

Business Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, October 18, 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

Preliminary August results will be presented at the Business Committee meeting.

B. Approval of Payment of Claims

This report is attached as an *Extra* on Board Book

C. Budget Revisions

Preliminary August budget revisions are attached.

D. Wire Transfers

E. Investment Transactions

Attached is a preliminary version of the July investment transactions.

F. WADM Projections

Attached are the WADM Projections for October 2011

G. Fund Raisers

H. Investments in School Children

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

A. Bids

1) Bid #1213 – District-wide Snow Plowing Services-Additional Sites

J.W. Hauling \$10,450.00

Recommendation: It is recommended the School Board approve entering into a contract with the firm listed above based on their low responsive bids as shown on the Bid Tab and Letter of Recommendation, as provided in response to Bid #1213 – District-wide Snow Plowing Services. The total estimated cost of this contract related to Bid #1213 – District-wide Snow Plowing Services as listed above is \$10,450.00.

2) PLACEHOLDER - for Bids related to the LRF

B. R.F.P.s

1) PLACEHOLDER - for RFP's related to the LRF

C. Quotes

1) PLACEHOLDER – For Quotes Related to the LRF

3. Policies and Regulations

A. Policies

1) Suspension of Bylaw 9095 - Order of Business

As a followup to discussion at the September Board meeting, administration is recommending that the school board suspend this policy for 3 months (November-January) to allow the use of a trial version of a new agenda format.

Recommendation: It is recommended that the Duluth School Board suspend Bylaw 9095 - Order of Business.

B. Regulations

4. Contracts, Change Orders, and Leases

A. Contracts

1) Delta Dental Renewal

The District received its renewal from Delta Dental on September 21, 2011. The ASO fee remains the same at \$2.55 per eligible employee per month.

Recommendation: It is recommended that the renewal for Basic Dental and Premier Dental, offered from Delta Dental be accepted. The renewal will cover the period from January 1, 2012 through December 31, 2012. In addition, the District will implement a small increase in self-funded premiums.

2) Life/AD&D & LTD Insurance

The District received its renewal from ING on September 26, 2011. All rates remain the same, with the exception of Basic Life and AD&D where the rate has been increased from \$.14 per \$1,000 unit to \$.165 per \$1,000 unit. ING stated the reason for the increase is due to the loss ratio for the Basic Life AD&D.

Recommendation: It is recommended that the renewal for Basic Life and AD&D, Supplemental Life and AD&D, Supplement Life Dependent Family and Long Term Disability, offered from ING be accepted. The renewal will cover the period from January 1, 2012 through December 31, 2012.

3) Health Reimbursement Arrangement (HRA)/125 Flex Plan/403(b) Third Party Administrators Renewal

The District received a renewal from Educator Benefits Consultant (EBC) on October 3, 2011. All rates remain the same. The District contracted with EBC effective January 1, 2010, to provide third party administration services of the HRA, 125 Flex Plan and 403(b) plans. There has not been a rate increase on the services provided.

Recommendation: It is recommended that the renewal for the administration of the Health Reimbursement Arrangement (HRA), 125 Flex Plan and 403(b) offered by EBC be accepted. The renewal period is effective January 1, 2012, and will renew from year to year, unless terminated by either party.

B. Change Orders

1) Denfeld High School

a. Denfeld HS LRFP – CIP Concrete/Foundations/Walks

Change Order #13, Bid #1155, (Contract #0331) – Northland Concrete and Masonry Company, LLC

Change Order increase to provide sidewalk at area 5 north addition courtyard
Add: \$1,713.00

b. Denfeld HS LRFP – Drywall/Plaster

Change Order #20, Bid #1176, (Contract #0920) – Minuti-Ogle Company, Inc.
Change Order increase for a backcharge to Lipe Brothers Construction, to revise gyp construction to receive doors and to modify gyp soffits **Add: \$5,540.00**

c. Denfeld HS LRFP – Drywall/Plaster

Change Order #21, Bid #1176, (Contract #0920) – Minuti-Ogle Company, Inc.
Change Order increase to frame the wall and install a door frame; provide shaftwall construction; plaster work; construct wall to conceal pipes at the floor in corridor 2031; and patch and repair walls and ceilings in special ed. classrooms and the corridor on 3rd floor **Add: \$11,160.00**

d. Denfeld HS LRFP – Casework - Supply

Change Order #6, Bid #1176, (Contract #1230) – Haldeman-Homme, Inc.
Change Order increase for casework revisions **Add: \$36,080.00**

e. Denfeld HS LRFP – Casework - Supply

Change Order #7, Bid #1176, (Contract #1230) – Haldeman-Homme, Inc.
Change Order increase to supply snorkels and casework **Add: \$5,335.00**

f. Denfeld HS LRFP – Landscaping

Change Order #2, Bid #1193, (Contract #3290) – Urban Companies, LLC
Change Order increase to provide poured colored concrete cap at the retaining wall **Add: \$2,000.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Denfeld High School reflecting a total increase of \$61,828.00.

2) **East High School**

a. East HS LRFP – Waterproofing/Insulation

Change Order #3, Bid #1163 (Contract #0710) – Concrete Coatings, Inc.
Change Order increase to provide asphalt waterproofing from the top of the existing waterproofing up to the CIP/Precast caulk joint along the north and west elevations **Add: \$8,383.00**

Recommendation: It is recommended the School Board approve the change order as listed above at East High School reflecting a total increase of \$8,383.00.

3) PLACEHOLDER - for Change Orders Related to the LRFP

C. Leases

5. **Resolutions**

A. Resolution B-10-11-2939 - Resolution Declaring Intention To Issue General Obligation Alternative Facilities Capital Appreciation Bonds, Series 2011b, Of Independent School District No. 709 In The Principal AmountOf Not To Exceed \$787,634.25.

Recommendation: It is recommended that the Duluth School Board approve Resolution B-10-11-2939 -Resolution Declaring Intention To Issue General Obligation Alternative Facilities Capital Appreciation Bonds, Series 2011b, Of Independent School District No. 709 In The Principal AmountOf Not To Exceed \$787,634.25.

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

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

D. 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 Foster or the Director of Business Services has signed the following expenditure contracts during the month of September 2011.

B. Revenue Contracts

Superintendent Foster or the Director of Business Services has signed the following revenue contracts during the month of September 2011.

C. Other Contracts

Superintendent Foster or the Director of Business Services has signed the following no cost contracts during the month of September 2011.

D. Facilities Management & Capital Project Status Report

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

F. Change Orders Relating to the Long Range Facilities Plan

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

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

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

H. Quarterly Summary of Grants and Donations

Attached is a quarterly summary of grants and donations for the period July-September 2011.

7. Future Items

A. Actuarial Review

B. FY 11 Financial Audit