

**Business Committee**  
 Duluth Public Schools, ISD 709  
 Agenda  
 Tuesday, December 10, 2019  
 Historic Old Central High School - Board Room, 2nd Floor  
 215 N 1st Ave E  
 Duluth, MN 55802  
 4:30 PM

**1. Guest Presentations**

A. Wipfli for the final audit of the financial report for fiscal year ending June 30, 2019 (Item 2.A)

**2. Financial Report**

A. Financial Report

- 1) The final audit of the financial report for fiscal year ending June 30, 2019 will be presented by a representative of Wipfli at the December 10, 2019 Business Committee meeting
- 2) Preliminary financial statements (unaudited) for the month ended October 2019 are attached

B. Approval of Payment of Claims - Attached as an "extra"

C. Budget Revisions

D. Wire Transfers

E. Investment Transactions

F. APU Projections

G. Fundraisers

H. Finance Education

- 1) Truth in Taxation Summary

**3. Bids, R.F.P.s and Quotes Reports**

A. Bids - None

B. RFPs - None

C. Quotes - None

**4. Policies and Regulations**

A. New Policy 511 Fundraising - second reading

Attached is MSBA model policy 511 - Fundraising for the second reading. This policy would replace current policy 1050 - Fund-Raising by Students.

Recommendation: It is recommended that the Duluth School Board approve Policy 511 - second reading.

B. Delete Policy 1050 - Fund-Raising by Student - second reading

In moving to MSBA Model Policies, administration is recommending the deletion of Policy 1050, which will be replaced by MSBA Policy 511.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 1050 - second reading.

C. Revise Bylaw 203.2 Order of the Regular School Board Meeting Bylaw - second reading.

Attached is a revision of Policy 203.2 for the second reading.

Recommendation: It is recommended that the Duluth School Board approve the revision of Bylaw 203.2 - second reading.

## 5. **Contracts, Change Orders, and Leases**

### A. Contracts

#### 1) Essentia Health Sports Medicine Services - **document pending**

Attached is a five year athletic agreement for Essentia Health to provide sports medicine services to the students of Duluth Public Schools.

Recommendation: It is recommended that the Duluth School Board approve this agreement.

#### 2) Essentia Health Sponsorship Agreement - **document pending**

Attached is a five year athletic sponsorship agreement with Essentia Health for \$325,000.00.

Recommendation: It is recommended that the Duluth School Board approve this athletic sponsorship agreement.

#### 3) **PLACEHOLDER** - Other Contracts

### B. Change Orders

#### 1) CO #1 - Northland Consulting Engineers LLP - Proposal for Design Services - PSS Track Replacement

This change order will amend the agreement with Northland Consulting Engineers LLP which was entered into the District at the October 2018 School Board Meeting to reconstruct the track at PSS. This amendment will add up to an estimated 52 hours of construction engineering services for an estimated not to exceed fee of \$6,760.00. This will result in a new contract sum of \$82,395.00.

Recommendation: It is recommended that the Duluth School Board approve this change order.

#### 2) CO#1 (Deduct) - Kraus-Anderson Construction Company Sourcewell Project Procurement/Gordian eZIQC for Lincoln Park Middle School New Bathroom Construction Project

This deduct change order is related to an owner provided door, eliminated glazing, and a credit for a slight visual defect in floor tile. The deduct for CO #1 is (\$3,531.17). The original contract sum for this work as defined in the attached Sourcewell Gordian eZIQC agreement is \$225,578.45. This CO #1 deduct will result in a new contract amount of \$222,047.28.

Recommendation: It is recommended that the Duluth School Board approve this change order.

#### 3) CO #1 - City of Duluth Bid #19-6601 – ISD 709 Access Control Improvements District Wide – Federal Cops Grant

This change order consists of changes to the number of iPhones at sites: East,

LPMS, and OEMS. The iPhone category base bid amount was \$95,319.00. CO #1 is \$5,974.00, for a new iPhone category bid amount of \$101,293.00. The original contract sum for all work defined in bid #19-6601 is \$248,143.00. The new contract sum to include CO #1 results in a new contract amount of \$254,117.00.

Recommendation: It is recommended that the Duluth School Board approve this change order.

C. Leases

1) PLACEHOLDER - Other Leases

6. Resolutions

A. B-12-19-3694 - Acceptance of Donations

Recommendation: It is recommended that the Duluth School Board approve Resolution 12-19-3694.

B. B-12-19-3695 - Certified Tax Levy

Recommendation: It is recommended that the Duluth School Board approve Resolution 12-19-3695.

C. PLACEHOLDER - Other Resolutions

7. Informational - These items are provided for informational purposes only; no action is required.

A. Expenditure Contracts

The Superintendent or CFO/Executive Director of Business Services has signed these contracts during the month of November 2019.

B. Extension or Renewal Contracts - None

C. No Cost Contracts

The Superintendent or CFO/Executive Director of Business Services has signed these contracts during the month of November 2019

D. Revenue Contracts

The Superintendent or CFO/Executive Director of Business Services has signed these contracts during the month of November 2019

E. Property Sale Updates

F. Facilities Management & Capital Project Status Report

G. Change Orders Signed - None

H. Legislative Platform

8. Future Items

A. Organizational Meeting (January)

B. School Board Committee Structure (January)

C. Policy Updates