

Business Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, July 19, 2011

UnitedHealth Group Building

4316 Rice Lake Road

Suite 108

Duluth, MN 55811

6:30 PM

1. Financial Report

Recommendation: It is recommended that the Duluth School Board approve the Financial Report as presented.

A. Financial Report

B. Approval of Payment of Claims

This item is attached as an Extra on Board Book.

C. Budget Revisions

D. Wire Transfers

E. Investment Transactions

F. WADM Projections

WADM Projections are suspended until October.

G. Fund Raisers

H. Investments in School Children

2. Bids, R.F.P.s and Quotes Reports

A. Bids

1) Bid #1212 – Eastern High School Bid Package #7

Contract #0600 – General Carpentry – Lipe Brothers Construction Company - \$611,226.00

Contract #1312 - Greenhouse – Albert J. Lauer - \$274,000.00

Contract #3211 – Parking Lot – Northland Constructors of Duluth, LLC - \$357,200.00

Recommendation: It is recommended the School Board approve entering into contracts with the firms listed above based on their low responsive bids as shown on the Bid Tab and Letter of Recommendation, as provided in response to Bid #1212 – Eastern High School Bid Package #7. The total cost of the contracts related to Bid #1212 – Eastern High School Bid Package #7 as listed above is \$1,242,426.00, which remains within the budgeted amount at this site.

2) PLACEHOLDER - for Bids related to the LRFP

B. R.F.P.s

1) RFP #275 - HVAC Testing and Balancing at Eastern Middle School

WS #36 – HVAC Testing and Balancing – T.D. Test and Balance, Inc. – \$51,100.00

Recommendation: It is recommended the School Board approve entering into an agreement with T.D. Test and Balance, Inc., with an estimated value of \$51,100.00

to complete the Testing and Balancing at Eastern Middle School. The total cost of the contract related to this proposal remains within the budgeted amount at this site.

2) PLACEHOLDER - For RFP's related to the LRFP

C. Quotes

3. Policies and Regulations

A. Policies

B. Regulations

4. Contracts, Change Orders, and Leases

A. Contracts

1) PLACEHOLDER - Workers' Compensation and Property Liability Insurance Policies and Premium Designation

Recommendation: It is recommended the School Board approve the insurance premiums for property, inland marine, liability, automobile, crime, umbrella and workers' compensation insurance as presented and recommended by RJF Agencies, Inc. for the policy year from ???? to???? It is administrations recommendation that the board select the replacement cost option and the E & O zero dollar deductible.

2) True North Americorps

Attached is the 2011-12 Partner Site Agreement (and addendum) with True North Americorps.

Recommendation: It is recommended the Duluth School Board approve the Partner Site Agreement with True North Americorps for the 2011-12 school year. In addition, the School Board authorizes the Assistant Superintendent and each Building Principal to complete and sign the Partner Site Agreement Addendum for the 2011-12 school year.

3) Health and Safety Training Contract

The attached contract between ISD #709 and Apex Online Development, LLC is for online OSHA required safety and other employee training district-wide. The total estimated cost for this service covering the period from July 1, 2011 through June 30, 2014 is \$39,375.00.

Recommendation: It is recommended the Duluth School Board approve entering a contract with Apex Online Development, LLC for consulting services related to the web-based safety training.

B. Change Orders

1) Denfeld High School

a. Denfeld HS LRFP – Cold-Formed Metal Framing/Waterproofing

Change Order #6, Bid #1159, (Contract #0540) – Olympic Wall Systems, Inc.

Change Order increase to provide fireproofing at duct infills, steel supports and art room beams and a credit for fireproofing at main stairs A,B and C and for unused allowance dollars **Add: \$3,403.00**

b. Denfeld HS LRFP – Storefront/Windows

Change Order #5, Bid #1159, (Contract #0840) – St. Germain's Glass, Inc. Change

Order increase to revise windows at the old media center. **Add: \$2,874.00**

c. Denfeld HS LRFP – Casework - Supply

Change Order #4, Bid #1176, (Contract #1230) – Haldeman-Homme, Inc. Change Order increase to provide 16 music storage cabinets. **Add: \$34,000.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Denfeld High School reflecting a total increase of \$40,277.00, which remains within the overall budget district-wide.

2) Laura MacArthur School

a. MacArthur ES LRFP – Earthwork

Change Order #12, Bid #1162-1m BP #1R, (Contract #3100) – Veit and Company, Inc.

Change Order increase to export clay and backfill with sand at the damaged phone line on Elinor Street and provide sod between the street and sidewalk to cover bare soil. **Add: \$4,490.00**

Recommendation: It is recommended the School Board approve the change order as listed above at MacArthur School reflecting a total increase of \$4,490.00, which remains within the overall budget district-wide.

3) Lester Park School

a. Lester Park ES LRFP – Joint Sealers

Change Order #2, Bid #1164, WS #11 – Seal-Treat, Inc.

Change Order increase to install firestop safing, sealant and spray at the top of masonry walls. **Add: \$10,285.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Lester Park School reflecting a total increase of \$10,285.00, which remains within the overall budget district-wide.

4) Piedmont School

a. Piedmont ES LRFP – Carpet/Resilient Flooring

Change Order #1, Bid #1183, WS #19 – Johnson’s Capet & Tile. Change Order increase to upgrade the specified carpet to carpet tile and required adhesive. **Add: \$24,122.00**

b. Piedmont ES LRFP – Demolition, Earthwork & Site Utilities

Change Order #9, Bid #1183, WS #33 – Northland Constructors of Duluth, LLC.

Change Order increase to add a curb ramp and two crosswalk markings across Chambersburg Avenue. **Add: \$1,609.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Piedmont School reflecting a total increase of \$25,731.00, which remains within the overall budget district-wide.

5) PLACEHOLDER - for Change Orders Related to the LRFP

C. Leases

5. Resolutions

A. Resolution B-7-11-2911 - Membership in the Minnesota State High School League

Recommendation: It is recommended that the Duluth School Board approve Resolution B-7-11-2911 - Membership in the Minnesota State High School League.

B. Resolution B-7-11-2913 - Authorized Account Signers

Recommendation: It is recommended that the Duluth School Board approve Resolution B-7-11-2913 - Authorized Account Signers.

C. Resolution #B-7-11-2902 - Resolution Adopting the District's Health, Safety and Environmental Management Program for 2011

Recommendation: It is recommended the Duluth School Board adopt Resolution #B-7-11-2902 - Adopting the Health, Safety and Environmental Management Program for 2011.

D. PLACEHOLDER - Resolution Authorizing the sale of property related to the LRFP.

E. PLACEHOLDER - Resolutions authorizing the purchase of properties relating to the Long-range Facilities Plan and relocation expenses that apply to these properties

F. PLACEHOLDER - Resolutions for Schematic Designs related to the LRFP

6. Informational

The items listed below are informational only and do not require board action.

A. Expenditure Contracts

Superintendent Dixon or the Director of Business Services has signed the following expenditure contracts during the month of June 2010.

B. Revenue Contracts

Superintendent Dixon or the Director of Business Services has signed the following revenue contracts during the month of June 2010.

C. Other Contracts - NONE

D. Facilities Management & Capital Project Status Report

Kerry Leider will be in attendance to answer questions regarding the enclosed report.

E. Johnson Controls, Inc. Long-Range Facilities Plan Status Report

Kerry Leider will be in attendance to answer questions regarding the attached report.

F. Change Orders Relating to the Long Range Facilities Plan

Kerry Leider will be in attendance to answer questions regarding the enclosed report.

G. Contracts Signed in Relation to the Long Range Facilities Plan

Kerry Leider will be in attendance to answer questions regarding the attached report.

H. Update on the state budget/situation

Bill Hanson and Jody LeBlanc gave a brief update on the K-12 education budget.

I. Quarterly Report of Grants and Donations

Attached is a quarterly report of Grants and Donations for April - June of 2011.

7. Future Items

A. Actuarial Review

B. FY 11 Financial Audit