



WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
Walled Lake, Michigan

AGENDA
Regular Meeting of the Board of Education
February 1, 2024

Notice

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Superintendent's office at 248-956-2011 to request mobility, visual, hearing, or other assistance.

The public may view this meeting streamed live at <https://wlcsd.org/board-of-education/livestream/>

Place: Educational Services Center
850 Ladd Road
Walled Lake, MI 48390

7:00 PM

- 1. **CALL TO ORDER**
- 2. **PLEDGE OF ALLEGIANCE**
- 3. **GOLDEN APPLE AWARDS**
Debbie Moor and Carol Barratt
- 4. **PUBLIC COMMENTARY**
- 5. **ADMINISTRATIVE COMMENTARY**
- 6. **BOARD COMMENTARY**
- 7. **CONSENT AGENDA**
 - a. Approval of Minutes
 - 1) Proposed January 4, Special Meeting
 - 2) Proposed January 11, Special Meeting
 - 3) Proposed January 11, Regular Meeting
 - b. Personnel Recommendations
 - 1) New Hires 3
 - 2) Retirements 4
 - c. Financial Reports - December 2023 5
Disbursements in the amount of \$19,188,149
Balance Sheet and Statement of Revenues and Expenditures - Unaudited, and Investment Schedule
 - d. Purchase (Under \$50,000)
 - 1) 2019 Bond Program Furnishings, High School Team Buildings, Western, Northern & Central, \$38,676.58 - 2019 Bond Fund 10
 - e. Head Start Director's Report 67
- 8. **BID AWARDS (Over \$50,000)**
 - a. 2019 Bond Projects, Western High School Signage - 2019 Bond Fund 68
 - b. 2019 Bond Projects, District-Wide Network Upgrades E-Rate - 2019 Bond Fund 70
 - c. 2024 Athletic Renovations, Northern High School Turf - Sinking Fund 72
 - d. 2024 Athletic Renovations, Northern & Central High School, Tennis Courts - Sinking Fund 74
 - e. Asbestos Abatement, Walled Lake Western High School – 2019 Bond Fund 77
- 9. **RESOLUTION: APPROVAL OF SCHOOL IMPROVEMENT BOND PROPOSITION** **84**
Pending official notification from the Michigan Department of Treasury that the District's Application for Preliminary Qualification of Bonds has been approved, administration will

recommend that the Board approve the School Improvement Bond Proposition to be voted on at a Special School Election on May 7, 2024.

10. **STRATEGIC PLANNING**

11. **BOARD POLICY ADOPTION**

88

The updated Board Policies were provided for the Board's review at the Regular Board meeting on January 11, 2024. The updated policies are in alignment with the current law, and Administration recommends the adoption of this updated Board policy.

12. **BOARD POLICY ADMINISTRATIVE REGULATIONS UPDATE**

91

The following Board Policy Administrative Regulations have been updated and are being provided as informational items prior to the Board Policy website update and notification.

- 2001 AR Student Fees, Deposits, Fines, and Charges have been updated to reflect the 2024-25 Preschool Program fees prior to the Preschool registration process.
- 2002-AR (Field Trips) Regular Field Trip Consent Form has been updated.
- 4000 AR Central Office Administrators and Building Administrators Board policy regulations have been updated to reflect administrative changes in the District.
- 4000 AR Personnel has been updated to comply with the law.
- 6003 AR Safety and Security-Threat Assessment and Suicide Intervention has been added in alignment with the new Board Policy

13. **RESOLUTION: MASB BOARD OF DIRECTORS ELECTION FOR REGION 8**

The Michigan Association of School Boards (MASB) requests that the Walled Lake Schools Board of Education officially select one candidate for the MASB Board of Directors, Region 8 three-year term.

The candidates are as follows:

- Melandie Hines, Wayne Westland Community Schools, Wayne County
- **Birgit McQuiston, Lake Orion Community Schools, Oakland County** (Incumbent)
- Evelyn Pridemore, Redford Union School District, Wayne County

14. **OAKLAND COUNTY SCHOOL BOARDS ASSOCIATION (OCSBA) DINNER MEETING**

15. **ADJOURNMENT**

Notice of Nondiscrimination

In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disability Act of 1990, it is the policy of the Walled Lake Consolidated School District that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, age, disability, height, weight, political belief, military service or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. For information contact the District Compliance Officer, at 248-956-2023.

**Consent Agenda – February 1, 2024
Personnel Recommendation**

New Hires

Jayne Damron
1.0 Grade 4
Meadowbrook Elementary
Effective 1/3/2024

Kristine Hangstefer
1.0 ECSE
Early Childhood Center
Effective 1/15/2024

Brian Chaney
0.5 Behavior Interventionist
Pleasant Lake Elementary
Effective 1/15/2024

**Consent Agenda – February 1, 2024
Personnel Recommendation**

Retirements

Kimberly Loszewski

1.0 Math
Creek Middle School
Effective 1/25/2024

Alexander Traverso

1.0 Math
Central High School
Effective 1/26/2024



**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
GENERAL FUND BALANCE SHEET - Unaudited
DECEMBER 31, 2023**

ASSETS

| | |
|-----------------------|----------------------|
| Cash and Investments | \$ 41,419,268 |
| Accounts Receivable | 117,049 |
| Interfund Receivables | 316,335 |
| Inventories | 24,212 |
| Prepaid Costs | 174,575 |
| | <hr/> |
| TOTAL ASSETS | \$ 42,051,439 |

LIABILITIES

| | |
|--|-------------------|
| Accounts Payable | \$ 240,768 |
| Accrued Payroll Liabilities | 2,191,154 |
| Deferred Revenue and Other Liabilities | 6,112,366 |
| Interfund Payables | 4,245,401 |
| | <hr/> |
| TOTAL LIABILITIES | 12,789,689 |

FUND BALANCE

| | |
|---|----------------------|
| Prior Year Ending Fund Balance | 22,151,548 |
| Current revenues over/(under) expenditures | 7,110,202 |
| | <hr/> |
| TOTAL FUND BALANCE | 29,261,750 |
| | <hr/> |
| TOTAL LIABILITIES & FUND BALANCE | \$ 42,051,439 |



WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
GENERAL FUND STATEMENT OF REVENUE AND EXPENDITURES - Unaudited
JULY 1, 2023 to DECEMBER 31, 2023

| | PRIOR YEAR ACTUAL JUNE 30, 2023 | ORIGINAL BUDGET | YEAR-TO-DATE ACTUAL | % of Budget |
|---------------------------------------|---------------------------------------|-----------------------|------------------------|----------------|
| REVENUE | | | | |
| LOCAL SOURCES | | | | |
| Property Taxes | \$ 31,465,668 | \$ 31,299,752 | \$ 30,739,000 | 98% |
| Tuition and Fees | 81,127 | 66,776 | 45,964 | 69% |
| Interest Earnings | 744,670 | 476,000 | 643,104 | 135% |
| Other Local Revenue | 3,538,338 | 3,301,669 | 1,395,878 | 42% |
| Total Local Sources | 35,829,803 | 35,144,197 | 32,823,946 | 93% |
| STATE SOURCES | 121,607,434 | 117,094,349 | 33,935,904 | 29% |
| FEDERAL SOURCES | 14,219,654 | 10,013,967 | 1,911,732 | 19% |
| INTERDISTRICT SOURCES | 14,362,917 | 14,779,476 | 7,143,762 | 48% |
| TOTAL REVENUE | \$ 186,019,808 | \$ 177,031,989 | \$ 75,815,344 | 43% |
| EXPENDITURES | | | | |
| INSTRUCTION | | | | |
| Basic Programs | | | | |
| Elementary Programs | \$ 43,847,380 | \$ 42,366,261 | \$ 14,230,129 | 34% |
| Middle School Programs | 17,915,013 | 16,839,105 | 5,629,946 | 33% |
| High School Programs | 24,919,042 | 22,653,314 | 7,642,524 | 34% |
| Other Basic Programs | 1,410,890 | 1,487,021 | 759,722 | 51% |
| Total Basic Programs | 88,092,325 | 83,345,701 | 28,262,321 | 34% |
| Added Needs | | | | |
| Special Education | 22,411,186 | 23,055,557 | 9,296,310 | 40% |
| Compensatory Education | 4,616,542 | 4,352,215 | 1,993,324 | 46% |
| Vocational Programs | 1,019,768 | 1,087,714 | 274,174 | 25% |
| Total Added Needs | 28,047,496 | 28,495,486 | 11,563,808 | 41% |
| Adult and Continuing Education | 66,159 | 82,930 | 34,443 | 42% |
| TOTAL INSTRUCTION | 116,205,980 | 111,924,117 | 39,860,572 | 36% |
| SUPPORTING SERVICES | | | | |
| Pupil Support | 16,211,876 | 16,386,464 | 6,524,604 | 40% |
| Instructional Support | 7,865,638 | 7,665,724 | 3,317,632 | 43% |
| General Administration | 715,018 | 790,302 | 423,923 | 54% |
| School Administration | 10,572,717 | 9,791,761 | 4,733,003 | 48% |
| Business Services | 2,562,531 | 2,436,640 | 1,271,863 | 52% |
| Operations & Maintenance | 13,162,325 | 13,550,191 | 6,555,071 | 48% |
| Transportation | 6,715,323 | 6,548,794 | 1,902,233 | 29% |
| Central Support Services | 4,208,581 | 4,531,100 | 2,296,241 | 51% |
| Athletics | 2,212,171 | 2,160,436 | 1,120,633 | 52% |
| TOTAL SUPPORTING SERVICES | 64,226,180 | 63,861,412 | 28,145,203 | 44% |
| COMMUNITY SERVICES/OTHER | | | | |
| Community Services | 221,368 | 233,911 | 99,228 | 42% |
| Non-voted Debt Service and Leases | 1,138,931 | 1,090,749 | 597,572 | 55% |
| Transfer to Other Funds | 91 | 100 | 2,567 | 2567% |
| TOTAL COMMUNITY SERVICES/OTHER | 1,360,390 | 1,324,760 | 699,367 | 53% |
| TOTAL EXPENDITURES | \$ 181,792,550 | \$ 177,110,289 | \$ 68,705,142 | 39% |
| NET CHANGE IN FUND BALANCE | 4,227,258 | (78,300) | 7,110,202 | |
| BEGINNING FUND BALANCE | 17,924,290 | 22,151,548 | | |
| ENDING FUND BALANCE | \$ 22,151,548 | \$ 22,073,248 | | |



**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
NOTES TO STATEMENT OF REVENUE & EXPENDITURES
JULY 1, 2023 to DECEMBER 31, 2023**

REVENUE

- Property taxes are largely collected in the summer. As a result, a large percentage of the budget has been realized.
- Interest earnings are trending ahead of original expectations. The budget will be adjusted later in the year.
- State Sources consist primarily of State aid payments, which are paid from October 2023 through August 2024. We have received three of eleven payments, or 27% as of the end of December. In addition to State Aid, we have several State grants included in this category of revenue.
- Federal programs are reimbursed after expenditures have been incurred and there is often a delay in timing before the revenue is received.

EXPENDITURES

- Teachers have received 8 of 24 pays related to the 2023/2024 contract; therefore, we would expect instructional areas to be at approximately 33% of budget. All other employees have received 12 of 24 pays, or about 50%.
- Other basic programs consist of summer school programs and grant-funded preschool programs. The summer activity causes this line to use the budget quicker than traditional instruction activities.
- Special Education costs are pacing slightly ahead of budget due to wages and fringe benefits. We will review in detail and address in a future budget amendment, if necessary. In addition, tuition for county programs are also trending ahead of budget, but these are offset by additional Public Act 18 revenue from Oakland Schools; the revenue and expense will be updated as part of the budget amendment.
- Compensatory Education includes programs to help students who need additional supports, such as reading recovery, at-risk services, bilingual support, etc. This category of costs is slightly ahead of budget due to grant-funded activities and will be incorporated into the budget amendment.
- Transportation is trending behind budget due to the timing of invoicing. As of December, the District has paid Dean Transportation for services through October.
- Transfers to other funds includes a reimbursement of excess indirect costs charged to the Food Service fund during the prior fiscal year. The budget will be updated with the next amendment.



**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
DISBURSEMENTS
MONTH ENDING DECEMBER 31, 2023**

| FUND | PAYROLL | ACCOUNTS PAYABLE | TOTAL |
|------------------------|----------------------|-----------------------------|----------------------|
| General Fund | \$ 11,492,767 | \$ 2,843,732 | \$ 14,336,499 |
| Athletics | 60,334 | 86,319 | 146,653 |
| Student Activity Funds | - | 86,277 | 86,277 |
| Food Service Funds | 367,819 | 291,775 | 659,594 |
| Federal Funds | 661,001 | 100,010 | 761,011 |
| Capital Project Funds | - | 2,910,525 | 2,910,525 |
| Special Revenue Funds | 247,819 | 38,458 | 286,277 |
| Debt Service Funds | - | 1,313 | 1,313 |
| | <u>\$ 12,829,740</u> | <u>\$ 6,358,409</u> | <u>\$ 19,188,149</u> |



**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
INVESTMENT HOLDINGS AS OF DECEMBER 31, 2023**

| | WEIGHTED AVERAGE MATURITY | MARKET VALUE |
|---|--|-------------------------|
| GENERAL FUND | | |
| MILAF Cash Management Money Market Fund | n/a | \$ 1,093,562 |
| MILAF Cash Management MAX Class Money Market | n/a | 14,011,062 |
| Blackrock Liquidity Funds (Installment Purchase Escrow) | n/a | 261,896 |
| GENERAL FUND TOTAL | | 15,366,520 |
| DEBT FUNDS | | |
| MILAF Cash Management MAX Class Money Market | n/a | 15,462,967 |
| Premium Commercial Money Market | n/a | 11,657,265 |
| DEBT FUNDS TOTAL | | 27,120,232 |
| CAPITAL PROJECTS | | |
| MILAF Cash Management Money Market Fund | n/a | 6,357,764 |
| MILAF Cash Management MAX Class Money Market | n/a | 3,829,366 |
| U.S. Treasury Bonds/Notes | 15.44 months | 93,235,185 |
| Premium Commercial Money Market | n/a | 5,004,856 |
| CAPITAL PROJECT FUNDS TOTAL | | 108,427,171 |
| TOTAL INVESTMENTS | | \$ 150,913,923 |



January 18, 2024

Mr. Bill Chatfield
Director of Operations
Walled Lake Consolidated School District
46740 W. Pontiac Trail
Walled Lake, MI 48393

Re: Furnishings Recommendation
2019 Bond Program Furnishings Package – Phase 5.1
TMP Project Nos. 10957E, 19058E, 19059C

Dear Mr. Chatfield,

Quotations were received for the 2019 Bond Program Furnishings Package – Phase 5.1 by multiple furniture contractors. Each furniture contractor has referenced the cooperative bid contract utilized to determine pricing within their quotes. The table below identifies each Category's associated costs, furniture manufacturer / contractor, and contract utilized. The scope of new furnishings is inclusive to the High School Team Buildings at Western, Central and Northern High Schools.

TMP recommends the procurement of the Furnishings Package as follows:

| <u>MANUFACTURER CATEGORY</u> | <u>FURNITURE CONTRACTOR</u> | <u>AMOUNT</u> | <u>CONTRACT</u> |
|-------------------------------|-----------------------------|---------------|-----------------|
| Category A: Haworth | ISCG Inc. | \$4,561.33 | MiDeal |
| Category B: KI | KI | \$6,411.30 | Sourcewell |
| Category C: Fleetwood | Interior Office Source | \$6,706.50 | NCPA |
| Category D: Steelcase+ | NBS Commercial Interiors | \$3,980.70 | E&I |
| Category E: Safco | NBS Commercial Interiors | \$216.63 | Omnia |
| Category F: Sit On It | NBS Commercial Interiors | \$16,800.12 | Omnia |

The total cost of this furniture package, including installation services, is \$38,676.58. Quotations received are valid through the middle of February. Purchase orders must be issued by Monday, February 12 to guarantee pricing as shown above.

Sincerely,

TMP ARCHITECTURE, INC.

A handwritten signature in black ink that reads 'Sarah Watson'.

Sarah Watson

SMW/smw

Enclosure



| | Central HS Team Building 19057E | Northern HS Team Building 19058E | Western HS Team Building 19059C | Total | Category |
|---------------|---|--|---|--------------------|-----------------|
| | \$1,520.44 | \$1,520.44 | \$1,520.44 | \$4,561.32 | (A) Haworth |
| | \$2,137.10 | \$2,137.10 | \$2,137.10 | \$6,411.30 | (B) Kl |
| | \$2,235.50 | \$2,235.50 | \$2,235.50 | \$6,706.50 | (C) Fleetwood |
| | \$1,326.90 | \$1,326.90 | \$1,326.90 | \$3,980.70 | (D) Steelcase+ |
| | \$72.21 | \$72.21 | \$72.21 | \$216.63 | (E) Safco |
| | \$5,600.04 | \$5,600.04 | \$5,600.04 | \$16,800.12 | (F) Sit On It |
| Total: | \$12,892.19 | \$12,892.19 | \$12,892.19 | \$38,676.57 | |

CATEGORY A

HAWORTH

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

General Notes:

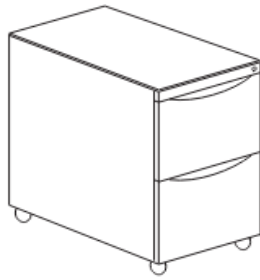
1. Products shall meet or exceed all applicable ANSI/BIFMA Standards.
2. Products shall be backed by a limited lifetime warranty.
3. Supplier shall indicated their product warranty levels.
4. All pedestals to have finished back and sides and include leveling glides.
5. Dealer to provide all necessary hardware for unit to stand alone or attach counter tops as required for stability.
6. All drawer suspensions are to be steel slides with precision ball bearings.
7. All storage to be locking if offered as an option.
8. Dealer to submit typical workstation shop drawings in plan view w/isometric views showing all component configurations prior to placing orders.

Keying:

1. All storage within the same room (or office) shall be keyed alike, matching workstation if applicable.

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|------------|--------------|--------------------------------------|
| A1 | 9 | Haworth | JPMJ-18-SJ | | X-Series Mobile Pedestal File F/F |

*Image for reference, not exact product



Size: 27-1/2"H x 17"D x 15"W
 with Painted Steel Fronts
 with J-Pull (Steel Fronts)
 with Casters

Finishes:

Trim: Grout TR-TG

Locations:

Central High School Team Building (19057E)

3 106 Tickets

Northern High School Team Building (19058E)

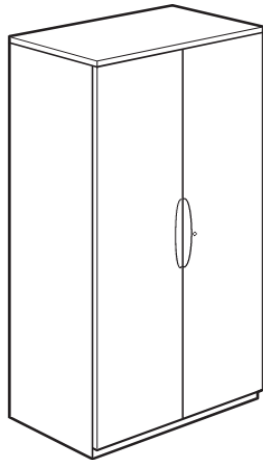
3 106 Tickets

Western High School Team Building (19059C)

3 106 Tickets

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|--------------|--------------|--|
| A2 | 3 | Haworth | JSPY-0536-SJ | | X-Series Storage Cabinet 5H Storage Cabinet Size: 63-1/2"H x 18"D x 36"W with Painted Steel with Linear Pull |

*Image for reference, not exact product



Finishes:

Trim: Grout TR-TG

Locations:

Central High School Team Building (19057E)

1 103 Office

Northern High School Team Building (19058E)

1 103 Office

Western High School Team Building (19059C)

1 103 Office

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

| | | | | | |
|----|---|---------|---------------------|--|--|
| A3 | 3 | Haworth | TCRN-3636-LJSNXNG4A | | Jive Table with X-Base with Laminate Surface with Edgeband No Cutout No Power with Glides Painted Base Size: 36" Diameter x 29"H |
|----|---|---------|---------------------|--|--|

*Image for reference, not exact product



Finishes:

Surface Laminate: Patterned Linen Crisp H-P3
Edgeband: Graphite HP-3J
Trim: Graphite TR-J

Locations:

| | |
|---|--|
| | <u>Central High School Team Building (19057E)</u> |
| 1 | 103 Office |
| | <u>Northern High School Team Building (19058E)</u> |
| 1 | 103 Office |
| | <u>Western High School Team Building (19059C)</u> |
| 1 | 103 Office |

CATEGORY B

KI

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

| | | | | | |
|----|----|----|--------|--|--|
| B1 | 12 | KI | SPSNAP | | Strive Task Seating - Stool with Polypropylene Shell & Seat Armless with Hard Floor Casters Seat Height Range: 22-1/4" - 32-1/2" |
|----|----|----|--------|--|--|

*Image for reference, not exact product



Finishes:

Shell Plastic: Blue Grey PGR
 Frame Powdercoat: Black BL

Locations:

| | |
|---|--|
| | <u>Central High School Team Building (19057E)</u> |
| 4 | 106 Tickets |
| | <u>Northern High School Team Building (19058E)</u> |
| 4 | 106 Tickets |
| | <u>Western High School Team Building (19059C)</u> |
| 4 | 106 Tickets |

| Item | Total | Manufacturer | Model No. | Location | Description |
|------|-------|--------------|-----------|----------|-------------|
| | Qty | | | Qty | |

| | | | | | |
|----|---|----|-------|--|---|
| B2 | 3 | KI | SLLAP | | Strive Stack Chair Four-Leg, with Loop Arms with Plastic Glides Polypropylene Shell & Seat |
|----|---|----|-------|--|---|

*Image for reference, not exact product



Finishes:

Shell Plastic: Blue Grey PGR
Frame Powdercoat: Flannel FN

Locations:

Central High School Team Building (19057E)

1 101 Trainer

Northern High School Team Building (19058E)

1 101 Trainer

Western High School Team Building (19059C)

1 101 Trainer

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

| | | | | | |
|----|---|----|--------|--|---|
| B3 | 3 | KI | KICL12 | | Medical and Laboratory Stools Size: 16"D x 16" - 21" SH with Upholstered Seat with Pneumatic Seat Height Adjustment with Casters NFR |
|----|---|----|--------|--|---|

**Image for reference, not exact product.*



Finishes:

Upholstery: Pallas - Etch, Carbon 27.292.102.P
 Base: Chrome

Location:

Central High School Team Building (19057E)

1 101 Trainer

Northern High School Team Building (19058E)

1 101 Trainer

Western High School Team Building (19059C)

1 101 Trainer

CATEGORY C

FLEETWOOD

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|--------------|--------------|--|
| C1 | 3 | Fleetwood | TCRP6030-R42 | | Plane Computer Table Unitized Frame Size: 60"W x 30"D x 29-42"H with Modesty Panel with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Central High School Team Building (19057E)</u> 1 103 Office <u>Northern High School Team Building (19058E)</u> 1 103 Office <u>Western High School Team Building (19059C)</u> 1 103 Office |

*Image for reference, not exact product



| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

C2 3 Fleetwood TCRP4824-R42

*Image for reference, not exact product



Plane Computer Table
 Unitized Frame
 Size: 48"W x 24"D x 29-42"H
 with Cable Tray
 with (2) Grommets
 with (4) Locking Casters

 Set Height to: 29"H

Finishes:

Laminate Surface: Etched Grey
 Edge: Graphite
 Paint Legs: Graphite

23

Locations:

Central High School Team Building (19057E)

1 101 Trainer

Northern High School Team Building (19058E)

1 101 Trainer

Western High School Team Building (19059C)

1 101 Trainer

CATEGORY D

STEELCASE

| Item | Total | Manufacturer | Model No. | Location | Description |
|------|-------|--------------|-----------|----------|-------------|
| | Qty | | | Qty | |

| | | | | | |
|----|---|-----------|--------|--|---|
| D1 | 3 | Steelcase | 435A00 | | Series 1 Task Chair with Rectilinear Height-, Width-, Pivot-, and Depth-Adjustable Arms with Adjustable Lumbar with 3D Microknit Back Caster Type: As recommended for hard surface |
|----|---|-----------|--------|--|---|

*Image for reference, not exact product



Finishes:

Back Frame: 6205 Black
Base: 6205 Black
Arms: 6205 Black
COM Upholstery: Momentum Cover Cloth in Graphite
3D Microknit: 5T21 Licorice
Flexors/Lumbar: 6205 Black

Locations:

| | |
|---|--|
| | <u>Central High School Team Building (19057E)</u> |
| 1 | 103 Office |
| | <u>Northern High School Team Building (19058E)</u> |
| 1 | 103 Office |
| | <u>Western High School Team Building (19059C)</u> |
| 1 | 103 Office |

CATEGORY E

SAFCO

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|-------------|
|------|-----------|--------------|-----------|--------------|-------------|

| | | | | | |
|----|---|-------|--------|--|--|
| E1 | 3 | Safco | 4241BL | | Hook Head Coat Rack Size: 15" Diameter x 67"H |
|----|---|-------|--------|--|--|

*Image for reference, not exact product



Finishes:

Paint: Black

Locations:

Central High School Team Building (19057E)

1 106 Tickets

Northern High School Team Building (19058E)

1 106 Tickets


Western High School Team Building (19059C)

1 106 Tickets

CATEGORY F

SIT ON IT

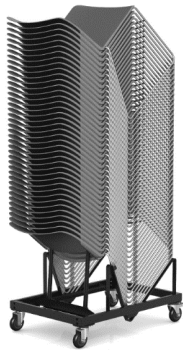
CATEGORY F: SIT ON IT

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|---|-----------|--------------|--|
| F1 | 144 | Sit On It | 1181 FT2 | | Sprout Stacking Chair with Clear Glides Size: 16"D x 18.75"W x 32"H, 18"SH |
| | | *Image for reference, not exact product | | | |
| | |  | | | |
| | | Finishes: | | | |
| | | Plastic: Slate SC8 | | | |
| | | Frame: Chrome | | | |
| | | Locations: | | | |
| | | <u>Central High School Team Building (19057E)</u> | | | |
| | | 20 | | | 100 Home Team Room |
| | | 4 | | | 103 Office |
| | | 4 | | | 104 Officials Lockers |
| | | 20 | | | 109 Visitor's Team Room |
| | | <u>Northern High School Team Building (19058E)</u> | | | |
| | | 20 | | | 100 Home Team Room |
| | | 4 | | | 103 Office |
| | | 4 | | | 104 Officials Lockers |
| | | 20 | | | 109 Visitor's Team Room |
| | | <u>Western High School Team Building (19059C)</u> | | | |
| | | 20 | | | 100 Home Team Room |
| | | 4 | | | 103 Office |
| | | 4 | | | 104 Officials Lockers |
| | | 20 | | | 109 Visitor's Team Room |

CATEGORY F: SIT ON IT

| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description |
|------|-----------|--------------|-----------|--------------|--|
| F2 | 6 | Sit On It | CART | | Sprout Stacking Cart with Casters Stacks up to 40 High |

*Image for reference, not exact product



Locations:

Central High School Team Building (19057E)

- 1 100 Home Team Room
- 1 109 Visitor's Team Room

Northern High School Team Building (19058E)

- 1 100 Home Team Room
- 1 109 Visitor's Team Room

Western High School Team Building (19059C)

- 1 100 Home Team Room
- 1 109 Visitor's Team Room

Walled Lake Consolidated School District: Team Buildings Furniture - Central

KI is pleased to present the enclosed quotation. The following items are included:

- Quote
- Summary
- Itemized Quote
- Detailed PO requirements
- Product Options

Quote Number: 24ddw-672439Cen/C

CREATED 1/11/2024 | **Valid Through 3/11/2024**

| | |
|--------------------------|-------------------|
| PRODUCT TOTALS | \$2,137.10 |
| See Quote Detail Summary | \$0.00 |
| GRAND TOTAL | \$2,137.10 |

Contract Information:

OT8142Z1 Sourcewell #121919-KII Delv/Inst

Requested Delivery Date: To be Determined

Sales Team:

Tiffani Caputo
Sales Specialist
tiffani.caputo@ki.com
614-374-1796

Daryl Wendt
Inside Sales
daryl.wendt@ki.com
(877) 639-0643

Sold To

Walled Lake Consolidated School District
Atn Accts Payable 850 Ladd Rd, Bldg D
Walled Lake, MI 48390
P. (248) 956-3060 F. (248) 956-3078
Customer # 36918

End User

Walled Lake Consolidated School District
Atn Accts Payable 850 Ladd Rd, Bldg D
Walled Lake, MI 48390
P. (248) 956-3060 F. (248) 956-3078

Ship To

The Interior Group - Warehouse
Attn: Brad White 248-884-3828
2195 S Milford Rd Suite E
Milford, MI 48381

Installation




The Interior Group
2195 S Milford Rd Suite E
Milford, MI 48381
P. 248.714.5756 F. 248.714.5791
Vendor # 15336



Client Notes:



CREATED 1/11/2024
VALID THROUGH 3/11/2024
Prepared By Daryl Wendt
Quote Filename Walled Lake Consolidated School District: Team Buildings Furniture - Central - 24ddw-672439Cen/C

| Line | Model | Qty. | Sell Price | Extended Total | TBD Options | |
|--|--|------|------------|-----------------------------------|-------------------|--|
| Tag 1: Central High School Team Building (19057E) | | | | | | |
| 1.1 | SPSNAP  Strive Task Armless Stool, Poly Base Color Black /BL Caster Option Hard floor casters (black only) /S Poly Seat & Back Color Compliance to TB 117-2013 /NFR Poly Seat & Back Color Blue Grey /PGR Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | 4 | \$386.40 | \$1,545.60 | | |
| 1.2 | SLLAP  Strive Four-Leg Loop Arm Chair, Poly Frame Color Flannel /FN Poly Seat & Back Color No Fire Retardant /NFR Poly Seat & Back Color Blue Grey /PGR Glide Option Plastic glides /P Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | 1 | \$243.60 | \$243.60 | | |
| 1.3 | KICL12  Medical/Lab Stool, hand act, 16"Dia Seat, 16-21"H, Uph, Hand Activated Upholstery Grade/Color Compliance to TB 117-2013 /NFR Exam Stool Upholstery Pallas Fabric Group P1 GRPP1 P1 Pallas Fabric ETCH ETCH ETCH CARBON /27.292.102.P Price Description: Delivered/Open Market Lead Time: 4 - 6 Weeks; Ships from ONTARIO, CA Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | 1 | \$347.90 | \$347.90 | | |
| Tag 1: Central High School Team Building (19057E) | | | | WorkGroup Product Subtotal | \$2,137.10 | |

Quote Summary

Product SubTotal: \$2,137.10
Estimated Sales Tax: See Notes
Quote Total: \$2,137.10

NOTES:

- Images shown above are intended for approximate visual reference only and may not represent the exact models, numbers, descriptions or options selected. Refer to the model number/description/options shown for full product specifications.
- Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer's responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI's Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer's invoice.

PROJECT LEAD TIME SUMMARY:

- Manufacturing lead time begins once the order is complete and acknowledged. Delivery dates are determined per order based on the longest lead time per shipping location and are confirmed on the order acknowledgement.

| | |
|--------------------------|----------------------------|
| Shipping Location | MFG Lead Time Range |
| GREEN BAY, WI | 3 - 5 Weeks |
| ONTARIO, CA | 4 - 6 Weeks |
- Lead times are subject to change based on quantities, manufacturing capacity and surface material selections. Laminate and/or fabrics outside the standard KI in-grade program may have extended lead time.
- For more information or questions regarding delivery consolidation, contact KI Customer Service.

Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Sales resulting from purchase orders issued by the customer to KI (Whether related to this quotation or otherwise) are governed and controlled by the Terms and Conditions found at www.KI.com/terms

Prepared by Daryl Wendt
Market Code: 2=2=K-12

Opportunity #: 672439

Quote Filename: Walled Lake Consolidated School District:
Team Buildings Furniture - Central - 24ddw-672439Cen

Final Considerations:

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:


1. All purchase orders must be issued to KI or KI c/o the dealer with this address:
KI
1330 Bellevue Street
Green Bay, WI 54302
2. The following items must be included on all purchase orders:
 - Sold To/Bill To Information: complete legal name, address, telephone number and fax number
 - Ship To Information: complete legal name, address, contact name, contact phone number
 - Purchase Order Number: a customer-specific identifier, typically a sequential purchase order number or requisition number
 - Issue Date: date the purchase order was issued
 - Sales Tax: applicable sales tax will be added upon KI invoicing. If tax exempt, customer must provide or have the tax exempt certificate on file at KI
 - Purchase Order Total: total of all items and services included on the purchase order
 - Authorization: signature of authorized purchasing agent or buying entity
 - Order Details: reference a fully optioned KI quote (ex: 11KGH-85432) or include all the information listed below
 - Quantity of each item
 - Complete model number, including all finish and option information (by line item)
 - Net purchase price (by line item)
 - Extended net purchase price (all line items)
 - Any additional applicable charges (ex: installation and/or delivery charges)
 - Contract name and/or number if pricing is based on a contract reference
3. Signatures on a quote or a worksheet cannot be accepted as a purchase order.
4. In the event that you do not have a formal Purchase Order process, please contact your KI Sales Representative or call 1-800-424-2432, and we will assist you with creating a PO.

We appreciate your cooperation in providing us with all the required information listed above on your Purchase Order. Complete information helps us serve you better. Thank you for your order.

Purchase Orders that do not meet these requirements will be placed on hold until complete information is received by KI. Purchase orders on hold are not released to manufacturing or assigned a delivery date. KI order lead times begin once the order is released to manufacturing.

| | | | | | | | | |
|-------------------------|--|---------------------|------------------|-----------------------------|--|--|-------------|--------------|
| Interior Office Source | | | | | | | Page 1 of 2 | |
| CATEGORY C: FLEETWOOD | | | | | | | | |
| Project: | Fleetwood Walled Lake Phase 4 | | | IOS Quotation #: | FT 19507-3 | | | |
| Project Name: | Walled Lake Schools | | | Date: | 1/8/2024 | | | |
| Address: | 850 Ladd Road Building D | | | Contact: | Chris Halatek | | | |
| City, State Zip: | Walled Lake, MI 48390 | | | Contact Number: | 248-408-0978 | | | |
| Email: | SuzanneMajor@wlcscd.org | | | Contact Email : | chris.halatek@interiorofficesource.com | | | |
| Phone: | 248-956-2000 | | | Vendor: | Fleetwood Group Inc | | | |
| Project Name: | Team Rooms Central 19057E | | | Contract: | NCPA 07-27 | | | |
| | Category C Fleetwood | | | Project / Site Info: | | | | |
| | | | | Ship to Address: | 2195 S Milford Road Suite E | | | |
| | | | | City, State Zip: | Milford MI 48381 | | | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | Sell | Total |
| C1 | 1 | Fleetwood | TCRP6030-R42C | | Plane Computer Table Assembled Unitized Frame Size: 60"W x 30"D x 29-42"H *Image for reference, not exact product with Modesty Panel with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Central High School Team Building (19057E)</u> | | \$ 1,065.50 | 1,065.50 |
| | | | | 1 | 103 Office | | | 37 |



| | | | | | | | | | |
|-------------------------------------|------------------|--|------------------|---------------------|--|--|--|--------------|--|
| CATEGORY C: FLEETWOOD | | | | | | | | | |
| Project: | | Fleetwood Walled Lake Phase 4 | | | IOS Quotation #: | | FT 19507-3 | | |
| Project Name: | | Walled Lake Schools | | | Date: | | 1/8/2024 | | |
| Address: | | 850 Ladd Road Building D | | | Contact: | | Chris Halatek | | |
| City, State Zip: | | Walled Lake, MI 48390 | | | Contact Number: | | 248-408-0978 | | |
| Email: | | SuzanneMajor@wlcsd.org | | | Contact Email : | | chris.halatek@interiorofficesource.com | | |
| Phone: | | 248-956-2000 | | | Vendor: | | Fleetwood Group Inc | | |
| Project Name: | | Team Rooms Central 19057E | | | Contract: | | NCPA 07-27 | | |
| | | Category C Fleetwood | | | Project / Site Info: | | | | |
| | | | | | Ship to Address: | | 2195 S Milford Road Suite E | | |
| | | | | | City, State Zip: | | Milford MI 48381 | | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | Sell | Total | |
| C2 | 1 | Fleetwood | TCRP4824-R42C | | Plane Computer Table Assembled Unitized Frame Size: 48"W x 24"D x 29-42"H with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Central High School Team Building (19057E)</u> 101 Trainer | | \$ 820.00 | \$ 820.00 | |
| | | | | | *Image for reference, not exact product | | | | |
| | | | | |  | | | 38 | |
| Quote Summary | | | | | Total Product | | | \$ 1,885.50 | |
| PO to Interior Office Source | | | | | Freight Included for NCPA Installation M-F 7Am - 3Pm | | | \$ 350.00 | |
| | | | | | Total Quote | | | \$ 2,235.50 | |

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371093 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240048 |

Quote To

Accounts Payable
 Walled Lake Consolidated
 850 Ladd Rd Bldg D
 Walled Lake, MI, 48390-3019

Ship To

sarah watson
 Walled Lake Central High Schoo
 Team Building
 1600 Oakley Park Rd
 Walled Lake, MI, 48390-3019

Phone +1 (248) 956-2000
 Fax +1 (248) 956-2123

Phone +1 (248) 338-4561

swatson@tmp-architecture.com

Terms NET 10 DAYS

Sales Location Troy

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| | | ONE DAY INSTALL/ EST. WEEK OF 4.22-4.26.24 | | |
| | | <p>The Following contracts utilized for pricing on this quote: Omnia: Safco, Sit on It E&I: Steelcase School is responsible for contract membership enrollment. Changes to specifications and quantity could affect tiered contract pricing.</p> <p>Pricing valid for 30 days. Please verify finish selections prior to order placement.</p> <p>If due to unforeseen circumstances the building is not ready to receive furniture, additional fees may be incurred to double handle and/or store the furniture. Circumstances include, but are not limited to construction delays and COVID-19.</p> <p>Storage Free for 30 days, after which storage is charged per hundred weight or per SF per month.</p> <p>Quote includes Non-Union labor for NBS to receive, deliver and install during Normal Business Hours; any owner requested changes requiring additional delivery trip(s) will result in additional charges to be quoted separately.</p> <p>Overtime Labor (evening after hours and weekends) additional.</p> | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371093 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240048 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|--|----------|------------------------------|------------|-----------------|
| Purchase Order and 40% Deposit is required before order placement; please reference NBS quote number on PO. Receipt of PO indicates owner approval of product as specified; upon release of order, no changes, cancellations or returns can be made. | | | | |

| | | | | |
|---|---------|---|--------|----------|
| 1 | 1 | 4241BL SAFCO PROD Hook Head Coat Rack, Black | 72.21 | 72.21 |
| | Tag For | E1 Qty Description 1 106 Tickets | | |
| 2 | 48 | 1181.FT2.PS.PB.AR0 EXEMPLIS Sprout Wire Rod Stacking Chair, Plastic Seat, Plastic Back, Armless Frame Finish FC15 Chrome Frame Glide Option Selection CGR Clear Glides Plastic Shell Color Selection SC8 Slate Packaging Options AC Fully Assembled in Carton | 109.02 | 5,232.96 |
| | Tag For | F1 Qty Description 20 100 Home Team Room 4 103 Office 4 104 Officials Lockers 20 109 Visitor's Team Room | | |
| 3 | 2 | 1181.FT2.CART EXEMPLIS Sprout Stacking Cart - Wire Rod | 183.54 | 367.08 |
| | Tag For | F2 Qty Description 1 100 Home Team Room 1 109 Visitor's Team Room | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371093 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240048 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| 4 | 1 | <p>435A00 STEELCASE</p> <p>Steelcase Series 1; Chair-Task Back Finish: 3D Microknit 5T21 - LICORICE Back Color Scheme: Non-Contrasting Outer Back Outer Back Finish: Plastic - PG1 6205 - BLACK Seat Finish: Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5 MOMENTUM TEXTILES Purchaser: VENDOR Pattern: COVER CLOTH Color: GRAPHITE -09137588 Direction: HORIZONTAL</p> <p>Headrest Option: No Headrest Coat Hanger: No Coat Hanger Frame Finish: Plastic - PG1 6205 - BLACK Color Scheme: Black Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Base Type: Plastic Base Base Finish: Plastic - PG1 6205 - BLACK Lumbar Option: Adjustable Lumbar Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant Sewn Upholstery Type: Sewn</p> <p>Tag For D1 Qty Description 1 103 Office</p> | 451.90 | 451.90 |
| 5 | 1 | <p>LOT (NT) ROSE MOVIN</p> <p>*Install all three Team buildings in one day/ one trip</p> <p>Receive, Deliver, and Installation Services. non-union, normal hours. one phase, free and clear space. first floor.</p> <p>After hours and weekend labor would be additional charge.</p> <p>Storage free for 30 days upon receipt of product to warehouse. Afterwards, Stroage is charged per 30 days per SF.</p> <p>Any site delays, may result in additional fees. Minimum Additional trip charge \$250</p> | 875.00 | 875.00 |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371093 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240048 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|------------------------------|------------|-----------------|
|------|----------|------------------------------|------------|-----------------|

QUOTATION TOTALS

| | |
|--------------------|-----------------|
| Sub Total | <u>6,999.15</u> |
| Grand Total | <u>6,999.15</u> |

End of Quotation



| |
|------------------|
| PROPOSAL |
| PROPOSAL: 124349 |

DATE: 01/16/24
PROJECT #: 24-273

| | |
|--|---|
| PROPOSAL FOR: WALLED LAKE SCHOOL DISTRICT 850 LADD RD BLDG D WALLED LAKE MI 48390 | INSTALL AT: WALLED LAKE SCHOOL DISTRICT SEE BELOW |
|--|---|

COST CENTER:

| | | | |
|-------------------------------|------------------|-----------|--------------------|
| SALESPERSON: PEGGY CAVERLY | CLIENT: 10766 | YOUR P/O: | QUOTE VALID / / |
|-------------------------------|------------------|-----------|--------------------|

| # | QTY | PRODUCT | DESCRIPTION | SELL | EXTENDED |
|----|-----|---------|--|----------|----------|
| 14 | 1 | LABOR | LABOR TO RECEIVE, DELIVER AND INSTALL PER MIDEAL CONTRACT | 1,150.00 | 1,150.00 |
| | | | Tag 1: P6108 | | |
| | | | NOTE: STORAGE WILL BE KEYED ALIKE FOR EACH ROOM | | |

Thank you for the opportunity to quote on your requirements.
Quote valid for 15 days.

| | | | |
|------------------|----------|----------------|----------|
| DEPOSIT REQUIRED | 2,281.00 | SUBTOTAL.....: | 4,561.33 |
|------------------|----------|----------------|----------|

ACCEPTED BY _____
DATE ACCEPTED _____

| | |
|-------------|----------|
| TOTAL.....: | ===== |
| | 4,561.33 |

\$1,520.44 per building

TERMS AND CONDITIONS

1. This Proposal is not a binding order unless signed by an authorized representative of the Buyer and accepted by a Manager at INTERIOR SYSTEMS CONTRACT GROUP INC. ("ISCG").
2. If requested by ISCG, the Buyer agrees to provide reasonable financial information necessary to approve credit. ISCG reserves the right to modify the terms of this Proposal, including deposit requirement, based on the information obtained.
3. The Buyer warrants that any financial information provided to ISCG is true and correct.
4. Product purchased on this Proposal is not cancelable or returnable.
5. All imposed tariffs assessed after order placement, and applicable sales and use taxes will be added at the time of invoicing and are the responsibility of the Buyer.
6. The Buyer agrees to ISCG's NET 30 payment terms. Payment in full is required on all delivered product. Payment for incorrect, or damaged product, may be withheld until issue is resolved or product replacement is delivered. Should Buyer be unable to accept delivery when product is available, Buyer agrees to be invoiced and ISCG will warehouse product for 30 days at no charge.
7. In the event of construction delays, or other causes not within ISCG's control, force postponement of the delivery and/or installation beyond 30 days, the products will be stored until installation can take place. The products will be considered accepted by the Buyer for purposes of invoicing and payment. The Buyer agrees to pay any reasonable storage charges incurred.
8. In the case of partial deliveries, the Buyer will accept invoice for all products delivered.
9. Delivery and installation will be made during normal business hours utilizing non-union labor. Buyer agrees to pay any additional charges resulting from overtime work, and/or union labor, performed at the Buyer's request.
10. Interest will be charged at the higher of 18% per annum, or the maximum rate permitted by law, on all past due amounts.
11. Buyer grants ISCG a security interest in the products described in this Proposal until full payment has been received. Buyer agrees to keep product free and clear of all claims and liens until ISCG has been paid in full.
12. ISCG is authorized to file a UCC-1 to further protect its security interest in any unpaid products.
13. Buyer understands and agrees that ISCG is not responsible for a manufacturer's inability to meet their estimated or expected ship dates. There is no offset, or other price reduction, due to a manufacturer delay.
14. Buyer must provide a free and clear job site during the installation. Elevator service and adequate facilities for offloading, staging, moving, and handling of products must also be provided by the Buyer and without charge to ISCG. The Buyer is responsible for securing all necessary building permits.
15. Buyer is responsible for any damage to, or loss of, products after delivery. Until ISCG has been paid in full, Buyer shall maintain a policy of fire, and extended coverage insurance, on the full value of all products with loss payable to ISCG.
16. ISCG assigns all rights derived from the manufacturer's warranties to Buyer to the extent such rights are assignable. There are no other warranties, or extended warranties, provided as part of this Proposal.
17. Any controversy or claim arising out of, or relating to, this Proposal and Terms and/or Conditions, or any breach thereof, shall be settled in accordance with the Rules of the American Arbitration Association and judgment upon the award may be entered in any court.
18. Buyer agrees to pay ISCG's attorney's fee and all other costs incurred in the enforcement of these Terms and Conditions.
19. The use of VISA, MasterCard or American Express for deposits and/or invoice payments, above \$2,000, will be assessed an additional fee equal to 2.0% of the amount charged.
20. The Proposal and Terms and Conditions represent the entire Agreement between Buyer and ISCG and may not be changed without ISCG Management's written authorization.

12/14/18

Walled Lake Consolidated School District: Team Buildings Furniture - Northern

KI is pleased to present the enclosed quotation. The following items are included:

- Quote
- Summary
- Itemized Quote
- Detailed PO requirements
- Product Options

Quote Number: 24ddw-672439Nor/C

CREATED 1/11/2024 | **Valid Through 3/11/2024**

| | |
|--------------------------|-------------------|
| PRODUCT TOTALS | \$2,137.10 |
| See Quote Detail Summary | \$0.00 |
| GRAND TOTAL | \$2,137.10 |

Contract Information:

OT8142Z1 Sourcewell #121919-KII Delv/Inst

Requested Delivery Date: To be Determined

Sales Team:

Tiffani Caputo
Sales Specialist
tiffani.caputo@ki.com
614-374-1796

Daryl Wendt
Inside Sales
daryl.wendt@ki.com
(877) 639-0643

Sold To

Walled Lake Consolidated School District
Atn Accts Payable 850 Ladd Rd, Bldg D
Walled Lake, MI 48390
P. (248) 956-3060 F. (248) 956-3078
Customer # 36918

End User

Walled Lake Consolidated School District
Atn Accts Payable 850 Ladd Rd, Bldg D
Walled Lake, MI 48390
P. (248) 956-3060 F. (248) 956-3078

Ship To

The Interior Group - Warehouse
Attn: Brad White 248-884-3828
2195 S Milford Rd Suite E
Milford, MI 48381

Installation




The Interior Group
2195 S Milford Rd Suite E
Milford, MI 48381
P. 248.714.5756 F. 248.714.5791
Vendor # 15336



Client Notes:



CREATED 1/11/2024
VALID THROUGH 3/11/2024
Prepared By Daryl Wendt
Quote Filename Walled Lake Consolidated School District: Team Buildings Furniture - Northern - 24ddw-672439Nor/C

| Line | Model | Qty. | Sell Price | Extended Total | TBD Options |
|---|--|------|------------|-----------------------------------|-------------------|
| Tag 1: Northern High School Team Building (19058E) | | | | | |
| 2.1 | SPSNAP  | 4 | \$386.40 | \$1,545.60 | |
| | Strive Task Armless Stool, Poly Base Color Black /BL Caster Option Hard floor casters (black only) /S Poly Seat & Back Color Compliance to TB 117-2013 /NFR Poly Seat & Back Color Blue Grey /PGR Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| 2.2 | SLLAP  | 1 | \$243.60 | \$243.60 | |
| | Strive Four-Leg Loop Arm Chair, Poly Frame Color Flannel /FN Poly Seat & Back Color No Fire Retardant /NFR Poly Seat & Back Color Blue Grey /PGR Glide Option Plastic glides /P Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| 2.3 | KICL12  | 1 | \$347.90 | \$347.90 | |
| | Medical/Lab Stool, hand act, 16"Dia Seat, 16-21"H, Uph, Hand Activated Upholstery Grade/Color Compliance to TB 117-2013 /NFR Exam Stool Upholstery Pallas Fabric Group P1 GRPP1 P1 Pallas Fabric ETCH ETCH ETCH CARBON /27.292.102.P Price Description: Delivered/Open Market Lead Time: 4 - 6 Weeks; Ships from ONTARIO, CA Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| Tag 1: Northern High School Team Building (19058E) | | | | WorkGroup Product Subtotal | \$2,137.10 |

Quote Summary

Product SubTotal: \$2,137.10
Estimated Sales Tax: See Notes
Quote Total: \$2,137.10

NOTES:

- Images shown above are intended for approximate visual reference only and may not represent the exact models, numbers, descriptions or options selected. Refer to the model number/description/options shown for full product specifications.
- Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer's responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI's Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer's invoice.

PROJECT LEAD TIME SUMMARY:

- Manufacturing lead time begins once the order is complete and acknowledged. Delivery dates are determined per order based on the longest lead time per shipping location and are confirmed on the order acknowledgement.
- | | |
|---------------------------------|-----------------------------------|
| <u>Shipping Location</u> | <u>MFG Lead Time Range</u> |
| GREEN BAY, WI | 3 - 5 Weeks |
| ONTARIO, CA | 4 - 6 Weeks |
- Lead times are subject to change based on quantities, manufacturing capacity and surface material selections. Laminate and/or fabrics outside the standard KI in-grade program may have extended lead time.
 - For more information or questions regarding delivery consolidation, contact KI Customer Service.

Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Sales resulting from purchase orders issued by the customer to KI (Whether related to this quotation or otherwise) are governed and controlled by the Terms and Conditions found at www.KI.com/terms

Prepared by Daryl Wendt
Market Code: 2=2=K-12

Opportunity #: 672439

Quote Filename: Walled Lake Consolidated School District:
Team Buildings Furniture - Northern - 24ddw-672439Nor

Final Considerations:

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:


1. All purchase orders must be issued to KI or KI c/o the dealer with this address:
KI
1330 Bellevue Street
Green Bay, WI 54302
2. The following items must be included on all purchase orders:
 - Sold To/Bill To Information: complete legal name, address, telephone number and fax number
 - Ship To Information: complete legal name, address, contact name, contact phone number
 - Purchase Order Number: a customer-specific identifier, typically a sequential purchase order number or requisition number
 - Issue Date: date the purchase order was issued
 - Sales Tax: applicable sales tax will be added upon KI invoicing. If tax exempt, customer must provide or have the tax exempt certificate on file at KI
 - Purchase Order Total: total of all items and services included on the purchase order
 - Authorization: signature of authorized purchasing agent or buying entity
 - Order Details: reference a fully optioned KI quote (ex: 11KGH-85432) or include all the information listed below
 - Quantity of each item
 - Complete model number, including all finish and option information (by line item)
 - Net purchase price (by line item)
 - Extended net purchase price (all line items)
 - Any additional applicable charges (ex: installation and/or delivery charges)
 - Contract name and/or number if pricing is based on a contract reference
3. Signatures on a quote or a worksheet cannot be accepted as a purchase order.
4. In the event that you do not have a formal Purchase Order process, please contact your KI Sales Representative or call 1-800-424-2432, and we will assist you with creating a PO.

We appreciate your cooperation in providing us with all the required information listed above on your Purchase Order. Complete information helps us serve you better. Thank you for your order.

Purchase Orders that do not meet these requirements will be placed on hold until complete information is received by KI. Purchase orders on hold are not released to manufacturing or assigned a delivery date. KI order lead times begin once the order is released to manufacturing.

| | | | | | | | | | | | |
|-------------------------|--|---------------------|------------------|---------------------|---|--|--|-------------|--------------|--|----|
| Interior Office Source | | | | | | | | | | | |
| CATEGORY C: FLEETWOOD | | | | | | | | | | | |
| Project: | Fleetwood Walled Lake Phase 4 | | | | IOS Quotation #: | FT 19507-2 | | | | | |
| Project Name: | Walled Lake Schools | | | | Date: | 1/8/2024 | | | | | |
| Address: | 850 Ladd Road Building D | | | | Contact: | Chris Halatek | | | | | |
| City, State Zip: | Walled Lake, MI 48390 | | | | Contact Number: | 248-408-0978 | | | | | |
| Email: | SuzanneMajor@wlcscd.org | | | | Contact Email : | chris.halatek@interiorofficesource.com | | | | | |
| Phone: | 248-956-2000 | | | | Vendor: | Fleetwood Group Inc | | | | | |
| Project Name: | Team Rooms Northern 19058E | | | | Contract: | NCPA 07-27 | | | | | |
| | Category C Fleetwood | | | | Project / Site Info: | | | | | | |
| | | | | | Ship to Address: | 2195 S Milford Road Suite E | | | | | |
| | | | | | City, State Zip: | Milford MI 48381 | | | | | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | | Sell | Total | | |
| | | | | | | | | \$ 1,065.50 | 1,065.50 | | |
| C1 | 1 | Fleetwood | TCRP6030-R42C | | Plane Computer Table Assembled Unitized Frame Size: 60"W x 30"D x 29-42"H *Image for reference, not exact product with Modesty Panel with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H | | | | | | |
| | | | | | Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite | | | | | | |
| | | | | | Locations: <u>Northern High School Team Building (19058E)</u> | | | | | | |
| | | | | 1 | 103 Office | | | | | | 52 |



| | | | | | | | | |
|-------------------------------------|--|---------------------|------------------|-----------------------------|--|--|-------------|--------------|
| CATEGORY C: FLEETWOOD | | | | | | | | |
| Project: | Fleetwood Walled Lake Phase 4 | | | IOS Quotation #: | FT 19507-2 | | | |
| Project Name: | Walled Lake Schools | | | Date: | 1/8/2024 | | | |
| Address: | 850 Ladd Road Building D | | | Contact: | Chris Halatek | | | |
| City, State Zip: | Walled Lake, MI 48390 | | | Contact Number: | 248-408-0978 | | | |
| Email: | SuzanneMajor@wlcsd.org | | | Contact Email : | chris.halatek@interiorofficesource.com | | | |
| Phone: | 248-956-2000 | | | Vendor: | Fleetwood Group Inc | | | |
| Project Name: | Team Rooms Northern 19058E | | | Contract: | NCPA 07-27 | | | |
| | Category C Fleetwood | | | Project / Site Info: | | | | |
| | | | | Ship to Address: | 2195 S Milford Road Suite E | | | |
| | | | | City, State Zip: | Milford MI 48381 | | | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | Sell | Total |
| C2 | 1 | Fleetwood | TCRP4824-R42C | | Plane Computer Table Assembled Unitized Frame Size: 48"W x 24"D x 29-42"H with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Northern High School Team Building (19058E)</u> | | \$ 1,065.50 | 1,065.50 |
| | | | | | *Image for reference, not exact product  | | \$ 820.00 | \$ 820.00 |
| | | | | 1 | 101 Trainer | | | 53 |
| Quote Summary | | | | | Total Product | | | \$ 1,885.50 |
| PO to Interior Office Source | | | | | Freight Included for NCPA Installation M-F 7Am - 3Pm | | | \$ 350.00 |
| | | | | | Total Quote | | | \$ 2,235.50 |

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371095 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240047 |

Quote To

Accounts Payable
 Walled Lake Consolidated
 850 Ladd Rd Bldg D
 Walled Lake, MI, 48390-3019

Ship To

sarah watson
 Walled Lake Northern HS
 Team Building
 6000 BOGIE LAKE RD
 COMMERCE TOWNSHIP, MI, 48382-2419

Phone +1 (248) 956-2000
Fax +1 (248) 956-2123

Phone +1 (248) 338-4561

swatson@tmp-architecture.com

Terms NET 10 DAYS

Sales Location Troy

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| | | ONE DAY INSTALL/ EST. WEEK OF 4.22-4.26.24 | | |
| | | <p>The Following contracts utilized for pricing on this quote: Omnia: Safco, Sit on It E&I: Steelcase School is responsible for contract membership enrollment. Changes to specifications and quantity could affect tiered contract pricing.</p> <p>Pricing valid for 30 days. Please verify finish selections prior to order placement.</p> <p>If due to unforeseen circumstances the building is not ready to receive furniture, additional fees may be incurred to double handle and/or store the furniture. Circumstances include, but are not limited to construction delays and COVID-19.</p> <p>Storage Free for 30 days, after which storage is charged per hundred weight or per SF per month.</p> <p>Quote includes Non-Union labor for NBS to receive, deliver and install during Normal Business Hours; any owner requested changes requiring additional delivery trip(s) will result in additional charges to be quoted separately.</p> <p>Overtime Labor (evening after hours and weekends) additional.</p> | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371095 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240047 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|--|----------|------------------------------|------------|-----------------|
| Purchase Order and 40% Deposit is required before order placement; please reference NBS quote number on PO. Receipt of PO indicates owner approval of product as specified; upon release of order, no changes, cancellations or returns can be made. | | | | |

| | | | | |
|---|---------|---|--------|----------|
| 1 | 1 | 4241BL SAFCO PROD Hook Head Coat Rack, Black | 72.21 | 72.21 |
| | Tag For | E1 Qty Description 1 106 Tickets | | |
| 2 | 48 | 1181.FT2.PS.PB.AR0 EXEMPLIS Sprout Wire Rod Stacking Chair, Plastic Seat, Plastic Back, Armless Frame Finish FC15 Chrome Frame Glide Option Selection CGR Clear Glides Plastic Shell Color Selection SC8 Slate Packaging Options AC Fully Assembled in Carton | 109.02 | 5,232.96 |
| | Tag For | F1 Qty Description 20 100 Home Team Room 4 103 Office 4 104 Officials Lockers 20 109 Visitor's Team Room | | |
| 3 | 2 | 1181.FT2.CART EXEMPLIS Sprout Stacking Cart - Wire Rod | 183.54 | 367.08 |
| | Tag For | F2 Qty Description 1 100 Home Team Room 1 109 Visitor's Team Room | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371095 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240047 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| 4 | 1 | <p>435A00 STEELCASE</p> <p>Steelcase Series 1; Chair-Task Back Finish: 3D Microknit 5T21 - LICORICE Back Color Scheme: Non-Contrasting Outer Back Outer Back Finish: Plastic - PG1 6205 - BLACK Seat Finish: Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5 MOMENTUM TEXTILES Purchaser: VENDOR Pattern: COVER CLOTH Color: GRAPHITE -09137588 Direction: HORIZONTAL</p> <p>Headrest Option: No Headrest Coat Hanger: No Coat Hanger Frame Finish: Plastic - PG1 6205 - BLACK Color Scheme: Black Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Base Type: Plastic Base Base Finish: Plastic - PG1 6205 - BLACK Lumbar Option: Adjustable Lumbar Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant Sewn Upholstery Type: Sewn</p> <p>Tag For D1 Qty Description 1 103 Office</p> | 451.90 | 451.90 |
| 5 | 1 | <p>LOT (NT) ROSE MOVIN</p> <p>*Install all three Team buildings in one day/ one trip</p> <p>Receive, Deliver, and Installation Services. non-union, normal hours. one phase, free and clear space. first floor.</p> <p>After hours and weekend labor would be additional charge.</p> <p>Storage free for 30 days upon receipt of product to warehouse. Afterwards, Stroage is charged per 30 days per SF.</p> <p>Any site delays, may result in additional fees. Minimum Additional trip charge \$250</p> | 875.00 | 875.00 |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371095 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240047 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|------------------------------|------------|-----------------|
|------|----------|------------------------------|------------|-----------------|

| QUOTATION TOTALS | | | | |
|------------------|--|--|--------------------|-----------------|
| | | | Sub Total | 6,999.15 |
| | | | Grand Total | 6,999.15 |

End of Quotation

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

Walled Lake Consolidated School District: Team Buildings Furniture - Western

KI is pleased to present the enclosed quotation. The following items are included:

- Quote
- Summary
- Itemized Quote
- Detailed PO requirements
- Product Options

Quote Number: 24ddw-672439Wes/C

CREATED 1/11/2024 | **Valid Through 3/11/2024**

| | |
|--------------------------|-------------------|
| PRODUCT TOTALS | \$2,137.10 |
| See Quote Detail Summary | \$0.00 |
| GRAND TOTAL | \$2,137.10 |

Contract Information:

OT8142Z1 Sourcewell #121919-KII Delv/Inst

Requested Delivery Date:

To be Determined

Sales Team:

Tiffani Caputo
 Sales Specialist
 tiffani.caputo@ki.com
 614-374-1796

Daryl Wendt
 Inside Sales
 daryl.wendt@ki.com
 (877) 639-0643

Sold To

Walled Lake Consolidated School District
 Atn Accts Payable 850 Ladd Rd, Bldg D
 Walled Lake, MI 48390
 P. (248) 956-3060 F. (248) 956-3078
 Customer # 36918

End User

Walled Lake Consolidated School District
 Atn Accts Payable 850 Ladd Rd, Bldg D
 Walled Lake, MI 48390
 P. (248) 956-3060 F. (248) 956-3078

Ship To

The Interior Group - Warehouse
 Attn: Brad White 248-884-3828
 2195 S Milford Rd Suite E
 Milford, MI 48381

Installation




The Interior Group
 2195 S Milford Rd Suite E
 Milford, MI 48381
 P. 248.714.5756 F. 248.714.5791
 Vendor # 15336



Client Notes:



CREATED 1/11/2024
VALID THROUGH 3/11/2024
Prepared By Daryl Wendt
Quote Filename Walled Lake Consolidated School District: Team Buildings Furniture - Western - 24ddw-672439Wes/C

| Line | Model | Qty. | Sell Price | Extended Total | TBD Options |
|--|--|------|------------|-----------------------------------|-------------------|
| Tag 1: Western High School Team Building (19059C) | | | | | |
| 3.1 | SPSNAP  | 4 | \$386.40 | \$1,545.60 | |
| | Strive Task Armless Stool, Poly Base Color Black /BL Caster Option Hard floor casters (black only) /S Poly Seat & Back Color Compliance to TB 117-2013 /NFR Poly Seat & Back Color Blue Grey /PGR Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| 3.2 | SLLAP  | 1 | \$243.60 | \$243.60 | |
| | Strive Four-Leg Loop Arm Chair, Poly Frame Color Flannel /FN Poly Seat & Back Color No Fire Retardant /NFR Poly Seat & Back Color Blue Grey /PGR Glide Option Plastic glides /P Price Description: Delivered/Open Market Lead Time: 3 - 5 Weeks; Ships from GREEN BAY, WI Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| 3.3 | KICL12  | 1 | \$347.90 | \$347.90 | |
| | Medical/Lab Stool, hand act, 16"Dia Seat, 16-21"H, Uph, Hand Activated Upholstery Grade/Color Compliance to TB 117-2013 /NFR Exam Stool Upholstery Pallas Fabric Group P1 GRPP1 P1 Pallas Fabric ETCH ETCH ETCH CARBON /27.292.102.P Price Description: Delivered/Open Market Lead Time: 4 - 6 Weeks; Ships from ONTARIO, CA Please Note: Leadtime calculated on 1/11/2024 and is subject to change. | | | | |
| Tag 1: Western High School Team Building (19059C) | | | | WorkGroup Product Subtotal | \$2,137.10 |

Quote Summary

Product SubTotal: \$2,137.10
Estimated Sales Tax: See Notes
Quote Total: \$2,137.10

NOTES:

- Images shown above are intended for approximate visual reference only and may not represent the exact models, numbers, descriptions or options selected. Refer to the model number/description/options shown for full product specifications.
- Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer's responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI's Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer's invoice.

PROJECT LEAD TIME SUMMARY:

- Manufacturing lead time begins once the order is complete and acknowledged. Delivery dates are determined per order based on the longest lead time per shipping location and are confirmed on the order acknowledgement.
- | | |
|--------------------------|----------------------------|
| <u>Shipping Location</u> | <u>MFG Lead Time Range</u> |
| GREEN BAY, WI | 3 - 5 Weeks |
| ONTARIO, CA | 4 - 6 Weeks |
- Lead times are subject to change based on quantities, manufacturing capacity and surface material selections. Laminate and/or fabrics outside the standard KI in-grade program may have extended lead time.
 - For more information or questions regarding delivery consolidation, contact KI Customer Service.

Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Sales resulting from purchase orders issued by the customer to KI (Whether related to this quotation or otherwise) are governed and controlled by the Terms and Conditions found at www.KI.com/terms

Prepared by Daryl Wendt
Market Code: 2=2=K-12

Opportunity #: 672439

Quote Filename: Walled Lake Consolidated School District:
Team Buildings Furniture - Western - 24ddw-672439Wes

Final Considerations:

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:


1. All purchase orders must be issued to KI or KI c/o the dealer with this address:
KI
1330 Bellevue Street
Green Bay, WI 54302
2. The following items must be included on all purchase orders:
 - Sold To/Bill To Information: complete legal name, address, telephone number and fax number
 - Ship To Information: complete legal name, address, contact name, contact phone number
 - Purchase Order Number: a customer-specific identifier, typically a sequential purchase order number or requisition number
 - Issue Date: date the purchase order was issued
 - Sales Tax: applicable sales tax will be added upon KI invoicing. If tax exempt, customer must provide or have the tax exempt certificate on file at KI
 - Purchase Order Total: total of all items and services included on the purchase order
 - Authorization: signature of authorized purchasing agent or buying entity
 - Order Details: reference a fully optioned KI quote (ex: 11KGH-85432) or include all the information listed below
 - Quantity of each item
 - Complete model number, including all finish and option information (by line item)
 - Net purchase price (by line item)
 - Extended net purchase price (all line items)
 - Any additional applicable charges (ex: installation and/or delivery charges)
 - Contract name and/or number if pricing is based on a contract reference
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We appreciate your cooperation in providing us with all the required information listed above on your Purchase Order. Complete information helps us serve you better. Thank you for your order.

Purchase Orders that do not meet these requirements will be placed on hold until complete information is received by KI. Purchase orders on hold are not released to manufacturing or assigned a delivery date. KI order lead times begin once the order is released to manufacturing.

| Interior Office Source | | | | | | | | | |
|-------------------------|-----------|--|---------------|--------------|---|--|-------------|--|--|
| CATEGORY C: FLEETWOOD | | | | | | | | | |
| Project: | | Fleetwood Walled Lake Phase 4 | | | IOS Quotation #: | | | FT 19507 | |
| Project Name: | | Walled Lake Schools | | | Date: | | | 1/8/2024 | |
| Address: | | 850 Ladd Road Building D | | | Contact: | | | Chris Halatek | |
| City, State Zip: | | Walled Lake, MI 48390 | | | Contact Number: | | | 248-408-0978 | |
| Email: | | SuzanneMajor@wlcscd.org | | | Contact Email : | | | chris.halatek@interiorofficesource.com | |
| Phone: | | 248-956-2000 | | | Vendor: | | | Fleetwood Group Inc | |
| Project Name: | | Team Rooms Western 19059C | | | Contract: | | | NCPA 07-27 | |
| | | Category C Fleetwood | | | Project / Site Info: | | | | |
| | | | | | Ship to Address: | | | 2195 S Milford Road Suite E | |
| | | | | | City, State Zip: | | | Milford MI 48381 | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | Sell | Total | |
| C1 | 1 | Fleetwood | TCRP6030-R42C | | Plane Computer Table Assembled Unitized Frame Size: 60"W x 30"D x 29-42"H *Image for reference, not exact product <i>with Modesty Panel</i> with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Western High School Team Building (19059C)</u> | | \$ 1,065.50 | 1,065.50 | |
| | | | | | | | | 61 | |
| | | | | 1 | 103 Office | | | | |



| | | | | | | | | | |
|------------------------------|------------------|--|------------------|---------------------|--|--|-------------|--|----------|
| CATEGORY C: FLEETWOOD | | | | | | | | | |
| Project: | | Fleetwood Walled Lake Phase 4 | | | IOS Quotation #: | | | FT 19507 | |
| Project Name: | | Walled Lake Schools | | | Date: | | | 1/8/2024 | |
| Address: | | 850 Ladd Road Building D | | | Contact: | | | Chris Halatek | |
| City, State Zip: | | Walled Lake, MI 48390 | | | Contact Number: | | | 248-408-0978 | |
| Email: | | SuzanneMajor@wlcsd.org | | | Contact Email : | | | chris.halatek@interiorofficesource.com | |
| Phone: | | 248-956-2000 | | | Vendor: | | | Fleetwood Group Inc | |
| Project Name: | | Team Rooms Western 19059C | | | Contract: | | | NCPA 07-27 | |
| | | Category C Fleetwood | | | Project / Site Info: | | | | |
| | | | | | Ship to Address: | | | 2195 S Milford Road Suite E | |
| | | | | | City, State Zip: | | | Milford MI 48381 | |
| Item | Total Qty | Manufacturer | Model No. | Location Qty | Description | | Sell | Total | |
| C2 | 1 | Fleetwood | TCRP4824-R42C | | Plane Computer Table Assembled Unitized Frame Size: 48"W x 24"D x 29-42"H with Cable Tray with (2) Grommets with (4) Locking Casters Set Height to: 29"H Finishes: Laminate Surface: Etched Grey Edge: Graphite Paint Legs: Graphite Locations: <u>Western High School Team Building (19059C)</u> 101 Trainer | | \$ 1,065.50 | 1,065.50 | |
| | | | | | *Image for reference, not exact product | | \$ 820.00 | \$ 820.00 | |
| | | | | |  | | | | 62 |
| Quote Summary | | | | | Total Product | | | \$ | 1,885.50 |
| PO to Interior Office Source | | | | | Freight Included for NCPA Installation M-F 7Am - 3Pm | | | \$ | 350.00 |
| | | | | | Total Quote | | | \$ | 2,235.50 |

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371089 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240046 |

Quote To

Accounts Payable
 Walled Lake Consolidated
 850 Ladd Rd Bldg D
 Walled Lake, MI, 48390-3019

Ship To

sarah watson
 WALLED LAKE WESTERN
 Team Building
 600 BECK RD
 WALLED LAKE, MI, 48390-4005

Phone +1 (248) 956-2000
Fax +1 (248) 956-2123

Phone +1 (248) 338-4561

swatson@tmp-architecture.com

Terms NET 10 DAYS

Sales Location Troy

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| | | ONE DAY INSTALL/ EST. WEEK OF 4.22-4.26.24 | | |
| | | <p>The Following contracts utilized for pricing on this quote: Omnia: Safco, Sit on It E&I: Steelcase School is responsible for contract membership enrollment. Changes to specifications and quantity could affect tiered contract pricing.</p> <p>Pricing valid for 30 days. Please verify finish selections prior to order placement.</p> <p>If due to unforeseen circumstances the building is not ready to receive furniture, additional fees may be incurred to double handle and/or store the furniture. Circumstances include, but are not limited to construction delays and COVID-19.</p> <p>Storage Free for 30 days, after which storage is charged per hundred weight or per SF per month.</p> <p>Quote includes Non-Union labor for NBS to receive, deliver and install during Normal Business Hours; any owner requested changes requiring additional delivery trip(s) will result in additional charges to be quoted separately.</p> <p>Overtime Labor (evening after hours and weekends) additional.</p> | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371089 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240046 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|--|----------|------------------------------|------------|-----------------|
| Purchase Order and 40% Deposit is required before order placement; please reference NBS quote number on PO. Receipt of PO indicates owner approval of product as specified; upon release of order, no changes, cancellations or returns can be made. | | | | |

| | | | | |
|---|---------|---|--------|----------|
| 1 | 1 | 4241BL SAFCO PROD Hook Head Coat Rack, Black | 72.21 | 72.21 |
| | Tag For | E1 Qty Description 1 106 Tickets | | |
| 2 | 48 | 1181.FT2.PS.PB.AR0 EXEMPLIS Sprout Wire Rod Stacking Chair, Plastic Seat, Plastic Back, Armless Frame Finish FC15 Chrome Frame Glide Option Selection CGR Clear Glides Plastic Shell Color Selection SC8 Slate Packaging Options AC Fully Assembled in Carton | 109.02 | 5,232.96 |
| | Tag For | F1 Qty Description 20 100 Home Team Room 4 103 Office 4 104 Officials Lockers 20 109 Visitor's Team Room | | |
| 3 | 2 | 1181.FT2.CART EXEMPLIS Sprout Stacking Cart - Wire Rod | 183.54 | 367.08 |
| | Tag For | F2 Qty Description 1 100 Home Team Room 1 109 Visitor's Team Room | | |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371089 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240046 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|--|------------|-----------------|
| 4 | 1 | <p>435A00 STEELCASE</p> <p>Steelcase Series 1; Chair-Task Back Finish: 3D Microknit 5T21 - LICORICE Back Color Scheme: Non-Contrasting Outer Back Outer Back Finish: Plastic - PG1 6205 - BLACK Seat Finish: Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5 MOMENTUM TEXTILES Purchaser: VENDOR Pattern: COVER CLOTH Color: GRAPHITE -09137588 Direction: HORIZONTAL</p> <p>Headrest Option: No Headrest Coat Hanger: No Coat Hanger Frame Finish: Plastic - PG1 6205 - BLACK Color Scheme: Black Arm Type: Height,Width,Pivot,Depth Arm Cylinder Type: Standard Range Base Type: Plastic Base Base Finish: Plastic - PG1 6205 - BLACK Lumbar Option: Adjustable Lumbar Caster or Glide Type: Hard Casters Soil Retardant Option: No Soil Retardant Sewn Upholstery Type: Sewn</p> <p>Tag For D1 Qty Description 1 103 Office</p> | 451.90 | 451.90 |
| 5 | 1 | <p>LOT (NT) ROSE MOVIN</p> <p>*Install all three Team buildings in one day/ one trip</p> <p>Receive, Deliver, and Installation Services. non-union, normal hours. one phase, free and clear space. first floor.</p> <p>After hours and weekend labor would be additional charge.</p> <p>Storage free for 30 days upon receipt of product to warehouse. Afterwards, Stroage is charged per 30 days per SF.</p> <p>Any site delays, may result in additional fees. Minimum Additional trip charge \$250</p> | 875.00 | 875.00 |

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

| Quote | Quote Date | Customer Order | Customer | Account Representative | Project |
|--------|------------|----------------|----------|------------------------|---------|
| 371089 | 01/12/24 | | W00002 | ANNE MARIE TREMBERTH | 240046 |

| Line | Quantity | Catalog Number / Description | Unit Price | Extended Amount |
|------|----------|------------------------------|------------|-----------------|
|------|----------|------------------------------|------------|-----------------|

| QUOTATION TOTALS | | | | |
|------------------|--|--|--------------------|-----------------|
| | | | Sub Total | 6,999.15 |
| | | | Grand Total | 6,999.15 |

End of Quotation

TITLE OF PRODUCT TRANSFERS UPON RECEIPT BY CUSTOMER.

Head Start Director's Report

January 17, 2024

Enrollment:

- We currently have 48 students, (20 males, 28 females) enrolled.
- 3 year-olds: 26, 4 year-olds: 21, 5 year-olds: 1
- Actual enrollment by ethnicity and race:
 - Ethnicity: Hispanic or Latino Origin: 6
 - Non-Hispanic/Non-Latino Origin: 42
 - Race:
 - American Indian or Alaskan Native: 0
 - Asian: 0
 - Black or African American: 16
 - White: 24
 - Bi-Racial or Multi-Racial: 8
- Languages Spoken:
 - English: 43 Arabic: 4 French: 1
 - Spanish: 2 Ukrainian: 2 Russian: 1
 - Armenian: 1 Chaldean: 4 Albanian: 2
- We have 5 children on the waitlist.
- Total of 4 children are considered over income.
- Average Daily Attendance is 82%. *(If ADA falls below 85%, outline action plan on the Record of Excused/Unexcused Absences report form on the bottom) *We have had many illnesses and some transportation issues for a couple families.

Education:

- Visits from the local librarian
- Spirit Week
- Family Conferences
- MTSS Intervention

Disabilities:

- There are currently 8 enrolled children who received services in the month of December

Home visits/Conferences:

- 0 home visits completed this month.
- 48 Conferences conducted in late November and December

Staffing Training:

- Staff participated in Blood Borne Pathogens training, Speech and Language PD, and participated in MTSS meetings

Staffing: We had one Head Start teacher resign in December and we are currently interviewing for this position

Parent Training: Parents received training on Head Start 101, co-regulation/self-regulation skills, and setting parenting intentions for 2024

Volunteers: We have had 55 volunteers this month with a total of 212.99 volunteer hours

Respectfully Submitted,

Sarah Davey

February 1, 2024

Bill Chatfield
Director of Operations
Walled Lake Consolidated School District
850 Ladd Road, Building D
Walled Lake, MI 48390

**RE: Walled Lake Consolidated School District
2019 Bond Projects Western High School Signage**

Dear Mr. Chatfield:

We have completed our review of the bids received on January 11, 2024 at 12:00 PM for the 2019 Bond Projects Western High School Signage.

Based on the review conducted in conjunction with the District's consultants we are recommending to the District approval of the award of contracts which are based on the low responsive complete bid and are identified in the attached schedule with the following clarifications:

The following bidders did not have a complete scope of work and requested their proposals be withdrawn from consideration:

Foresight Group – Proposal 10 – Signage

Attached please find a copy of the bid tabulations. Please do not hesitate to call if you have any questions.

Very truly yours,

George W. Auch Company

Shawn Verlinden
Sr. Project Manager
Enclosures
CC: TMP, Auch

**Walled Lake Consolidated School District
2019 Bond Projects Western High School Signage**

George W. Auch Co.
Bid Tabulation Sheet

Trade Proposal: 10 - Signage

Location: Educational Services Center

Date: January 11, 2024 Time: 1:00 PM

Recorded By:

McKenzie Ozark

Witness:

Vicki Amore

| Company | City | Bid Security | Fam/ EEO /Iran/Background | Add 1 | Base Bid Amount | Comments |
|-----------------------|---------------------|--------------|------------------------------|-------|-----------------|------------------------|
| Spectrum Neon Company | Madison Heights, MI | ✓ | ✓ | ✓ | \$111,747 | |
| DMP Sign Co. | Southfield, MI | ✓ | ✓ | ✓ | \$77,000 | Voluntary Alternate 69 |
| Visual Entities | Grand Rapids, MI | ✓ | ✓ | ✓ | \$72,838.46 | |
| Curb Appeal Concepts | Shelby Twp., MI | ✓ | ✓ | ✓ | \$65,350 | |
| Image 360 Plymouth | Plymouth, MI | ✓ | ✓ | ✓ | \$70,498.80 | Clarifications |
| Foresight Group | Lansing, MI | ✓ | ✓ | ✓ | \$49,115 | |
| Praise Sign Company | Grandville, MI | ✓ | ✓ | | \$66,049 | |
| Signarama | Wixom, MI | ✓ | ✓ | ✓ | \$95,684.53 | Clarifications |



February 1, 2024

Bill Chatfield
Director of Operations
Walled Lake Consolidated School District
850 Ladd Road, Building D
Walled Lake, MI 48390

RE: Walled Lake Consolidated School District
2019 Bond Projects District-Wide Network Upgrades E-Rate

Dear Mr. Chatfield:

We have completed our review of the bids received on January 11, 2024 at 12:00 PM for the 2019 Bond Projects District-Wide Network Upgrades E-Rate project.

Based upon our review of the proposals with the District's consultants, we are recommending the District's approval for the award of trade contracts based on the lowest responsive and complete proposal as indicated within the attached schedule.

Attached please find a copy of the bid tabulations. Please do not hesitate to call if you have any questions.

Very truly yours,

George W. Auch Company
Shawn Verlinden
Project Manager
Enclosures
CC: TMP, Auch

Walled Lake Consolidated School District
2019 Bond Projects District-Wide Network Upgrades E-Rate

George W. Auch Co.
 Bid Tabulation Sheet

Trade Proposal: 28 - Data/Wireless Network

Location: Educational Services Center

Date: January 11, 2024 Time: 2:00 PM

Recorded By:

McKenzie Ozark

Witness:

Vicki Amore

| Company | City | Bid Security | Add 1 | Fam/ EEO /Iran/Background | Base Bid Amount | Comments |
|----------------------|----------------|--------------|-------|------------------------------|-----------------|---|
| Inacomp TSG | Southfield, MI | ✓ | ✓ | ✓ | \$301,970.84 | Clarifications |
| RAD WiFi | Eden, UT | | | | | 71 Bid not read - No bid security included |
| Charter Technologies | Livonia, MI | ✓ | | ✓ | \$729,560.50 | |
| | | | | | | |
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February 1, 2024

Bill Chatfield
Director of Operations
Walled Lake Consolidated School District
850 Ladd Road, Building D
Walled Lake, MI 48390

**RE: Walled Lake Consolidated School District
Walled Lake Northern & Central 2024 Athletic Renovations**

Dear Mr. Chatfield:

We have completed our review of the bids received on January 18, 2024 at 12:00 PM for the Walled Lake Northern & Central 2024 Athletic Renovations.

Based on the review conducted in conjunction with the District's consultants we are recommending to the District approval of the award of contracts which are based on the low responsive complete bid and are identified in the attached schedule with the following clarifications:

The following bidders did not have a complete scope of work and requested their proposals be withdrawn from consideration:

Racquet Sports – Proposal B – Tennis Court Improvements (WLN)
Racquet Sports – Proposal C – Tennis Court Improvements (WLC)

Attached please find a copy of the bid tabulations. Please do not hesitate to call if you have any questions.

Very truly yours,

George W. Auch Company

McKenzie Ozark
Project Manager
Enclosures
CC: Foresite Design, Auch

Walled Lake Consolidated School District
Walled Lake Northern & Central 2024 Athletic Renovations
 George W. Auch Co.
 Bid Tabulation Sheet

Trade Proposal: A - Turf (WLN)

Location: Educational Services Center

Date: January 18, 2024 Time: 2:00 PM

Recorded By:

McKenzie Ozark

Witness:

Bill Chatfield

| Company | City | Bid Security | Add 1-2 | Fam/ EEO /Iran/Background | Base Bid Amount | Comments |
|----------------------------------|-------------------|--------------|---------|------------------------------|-----------------|--------------------------------------|
| A-Turf, Inc. | Williamsville, NY | ✓ | ✓ | ✓ | \$590,795 | |
| AstroTurf Great Lakes | Novi | ✓ | ✓ | ✓ | \$561,625 | Voluntary Alternate / Clarifications |
| Shaw Integrated & Turf Solutions | Calhoun, GA | ✓ | ✓ | ✓ | \$576,312 | Voluntary Alternate |
| | | | | | | |
| | | | | | | 73 |
| | | | | | | |
| | | | | | | |



February 1, 2024

Bill Chatfield
Director of Operations
Walled Lake Consolidated School District
850 Ladd Road, Building D
Walled Lake, MI 48390

**RE: Walled Lake Consolidated School District
Walled Lake Northern & Central 2024 Athletic Renovations**

Dear Mr. Chatfield:

We have completed our review of the bids received on January 18, 2024 at 12:00 PM for the Walled Lake Northern & Central 2024 Athletic Renovations.

Based on the review conducted in conjunction with the District's consultants we are recommending to the District approval of the award of contracts which are based on the low responsive complete bid and are identified in the attached schedule with the following clarifications:

The following bidders did not have a complete scope of work and requested their proposals be withdrawn from consideration:

Racquet Sports – Proposal B – Tennis Court Improvements (WLN)
Racquet Sports – Proposal C – Tennis Court Improvements (WLC)

Attached please find a copy of the bid tabulations. Please do not hesitate to call if you have any questions.

Very truly yours,

George W. Auch Company

McKenzie Ozark
Project Manager
Enclosures
CC: Foresite Design, Auch

Walled Lake Consolidated School District
Walled Lake Northern & Central 2024 Athletic Renovations
 George W. Auch Co.
 Bid Tabulation Sheet

Trade Proposal: B - Tennis Court Improvements (WLN)

Location: Educational Services Center

Recorded By:

McKenzie Ozark

Date: January 18, 2024 Time: 2:00 PM

Witness:

Bill Chatfield

| Company | City | Bid Security | Add 1-2 | Fam/ EEO /Iran/Background | Base Bid Amount | Comments |
|------------------------------------|---------------|--------------|---------|---------------------------|-----------------|---------------------|
| Goddard Coatings Sport Surfaces | Pontiac | ✓ | ✓ | ✓ | \$120,000 | Voluntary Alternate |
| Racquet Sports | Comstock Park | ✓ | ✓ | ✓ | \$73,520 | Voluntary Alternate |
| Laser Striping and Sport Surfacing | Plymouth | ✓ | ✓ | ✓ | \$82,900 | |
| | | | | | | |
| | | | | | | 75 |
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| | | | | | | |



Walled Lake Consolidated School District
Walled Lake Northern & Central 2024 Athletic Renovations
 George W. Auch Co.
 Bid Tabulation Sheet

Trade Proposal: C - Tennis Court Improvements (WLC)

Location: Educational Services Center

Date: January 18, 2024 Time: 2:00 PM

Recorded By:

McKenzie Ozark

Witness:

Bill Chatfield

| Company | City | Bid Security | Add 1-2 | Fam/ EEO /Iran/Background | Base Bid Amount | Comments |
|------------------------------------|---------------|--------------|---------|---------------------------|-----------------|---------------------|
| Goddard Coatings Sport Surfaces | Pontiac | ✓ | ✓ | ✓ | \$118,000 | Voluntary Alternate |
| Racquet Sports | Comstock Park | ✓ | ✓ | ✓ | \$67,800 | Voluntary Alternate |
| Laser Striping and Sport Surfacing | Plymouth | ✓ | ✓ | ✓ | \$89,000 | |
| | | | | | | |
| | | | | | | 76 |
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| | | | | | | |





CONTRACT AWARD REQUEST
Environmental Projects

January 25, 2024

Mr. William Chatfield
Director of Operations
Walled Lake Consolidated Schools
850 Ladd Road, Building D
Walled Lake, Michigan 48390
williamchatfield@wlcscd.org

RE: Contract Award Request for Bid No. 23.01
Asbestos Abatement
Quality Environmental Services, Inc.
Walled Lake Western High School

Dear Mr. Chatfield:

Sealed bids for asbestos abatement activities at Walled Lake Western High School were received on Wednesday, January 24, 2024, and opened by representatives of Arch Environmental Group, Inc. (AEG) and Walled Lake Consolidated Schools. AEG has reviewed and evaluated the submitted bid from the low bidder, Quality Environmental Services, Inc. and conducted a post-bid meeting to discuss the scope of work and schedule for Bid No. 23.01 ("Asbestos Abatement Prior to Renovations at Walled Lake Western High School"). AEG has determined that the submitted bid was inclusive and correct. AEG requests that a Purchase Order or contract be issued in the amount shown to:

Table with 2 columns: Contractor, Contract Award. Contractor: Quality Environmental Services, Inc., 2175 South Hockaday Road, Beaverton, Michigan 48612, Phone: (989) 435-2946, Fax: (989) 435-2935. Contract Award: \$355,000.00

A complete bid tabulation for the bid with the selected bid highlighted is attached, as well as copies of Quality Environmental Services, Inc.'s submitted bid form for Bid No. 23.01, "Familial Relationship Disclosure Statement", and "Affidavit of Compliance - Iran Economics Sanctions Act".

Please show your approval to issue a Purchase Order or contract to Quality Environmental Services, Inc. by signing the "Approved By" section below (following formal approval by the Board of Education) and returning one copy of this letter to our office. AEG will coordinate with Walled Lake Consolidated Schools for the issuance of a Purchase Order or contract after receiving your approval of this Contract Award Request.

Approved By: _____
Walled Lake Consolidated Schools

Date: _____

Contract Award Request for Bid No. 23.01

Quality Environmental Services, Inc.

Walled Lake Consolidated Schools

Walled Lake Western High School

Page 2

Arch Environmental Group, Inc. looks forward to working with you in the future and helping you to address any concerns regarding environmental health and safety. If you have any questions regarding this recommendation or require any additional documentation in support of Quality Environmental Services, Inc., please feel free to contact me at (248) 426-0165.

Sincerely,

Arch Environmental Group, Inc.

Environmental Services



Pedro Pacheco

Project Consultant II, healthAIR

Attachments: Bid No. 23.01 Bid Tabulation
Submitted bid forms for Bid No. 23.01
Submitted "Familial Relationship Disclosure Statement"
Submitted "Affidavit of Compliance – Iran Economics Sanctions Act"

cc: Mr. Kevin Wolfe, Quality Environmental Services, Inc.

File: AE230731

BID TABULATION



Walled Lake Consolidated Schools
Bid No. 23.01
Asbestos Abatement
Asbestos Abatement Prior to Renovations @ Walled Lake Western High School

Bids Due: 1:30 p.m., Wednesday, January 24, 2024

Bid Opening: 1:30 p.m., Wednesday, January 24, 2024

| BID RESULTS | Bidder Acknowledgements | | | | | | Bid No. 23.01 | Bid No. 23.01 | Bid No. 23.01 | Bid No. 23.01 | Bid No. 23.01 |
|---|-------------------------|------|------|-----|-----|-----------|---------------|------------------------------|---------------|-------------------------|---------------|
| | BB | FRDS | IRAN | PBM | A1 | Qualified | Base Bid | Per Linear Feet/ Per Fitting | Man Hour Rate | Power/Water | Mobilization |
| BDS Environmental, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$744,000.00 | \$20.00/\$20.00 | \$90.00 | \$5,000.00/\$12,000.00 | \$600.00 |
| Qualified Abatement Services, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$660,000.00 | \$35.00/\$35.00 | \$90.00 | \$12,000.00/\$30,000.00 | \$1,000.00 |
| Total Environmental, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$679,800.00 | \$35.00/\$35.00 | \$90.00 | \$8,000.00/\$12,000.00 | \$850.00 |
| Quality Environmental Services, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$355,000.00 | \$25.00/\$35.00 | \$95.00 | \$2,500.00/\$3,000.00 | \$800.00 |
| Dore and Associates, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$678,700.00 | \$35.00/\$35.00 | \$89.70 | \$4,500.00/\$10,300.00 | \$2,000.00 |
| Environmental Maintenance Engineers, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$649,500.00 | \$30.00/\$40.00 | \$80.00 | \$100.00/\$500.00 | \$500.00 |
| Global Green Service Group, Inc. | Yes | Yes | Yes | Yes | Yes | Yes | \$585,900.00 | \$25.00/\$25.00 | \$90.00 | \$4,500.00/\$10,000.00 | \$1,400.00 |

| | | | | | |
|----------------|--------------------------------------|-------------------------|---|---|---|
| Low Bid Amount | \$355,000.00 | \$20.00/\$20.00 | \$80.00 | \$100.00/\$500.00 | \$500.00 |
| Low Bidder | Quality Environmental Services, Inc. | BDS Environmental, Inc. | Environmental Maintenance Engineers, Inc. | Environmental Maintenance Engineers, Inc. | Environmental Maintenance Engineers, Inc. |

Notes:

- 1 - The low submitted bid(s) is highlighted.
- 2 - Qualified Bid: All necessary acknowledgements have been made and a bid bond has been submitted.
- 3 - All bids opened by Mr. Pedro Pacheco, Arch Environmental Group, Inc.; Ms. Victoria Amore, Walled Lake Consolidated Schools; and Mr. Bill Chatfield, Walled Lake Consolidated Schools and accepted by Walled Lake Consolidated Schools.

**Bid No. 23.01 -
Walled Lake Western High School - Asbestos Abatement at Walled Lake Western High School
(Base Bid)**

The Bidder hereby agrees and certifies to comply with all requirements described within this Project Specification and the listed and acknowledged Addenda and agrees to accept a payment of

| |
|---|
| Base Bid |
| Three Hundred Fifty-Five Thousand _____ dollars (\$ <u>355,000.00</u>) |

| |
|--|
| Per Linear Foot/Pipe Fitting Price |
| Twenty-Five / Thirty-Five _____ dollars (\$ <u>25.00-35.00</u>) |

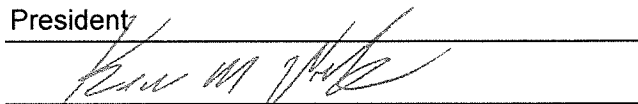
| |
|--|
| Per Man Hour Rate |
| Ninety-Five _____ dollars (\$ <u>95.00</u>) |

80

for all work regarding this bid as described in the "Project Scope of Work and Requirements", including the Project Summary, Abatement Activities, Abatement Requirements, Additional Requirements and Information, Project Diagrams and the Time Schedule.

The Bidder agrees and certifies that the above stated cost includes all charges for all wages, overtime, taxes, materials, supplies, equipment, disposal costs, general conditions, supervision, insurance, overhead, profit and incidental expenses and fees. The Bidder hereby agrees and certifies that if the projects are not completed by the final due date the Bidder will accept a penalty as described in the project specifications.

The Undersigned, a Representative of the Bidder, hereby authorizes and requests any person, firm, or corporation to furnish any information requested by Walled Lake Consolidated Schools and/or their Representatives in verification of the recitals comprising the Bidder's Statement of Qualifications. When requested, a breakdown of the bid by building will be submitted following award of a contract.

| | |
|---------------------|--|
| COMPANY NAME | <u>Quality Environmental Services, LLC</u> |
| PRINT NAME | <u>Kevin Wolfe</u> |
| TITLE | <u>President</u> |
| SIGNATURE |  |

Alternate Bids Provided:

- None
- Attached - List Below:

Bidder Noted Conditions/Restrictions on Bid:

- None
- Listed Below:

**Bid No. 23.01 -
Walled Lake Western High School - Asbestos Abatement at Walled Lake Western High School
(Power, Water and Mobilization)**

The Bidder hereby agrees and certifies to comply with all requirements described within this Project Specification and the listed and acknowledged Addenda and agrees to accept a payment of

Electrical Power
Three Thousand _____ dollars (\$ 3,000.00)

Water
Twenty-Five Hundred _____ dollars (\$ 2,500.00)

Mobilization
Eight Hundred _____ dollars (\$ 800.00)

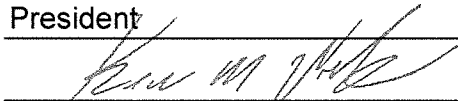
81

to supply a source for sufficient amounts of electrical power and water necessary to complete all work regarding this bid as described in the "Project Scope of Work and Requirements," including the Project Summary, Abatement Activities, Abatement Requirements, Additional Requirements and Information, Project Diagrams and the Time Schedule.

The Bidder agrees and certifies that the above stated cost includes all charges for all wages, overtime, taxes, materials, supplies, equipment, disposal costs, general conditions, supervision, insurance, overhead, profit and incidental expenses and fees (limited to actual costs plus fifteen percent).

Details and Determination of Costs - Electrical Power (attach additional sheets if necessary):

Details and Determination of Costs - Water (attach additional sheets if necessary):

COMPANY NAME Quality Environmental Services, LLC
PRINT NAME Kevin Wolfe
TITLE President
SIGNATURE 

Bidder Noted Conditions/Restrictions on Bid:

- None
- Listed Below:

FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

Important: This disclosure statement must be included with your bid as required by state law (Public Act 232 of 2005).

As required by Public Act 232 of 2005, all bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Walled Lake Consolidated Schools’s Board of Education or the Superintendent of Schools. The Board of Education shall not accept a bid that does not include this sworn and notarized disclosure statement.

++++

The undersigned, the owner or authorized officer of Quality Environmental Services, LLC (the “Bidder”), pursuant to the familial disclosure requirement provided in the Walled Lake Consolidated Schools advertisement for construction bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the company and any member of the Walled Lake Consolidated Schools’s Board of Education or the Superintendent of Schools. If such a relationship exists, please explain:

82

Attach additional pages if necessary

By: [Signature] (bidder signature)

Title: President (type or print)

Date: 01/05/2024

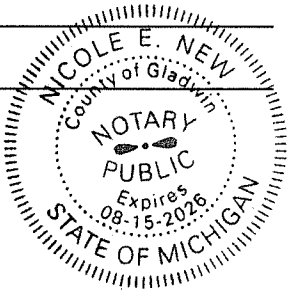
Subscribed and Sworn to Before Me:

This 5th day of January, 2024 A.D., in and for the County of Gladwin, Michigan.

My commission expires: August 15, 2026

Acting in the County of: Gladwin

[Signature]
Signature of Notary



AFFIDAVIT OF COMPLIANCE - IRAN ECONOMIC SANCTIONS ACT

Important: This disclosure statement must be included with your bid as required by state law (Public Act 517 of 2012).

The undersigned, the owner or authorized officer of Quality Environmental Services, LLC (the "Contractor"), hereby certifies, represents and warrants that the Contractor (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that, in the event Contractor is awarded a contract as a result of the aforementioned Request For Proposal, the Contractor will not become an "Iran linked business" at any time during the course of performing the Work or any services under the contract.

The Contractor understands and agrees that, if Walled Lake Consolidated Schools receives credible information that this Affidavit includes false information, Walled Lake Consolidated Schools will conduct an investigation that may lead to the termination of this contract as provided in the Act. The Contractor agrees to indemnify Walled Lake Consolidated Schools (including its agents, employees and representatives), and hold them harmless, for all actual attorneys' fees and costs, settlements, awards, judgments, interest and bonds arising from or relating to any such investigation.

83

The Contractor further acknowledges that any person who is found to have submitted a false certification may be responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the Walled Lake Consolidated Schools's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

By:  (bidder signature)

Title: President (type or print)

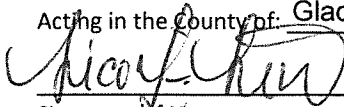
Date: 01/05/2024

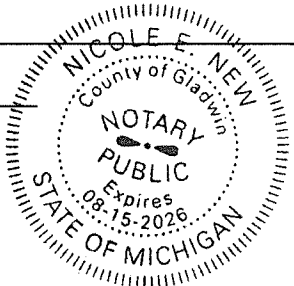
Subscribed and Sworn to Before Me:

This 5th day of January, 2024 A.D., in and for the County of Gladwin, Michigan.

My commission expires: August 15, 2026

Acting in the County of: Gladwin


Signature of Notary



**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
COUNTY OF OAKLAND, MICHIGAN**

At a regular meeting of the Board of Education of the Walled Lake Consolidated School District, County of Oakland, Michigan (the “School District”), held in the School District on February 1, 2024, at 7:00 p.m., local time.

PRESENT: Members: _____

ABSENT: Members: _____

**RESOLUTION APPROVING BOND PROPOSITION TO
BE VOTED ON AT A SPECIAL SCHOOL ELECTION**

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the School District is contemplating undertaking various capital improvements to facilities within the School District which include remodeling, equipping, re-equipping, furnishing, re-furnishing school buildings, athletic fields, playgrounds and other facilities; erecting, completing, equipping and furnishing a replacement elementary school and an athletic field building; acquiring and installing instructional technology infrastructure and equipment in school buildings and other facilities; and preparing, developing and improving sites at school buildings, athletic fields, playgrounds and other facilities and the purchase of school buses (collectively the “Projects”); and

WHEREAS, the School District is of the opinion that in order to finance the Projects, a bonding proposition should be submitted to the electors at a Special School Election to be held May 7, 2024;

WHEREAS, the School District is a Michigan general powers school district operating under the Revised School Code, as amended, and as such the School District’s elections are governed by the Michigan Election Law, Act 116, Public Acts of Michigan, 1954, as amended (the “Michigan Election Law”); and

WHEREAS, the School District desires to submit a bonding proposition to the electors at a Special School Election to be held on May 7, 2024, which election will be conducted by the School District’s Election Coordinator; and

WHEREAS, Michigan Election Law requires that the School District certify the ballot language for any proposals to be submitted for voter approval at an allowable election date to the School District's Election Coordinator not later than 4:00 p.m., on the twelfth Tuesday before the election date; and

WHEREAS, the School District desires to approve the above referenced bonding proposition and to authorize the Superintendent or his designee to certify the bonding proposition to the School District's Election Coordinator.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE WALLED LAKE CONSOLIDATED SCHOOL DISTRICT, COUNTY OF OAKLAND, MICHIGAN THAT:

1. The "School Improvement Bond Proposition" attached hereto as Exhibit A, is hereby approved and shall be submitted to the electors at a Special School Election to be held on May 7, 2024.

2. The Superintendent or his designee are authorized to certify the above-referenced Proposition to the School District's Election Coordinator the Clerk of the County of Oakland on or before 4:00 p.m. on February 13, 2024, which is not later than the twelfth Tuesday before a Special School Election to be held on May 7, 2024.

3. The Superintendent or his designee are further authorized to take any and all action required under Michigan Election Law with regard to the Special School Election to be held on May 7, 2024.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are hereby rescinded.

AYES: Members _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

Marc Siegler
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Walled Lake Consolidated School District, County of Oakland, Michigan, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education at a regular meeting held on February 1, 2024, the original of which Resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended.

Marc Siegler
Secretary, Board of Education

OFFICIAL BALLOT**WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
COUNTY OF OAKLAND
STATE OF MICHIGAN****SCHOOL IMPROVEMENT BOND PROPOSITION**

Shall the Walled Lake Consolidated School District, County of Oakland, State of Michigan, borrow the sum of not to exceed Two Hundred Fifty Million Eighty-Five Thousand Dollars (\$250,085,000) and issue its general obligation unlimited tax bonds, in one or more series, to pay for the cost of the following projects to create a modern learning environment for students and for health, safety, security, energy conservation and other purposes:

- Remodeling, equipping, re-equipping, furnishing, re-furnishing school buildings, athletic fields, playgrounds and other facilities;
- Erecting, completing, equipping and furnishing a replacement elementary school and an athletic field building;
- Acquiring and installing instructional technology infrastructure and equipment in school buildings and other facilities; and
- Preparing, developing and improving sites at school buildings, athletic fields, playgrounds and other facilities and the purchase of school buses?

YES

NO

The annual debt millage required to retire all bonds of the School District currently outstanding and proposed pursuant to this ballot is expected to be at or below 4.05 mills which is a 0.08 mill decrease from the estimated annual debt millage to be levied in 2023. The estimated millage that will be levied to pay the proposed bonds in the first year is 1.26 mills (which is equal to \$1.26 per \$1,000 of taxable value) and the estimated simple average annual millage that will be required to retire each series of bonds is 1.51 mills annually (\$1.51 per \$1,000 of taxable value). The maximum number of years any series of bonds may be outstanding, exclusive of refunding, is not more than thirty (30) years.

If approved by the voters, the bonds will be guaranteed by the State under the School Bond Qualification and Loan Program (the "Program"). The School District currently has \$307,355,000 of qualified bonds outstanding and \$0 of qualified loans outstanding under the Program. The School District does not expect to borrow from the Program to pay debt service on these bonds. The estimated computed millage rate required to be levied to pay the proposed bonds may change in the future based on changes in certain circumstances.

(Pursuant to State law, expenditure of bond proceeds must be audited, and the proceeds cannot be used for teacher, administrator or employee salaries, repair or maintenance costs or other operating expenses.)

Walled Lake Consolidated School District District Board Policy Adoption

January 11, 2024, Regular Board Meeting Review

February 1, 2024, Regular Board Meeting Proposed Adoption

Board Policy 6003 – Safety and Security

November 20, 2023, MJ School Policy Services Update 16.15

Threat Assessment and Suicide Intervention

The Superintendent will develop a threat assessment and suicide intervention protocol aimed at addressing situations which may pose a threat to the health, safety, and welfare of themselves or the school community. The goal of the threat assessment and suicide intervention process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to any student or staff member being assessed.

The Board expects that the Superintendent will maintain security and administrative regulations and processes that are subject to periodic review with the Board including:

- A responsible single point of contact/School Safety Liaison
- Regular and periodic training of staff

2001 - Admission and Enrollment

June 14, 2023, MJ School Policy Services Update 15.01

Home Schooled Students The Superintendent will attempt to accommodate students who are home schooled and have a desire to take non-essential elective classes in the School District in a manner consistent with the law. The Superintendent may develop administrative regulations as needed for the implementation of this policy. MCL 380.1561; MCL 388.1766b.

2007 – Health and Safety

June 14, 2023, MJ School Policy Services Update 15.03

Epinephrine Auto-Injectors (Epi-Pens) and Opioid Antagonists The District will notify the parent(s) or legal guardian of any student who has an incident on school grounds or at a school-related activity that appears to require an epi-pen injection or opioid antagonist. In the case of a believed opioid related overdose for a student, the School District will also call 911. The School District will acquire or purchase and maintain at least two functioning epinephrine auto-injectors (epi-pens) and at least one functioning opioid antagonist for and at each school building it operates. Properly trained School District personnel or authorized contractors will administer an opioid antagonist to any individual on school grounds who is believed to be having an opioid-related overdose, an epi-pen injection to any individual on school grounds who is believed to be having an anaphylactic reaction, or an epi-pen injection to any student who has a prescription on file at the school. ~~The District will notify the parent(s) or legal guardian of any student to whom the District administers an epi-pen injection or opioid antagonist on school grounds or at a school-related activity.~~

In the case of a believed opioid-related overdose for a student, the School District will also encourage the parent(s) or legal guardian(s) to seek treatment for the student from a substance use disorder services program licensed under [part 62 of the Public Health Code, 1978 PA](#).

Walled Lake Consolidated School District District Board Policy Adoption

January 11, 2024, Regular Board Meeting Review

February 1, 2024, Regular Board Meeting Proposed Adoption

~~368. The School District will also call 911 when a student is believed to be having an opioid-related overdose.~~

The purpose of this policy is to comply with sections [1178](#), [1179](#), and 1179b of the [Revised School Code](#). This policy is not intended, and should not be construed, to create or grant any rights or remedies to any person. The Superintendent will promulgate administrative regulations for implementing this policy consistent with the requirements of the [Revised School Code](#), which regulations will incorporate, by reference, the Michigan Department of Education's Medication Administration Guidelines.

2007 – Health and Safety

June 14, 2023, MJ School Policy Services Update 15.04

Physical Examinations and Screenings Annual notice will be given to parents of any health or physical examinations or screenings as required by law. ~~Parents will be given the opportunity to opt-out their students from all physical examinations and screenings.~~

Walled Lake Consolidated School District District Board Policy Adoption

January 11, 2024, Regular Board Meeting Review

February 1, 2024, Regular Board Meeting Proposed Adoption

3003 - Instruction

June 14, 2023, MJ School Policy Services Update 15.06

Homebound Instruction The School District will provide homebound and hospitalized instruction to qualified students in a manner that is consistent with federal/state law and other applicable guidance. The Superintendent may develop administrative regulations as needed to implement this policy.

4002 – Employment Considerations

June 14, 2023, MJ School Policy Services Update 15.07

Discrimination and Harassment The Board is committed to maintaining a learning/working environment in which all individuals are treated with dignity and respect, free from discrimination and harassment. There will be no tolerance for discrimination or harassment in employment on the basis of race, color, national origin, religion, sex, marital status, pregnancy status, genetic information, disability, age, or any other illegal grounds. See, also, Policy [8007]

5003 – Purchasing

June 14, 2023, MJ School Policy Services Update 15.11

State/Federal Grants and Awards The Superintendent will promulgate legally compliant administrative regulations concerning expenditures of funds received through state/federal grants and awards. The Superintendent shall establish and maintain effective internal control over financial grants and awards that provide reasonable assurance that the program and funds are managed in compliance with applicable statutes, regulations, and the terms and conditions of the awards.

5006 – Risk Management

June 14, 2023, MJ School Policy Services Update 15.12

The Board seeks to minimize risk in all School District operations. This requires planning that takes into account the safety of students, employees and the public, the protection of School District property, and avoidance of financial loss or liability.

The Superintendent is responsible for establishing a risk management program. The program will include means for identifying, eliminating, reducing, or transferring risk, and may provide for the purchase of insurance, if necessary.

In the event of an injury to students, staff, or any visitor to school grounds, a School District provided form shall be completed by the appropriate staff member in a manner dictated by the Superintendent.

~~2023-24~~ 2024-25 Preschool Program (Rev. ~~2/2/23~~ 2/1/24)

All programs are 25 weeks

~~\$100~~ \$125 per child, ~~\$150~~ \$175 per family – non-refundable registration fee

~~\$1,692~~ \$1,743 (3 year old) – annual fee for two-days per week, three hours per day program

~~\$1,647 (4 year old) – annual fee for two days per week, three hours per day program~~

~~\$2,504 (3 year old) – annual fee for three days per week, three hours per day program~~

~~\$2,434~~ \$2,510 (4 year old) – annual fee for three-days per week, three hours per day program

~~\$3,523~~ \$3,692 (3 year old) – annual fee for two-days per week, seven hours per day program

~~\$3,442~~ \$3,545 (4 year old) – annual fee for two-days per week, seven hours per day program

~~\$5,140~~ \$5,294 (3 year old) – annual fee for three-days per week, seven hours per day program

~~\$5,060~~ \$5,216 (4 year old) – annual fee for three-days per week, seven hours per day program

~~\$8,600~~ \$8,858 (3 year old) – annual fee for five-days per week, seven hours per day program

~~\$8,134~~ \$8,378 (4 year old) – annual fee for five-days per week, seven hours per day program

2002-AR (Field Trips) Regular Field Trip Consent Form

WALLED LAKE CONSOLIDATED SCHOOL DISTRICT
REGULAR FIELD TRIP CONSENT FORM

Student Name _____

School _____ Grade _____

Date(s) of Trip _____

Destination _____ Cost _____

Mode of Transportation _____

Chaperones _____

Planned Itinerary _____

I give my child, _____, permission to participate in the
(Print Child's Full Name)

above listed field trip. If I cannot be contacted, the school is authorized to take appropriate action on behalf of my child in the case of a medical emergency.

Guardian Print _____ Date _____

Guardian Signature _____ Day Phone _____

Address _____ City _____ Zip _____

Current Medications _____ Allergies _____

Special Concerns _____

EMERGENCY INFORMATION

Please fill out the emergency information below:

Emergency Telephone number _____

Medical Insurance Company _____

Policy Number _____

Subscriber's Name _____

7/1/93

Rev. 4/2/98, 10/21/99, 5/1/03, 07/07, 2/24

4000-AR Central Office Administrators

| | |
|---|----------------|
| Dr. John Bernia, Superintendent of Schools | 956-2010 |
| Dr. Michael Lonze, Deputy Superintendent | 956-2013 |
| Teri Les <u>Julie Omer</u> , Assistant Superintendent of Business Services | 956-2007 |
| Nicholas Russo, Assistant Superintendent of Human Resources | 956-2023 |
| Catherine Kochanski, Assistant Superintendent of Learning Services | 956-2050 |
| Daniel Durkin, Director of Community Relations | 956-2017 |
| Dr. Lora Stout, Director, Community Programs and Continuous Improvement | 956-2056 |
| Chad Scaling, Human Resources Executive Manager | 956-2192 |
| Brian Swinehart, Director of Athletics/Physical Education | 956-2074 |
| Patricia Harthun, Student Services Manager & Pupil Accounting Specialist | 956-2100 |
| Kelly Holubeck-Gotts, Manager, Information Technology | 956-2082 |
| Vicki Amore, Manager, Finance and Purchasing | 956-2042 |
| Sheri Davis, Assistant Finance Manager | 956-2043 |
| Jackie Gurwin, Executive Director | 956-2116 |
| Foundation for Excellence-Walled Lake Schools | |
| Educational Services Center | 956-2000 |
| 850 Ladd Road, Bldg. D | |
| Walled Lake, MI 48390 | |
| | Fax – 956-2070 |
| William Chatfield, Director of Operations | 956-3062 |
| Dave Watkins, Supervisor of Maintenance | 956-3061 |
| Julie Fortner, Supervisor of Food Service | 956-3082 |
| Transportation/Maintenance Facility | |
| 46740 W. Pontiac Trail | |
| Walled Lake, MI 48390 | |
| | Fax – 956-3060 |
| | 956-3078 |
| Sarah Davey, Director of Early Childhood | 956-5080 |
| Early Childhood Center | |
| 40839 Thirteen Mile Road | |
| Novi, MI 48377 | |
| Elizabeth McNamara, Director of Community Education & Recreation | 956-5007 |
| Judy Scott <u>Heather Hill</u> , <u>Interim</u> Manager of Prime Time Care | 956-5111 |
| Community Education Center | 956-5000 |
| 850 Ladd Road, Bldg. D. | |
| Walled Lake, MI 48390 | |
| | Fax – 956-5005 |
| Julieanne Muir, Assistant Superintendent of Special Services | 956-2169 |
| Open Position <u>Tikia Watkins</u> , Supervisor of Special Services | 956-2132 |
| Open Position <u>Katherine Hagaman</u> , <u>Interim</u> , Supervisor of Special Services | 956-2155 |
| Geisler Middle School | |
| 46720 West Pontiac Trail | |
| Walled Lake, MI 48390 | |

9/08, 5/7/09, 8/20/09, 2/04/10, 9/16/10, 12/9/10, 8/18/11, 9/6/12, 8/22/13, 9/11/14, 8/20/15, 8/25/16, 8/24/17, 2/1/18, 8/23/18, 9/6/18, 8/22/19, 11/7/19, 4/2/20, 8/20/20, 3/4/21, 8/19/21, 11/4/21, 2/3/22, 8/18/22, 11/3/22, 2/2/23, 8/24/23, 2/1/24

4000-AR Building Administrators

~~Adam Seher~~ Ryan West, ~~Interim~~ Principal
Commerce Elementary 956-3900
520 Farr Street Fax 956-3905
Commerce 48382

Danielle Bigi, Principal
Dublin Elementary 956-3800
425 Farnsworth Fax 956-3805
White Lake 48386

RosaLeigh Johnson, Principal
Glengary Elementary 956-3100
3070 Woodbury Fax 956-3105
Walled Lake 48390

Mark Hess, Principal
Mary Helen Guest Elementary 956-3300
1655 Decker Road Fax 956-3305
Walled Lake 48390

Lisa Shannon, Principal
Hickory Woods Elementary 956-2600
30655 Novi Road Fax 956-2605
Novi 48377

Dr. Marci Augenstein, Principal
Keith Elementary 956-3700
2800 Keith Road Fax 956-3705
West Bloomfield 48324

Abbie Kidder, Principal
Loon Lake Elementary 956-4000
2151 Loon Lake Road Fax 956-4005
Wixom 48393

Jennifer VanWagnen, Principal
Meadowbrook Elementary 956-2700
29200 Meadowbrook Road Fax 956-2705
Novi 48377

Kristin Froning, Principal
Oakley Park Elementary 956-4100
2015 Oakley Park Road Fax 956-4105
Walled Lake 48390

Jennifer Bennett, Principal
Pleasant Lake Elementary 956-2800
4900 Halsted Road Fax 956-2805
West Bloomfield 48323

Julie Amann, Principal
Walled Lake Elementary 956-4300
1055 W.W. Maple Road Fax 956-4305
Walled Lake 48390

Catherine Russel, Principal
Wixom Elementary 956-3400
301 N. Wixom Road Fax 956-3405
Wixom 48393

Karrie Martin, Director
Outdoor Education Center 956-5120
3577 Sleeth Road Fax 956-5125
Milford 48382

9-07, 8/20/09, 9/16/10, 8/18/11, 9/6/12, 8/22/13, 9/11/14, 8/20/15, 8/25/16, 8/24/17, 8/23/18, 8/22/19,
11/7/19, 8/20/20, 3/4/21, 8/19/21, 11/4/21, 2/3/22, 8/18/22, 11/3/22, 8/24/23, 2/1/24

4000- AR Building Administrators

Michelle Kalhorn, Principal
Kelly Smith, Asst. Principal
Sarah Banks Middle School 956-2200
1760 Charms Road Fax 956-2205
Wixom 48393

Nayal Maktari, Principal
Dan Holland, Asst. Principal
Clifford Smart Middle School 956-3500
8500 Commerce Road Fax 956-3505
Commerce 48382

Stuart Riley, Principal
Jami Rose, Asst. Principal
James R. Geisler Middle School 956-2900
46720 W. Pontiac Trail Fax 956-2905
Walled Lake 48390

Seth Taboh, Principal
Kyle Pipkin, Asst. Principal
Walnut Creek Middle School 956-2400
7601 Walnut Lake Road Fax 956-2405
West Bloomfield 48323

Kyle Meteyer, Principal
Jessica Fisher, Asst. Principal
Dr. Nick Hamblin, Asst. Principal
Joseph Bell, Asst. Principal
Central High School 956-4700
1600 Oakley Park Road Fax 956-4718
Walled Lake 48390

Ali Hamka, Principal
Kristin White, Asst. Principal
Sara Facemyer, Asst. Principal
Thomas Ropek, Asst. Principal
Western High School 956-4400
600 Beck Road Fax 956-4405
Walled Lake 48390

Gregory Diamond, Principal
Jennifer Caulford, Asst. Principal
Charles Froning, Asst. Principal
Anthony McNamara, Asst. Principal
Northern High School 956-5300
6000 Bogie Lake Road Fax 956-5305
Commerce 48382

9-07, 2-04-10, 9/16/10, 8/18/11, 9/6/12, 8/22/13, 3/6/14, 9/11/14, 8/20/15, 8/25/16, 8/24/17, 2/1/18, 8/23/18,
9/6/18, 3/7/19, 8/22/19, 9/5/19, 11/7/19, 4/2/20, 8/20/20, 3/4/21, 8/19/21, 11/4/21, 2/3/22, 8/18/22, 11/3/22,
2/2/23, 8/24/23, 2/1/24

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.07

4004.1 Teacher Placement

Definition. Teacher placement is the determination of the classroom teaching assignment for a teacher.

In order to be eligible for a teaching assignment, the teacher must be qualified for the teaching assignment, based on the criteria set by the Superintendent, and have the appropriate certification. In the absence of a qualified teacher with appropriate certification, the School District may consider the ability to obtain an appropriate permit.

Between qualified candidates, teacher placement will be based on the following criteria:

- Teacher certification, including whether such teacher placement decision will result in a classroom section not having a certified teacher.
- The school schedule;
- The prior year effectiveness of teachers qualified for the assignment,
- The teacher’s disciplinary record;
- The teacher’s attendance record;
- Relevant special training, including completion of relevant training other than professional development or continued education that is required by the District or by state law, including the integration of that training into instruction in a meaningful way;
- The recency or relevance of a teacher’s experience in a grade level or subject area
- The teacher’s length of service in a grade level or subject area. Length of service in a grade level or subject area will be made up of two components:
 - Current length of service in the assignment, and;
 - Lifetime length of service in the assignment.

Teachers with no relevant special training, or service time with a particular teaching assignment are not qualified candidates for purposes of teacher placement and will only be considered for placement in the teaching assignment if there are no other qualified candidates.

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.08

4004.2 Teacher Vacancies

Definition. A teacher vacancy does not exist unless all the following criteria are met:

- The position is subject to Section 1249 of the Revised School Code;
- The vacancy is posted by the School District in a manner which invites applicants.

A teacher vacancy may be created by the following, subject to approval by the Superintendent:

- Transfer of an internal teaching candidate to a vacant position;
- A leave of absence is extended beyond sixty school days;
- An unplanned resignation or departure occurs which will require a substitute for sixty or more school days;
- The addition of a new classroom section.

No vacancy will be created when a position is first unfilled beginning in the second half of the school year, unless approved by the Superintendent.

The Superintendent may close any vacancy in their sole discretion at any time.

Internal Candidates:

- The top qualified internal candidate, plus other internal candidates in the discretion of the Superintendent, will be provided an opportunity to interview for any vacancy

Selection Process to Fill a Vacancy:

- The Superintendent's most highly rated and qualified candidate will be selected for any vacancy.
- In the event that an internal candidate is the most highly rated qualified candidate, before filling the vacancy with the internal candidate, the Superintendent shall consider the likelihood of filling any vacancy created by the selection of the internal candidate and the impact such vacancy will have on the instructional program. If the Superintendent determines the selection of the internal candidate will negatively impact the instructional program, the Superintendent may select the next most highly rated and qualified candidate.
- In the absence of a qualified candidate, the Superintendent may select a candidate who best demonstrates the following:
 - Ability to obtain temporary or alternative credentialing to be qualified for the position

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

- Commitment to the profession of teaching
- Commitment to the school community
- Commitment to the student body

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.09

4004.3 Staffing Reductions

Definition. A staffing reduction is the decision to eliminate curricular sections or positions that will result in a reduction in the hours worked (FTE) of one or more teachers.

The Superintendent has the sole authority to determine and conduct a staffing reduction. The Superintendent will conduct any staffing reduction based on the department and location, using following criteria, in order:

- The District shall reduce staff starting with the teacher with the lowest Effectiveness Rating and proceeding toward the teacher with the highest Effectiveness Rating in the department, unless such reduction will result in a classroom section not having a certified teacher.
- Teacher certification. In the absence of a teacher with appropriate certification, the School District may consider the ability to obtain an appropriate permit
- The teacher’s disciplinary record;
- The teacher’s attendance record;
- Relevant special training, including completion of relevant training other than professional development or continued education that is required by the District or by state law, including the integration of that training into instruction in a meaningful way;
- The teacher’s length of service in a grade level or subject area. The School District will only consider a teacher’s continuous and current length of service in a grade level or subject area.

Teachers with no relevant special training, or service time with a particular teaching assignment are not qualified candidates for purposes of a staffing reduction and will only be considered for such placement if there are no other qualified candidates.

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.10

4004.4 Program Reductions

Definition. A program reduction is the decision to eliminate curricular courses or courses of study.

The Superintendent has the sole authority to determine and conduct a program reduction.

Program reductions will be carried out in the following manner:

- Upon the decision to implement a program reduction, the Superintendent will review impacted staff and evaluate whether they are qualified, as defined by the Teacher Placement Procedure. Teachers with an effectiveness rating of effective or highly effective will displace others in another School District program with a rating other than effective or highly effective.

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.11

4004.5 Recall Process

Definition. A recall is when teachers that are placed on layoff become eligible to return to work at the School District.

The right to recall expires one year after the layoff becomes effective. Only teachers on layoff that are qualified for a vacancy are eligible for recall.

The right to recall is different based on the teacher's most recent evaluation rating.

- *Effective or Highly Effective:* Teacher will be offered the opportunity to return to a vacancy for which they are qualified
- *Minimally Effective or Developing:* Teacher will be offered the opportunity to interview for a vacancy for which they are qualified
- *Ineffective or Needing Support:* Teacher will be notified of a vacancy for which they are qualified and the teacher may submit application materials for consideration by the Superintendent or designee

Eligibility for recall will be determined based on the following criteria, in order:

- The teacher with the highest evaluation rating will be eligible first, proceeding to the lowest evaluation rating
- If two teachers are being considered and share the same evaluation rating, then

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

the Superintendent must compare the potential individuals using each of the elements of the standards as set out below, subject to Section 1248 of the Revised School Code. Only when all elements within one level are equal and the candidates cannot be differentiated should the Superintendent or his/her designee move to the next level.

- The teacher's disciplinary record;
- The teacher's attendance record;
- Relevant special training, including completion of relevant training other than professional development or continued education that is required by the District or by state law, including the integration of that training into instruction in a meaningful way;
- The teacher's length of service in the grade level or subject area where the vacancy exists.

Administrative Regulation 4000– Personnel

November 20, 2023, MJ School Policy Services Update 16.13

4005 AR Evaluations, Discipline and Discharge, Resignations

Evaluations

Effective July 1, 2024, the evaluation tools for both administrators and teachers will be reclassified to have three ratings: effective, developing, and needing support. Student growth components for both administrators and teachers will be calculated based on the requirements of the Revised School Code. Any disputes regarding evaluations will be subject to the dispute process in Section 1249 of the Revised School Code.

Superintendent's Evaluation. The Board will evaluate the Superintendent annually. Superintendent evaluations will be consistent with the Superintendent's employment contract and compliant with Michigan law in a format determined by the Board of Education. The Board may choose not to evaluate the Superintendent annually if permitted by MCL 380.1249b(j) and the Superintendent's employment contract.

Administrators. The Superintendent will evaluate administrators annually using the tool based on Collins & Blaha's Administration Evaluation Tool. Beginning in the 2024-2025 school year, for the first three years a school administrator is in a new administrative position, the Superintendent will assign a mentor to the school administrator. The Superintendent will, for each year the administrator is evaluated, conduct a midyear progress report.

Teachers. Building principals will evaluate teachers annually using the Charlotte Danielson Framework for Teaching. All teacher evaluations require at least two observations and at least one observation will be unscheduled. Any midyear

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

progress meetings conducted by Administrators will review relevant student achievement data. The evaluation system will rate teachers with ratings as required by Section 1249 of the Revised School Code. Administrators will provide written feedback to teachers as required by law.

Beginning in the 2024-2025 school year, classroom observations must be for a minimum of fifteen minutes, but need not be an entire class period. One observation will be unscheduled. Building principals will meet with teachers following observations and provide written observation feedback within thirty (30) days of the observation.

Employees Whose Evaluations are Not Governed by Section 1249 of the Revised School Code. The Superintendent will determine the manner in which such employees are evaluated.

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

Administrative Regulation 6003 – Safety and Security

November 20, 2023, MJ School Policy Services Update 16.16

Threat Assessment and Suicide Intervention

Policy 6002 provides for the development of a threat assessment and suicide intervention protocol intended to assist school staff in responding the situations that arise in the operation of the school which pose a threat to the health, safety, and welfare of the school community. This administrative regulation is intended to outline that protocol and the expectations of staff.

1. The Superintendent shall establish, for each school, a threat assessment and suicide intervention team, for the assessment of and intervention with individuals whose behavior may pose a threat to themselves or the safety of school staff or students.
2. The Superintendent shall develop or acquire a threat assessment and suicide intervention tool or form to guide threat assessment and suicide intervention which is consistent with the U.S. Secret Service and Department of Homeland Security's "Enhancing School Safety Using a Threat Assessment Model."
3. A threat assessment team may serve one or more schools as determined by the Superintendent.
4. Each team shall include a minimum of two persons with expertise in school administration, counseling, social work, and/or school psychology. The team may include persons with other areas of expertise. Members of the threat assessment and suicide intervention team will be provided training in the use of the District provided threat assessment tool.
5. The District shall:
 - a. Provide guidance and training to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self, including training that a student's communication or behaviors *might suggest* either that an individual may cause physical harm or presents a potential threatening situation and that the threat assessment and suicide intervention team must inquire about the student's access to weapons with the student and when contacting the parent;
 - b. Identify one or two members of the threat assessment and/or suicide intervention team who can, if necessary, operate or use any video surveillance system, and obtain training for that team member if necessary;
 - c. Identify one or two members of the threat assessment and/or suicide intervention team who can, if necessary because of the volume of threat assessments, filter reports of concerning conduct with authority to elevate concerns to the full threat assessment and suicide intervention team for review;
 - d. Identify members of the school community to whom threatening behavior should be reported; and

Walled Lake Consolidated School District District Administrative Regulation Update

February 1, 2024, Regular Board Meeting

- e. Recommend school board policies for the assessment of and intervention with individuals whose behavior poses a threat to the safety of school staff or students.
6. All school division employees, volunteers, and contractors are required to report any expressed threat(s) or behavior(s) that may represent a threat to the community, school, or self.
7. In cases where determined to be appropriate, teams shall follow established procedures for referrals to community services boards or health care providers for evaluation or treatment.
8. Regardless of threat assessment activities, disciplinary action and referral to law enforcement are to occur as required by school board policy and Michigan law.
9. Upon a preliminary determination that a student poses a threat of violence or physical harm to self or others, the threat assessment team shall immediately report its determination to the Superintendent. The Superintendent shall immediately attempt to notify the student's parent or legal guardian.
10. Nothing in this regulation shall preclude school division personnel from acting immediately to address an imminent threat.
11. Nothing in this policy regulation preclude the threat assessment and suicide intervention team from notifying the Superintendent of any individual (other than a student) who poses a threat of violence or physical harm to self or others.
12. Upon a preliminary determination by the threat assessment and suicide intervention team that an individual poses a threat of violence to self or others, exhibits significantly disruptive behavior, or has a need for assistance, members of the threat assessment and suicide intervention team may request and obtain criminal history record information (of adults and juveniles) and health records.
13. Unless required by law, no member of a threat assessment and suicide intervention team shall re-disclose any criminal history record information or health information obtained pursuant to this section or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.
14. The threat assessment and suicide intervention team may not maintain the criminal history record printed from the system access terminal, nor may they make copies of it.
15. Juvenile delinquency or criminal history information may not be placed in a student's central educational/scholastic record unless the school is taking disciplinary action related to the incidents. School staff (including members of the threat assessment team) with a legitimate educational interest may store information about such incidents in records they maintain that are separate from the student's educational/scholastic record.