

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
CENTRAL HIGH SCHOOL ROOM #1136, 8135 S. WESTNEDGE, PORTAGE, MICHIGAN 49002  
AUGUST 21, 2023, 6:30 PM  
AGENDA**

**VISION STATEMENT**

An exceptional, continuously improving learning culture with high expectations, committed to all!

**MISSION STATEMENT**

Portage Public Schools will educate all students to achieve their potential.

|  |          |
|--|----------|
| <b>I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE</b>                   |          |
| <b>II. REVISIONS/APPROVAL OF AGENDA</b>                            | <b>2</b> |
| <b>III. REPORTS</b>  |          |
| 1. SUPERINTENDENT'S REPORT   | 3        |
| a. BOND PROJECT UPDATE   |          |
| b. WEBSITE / APP UPDATE  |          |
| <b>IV. BOARD EDUCATION</b>   | <b>4</b> |
| 1. DEI UPDATE  |          |
| <b>V. COMMENTS OR COMMUNICATIONS</b>                               | <b>5</b> |
| 1. BY CITIZENS   |          |
| 2. BY BOARD TRUSTEES   |          |
| 3. BOARD COMMITTEE REPORTS   |          |
| <b>VI. CONSENT AGENDA</b>  | <b>6</b> |
| 1. APPROVAL OF MINUTES   |          |
| a. JULY 24, 2023 REGULAR BUSINESS MEETING                          | 7        |
| 2. NHS 2025 STUDENT TRIP TO EUROPE                                 | 11       |
| <b>VII. ASSURANCE OF DISTRICT PERFORMANCE - None</b>               |          |
| <b>VIII. REQUIRED ACTION ITEMS - None</b>                          |          |
| <b>IX. ACTION ITEMS</b>  |          |
| 1. HAV BOND WORK CONSTRUCTION CONTRACTS (OP 6320)                  | 16       |
| 2. NEW TEACHER APPOINTMENTS (OP 3120)                              | 53       |
| 3. NEW ADMINISTRATOR APPOINTMENT (OP 3120)                         | 57       |
| 4. APPROVE PARTIAL DISTRICT CALENDAR                               | 59       |
| <b>X. DISCUSSION ITEMS</b>   |          |
| 1. MASB DELEGATE ASSEMBLY & ANNUAL LEADERSHIP CONFERENCE (BL 0175) | 61       |
| 2. NHS CNC ROUTER PURCHASE (OP 6320)                               | 66       |
| 3. CEL EDUCATIONAL CASEGOODS (OP 6320)                             | 70       |
| 4. FOOD SERVICE VAN PURCHASE (OP 6320)                             | 74       |
| <b>XI. ADJOURN</b>   |          |

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**II. Revisions/Approval of Agenda**

**Recommended Motion:**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the Agenda as printed (or as amended).**

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**III. Reports**

1. Superintendent's Report
  - a. Bond Project Update
  
  - b. Website / App Update

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

- IV. Board Education**
  - 1. DEI Update



**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**VI. Consent Agenda**

1. Approval of Minutes
  - a. July 24, 2023 Regular Business Meeting

2. NHS 2025 Student Trip to Europe

**That the Board of Education approve the Portage Northern High School Social Studies student trip to Europe scheduled for June 16-25, 2025, as presented.**

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**REGULAR BUSINESS MEETING  
JULY 24, 2023**

**REGULAR BUSINESS MEETING**

The Regular Business Meeting of the Board of Education of Portage Public Schools held on Monday, July 24, 2023, was called to order at 6:30 p.m. by President Van Antwerp. The meeting was held in Room #1136 of Portage Central High School. The Pledge of Allegiance was recited.

Board Trustees Present: Emily Crawford, Keith Crowell, Ean Hamilton, Kimberly Larson, Terri Novaria, Bo Snyder, Randy Van Antwerp

Board Trustees Absent: None

**REVISIONS/APPROVAL OF AGENDA**

**Motion offered by Mrs. Novaria, seconded by Mr. Crowell, that the Board of Education approve the agenda as printed.**

**The motion carried unanimously.**

**REPORTS**

**Superintendent's Report**

**Bond Project Update**

Mr. Johnny Edwards, Assistant Superintendent of Operations, provided an update on elementary bond work.

At the Northern Campus, curtain wall (exterior" facelift") work is in progress at Northern High, and at the Northern AEF, work on the parking lot addition is proceeding.

At the new Central Elementary site, water main work is in progress.

Relative to the new Haverhill Elementary project, storm structure work and playground relocation work is underway. Work is in progress on Manhattan Street, temporary sewer is going in. In addition, contractor bids were posted on July 17, the pre-bid meeting is July 25, the bid opening is August 8, and a recommendation to the Board is planned for August 21, 2023.

In addition, Mr. Edwards showed photos of work taking place at the various projects noted above.

## **Review of NHS 2025 Student Trip to Europe**

Dr. Michael Pascoe, Assistant Superintendent of Instruction provided introductory remarks. Northern High School teachers Lucas Rewa and Greathen Drenne, detailed plans for the proposed 2025 student trip to Europe and responded to Trustee questions. Board members shared positive remarks regarding this opportunity for the students.

## **COMMENTS OR COMMUNICATIONS**

President Van Antwerp opened the floor to public comment. Mrs. Novaria read aloud the guidelines for public participation.

The following individuals addressed the Board regarding the work/learning environment at Angling Road Elementary: Brooke Halas, Danielle Morrison, and Chris Furlong.

President Van Antwerp thanked the public speakers and opened the floor to Trustee comments.

Mr. Van Antwerp informed Trustees there are education-related articles at their seats for their reading pleasure.

## **CONSENT AGENDA**

**President Van Antwerp presented the following Consent Agenda items for approval by the Board of Education: That the Board of Education approve the June 19, 2023 Special Meeting, Closed Session, and Regular Business Meeting minutes; and approve the June 26, 2023 Special Meeting minutes.**

**There being no objections, the motion carried unanimously.**

## **ACTION ITEMS**

### **CEL Bond Work Construction Contracts**

Mr. Johnny Edwards reviewed the background information and recommendation. Mr. Dan Rathburn, Senior Project Manager with Owen-Ames-Kimball, went over each of the bid tabs included with the recommendation. The presenters responded to questions from Trustees.

**Motion offered by Mr. Crowell, seconded by Ms. Larson, that the Board of Education authorize Owen-Ames-Kimball Co. to issue Notices of Pending Award, in the amounts indicated for Central Elementary School, to contractors and suppliers listed on the Bid Summary Sheets, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts will be awarded to these contractors and suppliers by Portage Public Schools, in an amount of \$23,377,677.00.**

**The motion carried unanimously.**

### **HAV Footings & Foundations**

Mr. Johnny Edwards reviewed the recommendation and addressed Trustee questions.

**Motion offered by Mrs. Novaria, seconded by Mrs. Crawford, that the Board of Education approve Owen-Ames-Kimball Co. to be authorized to issue Notice of Pending Awards, in the amount of \$333,700.00 to Choice Concrete for footings and foundations at Haverhill Elementary School, the funds for which will come from the 2021 Bond Fund.**

**The motion carried unanimously.**

### **Storage Array Replacement**

Mr. Dan Vomastek, Director of Technology and Information Systems, reviewed the recommendation to replace two end of life storage arrays.

**Motion offered by Mr. Snyder, seconded by Mr. Crowell, that the Board of Education authorize the purchase of storage array replacements from 45 Drives of Sydney, Nova Scotia, in an amount not-to-exceed \$424,599.82, the funding for which will be drawn from the 2021 Bond Fund.**

**The motion carried unanimously.**

### **Purchase Supplemental Curriculum Materials**

Dr. Mackenzie Sheahan, Director of Curriculum & Professional Development Y5s-8, reviewed the recommendation to purchase supplemental curriculum materials and addressed Trustee questions.

**Motion offered by Mr. Crowell, seconded by Mrs. Novaria, that the Board of Education approve the purchase of the 2023-24 school year supplemental curriculum materials for young fives through fifth grade in an amount not-to-exceed \$200,000.00. The funding source for these materials is Section 98c funds.**

**The motion carried unanimously.**

### **Approve Superintendent Evaluation & Public Statement**

**Motion offered by Mr. Snyder, seconded by Mr. Crowell, that the Board of Education approve a highly effective rating for Superintendent Mark Bielang based on the results of his annual performance evaluation for the 2022-23 school year and approve the public statement regarding this evaluation.**

The public statement was read aloud by President Van Antwerp.

**The motion carried unanimously.**

Board members expressed their appreciation of Superintendent Bielang's leadership. Mr. Bielang thanked the Board and voiced his appreciation of the administration and staff.

## **DISCUSSION ITEMS**

### **NHS 2025 Student Trip to Europe**

A review of the trip was presented during the Superintendent's Report portion of the meeting as captured above.

With no further business to come before the Board, the meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Barb Atkinson, Recording Secretary

Janet Johnstone  
*Coordinator of Instructional Services*  
Phone: 269.323.5140  
fax: 269.323.5141  
[jjohnstone@portageps.org](mailto:jjohnstone@portageps.org)

**TO:** Mark Bielang  
**DATE:** June 6, 2023  
**FROM:** Janet Johnstone/Dr. Michael Pascoe  
**SUBJECT:** Northern High School 2025 field trip to Europe

**RECOMMENDATION:**

I recommend the approval for Portage Northern High School Social Studies students to travel to England, France and Germany as described in the attached material. The trip dates are set for June 16-25, 2025. **The current travel advisory is to exercise increased caution. It is recommended that attention be paid to the safety of this region prior to travel.**

**BACKGROUND:**

Lucas Rewa is proposing a student trip to London, England, Paris, France, and Berlin, Germany for June 16-25, 2025. They will spend 9 days out-of-state. The purpose is for students to explore these three European capital cities, examine their history, and engage in their culture. Students will have a hands-on experience learning about the World Wars, political revolutions, nationalism, industrialism, imperialism, and other historical conflicts and the impact on these cities throughout history. The families involved will be responsible for the cost. The students will not miss any instructional time. Chaperones will be a ratio of approximately 1 adult to every 7 students (number attending: Approx. 20 Portage students, 3 adults. Can accommodate more if more are interested).

I have reviewed this proposal and support it.

JJ/MP  
Attachments

The primary purpose of school-approved student trips is to provide substantive curricular, co-curricular, and extracurricular enhancement not available in the local setting. It is not the intent of Policy #2340/AG #2340A to establish annual travel opportunities. Recognizing this purpose, consideration of trip approval begins with an evaluation of the special nature of the enrichment activities and the relationship of the trip's education goals to the curricular, co-curricular, or extracurricular activity.

If this trip requires **Portage PS transportation**, the form should be received by the transportation office **at least two (2) weeks** prior to the date of the trip. To allow for approval at all levels, it is recommended that this form be submitted **at least 3 weeks in advance**.

An itinerary must be submitted with any out-of-state overnight trip.

**International Trips:** If any duration of this trip is spent out of the country, the request needs to be submitted with **at least four (4) months' notice** to provide sufficient time to obtain all levels of approval. Please note that you may be asked to present your educational trip request to the Portage Board of Education for approval and no fundraising may begin until BOE approval is received.

| Section 1                                       |                |                                 |                           |                                   |                                   |
|---|----------------|---------------------------------|---------------------------|-----------------------------------|-----------------------------------|
| School  | NHS            | Group                           | Social Studies Department | Date of Request                   | 6/2/2023<br>9:09:52               |
| Start Date                                      | Mon. 6/16/2025 | End Date                        | Wed. 6/25/2025            | Amount of Instructional Time Lost | 0                                 |
| Departure Time from School                      | 6:00:00 AM     | Return Time to School           | 8:00:00 PM                | PPS Transportation?               | No. charter bus to airport; plane |
| Bus Loading / Van Pickup Time                   |                | Departure Time from Destination |                           | ASN:                              |                                   |
| Additional Details for Driver / Transprt. Dept. |                |                                 |                           |                                   |                                   |

| Section 2  |
|--|
| <b>Trip Destination:</b> WorldStrides - London, U.K.; Paris, France; Berlin, Germany   |
| <b>Educational Goal(s)/Purpose of Trip:</b><br>The purpose of this trip is to explore these three European capital cities and to examine their history and engage in their culture. A number of social studies standards will be covered by this trip.<br>See attached pdf for <a href="#">itinerary</a><br><br>Michigan Social Studies Standards:<br>USHG 6.2.2 - World War I<br>USHG 7.2 - World War II<br>WHG 6.2.1 - Political Revolutions and Independence Movements<br>WHG 6.2.2 - Nationalism and Nation States<br>WHG 6.2.3 - Industrialization<br>WHG 6.2.4 - Imperialism<br>WHG 7.2.1 - World War I<br>WHG 7.2.2 - Interwar Period<br>WHG 7.2.3 - World War II<br>WHG 7.2.4 - Cold War Conflicts<br>WHG 7.2.6 - Case Studies of Genocide |

| Section 3     |  |                       |                                      |                                  |    |
|---------------|--|-----------------------|--------------------------------------|----------------------------------|----|
| # of Students | 20+ (we can accommodate any number but I think at least this many will attend) | # of Staff Chaperones | 3+ (dependent on number of students) | # of Additional Adult Chaperones | NA |
| # of Buses    |  | # of Lift Buses       | 12                                   | # of Vans                        |    |

|                            |                    |                           |                |
|----------------------------|--------------------|---------------------------|----------------|
| Estimated Cost per Student | \$5,793            | Funds Provided by         | Private/Family |
| Estimated Cost of Trip     | \$5793 per student | Amount per Funding Source | NA             |

Electronically complete sections below

|   |  |            |                   |              |
|---|--|------------|-------------------|--------------|
| Name  |  | Lucas Rewa | Contact Phone #   | 616-490-3015 |
| Electronic Signature: <i>(employee overseeing trip needs to electronically sign below)</i><br>X <i>Lucas Rewa</i> |  |            | Date:<br>6-2-2023 |              |

|  |                                     |         |   |                                      |
|--|-------------------------------------|---------|---|--------------------------------------|
| Principal Decision:                    | <input checked="" type="checkbox"/> | Approve | Principal Signature: <i>(electronically sign name below, or add e-signature)</i><br>X Nate Ledlow                             | Date: <i>(enter below)</i><br>6/2/23 |
|  | <input type="checkbox"/>            | Deny    |   |                                      |
| Superintendent (or designee) Decision: | <input type="checkbox"/>            | Approve | Supt. (or Designee) Signature: <i>(electronically sign name below, or add e-signature)</i><br>X <i>Michelle Paul 6/7/2023</i> | Date: <i>(enter below)</i>           |
|  | <input type="checkbox"/>            | Deny    |   |                                      |

Date Received by Transportation: \_\_\_\_\_ Received by: \_\_\_\_\_

**Assignment: Provided 1-5 days prior to trip**

|        |         |        |         |
|--------|---------|--------|---------|
| Bus #: | Driver: | Bus #: | Driver: |
| Bus #: | Driver: | Bus #: | Driver: |
| Bus #: | Driver: | Bus #: | Driver: |
| Bus #: | Driver: | Bus #: | Driver: |

Routing: Teacher signs, forwards email to Principal. Principal signs, forwards to [jjohnstone@portageps.org](mailto:jjohnstone@portageps.org). Inst Serv forwards to Transportation as needed



## London, Paris & Berlin

[educationaltravel.com/Rewa-4967](http://educationaltravel.com/Rewa-4967)

June 16 - June 25, 2025

**Day 1 Start tour**

**Day 2 Hello London**

Meet your tour director and check into hotel  
Imperial War Museum visit

**Day 3 London landmarks**

London guided sightseeing tour : Houses of Parliament, Westminster Abbey, Trafalgar Square, Piccadilly Circus, St. Paul's Cathedral, Buckingham Palace  
Tower of London visit

**Day 4 London--Paris**

Eurostar Chunnel crossing  
Paris guided sightseeing tour: Arc de Triomphe, Champs Élysées, Eiffel Tower, Les Invalides, Notre-Dame Cathedral

**Day 5 Paris**

Catacombs visit (group-arranged)  
Les Invalides and Napoleon's Tomb visit  
Seine River cruise  
*Optional Eiffel Tower Ascent*

**Day 6 Paris**

Versailles Guided Excursion : State Apartments, Hall of Mirrors, Gardens of Versailles  
LEAP Seize the Château!  
Louvre visit

**Day 7 Paris--Berlin**

Fly to Berlin  
Berlin guided sightseeing tour: Berlin Wall, Brandenburg Gate, Reichstag, Unter den Linden  
Pergamon Museum visit

**Day 8 Berlin**

LEAP Ich bin ein Berliner  
*Optional Potsdam half day excursion*

**Day 9 Start extension to Berlin**

DDR Museum visit  
Berlin underground bunker guided tour

**Day 10 End tour**



# Reserve your spot!

MyTrip ID: Rewa-4967

Registration deadline: June 30, 2023

## What's included

---

We provide everything you need for a remarkable trip:

- Round-trip airfare and other transportation described in the itinerary
- Basic Medical, Dental, Emergency Evacuation Insurance during trip
- Up to three college credits upon course completion (grades 9-12) or high school credit (grades 6-12)
- Centrally located three- and four-star hotels
- Plentiful daily breakfast to start the day energized and ready to go
- Appetizing, culturally representative, three-course dinner daily
- Full time, multilingual, WorldStrides tour director who is LEAP-trained in experiential education
- Local guide at sites and on city tours as described in the itinerary
- LEAP! Learning through Exploration and Active Participation; trademarked immersive approach of learning by doing
- Entrances and transportation to sites and activities described in your itinerary
- Local guide and local bus driver tips; see note regarding other important tips
- 24/7 On Tour Emergency Support
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, any required passport or visa fees, optional excursions, or recommended Tips for the Tour Director or multi-day Bus Drivers. Optional excursions, optional pre-paid tips, or other individual/group customizations will be listed as separate line items in the total trip cost, if included.

## Tour investment

---

Students (travelers under the age of 23): \$5,793

Adults (age 23 and over): \$6,278

Price reflects savings of \$300 scholarship. Sign up by 6/30/2023 and enter code Travel3Z in order to take advantage of this limited-time offer!

## Automatic monthly payment plan

Pay just \$99 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of June 01, 2023, your monthly payment would be just \$247.57.

## Travel protection

---

We recommend covering your educational investment with one of our two comprehensive travel protection plans offered through Trip Mate. For details, visit [worldstrides.com/travel-protection-plans](http://worldstrides.com/travel-protection-plans).

Enroll online,  
by phone, or by mail



Visit [educationaltravel.com/Rewa-4967](http://educationaltravel.com/Rewa-4967)



SCAN ME

Use Rewa-4967 to register



1-800-771-5353

 **WorldStrides**  
Educational Travel & Experiences

Mail in your paper application to:

WorldStrides Programs  
Attn: Participant Services  
PO Box 5033  
Charlottesville, VA 22906-9033

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**IX. Action Items**

1. HAV Bond Work Construction Contracts (OP 6320)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education authorize Owen-Ames-Kimball Co. to issue Notices of Pending Award, in the amounts indicated for Haverhill Elementary School, to contractors and suppliers listed on the Bid Summary Sheets, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts will be awarded to these contractors and suppliers by Portage Public Schools, in the amount of \$21,508,180.00.**



To: Mark Bielang, Superintendent and Board of Education  
From: Johnny Edwards, Assistant Superintendent of Operations  
Cc: Paula Johnson, Director of Finance  
Date: August 21, 2023  
Subject: Bond Bid Package - Haverhill Elementary School

---

### **Recommendation**

I recommend the Board of Education authorize Owen-Ames-Kimball Co. to issue Notices of Pending Award, in the amounts indicated for Haverhill Elementary School, to contractors and suppliers listed on the Bid Summary Sheets, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts will be awarded to these contractors and suppliers by Portage Public Schools, in an amount of \$21,508,180.

### **Background Information / Recommendation**

Previously, the Board approved a recommendation for the playground relocation and early site package at Haverhill Elementary. This recommendation is a continuation to the construction for Haverhill Elementary. The bid went out on July 17, 2023. O-A-K advertised on their website and via monthly newsletter to contractors, along with the District's website, Building Connected, Builders Exchange for Michigan, Builders Exchange of Kalamazoo, and Builders Exchange of Lansing. We hosted a pre-bid meeting on July 25, 2023 and 19 contractors were in attendance. During the bid phase, O-A-K reached out to several contractors to gauge bid coverage per bid package.

We accepted bids on August 8, 2023. The bids were read aloud that included the proper bid bonds and acknowledged the schedule.

Since the bid opening, our team of O-A-K, TowerPinkster/Fielding International, Plante Moran Cresa and PPS staff members have executed post-bid interviews covering all bid categories for this project. This process was designed to select the bidder with the lowest priced qualified bid to complete the scope of work in each category. Each contractor had to validate bid pricing, confirm ability to meet schedules and qualified resources, confirm work scope, and discuss any unique complexities of the projects. We also expressed the high level of expectations the

Memo to Superintendent / Board re Bond Bid Package - Haverhill Elementary School

August 21, 2023

Page 2

Owner/Owner's Rep/Architect/Construction Management team has for this project and the contractor's performance. We are confident that this process has helped us identify the lowest priced, qualified, responsible contractors for Board consideration and approval. The interview process was performed over a three-day period until the team was confident in bringing this list of recommendations to the Board. Please note that in all work categories we are awarding contracts to the lowest priced, qualified, responsible bidders.

We are very pleased with this bid process. We had robust interest in the project, as we had 94 bids. Approximately 76% were from contractors within a one-hour drive time radius of Portage. We averaged three bids submitted per bid category.

This analysis can be found on the attached bid tabulation summary information for each project. We are pleased with these results, as it is largely due to the hard work of the entire team and the entire process leading up to the recommendation.

Approval of this recommendation will allow us to execute contract agreements and proceed with the work in these categories that will continue in September of 2023.

Attachments



August 16, 2023

Mr. Johnny Edwards, Assistant Superintendent of Operations  
Portage Public Schools  
8109 Mustang Drive  
Portage, MI 49002

RE: Haverhill Elementary School Trade Contract Awards -  
2021 Elementary School Bond Program

Mr. Edwards:

Plante Moran Cresa, as your Owner's Representative, has been pleased to assist the district with the design of and construction bidding process for the first two new elementary schools in the 2021 Bond Program – Central Elementary, and now Haverhill. The design team from TowerPinkster & Fielding has worked closely with PPS staff to design schools that align with your Educational Specifications and your curriculum planning. Owen Ames Kimball's preconstruction planners have worked with the rest of the team to develop project budgets and schedules, assess constructability, and now in soliciting and evaluating trade contractor bids.

Our staff participated in and observed OAK's process of soliciting and vetting the trade contractor bids and found it once again to be thorough and professional. The results of these bids are in line with cost expectations for the work, and have come in below the budget developed and presented to the board in February of 2023 for these trade packages and this building project. While there has been significant cost escalation in the industry over the past three years, these bid results, like those presented last month for Central Elementary, indicate the market has flattened and returned to a predictable pattern, which remains encouraging for the District's capacity to execute of the entire program.

#### **RECOMMENDATION**

Plante Moran Cresa supports the award recommendations made by your CM firm, Owen Ames Kimball, for this work for the new Haverhill Elementary School. Our team is available at the District and Board's convenience to answer any questions regarding the bidding and recommendation process. Please feel free to contact me at 269-532-3839 or via email at [doug.phillips@plantemoran.com](mailto:doug.phillips@plantemoran.com).

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in black ink, appearing to read 'Doug Phillips', is written over a faint, stylized blue wave graphic that matches the company logo.

Doug Phillips  
Senior Vice President

Copy: Ron Herron, Chris Mankowski - Plante Moran Cresa



**Portage Public Schools  
Haverhill Elementary School  
Motion Recommendation  
Construction Manager: Owen-Ames-Kimball Co.**



**RECOMMENDED MOTION**

I move that Owen-Ames-Kimball Co. be authorized to issue Notice of Pending Awards, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, that upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts be awarded to these contractors and suppliers by Portage Public Schools.

| <b>BC #</b> | <b>Bid Category</b>                                   | <b>Contractor</b>                              | <b>Award Amount</b> |
|-------------|---|--|---------------------|
| 7           | Concrete  | Burgess Concrete Construction                  | \$937,743           |
| 8           | Polished Concrete                                     | Burgess Concrete Construction                  | \$533,552           |
| 9           | Pre-Cast Structural Concrete                          | FABCON   | \$404,000           |
| 10          | Masonry   | Bracy & Jahr Inc.                              | \$2,835,000         |
| 11          | Metals  | Builders Iron                                  | \$1,386,985         |
| 12          | General Trades  | Hall Builders                                  | \$954,000           |
| 13          | Metal Wall Panels                                     | Wolverine Enclosures Inc.                      | \$329,600           |
| 14          | Roofing   | Great Lakes Systems, Inc.                      | \$618,656           |
| 15          | Joint Sealants  | Premier Caulking                               | \$35,000            |
| 16          | Doors, Frames and Hardware                            | SA Morman & Company                            | \$518,418           |
| 17          | Overhead Doors  | Partition Systems                              | \$37,650            |
| 18          | Aluminum, Glass and Glazing                           | Reliable Glass Installers LLC                  | \$1,006,030         |
| 19          | Lath, Plaster, Drywall and Acoustical (LPDA)          | Sobie Company Inc.                             | \$1,750,900         |
| 20          | Painting  | Vork Brothers Painting                         | \$275,000           |
| 21          | Flooring  | Ritsema Associates                             | \$715,865           |
| 24          | Signage   | Universal Sign, Inc.                           | \$35,987            |
| 25          | Food Service Equipment                                | Great Lakes West                               | \$254,650           |
| 26          | Gymnasium Equipment                                   | Bareman & Associates                           | \$52,020            |
| 27          | Playground Equipment                                  | Playcraft Systems/Play Environments Design LLC | \$422,000           |
| 28          | Window Shades   | Triangle Window Fashions                       | \$35,446            |
| 29          | Educational Caseloads                                 | Custer   | \$545,373           |
| 30          | Elevator  | Schindler Elevator Corporation                 | \$92,000            |
| 31          | Fire Protection                                       | Grand Rapids Fire Protection Inc.              | \$243,198           |
| 32          | DDC Control System                                    | ControlNET                                     | \$622,900           |
| 33          | Mechanical/Plumbing                                   | R.W. Lapine Inc.                               | \$3,998,000         |
| 34          | Testing and Balancing                                 | Control Solutions Inc.                         | \$16,650            |
| 36          | Electrical  | Hi-Tech Electric                               | \$2,440,000         |
| 37          | Audio Visual Systems                                  | Parkway Electric & Communications LLC          | \$97,750            |
| 38          | Clock Systems   | Sport View Television, LLC                     | \$30,432            |
| 39          | Public Address Systems                                | Sport View Television, LLC                     | \$57,008            |
| 40          | Structured Cabling Systems (Low Voltage Data Cabling) | Parkway Electric & Communications LLC          | \$180,067           |
| 41          | Access Control and Intercom Entry Systems             | Hi-Tech Electric                               | \$46,300            |

**Total Awards \$21,508,180**

Portage Public Schools  
 Haverhill Elementary School BP 6: Construction  
 Owen-Ames-Kimball Co. - Construction Manager  
 August 8th, 2023 @ 2:00pm



| Bid Category No. 07 - Concrete                    |          |          |             |                        |  |  |       |
|---|----------|----------|-------------|------------------------|--|--|-------|
| Contractor  | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4   | Alt #5                                 | Notes |
|   |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128, 136, 142, 228, 236, 242) | Sliders at Learning Commons (134, 234) |       |
| Burgess Concrete Construction (Moline, MI)        | Y        | 1,2      | \$925,654   | \$12,089               |  |  |       |
| Choice Concrete Construction (Clarksville, MI)    | Y        | 1,2      | \$1,007,770 | \$43,100               |  |  |       |
| Schepers Concrete Construction (Grand Rapids, MI) | Y        | 1,2      | \$1,119,110 | \$22,795               |  |  |       |
|   |          |          |             |                        |  |  |       |
|   |          |          |             |                        |  |  |       |
|   |          |          |             |                        |  |  |       |
|   |          |          |             |                        |  |  |       |
|   |          |          |             |                        |  |  |       |



| Bid Category No. 08 - Polished Concrete    |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                                 | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Burgess Concrete Construction (Moline, MI) | Y        | 1,2      | \$533,552 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 09 - Pre-Cast Structural Concrete |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor   | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| FABCON (Grandville, MI)                            | Y        | 1,2      | \$404,000 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 10 - Masonry  |          |          |             |                        |   |                                       |       |
|--------------------------------|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
| Contractor                     | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|                                |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Bracy & Jahr Inc. (Quincy, MI) | Y        | 1,2      | \$2,835,000 |                        |   |                                       |       |
| JK Masonry (Comstock Park, MI) | Y        | 1,2      | \$3,184,952 |                        |   |                                       |       |
| Davenport Masonry (Holt, MI)   | Y        | 1,2      | \$3,747,600 |                        |   |                                       |       |
|                                |          |          |             |                        |   |                                       |       |
|                                |          |          |             |                        |   |                                       |       |
|                                |          |          |             |                        |   |                                       |       |
|                                |          |          |             |                        |   |                                       |       |
|                                |          |          |             |                        |   |                                       |       |



| Bid Category No. 11 - Metals          |          |          |             |                        |   |                                       |       |
|---------------------------------------|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
| Contractor                            | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|                                       |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Builders Iron (Sparta, MI)            | Y        | 1,2      | \$1,386,985 |                        |   |                                       |       |
| FCC (Caledonia, MI)                   | Y        | 1,2      | \$1,536,000 |                        |   |                                       |       |
| Van Dellen Steel Inc. (Caledonia, MI) | Y        | 1,2      | \$1,582,200 |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |
|                                       |          |          |             |                        |   |                                       |       |

Portage Public Schools  
 Haverhill Elementary School BP 6: Construction  
 Owen-Ames-Kimball Co. - Construction Manager  
 August 8th, 2023 @ 2:00pm



| Bid Category No. 12 - General Trades        |          |          |             |                        |   |                                       |       |
|---|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
| Contractor                                  | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Hall Builders (Paw Paw, MI)                 | Y        | 1,2      | \$954,000   |                        | \$0   | \$0                                   |       |
| Hazelhoff Builders (Kalamazoo, MI)          | Y        | 1,2      | \$1,014,000 |                        | \$500   | \$200                                 |       |
| IntegraCore Constructors (Grand Rapids, MI) | Y        | 1,2      | \$1,079,800 |                        | \$1,344   | \$448                                 |       |
| Schweitzer Inc. (Kalamazoo, MI)             | Y        | 1,2      | \$1,155,850 |                        | \$985   | \$520                                 |       |
| Clark Contracting Services (Lansing, MI)    | Y        | 1,2      | \$1,540,800 |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |



| Bid Category No. 13 - Metal Wall Panels            |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor   | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Wolverine Enclosures Inc. (Allegan, MI)            | Y        | 1,2      | \$329,600 |                        |   |                                       |       |
| Versatile Roofing Systems (Grant, MI)              | Y        | 1,2      | \$329,750 |                        |   |                                       |       |
| Reliable Sheet Metal (Byron Center, MI)            | Y        | 1,2      | \$365,000 |                        |   |                                       |       |
| Metal Tech Building Specialists (Grand Rapids, MI) | Y        | 1,2      | \$424,000 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 14 - Roofing            |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                               | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Great Lakes Systems (Jenison, MI)        | Y        | 1,2      | \$618,656 |                        |   |                                       |       |
| Versatile Roofing Systems (Grant, MI)    | Y        | 1,2      | \$627,650 |                        |   |                                       |       |
| Quality Roofing (Whitmore Lake, MI)      | Y        | 1,2,3    | \$660,942 |                        |   |                                       |       |
| J. Steven Construction (Muskegon, MI)    | Y        | 1,2      | \$685,500 |                        |   |                                       |       |
| Modern Roofing (Dorr, MI)                | Y        | 1,2      | \$698,000 |                        |   |                                       |       |
| Hoekstra Roofing (Kalamazoo, MI)         | Y        | 1,2      | \$793,000 |                        |   |                                       |       |
| Wolf Commercial Roofing (South Bend, IN) | Y        | 1,2      | \$960,230 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 15 - Joint Sealants          |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                    | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Premier Caulking (Grand Rapids, MI)           | Y        | 1,2      | \$35,000 |                        |   |                                       |       |
| Slagers Restoration & Sealants (Vandalia, MI) | Y        | 1,2      | \$45,890 |                        |   |                                       |       |
| CJS Coating & Sealants Inc. (Hudsonville, MI) | Y        | 1,2      | \$48,814 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



**Bid Category No. 16 - Doors, Frames, and Hardware**

| Contractor                        | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes  |
|-----------------------------------|----------|----------|-----------|------------------------|---|---------------------------------------|--|
|                                   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |  |
| SA Morman & Company (Portage, MI) | Y        | 1,2      | \$517,658 |                        |   |                                       | Voluntary Alternate: Lund Model 1204 Key Cabinet - \$760 |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |
|                                   |          |          |           |                        |   |                                       |  |



**Bid Category No. 17 - Overhead Doors**

| Contractor                                     | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|--|----------|----------|----------|------------------------|---|---------------------------------------|-------|
|  |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Partition Systems (Cedar Spring, MI)           | Y        | 1,2      | \$37,650 |                        |   |                                       |       |
| Bareman & Associates (Jenison, MI)             | Y        | 1,2      | \$42,815 |                        |   |                                       |       |
| Overhead Door- Battle Creek (Battle Creek, MI) | CK       | 1,2      | \$45,423 |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |



**Bid Category No. 18 - Aluminum, Glass, and Glazing**

| Contractor  | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|---|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
|   |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Reliable Glass Installers LLC (Kalamazoo, MI)       | Y        | 1,2      | \$917,920   |                        | \$65,770  | \$22,340                              |       |
| Lansing Glass Company (Lansing, MI)                 | Y        | 1,2      | \$949,929   |                        | \$58,000  | \$19,300                              |       |
| Architectural Glass and Metals, Inc (Kalamazoo, MI) | Y        | 1,2      | \$1,109,687 |                        | \$37,967  | \$13,805                              |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |



| Bid Category No. 19 - Lath, Plaster, Drywall, and Acoustical |          |          |             |                        |   |                                       |       |
|--|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
| Contractor   | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Sobie Company Inc. (Dutton, MI)                              | Y        | 1,2      | \$1,750,900 |                        |   |                                       |       |
| Schepers Brothers (Grand Rapids, MI)                         | Y        | 1,2      | \$1,800,525 |                        |   |                                       |       |
| Ritsema Associates (Kalamazoo, MI)                           | Y        | 1,2      | \$1,936,206 |                        |   |                                       |       |
| Bouma-Betten Construction Inc. (Portage, MI)                 | Y        | 1,2      | \$2,420,000 |                        |   |                                       |       |
|  |          |          |             |                        |   |                                       |       |
|  |          |          |             |                        |   |                                       |       |
|  |          |          |             |                        |   |                                       |       |
|  |          |          |             |                        |   |                                       |       |
|  |          |          |             |                        |   |                                       |       |



| Bid Category No. 20 - Painting            |          |          |           |                        |   |                                       |       |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                                | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Vork Brothers Painting (Zeeland, MI)      | Y        | 1,2      | \$275,000 |                        |   |                                       |       |
| Halligan Painting Inc. (Grand Rapids, MI) | Y        | 1,2      | \$487,200 |                        | \$2,300   | \$2,700                               |       |
| H&H Painting Company Inc. (Kalamazoo, MI) | Y        | 1,2      | \$544,147 |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |



| Bid Category No. 21 - Flooring          |          |          |           |                        |   |                                       |       |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                              | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Ritsema Associates (Kalamazoo, MI)      | Y        | 1,2      | \$715,865 |                        | \$0   | \$0                                   |       |
| Central Tile & Terrazzo (Kalamazoo, MI) | Y        | 1,2      | \$798,962 |                        | (\$2,671)   | (\$890)                               |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |



| Bid Category No. 24 - Signage              |          |          |          |                        |   |                                       |       |
|--|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                 | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Universal Sign Systems Inc. (Kentwood, MI) | Y        | 1,2      | \$35,987 |                        |   |                                       |       |
| Praise Companies, Inc. (Grandville, MI)    | Y        | 1,2      | \$38,265 |                        |   |                                       |       |
| Visual Entities (Wyoming, MI)              | Y        | 1,2      | \$49,128 |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |



| Bid Category No. 25 - Food Service Equipment |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                                   | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Great Lakes West (Kalamazoo, MI)             | Y        | 1,2      | \$254,650 |                        |   |                                       |       |
| Merchandise Equipment (Grand Rapids, MI)     | Y        | 1,2      | \$266,392 |                        |   |                                       |       |
| Stafford-Smith Inc. (Kalamazoo, MI)          | Y        | 1,2      | \$276,850 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 26 - Gymnasium Equipment |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Bareman & Associates Inc. (Jenison, MI)   | Y        | 1,2      | \$52,020 |                        |   |                                       |       |
| C&M Associates (Brighton, MI)             | Y        | 1,2      | \$57,090 |                        |   |                                       |       |
| Partition Systems (Cedar Springs, MI)     | Y        | 1,2      | \$63,675 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



| Bid Category No. 27 - Playground Equipment                   |          |          |           |                        |   |                                       |       |
|--|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor   | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Playcraft Systems/Play Environments Design LLC (Holland, MI) | Y        | 1,2      | \$422,000 |                        |   |                                       |       |
| Sinclair Recreation (Holland, MI)                            | Y        | 1,2      | \$466,200 |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |
|  |          |          |           |                        |   |                                       |       |



| Bid Category No. 28 - Window Shades         |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                  | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Triangle Window Fashions, Inc (Wyoming, MI) | Y        | 1,2      | \$35,446 |                        |   |                                       |       |
| Creative Windows (Ann Arbor, MI)            | Y        | 1,2      | \$36,600 |                        |   |                                       |       |
| MSC Blinds and Shades (Bronson, MI)         | Y        | 1,2      | \$39,500 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



| Bid Category No. 29 - Educational Casegoods |          |          |           |                        |   |                                       |  |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|--|
| Contractor                                  | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes                                      |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |  |
| Custer (Grand Rapids, MI)                   | Y        | 1,2      | \$539,703 |                        | \$1,612   | \$0                                   | Adjustment of \$4,058 for Performance Bond |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |
|   |          |          |           |                        |   |                                       |  |



| Bid Category No. 30 - Elevator                    |          |          |           |                        |   |                                       |                                   |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|-----------------------------------|
| Contractor  | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes                             |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |                                   |
| Schindler Elevator Corporation (Grand Rapids, MI) | Y        | 1,2      | \$92,000  |                        |   |                                       | Base Bid is a Voluntary Alternate |
| KONE Elevator (Grand Rapids, MI)                  | Y        | 1,2      | \$127,100 |                        |   |                                       |                                   |
| McNally Elevator (Kalamazoo, MI)                  | CK       | 1,2      | \$142,000 |                        |   |                                       |                                   |
|   |          |          |           |                        |   |                                       |                                   |
|   |          |          |           |                        |   |                                       |                                   |
|   |          |          |           |                        |   |                                       |                                   |
|   |          |          |           |                        |   |                                       |                                   |
|   |          |          |           |                        |   |                                       |                                   |



| Bid Category No. 31 - Fire Protection           |          |          |           |                        |   |                                       |       |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|-------|
| Contractor                                      | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Grand Rapids Fire Protection Inc. (Wyoming, MI) | Y        | 1,2      | \$243,198 |                        |   |                                       |       |
| Brigade Fire Protection Inc. (Belmont, MI)      | Y        | 1,2      | \$248,142 |                        |   |                                       |       |
| Triad Fire Suppression Inc. (Wyoming, MI)       | Y        | 1,2      | \$261,950 |                        |   |                                       |       |
| Total Fire Protection (Grand Rapids, MI)        | Y        | 1,2      | \$273,395 |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |
|   |          |          |           |                        |   |                                       |       |



| Bid Category No. 32 - DDC Controls   |          |          |           |                        |   |                                       |   |
|--------------------------------------|----------|----------|-----------|------------------------|---|---------------------------------------|---|
| Contractor                           | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes   |
|                                      |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |   |
| Control Solutions Inc. (Wyoming, MI) | Y        | 1,2      | \$457,500 | \$26,300               |   |                                       | This bid was a voluntary alternate for a unspecified installer. |
| ControlNET (Kalamazoo, MI)           | Y        | 1,2      | \$576,000 | \$46,900               |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |
|                                      |          |          |           |                        |   |                                       |   |



| Bid Category No. 33 - Mechanical/Plumbing         |          |          |             |                        |   |                                       |       |
|---|----------|----------|-------------|------------------------|---|---------------------------------------|-------|
| Contractor  | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| R.W. Lapine Inc. (Kalamazoo, MI)                  | Y        | 1,2      | \$3,845,000 | \$153,000              |   |                                       |       |
| DHE Plumbing (Kalamazoo, MI)                      | Y        | 1,2      | \$4,124,000 | \$99,400               |   |                                       |       |
| A-1 Refrigeration Sales & Service (Kalamazoo, MI) | Y        | 1,2      | \$4,148,483 | \$147,200              |   |                                       |       |
| Mall City Mechanical (Kalamazoo, MI)              | Y        | 1,2      | \$4,175,000 | \$158,300              |   |                                       |       |
| Jergens Piping Corporation (Portage, MI)          | Y        | 1,2      | \$4,351,000 | \$148,000              |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |
|   |          |          |             |                        |   |                                       |       |



| Bid Category No. 34 - Testing and Balance       |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                      | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Control Solutions Inc. (Wyoming, MI)            | Y        | 1,2      | \$15,800 | \$850                  |   |                                       |       |
| Aireconomics (Grand Rapids, MI)                 | CK       | 1,2      | \$18,470 | \$400                  |   |                                       |       |
| Pro-MEC Engineering (Grand Ledge, MI)           | Y        | 1,2      | \$18,975 |                        |   |                                       |       |
| Third Coast Test and Balance (Grand Rapids, MI) | Y        | 1,2      | \$19,685 | \$1,110                |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



| Bid Category No. 36 - Electrical   |          |          |             |                        |   |                                       |                    |
|------------------------------------|----------|----------|-------------|------------------------|---|---------------------------------------|--------------------|
| Contractor                         | Bid Bond | Addendum | Base Bid    | Alt #3                 | Alt #4  | Alt #5                                | Notes              |
|                                    |          |          |             | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |                    |
| Hi-Tech Electric (Portage, MI)     | Y        | 1,2      | \$2,435,000 |                        | \$3,500   | \$1,500                               |                    |
| Allied Electric (Grand Rapids, MI) | Y        | 1,2      | \$2,439,000 | \$1,200                | \$4,400   |                                       |                    |
| Nitro Electric (Battle Creek, MI)  | Y        | 1,2      | \$2,968,000 |                        | \$1,200   |                                       |                    |
| Martell Electric LLC (Portage, MI) | Y        | 1,2      | \$3,128,528 | \$2,500                | \$5,000   | \$1,500                               | See Clarifications |
|                                    |          |          |             |                        |   |                                       |                    |
|                                    |          |          |             |                        |   |                                       |                    |
|                                    |          |          |             |                        |   |                                       |                    |
|                                    |          |          |             |                        |   |                                       |                    |



| Bid Category No. 37 - Audio Visual Systems          |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor  | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Parkway Electric & Communications LLC (Holland, MI) | Y        | 1,2      | \$97,750 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



| Bid Category No. 38 - Clock Systems                 |          |          |          |                        |   |                                       |       |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor  | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Sport View Television (Brighton, MI)                | Y        | 1,2      | \$30,432 |                        |   |                                       |       |
| Parkway Electric & Communications LLC (Holland, MI) | Y        | 1,2      | \$32,750 |                        |   |                                       |       |
| Amcomm Telecommunications (Brighton, MI)            | Y        | 1,2      | \$39,850 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |



| Bid Category No. 39 - Public Address Systems |          |          |          |                        |   |                                       |       |
|--|----------|----------|----------|------------------------|---|---------------------------------------|-------|
| Contractor                                   | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|  |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Sport View Television (Brighton, MI)         | Y        | 1,2      | \$57,008 |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |
|  |          |          |          |                        |   |                                       |       |



| Bid Category No. 40 - Structured Cabling Systems    |          |          |           |                        |   |                                       |   |
|---|----------|----------|-----------|------------------------|---|---------------------------------------|---|
| Contractor  | Bid Bond | Addendum | Base Bid  | Alt #3                 | Alt #4  | Alt #5                                | Notes   |
|   |          |          |           | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |   |
| Kendra IT Consulting LLC (Sandusky, MI)             | Y        | 1,2      | \$87,643  |                        |   |                                       | Had to drop their bid due to not having a complete bid. |
| Parkway Electric & Communications LLC (Holland, MI) | Y        | 1,2      | \$180,067 |                        |   |                                       |   |
| Amcomm Telecommunications Inc. (Brighton, MI)       | Y        | 1,2      | \$181,000 |                        |   |                                       |   |
| ElectroMedia Inc. (Mishawaka, IN)                   | Y        | 1,2      | \$192,500 |                        |   |                                       |   |
|   |          |          |           |                        |   |                                       |   |
|   |          |          |           |                        |   |                                       |   |
|   |          |          |           |                        |   |                                       |   |
|   |          |          |           |                        |   |                                       |   |



**Bid Category No. 41 - Access Control and Intercom Entry Systems**

| Contractor  | Bid Bond | Addendum | Base Bid | Alt #3                 | Alt #4  | Alt #5                                | Notes |
|---|----------|----------|----------|------------------------|---|---------------------------------------|-------|
|   |          |          |          | Radiant Heat in Floors | Sliders at Learning Commons (128,136,142,228,236,242) | Sliders at Learning Commons (134,234) |       |
| Hi-Tech Electric (Portage, MI)                      | Y        | 1,2      | \$46,300 |                        |   |                                       |       |
| Parkway Electric & Communications LLC (Holland, MI) | Y        | 1,2      | \$72,737 |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |
|   |          |          |          |                        |   |                                       |       |

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

Note Page

**IX. Action Items**

2. New Teacher Appointments (OP 3120)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the appointment of the following teachers for Portage Public Schools:**

**Hayden Alexander - Shared Time Teacher**

**Madison DeBoer - Angling Road Elementary Teacher**

**Kristin Kite - Angling Road Elementary Teacher**

**April Dellinger - North Middle Social Studies Teacher**

**Danielle Whitaker - Lake Center Elementary ESI Teacher**

**Lucas Trierweiler - Community High Science Teacher**

**Mark Hageman - Haverhill Elementary Music Teacher**

**Audrey Cripps - Central Middle School ESI Teacher**

**Aiesha Lockett - Northern High Science Teacher**

**Ashley Everts - ECSE Teacher**

**Sara Lee - Northern High ESI Teacher**

**Mary-Katherine Miller - Amberly Elementary Teacher**

**Courtney Wiersma - Community High Teacher**

**Genise Brothers - Northern High Teacher**

**Jordan Tubaro - Central Elementary Teacher**

**Kristin Covault - Student Success Coordinator**

**Andrew Marvel - Central Middle School Teacher**

**Suzanne Kiszka - ESI Academic Support Specialist**

**Alvin Littel - Work Based Learning & Transition Coordinator**

**Stephanie Johnson - School Psychologist**

**Jessica Benoit - Orchestra Teacher - West & North Middle Schools**

**Stacey Smith - West Middle School Math/Science Teacher**

Bradley D. Galin, MBA, SPHR, SHRM-SCP  
Director of Human Resources  
Phone: 269.323.5152  
[bgalin@portageps.org](mailto:bgalin@portageps.org)

To: Board of Education  
From: Bradley D. Galin, MBA, SPHR, SHRM-SCP  
Date: August 21, 2023  
Re: Teacher Appointment Recommendation

---

**RECOMMENDATION:**

It is recommended that the Board of Education approve the appointment of the following teachers for the Portage Public Schools:

**Hayden Alexander** – (Shared Time Teacher) – Hayden has been a substitute teacher at Portage since December 2021. Hayden was grown here at PPS and has recently become a Michigan Certified Teacher as of May 2023. He holds a bachelor's degree in Health and Physical Education from Ball State University.

**Madison DeBoer** – (ANG Teacher) – Madison holds a bachelor's of Elementary Education from Western Michigan University; she graduated this past May.

**Kristin Kite** – (ANG Teacher) – Kristin comes to Portage from Vicksburg Community Schools and worked at Kalamazoo RESA's Valley Center School before that. She holds a bachelor's in Elementary Education from Indiana University and a Master's degree in Special Education from Grand Valley State University.

**April Dellinger**– (NMS Social Studies Teacher) – April comes to PPS from Kalamazoo Public Schools. She completed her Bachelor's degree in Elementary Education/Social Studies at Western Michigan University, and a Master's degree in Literacy Studies also from Western Michigan University.

**Danielle Whitaker**– (LCE ESI Teacher) – Danielle comes to PPS from Comstock Schools and she worked at Delton Kellogg before that. She completed her Bachelor's degree in Special Education/Emotional Impairment at Western Michigan University, and a Master's degree in English Language Arts from Cornerstone University.

**Lucas Trierweiler**– (CoHS Science Teacher) – Lucas comes to PPS from Delton Kellogg Schools and he worked at Grand Rapids Public before that. He completed her Bachelor's degree in Education at Western Michigan University, and a Master's degree in Special Education and a Master's degree in Educational Leadership also from Western Michigan University.

**Mark Hageman**– (HAV Music Teacher) – Mark comes to PPS from Union City Schools. He completed his Bachelor’s degree in Music Education at Western Michigan University, and a Master’s degree in Music Education from Central Michigan University.

**Audrey Cripps**– (CMS ESI Teacher) – Audrey comes to PPS from Three Rivers Schools where she was intern teaching then served as a long-term substitute teacher. She previously intern taught at PPS from January to April 2022. She completed her Bachelor’s degree in Special Education at Western Michigan University.

**Aiesha Lockett**– (NHS Science Teacher) – Aiesha comes to PPS after completing her bachelor’s degree in Secondary Education this April at Western Michigan University.

**Ashley Everts**– (ECSE Teacher) – Ashley comes to PPS from Gull Lake Community Schools. She completed her Bachelor’s degree in Elementary Education/Early Childhood at Western Michigan University, and a Master’s degree in Special Education, Autism also from Western Michigan University.

**Sara Lee**– (NHS ESI Teacher) – Sara comes to PPS from Kalamazoo Public Schools. She completed her Bachelor’s degree in Special Education and her Master’s degree in Special Education, Autism both from Western Michigan University.

**Mary-Katherine Miller**– (AMB Teacher) – Mary-Katherine has been a MTSS Paraprofessional at Amberly since Fall of 2021. She taught in Connecticut for 7 years before that. She completed her Bachelor’s degree in English/Education at Kalamazoo College and her Master’s degree in Education Curriculum/Instruction at St. Joseph College in Connecticut.

**Courtney Wiersma**– (CoHS Teacher) – Courtney comes to PPS from Kalamazoo Public Schools. She completed her Bachelor’s degree in Education and Spanish at Marquette University and her Master’s degree in Curriculum Studies DePaul University.

**Genise Brothers**– (NHS Teacher) – Genise comes to PPS from Mattawan Consolidated Schools and worked for KPS prior to that. Genise completed her Bachelor’s degree at Eastern Michigan and a Master’s degree in Instructional Design and Technology at Walden University.

**Jordan Tubaro**– (CEL Teacher) – Jordan is returning to PPS from after a year away. She completed her Bachelor’s degree in Education Western Michigan University.

**Kristin Covault**– (Student Success Coordinator) – Kristin comes to PPS from Kalamazoo Public Schools where she was a counselor for more than a decade. She completed her Bachelor’s degree in Elementary Education from Western Michigan University.

**Andrew Marvel**– (CMS Teacher) – Andrew has been working at PPS/CHS as a Paraprofessional and he completed a semester student teaching at CHS before that. He completed his Bachelor’s degree in Education and Social Studies at Grand Valley State.

**Suzanne Kiszka** (ESI Academic Support Specialist) – Suzanne has worked at PPS for 9 years, most recently as a paraprofessional at Moorsbridge. She completed her Bachelor’s degree in Elementary Education at Drake University in Iowa and her Master’s degree in Curriculum and Instruction at Concordia University.



**Alvin Littel**– (Work Based Learning and Transition Coordinator) – Al comes to PPS from Otsego Public Schools. He completed his Bachelor’s degree in Education at Olivet University and his Master’s degree in Special Education at University of Phoenix.

**Stephanie Johnson**– (School Psychologist) – Stephanie comes to PPS from Comstock Public Schools. She completed her Bachelor’s degree in Behavioral Science & Psychology at Western Michigan University, her Master’s degree in School Psychology at Grand Valley State University and a Specialist Degree in School Psychology at Grand Valley State University.

**Jessica Benoit**– (Orchestra Teacher WMS/NMS) – Jessica comes to PPS from White Pigeon Community Schools. She completed her Bachelor’s degree in Music Education at Central Michigan University and her Master’s degree in Educational Technology also at Central Michigan University.

**Stacey Smith**– (Math/Science Teacher WMS) – Stacey comes to PPS from Kalamazoo Public Schools. She completed her Bachelor’s degree in Education Math/Science at Western Michigan University.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**IX. Action Items**

3. New Administrator Appointment (OP 3120)

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education approve the appointment of Katie Webster as ESI Supervisor, as presented.**

Bradley D. Galin, MBA, SPHR  
Director of Human Resources  
Phone: 269.323.5152  
[bgalin@portageps.org](mailto:bgalin@portageps.org)

To: Board of Education  
From: Bradley Galin, MBA, SPHR  
Date: August 21 2023  
Re: Administrator Appointment Recommendation

---

**RECOMMENDATION:**

It is recommended that the Board of Education approve the appointment of the following administrator for the Portage Public Schools for the 2023-2024 school year.

**Katie Webster:**

Ms. Webster has been employed by the Portage Public Schools since 2016 first as a Speech-Language Pathologist and then as the Early Childhood Special Education Coordinator. Ms. Webster continues with the Southern Service Area Education Supports and Intervention team as a new Supervisor primarily supporting the Vicksburg Community Schools. Prior to joining Portage, she was employed by the Huntly Community Schools in Illinois.

Ms. Webster graduated from Purdue University majoring in audiology and speech sciences and returned to school at Western Michigan University for her Masters in Speech-Language Pathology. She is currently completing her Educational Leadership specialty at Grand Valley State University. Ms. Webster's initial salary will be \$97,802.29

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
PORTAGE CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**IX. Action Items**

4. Approve Partial District Calendar

**Recommended Motion**

**Motion offered by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Board of Education  
\_\_\_\_\_.**



Mark T. Bielang  
Superintendent  
Phone: 269.323.5147  
[mbielang@portageps.org](mailto:mbielang@portageps.org)

To: Board of Education  
From: Mark Bielang, Superintendent  
Date: August 21, 2023  
Subject: Affirmation of School Calendar through October 2023

**RECOMMENDATION**

This is to affirm that the District shall operate through October 2023, within the framework of the 2023/24 school calendar that reflects the Board of Education’s current school calendar proposal.

**BACKGROUND INFORMATION**

A monthly District calendar will be established and affirmed by the Board until a school calendar is approved between the Board and the PEA.

The key dates related to the opening of the school year are as follows:

- August 22-24 All Teachers Report/Meetings/Professional Development
- August 22 Elementary School Open Houses
- August 22 Middle School Open Houses
- August 23 High School Open Houses
- August 28 School Begins, Half-Day for Students
- September 1-4 Labor Day Recess
- September 29 ½ Day for All Students and Teachers
- October 27 No School students – Teacher Professional Development

Pursuant to Article 6, Section 1-Working Hours of the master contract agreement, the Board establishes the following start and end times for students for the 2023-24 school day:

| School                                  | <i>Regular Day Schedule</i> |                  | <i>Half Day Schedule</i> |
|---|-----------------------------|------------------|--------------------------|
|   | School Starts               | School Dismisses | School Dismisses         |
| CHS, NHS, & CommHS<br>CMS, NMS, and WMS | 7:40 AM                     | 2:40PM           | 10:55 AM                 |
| All Elementary Schools                  | 8:35 AM                     | 3:40 PM          | 12:00 PM                 |

This information will be communicated to staff and parents through various means. Should you have any questions regarding this, please contact me.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

1. MASB Delegate Assembly & Annual Leadership Conference (BL 0175)



To: Board of Education  
From: Mark T. Bielang, Superintendent  
Date: August 16, 2023  
Re: 2023 MASB Delegate Assembly & Annual Leadership Conference

Mark T. Bielang  
Superintendent  
Phone: 269.323.5147  
Fax: 269.323.5149  
mbielang@portageps.org

### DELEGATE ASSEMBLY

#### **RECOMMENDATION:**

It is recommended that the Board of Education certify the following delegate(s): \_\_\_\_\_ and alternate(s): \_\_\_\_\_ for the 2023 Michigan Association of School Boards Delegate Assembly, as presented.

#### **BACKGROUND:**

The Board of Education participates annually in the Michigan Association of School Boards' Delegate Assembly. This year the event will be take place on Thursday, November 9, 2023 at 7:00 p.m. at the Lansing Center in Lansing. Based on the District's student membership, Portage is allowed to send four voting delegates and an equal number of alternates to the Assembly. Delegates and alternates must be school board members. Delegates/alternates must be certified with MASB by no later than Friday, October 27, 2023; therefore, board action to confirm our representatives must take place prior to that.

Delegates selected by boards of education across the state will decide on MASB's positions on a wide variety of issues affecting education. Board certified delegates/alternates may offer motions and vote on issues.

### ANNUAL LEADERSHIP CONFERENCE

#### **RECOMMENDATION:**

It is recommended that the Board of Education approve attendance by up to \_\_\_\_ board members at the MASB 2023 Annual Leadership Conference and approve reimbursement of actual and necessary expenses for attendance at said conference as per Bylaw 0175.1 – School Board Conferences, Conventions, and Workshops.

#### **BACKGROUND:**

MASB's Annual Leadership Conference will be held on November 9-12, 2023 at the Lansing Center in Lansing. Early registration runs through September 22, 2023. Please visit MASB's website for more information, [2023 Annual Leadership Conference](#). MASB is holding a block of rooms at the Radisson Hotel Lansing and Courtyard Lansing Downtown with reservations required by October 18, 2023.



Dear Barb,

MASB's 2023 Delegate Assembly will begin **Thursday, November 9 at 7 p.m.** at the Lansing Center in Lansing. Delegates selected by boards of education across the state will decide MASB's positions on a wide variety of issues affecting education.

Below is a link to use to certify the official voting delegates and alternates who will represent your board of education. All delegates and alternates must be school board members. Only delegates and alternates named by your board may offer motions and vote on issues. However, all school board members may speak on the issues and participate in the debate. Your 2023-2024 MASB dues must be paid in order for a district to participate in the Delegate Assembly.

**All delegates must be certified and submitted by Friday, October 27.** A notification message is also being sent to your board president and superintendent. Please ensure that this topic is added to your next board meeting agenda and then complete the form at the link below.

**Certify 2023 Delegates and Alternates**

If you have any questions, please feel free to contact me at [chuffman@masb.org](mailto:chuffman@masb.org) or 517.327.5915.

Regards,  
Cheryl


—  
**Cheryl Huffman** | Board Liaison  
**Michigan Association of School Boards**

Lansing, Michigan | **Lansing Center** | Nov. 9 – 12, 2023

**REGISTER BY SEPT. 22 AND SAVE!**


Keep this for your records to assist with registering online at [masb.org/alc](http://masb.org/alc).

## CONFERENCE REGISTRATION RATES

 **Main Conference** **\$379**

**\$429** after Sept. 22, 2023.

Includes Thursday Welcome Reception, Friday and Saturday Breakfast, Lunch, General Sessions and Clinic Sessions.

 **Virtual Conference** **\$205**   
(General Sessions Only)


**\$219** after Sept. 22, 2023.

Includes access to event mobile app and livestreaming of Friday and Saturday General Sessions.

 **Friday One-Day Conference** **\$205**

**\$219** after Sept. 22, 2023.

Includes Friday ONLY Breakfast, Lunch, General Session and Clinic Sessions.

 **Saturday One-Day Conference** **\$205**

**\$219** after Sept. 22, 2023.

Includes Saturday ONLY Breakfast, Lunch, General Sessions and Clinic Sessions.

## THURSDAY PRECONFERENCE FULL-DAY WORKSHOPS

8:30 a.m. – 3:30 p.m.

Separate registration required, in person only. (breakfast and lunch included)

**Board's Role in Superintendent Success**  **\$198**

**Michigan Council of School Attorneys Fall Conference**  **\$198**

*Select from other sessions on page 2*



**MASB**  
MICHIGAN ASSOCIATION  
OF SCHOOL BOARDS

All classes are \$99 each except for CBA 101, which is \$198. CBAs are not included in conference pricing. Breakfast and lunch are included for all-day participants on Thursday and Sunday.

## THURSDAY

### Full-Day CBAs 8:30 a.m. – 3:30 p.m.

- CBA 101\***  
Fundamentals of School Board Service

### Morning CBAs 8:30 – 11:30 a.m.

- CBA 224\***  
Succession Planning
- CBA 253\***  
Board Operating Procedures
- CBA 264**  
Shaping Public Opinion
- CBA 276\***  
Board/Superintendent Relations
- CBA 341**  
Data Foundations

### Afternoon CBAs 12:30 – 3:30 p.m.

- CBA 107\***  
Labor Relations
- CBA 232\***  
Communicating in Difficult Times
- CBA 258\***  
Conflict Resolution—Techniques for School Boards
- CBA 260**  
Public Speaking
- CBA 297**  
Effective Board Meetings

## FRI – SAT

### Friday CBAs 6 – 9 p.m.

- CBA 102\***  
Governing Through Policy
- CBA 108\***  
Navigating the Legislative Process
- CBA 213\***  
Capital Planning for Your District
- CBA 226**  
Exercising Political Judgment
- CBA 252**  
Media Relations
- CBA 253\***  
Board Operating Procedures
- CBA 303\***  
Overseeing the Superintendency
- CBA 361**  
Grassroots Advocacy

### Saturday CBAs 6 – 9 p.m.

- CBA 104\***  
Basic School Law
- CBA 109\***  
Data-Informed Decisionmaking
- CBA 251\***  
District Strategic Planning and Goal Setting
- CBA 257\***  
School District Safety and Security
- CBA 274**  
Board Self-Evaluation for Continuous Improvement
- CBA 276\***  
Board/Superintendent Relations
- CBA 308**  
A Guide to Understanding Legislature
- CBA 381**  
Focus on Student Achievement

## SUNDAY

### Morning CBAs 8:30 – 11:30 a.m.

- CBA 103\***  
Basic School Finance
- CBA 105\***  
Curriculum and Instruction
- CBA 214\***  
Open Meetings Act
- CBA 259\***  
Creating Trust: Key Ingredient in School Improvement
- CBA 262**  
Spokesperson Training
- CBA 263**  
Focusing on Feedback
- CBA 310\***  
Budget Anatomy and Shortfalls
- CBA 375**  
Board Leadership: A Case Study Approach

### Afternoon CBAs 12:30 – 3:30 p.m.

- CBA 106\***  
Community Relations
- CBA 215\***  
Advanced School Finance
- CBA 229\***  
Reporting and Monitoring Organizational Performance
- CBA 248**  
Teambuilding
- CBA 298\***  
Professional Learning Communities: A Building Block of High Performing Schools
- CBA 309**  
Current Trends in K-12 Technology
- CBA 350**  
Generational Diversity for School Board Members

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

2. NHS CNC Router Purchase (OP 6320)

To: Mark Bielang, Superintendent

From: Johnny Edwards, Assistant Superintendent of Operations and  
Michael Pascoe, Assistant Superintendent of Instruction

CC: Paula Johnson, Director of Finance

Date: August 21, 2023

Re: Recommendation for Portage Northern High School CNC Router

---

**RECOMMENDATION**

We recommend that the Board of Education approve the purchase of a CNC Router, in the amount of \$76,280.00 from NewCNC and approve \$5,500 to be used to hire a third-party company to install the new equipment at Portage Northern High School, for a total amount of \$81,780.00, the funds for which will come from the 2019 Bond Fund, Proposal #1 Unallocated Contingency.

| <b>Vendor</b>               | <b>Item</b>                                | <b>Total Cost</b>  |
|-----------------------------|--|--------------------|
| NewCNC                      | Talent T5 409D - CNC Router                | \$76,280.00        |
| Third Party Vendor<br>(TBD) | Installation and removal of old CNC Router | 5,500.00           |
| <b>Totals</b>               |  | <b>\$81,780.00</b> |

**BACKGROUND INFORMATION**

The CNC Router, Talent T5 409D, quoted by NewCNC is an industry standard machine. Purchasing this CNC Router from NewCNC will allow us to be able to use the tooling and software we currently own in the district. The district already has established a good working relationship with this vendor. NewCNC allows students and staff to visit the factory for work-based learning and training as requested. The vendor currently offers our students the opportunity to job shadow and intern during the summer. NewCNC is also a supporter of our Woodworking Technology program. In addition, purchasing this machine from NewCNC will give us the ability to have diagnostics done over the internet.

The overall vision of the program allows for students to learn transferable skills from a woodworking and cabinet-making curriculum that could be used in an industry, college, or “life” pathway. It teaches students about opportunities in trades and degree programs in the construction industry that students will gain “laser focused” training in once graduated. The CTE program is supported by KRESA until the new facility opens. Then we intend to transfer the CIP code / CTE program to PPS offering work-based learning and co-op. This is a state certified curriculum that includes CNC, Millwork, and Machining that offers industry recognized credentials to completers. Partnership with local businesses will aid in curriculum development and implementation through an advisory panel. The course also offers students the opportunity to explore careers in architectural woodworking. The American General Contractors of Michigan (AGC) recognizes our current program as one of the top in the State of Michigan by awarding us the “spark” award.

This course fills a gap created by KRESA focusing on commercial and residential construction rather than architectural woodworking and furniture making that teaches the foundational skills of someone wanting to enter the trades. Computer numerical controlled woodworking (CNC) machining teaches higher level thinking because students need to understand design on computers and project management before ever cutting into material. The skills learned through woodworking take abstract concepts in math and apply them such as XY grid and plotting points, measurement, conversions, fractions, geometry, cost analysis, and material research. Students learn communications and employability skills by communicating with suppliers, community members, and each other to meet a goal and complete a product. Most importantly the course builds relationships and gives the students a reason to come to school daily.

**BIDDING PROCESS**

| <u>Vendor</u>                 | <u>Total Cost</u> | <u>Alternate Cost</u> |
|-------------------------------|-------------------|-----------------------|
| New CNC                       | N/A               | \$76,280.00           |
| Technology International Inc. | \$344,700.00      | N/A                   |
| Techno CNC System LLC         | \$90,100.00       | \$122,450.00          |
| Scarlett Machinery            | \$103,196.00      | N/A                   |

Memo to Superintendent Bielang/Board of Education re CNC Router Purchase

August 21, 2023

Page 3

These items were competitively bid through the formal bidding process. In total, four responses were received. For your reference a copy of the bid tab is included above. NewCNC was the lowest bidder for the CNC Router.

We would be happy to answer any questions you may have about this recommendation.

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

3. CEL Educational Casegoods (OP 6320)



To: Mark Bielang, Superintendent and Board of Education  
From: Johnny Edwards, Assistant Superintendent of Operations  
Cc: Paula Johnson, Director of Finance  
Date: August 21, 2023  
Subject: Educational Casegoods - Central Elementary School

---

**Recommendation**

I recommend the Board of Education authorize Owen-Ames-Kimball Co. to issue a Notice of Pending Award, in the amount of \$709,835 to Custer for educational casegoods for Central Elementary School, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, the contract will be awarded to Custer by Portage Public Schools. Funds will come from the 2021 Bond.

**Background Information / Recommendation**

This recommendation is a continuation of construction-related items for Central Elementary School. Educational casegoods include storage units and sliding marking boards for the teaching wall, reconfigurable storage, cabinetry, and any related countertops for the learning studios (classrooms). Due to the customization of the furniture and casework, Custer was the only vendor to bid on the work.

I would be happy to answer any questions.



Portage Public Schools  
Central Elementary School  
Motion Recommendation  
Construction Manager: Owen-Ames-Kimball Co.



**RECOMMENDED MOTION**

I move that Owen-Ames-Kimball Co. be authorized to issue Notice of Pending Awards, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, that upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts be awarded to these contractors and suppliers by Portage Public Schools.

| <b>BC # Bid Category</b> | <b>Contractor</b> | <b>Award Amount</b> |
|--------------------------|-------------------|---------------------|
| 32 Educational Caseloads | Custer            | \$709,835           |



| Bid Category No. 32 - Educational Casegoods |          |          |           |       |
|---|----------|----------|-----------|-------|
| Contractor                                  | Bid Bond | Addendum | Base Bid  | Notes |
| Custer (Grand Rapids, MI)                   | Y        |          | \$709,835 |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |
|   |          |          |           |       |

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION – REGULAR BUSINESS MEETING  
CENTRAL HIGH SCHOOL, ROOM #1136  
AUGUST 21, 2023, 6:30 P.M.**

**Note Page**

**X. Discussion Items**

4. Food Service Van Purchase (OP 6320)

To: Mark Bielang, Superintendent

From: Paula Johnson, Director of Finance & Sammi Stevens, Business Manager

CC: Johnny Edwards, Assistant Superintendent of Operations Finance

Date: August 16, 2023

Re: Food Service Van Purchase

---

**RECOMMENDATION**

I recommend the Board of Education approve the purchase of one (1) 2023 T-350 Ford Transit all-wheel drive van from Hoekstra Transportation in the amount of \$72,695.00. These funds will come from the Lunch Fund Excess Fund Balance.

**BACKGROUND INFORMATION**

The district typically utilizes the Food Service Truck to make deliveries to the six satellite elementary schools daily during the school year. Purchasing the van will allow us to use this vehicle to run one or two cases to a building without the cost of running the large truck for a quick stop in between morning deliveries and afternoon pick ups. The van will also be utilized for catering purposes as needed and available during the summer for the Summer Food Service Program.

The van will be parked during the school year at West Middle School so that there is easy access during the mid day to run products as needed.

**BIDDING PROCESS**

This vehicle was competitively bid with Hoekstra Transportation being the sole bidder.

I would be happy to answer any questions you may have about this recommendation.

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| Bid Tab RFP# 20466 8-10 Passenger Van |                                     |
| Responses Due 6/1/2023 @ 10:00 AM     |                                     |
|                                       |                                     |
| <b>Vendor Name</b>                    | Hoekstra Transportation Inc         |
| <b>Location</b>                       | Grand Rapids, MI                    |
| <b>Contact</b>                        | Joe Greene                          |
| <b>Legal Form</b>                     | YES                                 |
| <b>Iran</b>                           | <input checked="" type="checkbox"/> |
| <b>Familial</b>                       | <input checked="" type="checkbox"/> |
| <b>Legal Status</b>                   | <input checked="" type="checkbox"/> |
| <b>Vehicle Make/ Model</b>            | T-350 Ford Transit                  |
| <b>Vehicle Year</b>                   | 2023/2024                           |
| <b>Max Passenger Capacity</b>         | 10                                  |
| <b>Cubic Feet of Cargo:</b>           | N/A                                 |
| <b>Unit Price Delivered</b>           | \$72,695.00                         |
| <b>Estimated Delivery</b>             | 6/11/2024                           |
|                                       |                                     |
| Signature                             |                                     |
|                                       |                                     |
| Signature                             |                                     |

