Proposal.
- 5/11/2003
Had Eagle Project Contract **approved** at troop meeting (not signed) by Mr. McNair (Scoutmaster).
- 5/13/2003
Had Eagle Project Contract **signed** by Sponsors, Mrs. Deborah Camalo and Mr. David Barera.
Further worked on Eagle Project Proposal and Proposal Maps/Diagrams.
- 5/14/2003

Discussed with Mr. McNair the Proposal and how it should be able to allow someone to follow it exactly to-the-point again; duplicate it.

- 5/15/2003
Talked to the City of Ann Arbor Plan Examiner to see if a permit/special permission was needed; there was/is no need for a permit or permission from the city of Ann Arbor for me to carry out this Eagle Project.
Worked on Eagle Project Proposal “Maps” section; acquire maps of Ann Arbor, directions to St. Francis of Assisi Catholic School, and directions to the nearest Hospital (U. of M. Medical Center).
- 5/16/2003
Worked on Proposal in detail; inserted maps, charts, and other diagrams of the Project construction site.
- 5/17/2003
Updated Proposal according to the outline given to me for the Project Paper; polished it up.
- 5/18/2003
Worked on the Eagle Project Proposal procedure for execution day in great detail.
- 5/19/2003
Mr. McNair signed the Contract.
Met with Scoutmaster and discussed the Proposal.
Surveyed the construction site.
Edit and revised the proposal.
- 5/20/2003
Acquired information from Turners Garden Center and Plymouth Nursery about shrubs and trees and picked out specific plants to put in the Project flower boxes.
Bought a plant landscaping booklet.
Measured Eagle Project construction site.
Further worked on the Proposal.
- 5/21/2003
Searched for suppliers of pavers, sand, and/or gravel.
Further worked on the Proposal.
- 5/22/2003
Continued search for pavers at Fendt Builder’s Supply.
Worked on Eagle Project Proposal.
- 5/23/2003
Further worked on the Eagle Project Proposal.
- 5/24/2004
Further worked on the Eagle Project Proposal.
- 5/25/2003

Talked to another paver supplier (Garbacz Landscaping) to discuss paver/bedding costs and installation procedures.

Further worked on the Eagle Project Proposal.

- 5/26/2003
Further worked on the Proposal.
- 5/28/2003
Further worked on the Proposal.
- 5/29/2003
Further worked on the Proposal.
- 5/30/2003
Further worked on the Proposal.
Upon my request, Mr. Thomas reviewed the Proposal.
- 5/31/2003
I revisited Turner's and Fendt, the supplier's shrubs and pavers.

June

- 6/22/2003
Reviewed the Project Proposal and made sure that it was ready for the meeting with the committee on 6/27/2003.
- 6/27/2003
Met with Mr. Spencer and Mr. McNair to review Proposal.
Prepared for the Pre-Project Board-of-Review.
- 6/29/2003
Worked on the Proposal.
- 6/30/2003
Further worked on the Proposal.

July

- 7/24/2003
Discussed changes to the site layout with Mrs. Camalo; the Birdsnest spruce nearest to the gymnasium door would be removed, and the timber barrier in the same location would be pushed back to make room for the uprooted flowers.
Further worked on the Proposal.
- 7/25/2003
Worked on the Proposal.
- 7/26/2003
Met with Alan Taylor and went through the PowerPoint presentation also discussed potential donations from his companies, Technical Elevator Consulting and Thyssun Krupp.

- 7/27/2003
Worked on the Proposal.
- 7/28/2003
Met with John Thomas and went through the PowerPoint presentation also discussed potential donations from his companies, Visteon Corporation.
- 7/28/2003
Further worked on the Proposal.
- 7/29/2003
Reviewed the Project Proposal with Mr. Spencer (Committee Chairman).
- 7/30/2003
Further worked on the Proposal.
- 7/31/2003
Met with Larry Watkins of DTE Energy and went through the PowerPoint presentation also discussed potential donations from his company, DTE Energy.

August

- 8/10/2003
Looked for masonry (brick) sealant at ACE Hardware store, **UGL Drylok (White) Latex sealant. It requires 3 hours between coats to set and 2 coats to complete.**
- 8/12/2003
Further worked on the Proposal procedure in detail; times, dates, helpers, etc.
- 8/13/2003
Further worked on the Proposal procedure in detail; times, dates, helpers, etc.
- 8/14/2003
Fine-tuned the Procedure; reviewed times, helpers, dates, and efficiency (cost, labor, and time).
- 8/15/2003
Reviewed and proofread the Procedure.
- 8/16/2003
Contacted Girl Scout Ms Thomas/Rachel Thomas on the Scouts helping with my Eagle Project.
- 8/17/2003
Fine-tuned the procedure.
Walked through the procedure with future helpers.
- 8/18/2003
Calculated the necessary dimensions of the Locker Room Flower Box; I found out the proper locations for the steel connecting/anchoring rods (**See Figure 7**).

Took a string and measured the distance from the nearest working water spigot to the leftmost location of the gymnasium flower box for the proper length of hose.

- 8/19/2003
Contacted Turner's Nursery; acquired prices for shrubs and discussed Project. I DID NOT ASK FOR DONATIONS. I discussed with them whether or not they would deliver shrubs and/or topsoil. Introduced them to the Project and what would be occurring.
Contacted Best Bank; asked if they would be willing to donate; they will look in to it. I DID NOT ASK FOR DONATIONS. I discussed with them the Project.
- 8/20/2003
Contacted Turner's Nursery; re-acquired prices.
Met with a salesperson from Fingerle Lumber Company; discussed with him the flower boxes in detail so as to acquire prices and materials. I asked if Fingerle would be willing to donate materials and/or give a discount. I discussed the Project with him and he said Fingerle would look into it. I DID NOT ASK FOR DONATIONS.
Revised letters to potential sponsors; corrected donation requests.
- 8/21/2003
Revised letters to potential sponsors; corrected names and donation requests.
Contacted potential sponsor, Best Bank, to set up a meeting for Thursday (August 28, 2003) to discuss the Project. I will ask if Best Bank would be willing to donate funds toward my Eagle Project.
- 8/22/2003
Worked in detail on the locker room flower box; worked out the number of rods and timbers.
Contacted Jack Vasher to discuss possible donations of the anchoring rods.
- 8/23/2003
Measured with a string the distance from the water spigot to the gymnasium flower box to get distance where garden hose must reach; it was approximately 150 feet which is two 75 foot garden hoses.
Contacted Turner's Nursery to see if they carried Peat Moss (Canadian Peat); they do. I also found out the prices: 1ft³=\$6.99 and 3.8ft³=\$16.99
I finalized the Eagle Project for the Pre-Proposal Board-of-Review; I went page-by-page, proofreading the entire Project Proposal, especially the Procedures.
- 8/24/2003
Contacted individual Girl Scouts, to reaffirm their assistance.
- 8/25/2003
Contacted Miss Dig with information and received a worker confirmation number (30463072) to complete the inspection by August 29, 2003.
- 8/25/2003
Asked for volunteers at the troop meeting.
- 8/25/2003
Followed up with Mr. Vasher to bring his drills, drill bit, wheelbarrow and the anchoring rods on Thursday (August 28, 2003).
- 8/26/2003
Telephoned possible volunteers to confirm their availability.

- 8/27/2003
Met with the Branch Manager of Best Bank to answer any questions.
- 8/28/2003
Reconfirmed with Ms Angie Torongo of Domino's Pizza that 5 large pizza's would be delivered to the project site by 11:15AM on August 29, 2003.
Prepared and finalized the pre project proposal for the District Board review.
Project approved by BSA District Committee.

Safety Considerations

Emergency Number: 9-1-1

Nearest Hospital: 1500 E Medical Center Dr.
Ann Arbor, MI

There will be **at least one** medical/first-aid kit in the area. There will be at least one CPR-trained and first-aid trained adult present at all times; Boy Scouts who have

earned the first-aid merit badge will also be extremely helpful. I will have a Boy Scout Handbook and a cell-phone, with 9-1-1 programmed into its memory, on site along with safety glasses and work gloves. There will also be water in coolers to prevent dehydration. Some injuries that could occur during the execution of this Eagle Project include:

- minor/major (deep) bruises, scrapes, pinched fingers, and/or cuts
- puncture wounds
- bleeding
- simple fractures (human error with: hammer and/or wooden timbers)
- blisters on hands/feet

Safety Agreement

Dear Parents of the Boy Scouts and other helpers,

During my Eagle Project, there will be a need for the use of power tools. These will be a power drill for the pilot holes to be inserted in the wooden timbers. All **adult** helpers working with or near these tools will be required to wear safety goggles and work gloves for protection. **NO SCOUT OR YOUTH MAY BE AROUND THE MACHINES DURING OPERATION!** Only trained adults will be operating the drill. This is to ensure maximum safety for everyone.

In order for your son to be able to work in close proximity of these tools, your permission is required. If these conditions are applicable to you, then please sign your name here.

Parent or Legal Guardian

Scout/Helper

Thank you for your support,

John Thomas
Eagle Project Manager and Executor

(I will give this letter to all the parents/legal guardians of those assisting in my Eagle Project. The Scouts and other helpers **will not** be allowed to participate in the Project without the parents' signature on agreement.)

Letter to the Sponsor

Eagle Project Contract

John G. Thomas

Life Scout in Troop 27
3820 Briar Pkwy
Ann Arbor, MI 48108
Home Phone: 734-997-9084
E-mail Address: spyplaneU52@cs.com

May 13, 2003

Ms Deborah Camalo
Mr. Dave Barera
2150 Frieze Ave.
Ann Arbor, MI 48104

Concerning the Eagle Scout Rank service project of John Thomas:

The purpose of this letter is to put forth the basic standards and dates of my Eagle project as well as the responsibilities of the Sponsor. This letter states that the Sponsor and/or all of the involved parties in this project are in agreement that I, the project manager and executor, am responsible for the successful completion of this Eagle project.

Concept: The purpose of this Eagle project is to make an area at St. Francis school more organized and appealing and to express the high standards that this school has set for itself. It will benefit The St. Francis of Assisi School and the community around it. This Eagle project will consist of placing filler (rocks, sand, or gravel) in the flower box in front of the St. Francis School gym, placing topsoil over the filler, and planting low maintenance, shrubs and flowers. The plants will be mostly evergreen so that there will be year-round foliage. I will build a flower box similar in composition to that in front of the gym, which will be placed in front of the locker room. This flower box will be filled in the same manner as the first. I will place pavers in an arch around the bench in front of the locker room (half way to the grass line) to reduce mud and to increase the utility of the land.

Responsibilities & Expectations

- All monetary needs and responsibilities will be taken care of by myself, be a function of my setting up a fund-raiser, or using any other resources that may come up.

- The objective of the project is to finish before August 01, 2003, or as close thereafter as possible.

Best regards,
John Thomas, Project Manager and Executor

Jim McNair, Troop 27 Unit Leader

Deborah Camalo, Primary Sponsor Contact

John Thomas, Project Manager

Mr. David Barera, St. Francis of Assisi
Business Manager

“Before” Pictures

“After” Pictures

Possible Donors

- DTE (Detroit Edison) Energy - (Mr. Larry Watkins)
Walter McCarthy Foundation
Mr. Denis Ray
- ThyssenKrupp Elevator Corporation – (Mr. Alan Taylor)
- Technical Elevator Consulting – (Mr. Alan Taylor)
- Garbacz Landscaping – (Mr. Matt Woznicki)
- Meijer’s Home Store
- Turner’s Nursery
- Best Bank - (Ms. Na’Imah Hill)
- Fingerle Lumber Company – (Mr. Fingerle)
- Domino’s Pizza – (Ms. Angie Toronga)
- Fendt Builder’s Supply – (Mr. Bryan Herter)
3285 West Liberty
Ann Arbor, MI 48103-9795
Phone: (734)-663-4277
FAX: 734-663-6515
- Visteon Corporation – Malcom Suber

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Malcom Suber,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project, will be completed at the St. Francis Middle School and will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that the Visteon Corporation has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Visteon would be so kind to sponsor me through your Community Assistance program.

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,
John G. Thomas,
Project Manager and Executor

Letter to Dominos

3820 Briar Parkway

Ann Arbor, MI 48108
July 26, 2003

Dear Ms. Angie Torongo,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project, will be completed at the St. Francis Middle School and will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Domino's Pizza has contributed to other activities of this nature in the past, such as the Eagle Project of Andrew Niemann. I would greatly appreciate it if Dominos would donate the following items and deliver to the following address, free of charge, for a lunch to be provided for the Boy Scouts and other helpers. This will ensure that every participant will be totally committed to staying at the project site with a fulfilling meal to help have this project completed as quickly and efficiently as possible.

- **9 large pepperoni and 6 large cheese pizzas**
 - (3 large pepperoni, 2 large cheese; August 31, 2003)
 - (3 large pepperoni, 2 large cheese; September 13, 2003)
 - (3 large pepperoni, 2 large cheese; September 14, 2003)

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With Best Regards,
John G. Thomas,
Eagle Project Manager and Executor

Letter to Turner's Nursery

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Store Manager,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project, will be completed at the St. Francis Middle School and will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that the Turner's Nursery has contributed to other activities of this nature in the past. I would be exceedingly thankful and grateful if the Nursery would be so kind as to preferably donate or give a discount on the following items and transport them to the following address free of charge:

- 6 Birdsnest Spruces (6" Pot)
- 3 Dwarf Alberta Spruce (1gal. Pot)
- 2 Dwarf Alberta Spruce (2gal. Pot)
- 12 yds. Topsoil

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With Best Regards,

John G. Thomas,
Eagle Project Manager and Executor

Letter to DTE (Detroit Edison)

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Larry Watkins,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that DTE has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if DTE would be so kind to sponsor me through your L.E.A.D program.

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,
John G. Thomas,
Project Manager and Executor

Letter to Best Bank

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Ms Na-Imah Hill,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Best Bank has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Best Bank would be so kind to sponsor me through your Community Assistance program.

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,

John G. Thomas,
Project Manager and Executor

Letter to Fingerle Lumber Co.

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Fingerle,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project, will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Fingerle Lumber Company has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Fingerle would be so kind as to preferably donate or give a discount on the following items and transport them to the following address free of charge:

- **18** 6' X 6' X 8' Rough Red Landscape Timbers (cut and pre-drilled to specifications, see attached sheet).
- **4** 30" Steel Anchoring Rods
- **9** 20" Steel Anchoring Rods

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,

John G. Thomas,
Project Manager and Executor

Letter to Fendt Builder's Supply

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Bryan Herter,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Fendt Builder's Supply has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Fendt would be so kind as to preferably donate or give a discount on the following items and transport them to the following address free of charge:

- Pavers (Rustic 4x8 Holland) 6.4 Pallets (700 ft²)
- 30-A Slag Sand 8.8 yards
- Snap Edge (edging) 8 pieces
- 44 Edging Nails (12")

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,

John G. Thomas,
Project Manager and Executor

Letter to ThyssenKrupp Elevator Corporation

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Alan Taylor,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that ThyssenKrupp Elevator Corporation has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if ThyssenKrupp would be so kind to sponsor me through your Community Assistance program.

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,
John G. Thomas,
Project Manager and Executor

Letter to Technical Elevator Consulting

3820 Briar Parkway
Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Alan Taylor,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Technical Elevator Consulting has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Technical Elevator would be so kind to sponsor me through your Community Assistance program.

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,

John G. Thomas,
Project Manager and Executor

Letter to Garbacz Landscaping Inc.,

3820 Briar Parkway

Ann Arbor, MI 48108
July 26, 2003

Dear Mr. Matt Woznicki,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 stationed at St. Francis of Assisi School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project will be completed at the St. Francis Middle School. It will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that the Garbacz Landscaping Company has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if your company would be so kind as to preferably donate or give a discount on the following items and transport them to the following address free of charge:

- Pavers (Rustic 4x8 Holland) 6.4 Pallets
- 30-A Slag Sand 8.8 yards
- Snap Edge (edging) 8 pieces
- Labor and time

**St. Francis of Assisi Catholic School
2270 East Stadium Blvd.
Ann Arbor, MI 48104**

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,
John G. Thomas,
Project Manager and Executor

Letter to Meijer

3820 Briar Parkway

Ann Arbor, MI 48108
July 31, 2003

Dear Mr. James Jensen,

Greetings, my name is John Thomas from Boy Scouts of America Troop 27 (chartered by the Knights of Columbus Post 8989). We are stationed at St. Francis of Assisi Catholic School of Ann Arbor. I am a "Life" scout and working on the rank of "Eagle Scout." The Eagle Scout exemplifies leadership, responsibility, and management abilities, and keeps these qualities throughout his entire life. The largest hill to overcome on the trail from Life to Eagle is the Eagle Project. In this Project, the Life scout manages, and executes one of a wide variety of Project Ideas to choose from, including landscaping, storm drain labeling, book recording for children, and much more.

My Eagle Project, will be completed at the St. Francis Middle School and will consist of building a flower box and filling it with low-maintenance shrubs and flowers, filling an existing box in the same manner, and laying brick pavers on the ground in an arc to eliminate mud and to make the area more aesthetic and appealing to others in the school and the surrounding environment. The main benefit of this project will be to improve the overall public rating and approval of the school. First impressions are always very important. Keeping the school and its grounds in top condition will help the school live up to its high standards and represent the excellent value of its learning environment.

This is why I have come to you for help. It has been brought to my attention that Meijer's has supported many projects and organizations of this kind in the past. I would be exceedingly thankful and grateful if Meijer's would be so kind as to donate monies toward my Eagle Project (enclosed).

With your help and generous efforts, this Eagle Project will run very smoothly and benefit my Sponsors and the neighboring environment. Thank you very much for your time and help.

With best regards,
John G. Thomas,
Project Manager and Executor

Sample Thank You Letter

Dear _____,

Thank you very much for your assistance with my recent Eagle project. Your contribution made it the success that it was, and it could not have been possible without your help.

This is just a small note to extend my true appreciation for your help and support. Thank you again.

Sincerely,

John G. Thomas

Appendix A

Materials	Quantity	Cost Per Unit	Source	Est. Cost	Final Cost
Timbers					
6"x6"x8' Rough Red Pine Landscape Timbers	15	\$17.98	Fingerle Lumber Company	\$269.70	
Cuts (Performed by Fingerle Lumber Company)	12	\$5.00	Fingerle Lumber Company	\$60.00	
Water (bottled)	2 packs (24)	\$4.55	Meijer Grocery Store	\$9.10	
Steel Anchoring Rods-30" Long	7	\$4.71	Jack Vasher-DTE	\$32.97	
Steel Anchoring Rods-20" Long	20	\$4.71	Jack Vasher-DTE	\$94.20	
Splash Block	1	\$6.31	The Home Depot	\$6.31	
Copy of Project	10	\$0.99	John Thomas	\$9.90	
Play Sand	4 50lb-bags	\$2.99	Franks Nursery and Lowe's	\$11.96	
Shrubs					
Dwarf Alberta Spruce-1gal pot	3	\$29.95	Turner's Greenhouse/Nursery	\$89.85	
Dwarf Alberta Spruce-2gal pot	2	\$39.95	Turner's Greenhouse/Nursery	\$79.90	
Birdsnest Spruce	6	\$29.95	Turner's Greenhouse/Nursery	\$179.70	
Topsoil	12yds	\$33.00/Yard	Turner's Greenhouse/Nursery	\$396.00	
Delivery	1	\$30.00	Turner's Greenhouse/Nursery	\$30.00	
Cedar Nuggets	23 Bags	\$3.62	Turner's Greenhouse/Nursery	\$83.26	
Work Gloves	11 pair	\$1.39	Meijer Grocery Store	\$15.29	
Masonry Crayons	6	\$0.65	Lowe's Home Improvement	\$3.87	
6" MIPT Plug PVC	1	\$3.96	Lowe's Home Improvement	\$3.96	
6" SPXFIPT ADPT PV	1	\$7.40	Lowe's Home Improvement	\$7.40	
Pavers (700 sq. ft., 6.4 Pallets, 108 ft/pallet)	3,062	\$0.58	Fendt Builder's Supply	\$1,825.29	
Labor	N/A	\$1,200.00	Garbacz Landscaping	\$1,200.00	
30-A Slag Sand	16.0 yds	\$33.00 per yard	Fendt Builder's Supply	\$528.00	
Snap Edge (edging), 8' long pieces	6 pcs.	\$9.50	Fendt Builder's Supply	\$57.00	
Nails (12" long)	44	\$0.25	Fendt Builder's Supply	\$11.00	
Pallets (deposit only)	7	\$14.00	Fendt Builder's Supply	\$113.00	
Delivery-Pavers	1	\$50.00	Fendt Builder's Supply	\$50.00	
Delivery-Slag Sand (12 yds.)	1	\$248.00	Hollow Trucking Company	\$248.00	
Caution Tape	1 roll	\$8.47	Lowe's Home Improvement	\$8.47	
Pop/Soda (1 quart) plus \$0.20 deposit	3	\$1.19	Mac's Convenient Store	\$3.77	
UGL Drylock Latex Brick Sealant (125ft ²)	1gal	16.99/gal	Meijer Grocery Store	\$16.99	
Pure Bristle Brush	2	\$4.79	ACE Hardware Store	\$10.15	
9" Toss Away Paint Set	2	\$3.99	ACE Hardware Store	\$8.46	
Sheet Metal	1	\$6.99	ACE Hardware Store	\$6.99	
Plant landscaping booklet	1	\$3.18	John Thomas	\$3.18	
White Project Board	1	\$6.99	Office Max	\$6.99	
Folders - Clear Front	1 pack of 5	\$4.99	Office Max	\$4.99	
Large Pepperoni Pizzas	6	\$6.50	Domino's Pizza	\$39.00	
Large Cheese Pizzas	4	\$6.50	Domino's Pizza	\$26.00	
Total Estimated Cost				\$5,550.65	
Grand Total					

Appendix A1

<u>Tools</u>	<u>Quantity</u>	<u>Source (Donated)</u>
Shovels	5	Scouts
Spades	5	Scouts
Hammer	2	John Thomas
Magic Markers	2	John Thomas
Wheelbarrows	2	Scouts
Hard Rakes	5	Scouts
Broom	4	Scouts
Tape Measure	2	John Thomas
Garden Hoe	4	Scouts
Camera	1	John Thomas
Cell Phone	1	John Thomas
4' Levels	2	John Thomas
Sun lotion	1 - 2 Bottles	John Thomas
First-aid kit	1	Troop trailer
Plastic Cups	50	John Thomas
Paper plates	50	John Thomas
Napkins	100	John Thomas
Drill	1	Mr. Vasher
Drill Bit (1/2, 5/8, 3/4)	1 each	Mr. Vasher
Tent Stakes	12	John Thomas
Safety Goggles/Glasses	8 Pairs	John Thomas
Garden Hose-75 foot-long	2	John Thomas
Garbage Bags	1pack	John Thomas
Wrench	2	John Thomas
String	1 roll	John Thomas

Appendix B

Date	Hours (Me)	Hours (Scouts)	Hours (Adults)	Action
2/10/03	1hr		1hr	First meeting with Mr. Niemann; discussed basics of Eagle Project
3/30/03	2hrs 30min		30min	Contract, Proposal
3/30/03	1hr 30min		30min	Met w/Mr. Thomas to discuss potential sponsors
3/31/03	45 min			Contract, called potential sponsors, pondered projects
3/31/03	30 min		30min	Met w/Mr. Niemann to discuss contract and proposal
4/1/03	45 min		45min	Walked around St. Francis w/Mr. Thomas to visualize projects
4/1/03	1hr		30min	Met w/Mr. Thomas to discuss the proposal
4/5/03	1hr		45min	Potential Eagle Project work
4/5/03	1hr		30min	Met w/Mr. McNair for project ideas
4/7/03	30 min		30min	Met w/Mr. McNair/Mr. Niemann to narrow project ideas down to one
4/14/03	30min		30min	Confirmed Project idea w/Deborah Camalo
4/15/03	30min		30min	Confirmed Project idea w/David Barera
4/16/03	45min			Proposal
4/19/03	1hr 30min		30min	Worked on and met w/Mr. Thomas to discuss the proposal
4/19/03	2hrs			Proposal
4/20/03	1hr		30min	Worked on and met w/Mr. Thomas to discuss the Proposal
4/20/03	45min			Took pictures of site and measured it
4/20/03	30min		30min	Met w/relatives to discuss possible company donations
4/21/03	30min		30min	Met w/Mr. Thomas to discuss Eagle Project requirements
4/25/03	30min		30min	Met w/relative (Marci) to discuss company donations
4/26/03	45min		30min	Met w/Mr. Thomas to look around for gazebos
4/27/03	30min			Drew up a map for the Eagle Project site
4/27/03	1hr		1hr	Met w/Mrs. Camalo to discuss Project details
4/27/03	30min		30min	Met w/Mr. Thomas to discuss Project dimensions/location
4/27/03	45min		45min	Met w/Mr. Thomas; further measured/ visited the Project site
4/27/03	45min			Proposal, worked on bank/DTE/donor presentation
4/27/03	1hr 30min			Proposal
5/2/03	1hr 30min		2hrs	Discussed/Revised Backplan
5/4/03	1hr 30min		1hr 30min	Proposal, Computer Aided Design drawings
5/9/03	1hr 30min			Proposal, Looked around for shrubs/flowers/other plants at Turner's
5/10/03	1hr 45min		30min	Proposal, Discussed flower box
5/11/03	30min		30min	Approval of Contract
5/13/03	15min		15min	Sponsor signed Contract
5/13/03	30min			Proposal
5/13/03	30min			Proposal (maps)
5/13/03	45min			Proposal
5/14/03	30min		30min	Discussed with Mr. McNair the Project Proposal
5/15/03	15min		15min	Called Plan Examiner of Ann Arbor about paver permit
5/15/03	30min			Proposal, Maps
5/16/03	1hr 30min			Proposal
5/16/03	30min			Proposal
5/17/03	1hr 30min			Proposal
5/18/03	3hrs 30min			Proposal
5/19/03	30min		30min	Mr. McNair signed the Contract
5/19/03	30min		30min	Discussed and reviewed the Eagle Project Proposal
5/19/03	30min			Surveyed the Project Site
5/20/03	30min		30min	Me/Mr. Thomas found specific shrubs to plant in the flower boxes
5/20/03	30min		30min	Me/Mr. Thomas measured the Eagle Project site
5/20/03	15min			Bought a plant/shrub guide

5/20/03	30min			Proposal
5/20/03	3hrs			Proposal
5/21/03	30min			Searched around for donors
5/21/03	30min		30min	Mr. Thomas and I searched for pavers
5/21/03	1hr 45min			Proposal
5/22/03	30min		30min	Met with Mr. Thomas to look at pavers
5/22/03	1hr 30min		1 hr	Met with Mr. Thomas to work on the Proposal
5/23/03	1hr			Proposal
5/24/03	1hr 45min			Proposal
5/25/03	1hr 30min		1hr 30min	Discussed paving installation with Fendt representative
5/25/03	1hr 30min		30min	Met with Mr. Thomas to work on the Proposal
5/25/03	45min		45min	Met with Mr. Niemann to discuss Proposal revisions
5/26/03	6hrs			Proposal
5/28/03	3hrs 30min			Proposal
5/29/03	3hrs 30min			Proposal
5/30/03	30min			Proposal
5/30/03			30min	Requested that Mr. Thomas review the Proposal
5/31/03	1hr 30min			Searched around for shrubs and pavers
5/31/03	45min			Proposal
6/8/03	30min			Proposal
6/22/03	30min			Proposal
6/27/03	3hrs		3hrs	Meeting with Mr. Spencer/Mr. McNair to review Proposal
6/29/03	5hrs 30min			Proposal
6/30/03	1hr			Proposal
7/24/03	30min		30min	Discussed changes to the site layout
7/24/03	1hr 30min			Proposal
7/25/03	2hrs			Proposal
7/26/03	30min		30min	Meeting with Alan Taylor (Technical Elevator Consulting)
7/27/03	2hr			Proposal
7/28/03	2hr 30min			Proposal
7/29/03	1hr 45min		2hrs 30min	Proposal Review with Mr. Spencer/Mr. Thomas
7/30/03	1hr 30min			Proposal
8/12/03	30min			Proposal
8/13/03	1hr 30min			Proposal
8/14/03	1hr			Proposal
8/15/03	1hr			Proposal
8/16/03	3hrs 30min			Proposal
8/17/03	2hrs			Proposal
8/18/03	3hrs 30min			Proposal
8/19/03	30min			Proposal
8/19/03	1hr 30min			Contacted possible donors, Turner's Nursery and Best Bank
8/20/03	2hrs 30min			Proposal/Contacted possible donors
8/21/03	1hr			Proposal/Contacted possible donors
8/22/03	30min			Worked on the Locker Room Flower Box
8/22/03	30min		30min	Contacted Jack Vasher about connecting rods from DTE Energy
8/23/03	3hrs 30min			Finalized the Eagle Project Proposal
8/24/03	30min			Contacted Girl Scouts to confirm participation in project
8/25/03	30min			Announced Project at Boy Scout meeting
8/25/03	30min			Called Miss Dig to set up an inspection of site before August 29, 2003
8/25/03	30min		30min	Reconfirmed with Mr. Vasher that drill, etc. would be on site on Date
8/26/03	30min			Called possible volunteers to confirm their participation in the Project
8/27/03	2hrs			Met with Best Bank branch manager to answer any questions
8/27/03	3hrs			Prepared the Proposal for the District Approval
8/28/03	4hrs			Prepared for and had the Eagle Project Proposal Approved