

Sitka School District Mission:
The Sitka School District will intentionally develop
Haa Latseení
(Our Strength of Mind, Body, and Spirit)
to inspire and prepare students to be compassionate, empowered,
and equipped critical thinkers within a global community.

School Board Meeting

Tuesday, June 25, 2024 | 5:00 PM | District Office Board Room, 300 Kostrometinoff Street, Sitka, AK
99835

Proposed Agenda

1. **Call to Order**
2. **Flag Salute**
3. **Land Acknowledgment**
4. **Roll Call**
5. **Approval of the Proposed Agenda**
6. **Persons to be Heard - On or Off the Agenda**
7. **New Business**
 - 7.a. Executive Session
 - 7.b. Approve FY25 Performing Arts Management Proposal
 - 7.c. Approve Convergent Technologies/Verkada Access Control Contract
8. **Adjournment**

Note: All items listed under Agenda & Consent Agenda are considered routine by the School Board and will be approved in one motion. Items may be removed at the request of a School Board Member.

Note: Meetings will adjourn by 10:30 p.m. Alaska Standard Time (or Alaska Daylight Standard Time) unless by a majority vote of the board the meeting is extended 30 minutes to 11:00 p.m. Further 30-minute extensions will require each a separate motion that will require a unanimous vote of those members present and constituting a quorum.

Note: The School Board reserves the right to go into executive session as and to the extent permitted by AS 44.62.310 and Board Bylaw 9321. An executive session may be called to consider the following subjects: (1) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the District; (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; (3) matters which by law, municipal charter, or ordinance are required to be confidential; and (4) matters involving consideration of government records that by law are not subject to public disclosure. The motion to go into executive session must clearly specify the subject of the proposed session without defeating the purpose of addressing the subject in executive session.



Agenda Item Details

Meeting June 19, 2024 – Regular School Board Meeting
Category New Business
Subject SSD Memorandum – FY25 Food Service Contract
Type Action

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM # 05 (2023-2024)

June 19, 2024

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: FY25 Proposal for Management of the PAC from Sitka Fine Arts Camp

RECOMMENDATION:

The District Administration recommends that the Board award the Sitka Fine Arts Camp 1 year, with 4 optional extension years, contract to perform the management of the Sitka Performing Arts Center.

PERTINENT FACTS:

The request for proposals (RFP) for the Management of the Sitka Performing Arts Center closed on June 12, 2024. Only one proposal was received from the Sitka Fine Arts Camp. The bid price quote was for \$125,000 with a 3% increase for each extension year. The bid met the district’s parameters as specified in the RFP and has been recommended by all members of the review committee.

Board Policy 3111 BIDS states: “All purchases of services, supplies, and equipment shall be based on competitive bids or proposals, EXCEPT that the following items or services need not be purchased through a competitive bidding or proposal process when the Superintendent determines that the use of such a process would not serve the interests of the District:

*#1 Specialized services, supplies and/or equipment where no reasonable competition exists; and,
#13 Goods or services for which competitive bid or proposal procedures have been followed, but no bid or proposal has been received.”*

Funding Sources

Account: 24-625-500-785-000-443

dg

Proposal Name: SSD Baranof Elementary Access Control Upgrades **Date:** 6-21-2024

To: Jared Williams
Company: Sitka School District
Phone: 907-747-8638
email: williamsj@sitkaschools.org

From: Brandon Weaver
Company: Convergent Technologies
Phone: 907-217-9898
email: Brandon.weaver@convergent.com

Scope: Convergent Technologies to program and commission Verkada access control for seven doors and two video intercom stations at Baranof Elementary, at locations identified on drawings by SSD Staff. This includes installing advanced security features, configuring system integration, and conducting full operational tests. Post-installation, we'll train the school staff to ensure they are proficient with the new security systems, enhancing the safety of the school environment. T

Total: \$71,209.00

Owner to provide:

- CAT 5e or CAT6 Cable, cabling, connectors, cable testing and reports, cable labels cable trim, and installation and termination of Convergent-provided devices. (It is understood this is existing and ready to receive the cameras.)
- Scheduling Confirmation: For optimal project flow, we kindly request you to keep the Verkada project manager updated on any important project milestones as you become aware of them. This includes information like permit approvals, material deliveries, or subcontractor scheduling. Additionally, to facilitate a smooth site visit, please collaborate with Verkada to coordinate site readiness and access arrangements.
- Owner's IT contact information: Provide contact details for a designated IT representative to facilitate potential network configuration adjustments related to the project. This may include remote access on a per-request/per-approved basis (including a network escort if required) for project support and other IT support and network configuration information.
- Owner's IT infrastructure: Provide rack and rack space, workstations, monitors, POE switches (please contact your Convergent Project Manager for Camera power requirements), network switches, ports, gateways, Networking, IP addresses.

Remarks:

- Excludes installation, SSD electrician to cable and install Convergent provided material.
- Includes one site trip for investigation and one trip for door hardware installation, programing, and commissioning. Prior to second trip electrical installation needs to be completed by SSD.
- Includes one-line and typical drawing, shop drawing, and reports, panel trim of Convergent-provided devices.
- Includes (1) system training.
- Video intercom and access control headend will each require a network connection with internet access.
- Includes 5-year agreement for access control and video intercom devices. Convergent will contact SSD prior to license expiration for renewal.
- All final device locations to be approved with the Owner prior to cut in.
- Supply chains are continuing to experience delays. Convergent Technologies excludes any liability for project/schedule delays due in any part to shipping delays and material delivery delays outside of Convergent Technologies control.

Exclusions: (unless specifically included in the remarks section above, the following standard exclusions apply):

- Fire Alarm, Fire, fire/smoke or smoke dampers; elevator shaft exhaust vents; and sprinkler monitoring switches.
- Permits/review fees, bonds, taxes (unless itemized above with base bid), fire watch, demolition, asbestos abatement, providing high lift devices, cutting/patching/painting, phone line for modem, development of auto-cad floor plans (usually available from architect or consultant).
- Additional licenses, license expansions, license renewals.
- CAD, Floorplan Generation.
- Work outside of normal business hours, Weather Delays, Standby Time.
- Owner Provided Items.
- Material/Hardware not listed in the Bill of Materials (BOM).
- System Integration to other systems i.e. Fire Alarm, Elevators, etc.
- Integration with Maglocks.

General Terms & Conditions:

- Convergent shall furnish all of the labor and materials and shall perform all of the work as set forth in the Drawings and Specifications and the fully executed Scope of Work by 12/31/2024.
- Price valid for 30 days from date of quote.
- Price does not include applicable tax(es).
- Price does not include credit card fees, credit card convenience fees, or other credit card processing fees. (Currently estimated at approximately 3%)

- Standard warranty 1-year programming. Warranty takes effect upon substantial completion defined as beneficial use of the system. Excludes acts of God, or damage or programming changes caused by others, etc.
- Convergent Technologies does not guarantee, warrant, or imply any liability for the re-use of existing devices or cabling and associated materials that have not been provided and installed by Convergent Technologies as part of the accepted scope.
- This proposal and any attachments to it are intended only for the identified recipients. It may contain proprietary or otherwise legally protected information of Convergent. Any unauthorized use or disclosure of this communication is strictly prohibited. If you have received this communication in error, please notify the sender and delete or otherwise destroy the e-mail and all attachments immediately.
- Quote includes Standard Shipping, FOB Convergent’s Anchorage Alaska Warehouse.
- Payment Terms, Net 30. Convergent will invoice upon acceptance of this proposal at 25% of the sell price for contract execution, project setup and management.
- Material will be billed 50% upon material release and the remainder upon delivery. The remaining total will be progress billed through the end of the project.
- Proposal is provided in accordance with Convergent’s current Terms and Conditions, available upon request.

For us to proceed, we require a project schedule, an electronic copy of auto-cad floor plans, and a copy of the signed proposal or a Purchase Order Number referencing the approved amount. Thank you for your consideration.

Proposal Submitted by:	Proposal accepted by (signature):
Name: Brandon Weaver	Name (print):
Title: Account Executive	Title:
Date: 6-21-2024	Date: