

Business Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, October 16, 2012

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 (*Attached separately as Extra*)

C. Budget Revisions

D. Wire Transfers

E. Investment Transactions

F. WADM Projections

G. Fund Raisers

H. Investment Transactions

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

A. Bids

1) PLACEHOLDER - for Bids Related to the LRFP

B. R.F.P.s

1) RFP 292 - Administrative Services Only (ASO) - Dental Services

Requests for proposals for Administrative Services Only (ASO) were advertised and mailed to 22 vendors. Responses were received from four (4) carriers as follows: Delta Dental (incumbent), Ameritas, Simple and Public Employees Insurance Program.

Recommendation: It is recommended that the proposal for Delta Dental be accepted with an ASO fee that remains the same at \$2.55 per eligible employee per month with a three (3) year rate guarantee. The contract will be effective January 1, 2013 through December 31, 2015.

2) PLACEHOLDER - for RFPs Related to the LRFP

C. Quotes

1) PLACEHOLDER - for Quotes related to the LRFP

3. Policies and Regulations

A. Policies

1) Suspension of Policy 3136/Regulation 3136R - Travel In-District, In State, and Out of State

Administration is requesting the suspension of Policy 3136 to pay for Airfare purchased by an employee outside the Policy/Regulation.

Recommendation: It is recommended that the Duluth School Board approve the suspension of Policy 3136 - Travel In-District, In State, and Out of State.

B. Regulations

4. Contracts, Change Orders, and Leases

A. Contracts

1) Marlys Johnson Head Start Mental Health Consultant

Attached is a contract with Marlys Johnson for Mental Health Consultant Services for the Head Start Program. The contract is for the 2012-13 School Year in the amount of \$36,000.00.

Recommendation: It is recommended that the Duluth School Board approve the contract with Marlys Johnson for Mental Health Consultant Services for the Head Start Program in the amount of \$36,000.00.

B. Change Orders

1) Eastern Middle School (Ordean East Middle School)

a. Eastern MS LRFP – Masonry

Change Order #29, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to place the hollow metal frame in the existing wall and lay a new 6” CMU wall to enclose the ship’s ladder for the mechanical room access
Add: \$4,103.00

b. Eastern MS LRFP – Masonry

Change Order #30, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to infill the existing door opening with CMU in room 3137, build a chase around the plumbing and rain leader at corridor 1103 and fill cracks with mortar in the existing CMU wall **Add: \$3,018.00**

c. Eastern MS LRFP – Masonry

Change Order #31, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to delete the 4” CMU over the existing window openings, furnish and install 4” CMU columns from floor to ceiling in the fitness room to run conduits for power, infill the corner at the old masonry intersection at room 3137 and provide masonry infill at rooms 2140, 1130, 1144 and 2406 **Add: \$4,149.00**

d. Eastern MS LRFP – Masonry

Change Order #32, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to dry pack mortar around steel angles and infill the door base and bearing plates, set and grout the door frame and lay block over the frame on the ship’s ladder room door 1130A, and demo and infill faces of block at the old entries to the locker room **Add: \$2,597.00**

e. Eastern MS LRFP – Masonry

Change Order #33, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to infill the door at stair G2 **Add: \$370.00**

f. Eastern MS LRFP – Masonry

Change Order #34, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to grout and install hollow metal door frames due to an error on the drawings **Add: \$9,145.00**

g. Eastern MS LRFP – Masonry

Change Order #35, Bid #1165, WS #4 – Harbor City Masonry, Inc
Change Order increase to replace the existing brick in the existing retaining wall
Add: \$3,425.00

h. Eastern MS LRFP – Wardrobe Lockers

Change Order #5, Bid #1165, WS #24 – JF Equipment, LLC
Change Order increase to install 132 lb. plates **Add \$370.00**

Recommendation: It is recommended the School Board approve the change orders as listed above at Eastern Middle School (Ordean East Middle School) reflecting a total increase of \$27,177.00

2) Lincoln Park Middle School

a. Lincoln Park MS LRFP – Electrical, Communications and Security

Change Order #12, Bid #1184, BP #2 (WS #37) – APi Electric
Change Order increase for door hardware modifications, to change the light fixture in the auditorium acoustic clouds, provide lighting controls in the media center, provide power and boiler kill switches, and for additional monitoring of the fire pump controller **Add: \$88,829.00**

Recommendation: It is recommended the School Board approve the change orders as listed above at Lincoln Park Middle School reflecting a total increase of \$88,829.00.

3) Myers-Wilkins Elementary School

a. Myers-Wilkins ES LRFP – Steel Supply

Change Order #2 Bid #1215, BP #1 (Contract #0512) – D & M Iron Works, Inc
Change Order increase to add steel plate to support the existing stair wall and for additional angles and expansion anchors to support the brick **Add: \$1,784.00**

b. Myers-Wilkins ES LRFP – Earthwork/Asphalt Paving

Change Order #2 Bid #1215, BP #1 (Contract #3100/3210) – Veit and Company, Inc
Change Order increase to remove contaminated soil **Add: \$200,349.00**

c. Myers-Wilkins ES LRFP – Earthwork/Asphalt Paving

Change Order #3 Bid #1215, BP #1 (Contract #3100/3210) – Veit and Company, Inc
Change Order increase to provide a rock ramp to the basement to haul out mud
Add: \$1,965.00

Recommendation: It is recommended the School Board approve the change orders

as listed above at Myers-Wilkins Elementary School reflecting a total increase of \$204,098.00.

4) **Laura MacArthur Elementary School**

a. Laura MacArthur ES LRFP – Laura MacArthur School Demolition

Change Order #2, Bid #1217-1, (Contract #0240) – Hibbing Excavating, Inc
Change Order increase for removal of buried foundations and footings **Add:**
\$161,868.00

b. Laura MacArthur ES LRFP – Laura MacArthur School Demolition

Change Order #3, Bid #1217-1, (Contract #0240) – Hibbing Excavating, Inc
Change Order increase for additional steam pipe abatement, demo at the kitchen and cafeteria to uncover ACM pipe quantities and repair a manhole damaged by flooding **Add: \$7,397.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Laura MacArthur Elementary School reflecting a total increase of \$169,265.00.

5) **Eastern (East) High School**

a. East HS LRFP – Fences and Gates

Change Order #4, Bid #1175, BP #4, (Contract #3231) – Century Fence Company
Change Order increase to provide a concrete maintenance strip below the fencing along the bus road **Add: \$5,500.00**

Recommendation: It is recommended the School Board approve the change order as listed above at Eastern (East) High School reflecting a total increase of \$5,500.00.

6) PLACEHOLDER – Change Orders related to the Long-range Facilities Plan requiring board action

C. Leases

5. **Resolutions**

A. Resolution B-10-12-3056- Authorized Account Signers

Recommendation: It is recommended that the Duluth School Board approve Resolution B-10-12-3056- Authorized Account Signers.

B. PLACEHOLDER - Resolution Authorizing the purchase of properties relating to the Long-Range Facilities Plan and relocations expenses that apply to these properties

C. PLACEHOLDER - Resolution Authorizing the sale of properties relating to the Long-Range Facilities Plan and relocations expenses that apply to these properties

D. PLACEHOLDER - Resolution for Schematic Designs and Working Drawings related to the LRFP.

6. **Informational**

A. Expenditure Contracts

The Superintendent or Director of Business Services has signed the following expenditure contracts during the month of September 2012.

B. Revenue Contracts

The Superintendent or Director of Business Services has signed the following revenue contracts during the month of September 2012.

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 enclosed 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 enclosed report.

H. Quarterly Report of Grants and Donations

7. **Future Items**

A. FY 12 Financial Audit