

Business Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, April 21, 2015

UnitedHealth Group Building

4316 Rice Lake Road

Suite 108

Duluth, MN 55811

6:30 PM

1. Financial Report

A. Financial Report

B. Approval of Payment of Claims

This item is attached as an "extra" on board book.

C. Budget Revisions

D. Wire Transfers

E. Investment Transactions

F. WADM Projections

G. Fundraisers

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

A. Bids

1) Bid #1238 – Historic Old Central High School Retaining Wall Improvements

Historic Old Central High School Retaining Wall Improvements - Hovland, Inc. - \$375,000.00

Recommendation: It is recommended the School Board approve entering into a contract with the firm listed above based on their low responsive bid as shown on the Bid Tab and Letter of Recommendation, as provided in response to Bid #1238 – Historic Old Central High School Retaining Wall Improvements.

B. R.F.P.s

C. Quotes

1) Quote #4198 – District-Wide Annual Inspection and Service to Boilers

District-Wide Annual Inspection and Service to Boilers - The Jamar Company - \$18,360.00

Recommendation: It is recommended the Duluth School Board approve entering into a contract with The Jamar Company for a total estimated annual amount of \$18,360.00. It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 30, 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

2) Quote #4199 – District-Wide Cement Masons Labor

District-wide Cement Masons Labor – Hovland, Inc. - \$17,710.00

Recommendation: It is recommended the School Board approve entering into a contract with Hovland, Inc. for District-Wide Cement Masons Labor. It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

3) Quote #4202 – District-Wide Annual Inspection and Testing of Fire Alarm Systems

Annual Inspection and Testing of Fire Alarm Systems - Northland Fire and Safety - \$16,898.00

Recommendation: It is recommended the School Board approve entering into a contract with Northland Fire and Safety for the District-wide Annual Inspection and Testing of Fire Alarm Systems. It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

4) Quote #4203 - District-Wide Glass Replacement Services

District-Wide Glass Replacement Services – Superior Glass, Inc. - \$21,600.00

Recommendation: It is recommended the School Board approve entering into a contract with Superior Glass, Inc. for District-wide Glass Replacement Services. It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

5) Quote #4205 – District-Wide Annual Testing and Maintenance of Sprinkler Systems

Annual Testing and Maintenance of Sprinkler Systems - Brothers Fire Protection - \$5,005.00

Recommendation: It is recommended the School Board approve entering into a contract with Brothers Fire Protection for District-wide Annual Testing and Maintenance of Sprinkler Systems. It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

6) Quote #4206 – Replacement Roller Shade Material at Various Schools

Replacement Roller Shade Material at Various Schools - Belanger, Inc. - \$99,663.00

Recommendation: It is recommended the School Board approve entering into a contract with the firm listed above based on their low responsive quote as shown on the Quote Tab and Letter of Recommendation, as provided in response to Quote #4206 – Replacement Roller Shade Material at Various Schools

7) **PLACEHOLDER** – Quote #4207 – Historic Old Central High School Access Control System

(Quote opening – April 16, 2015 at 2:00 p.m.) *Information to be distributed when available.*

3. Policies and Regulations

A. Policy 1098 - Gifts to Employees and School Board Members

Attached is Policy 1098 for the second reading.

Recommendation: It is recommended that the Duluth School Board approve Policy 1098 - Gifts to Employees and School Board Members with recommended changes for the second reading.

B. Policy 3215 - State Auditor's Review of Finances

Attached are the recommended changes to Policy 3215 - State Auditor's Review of Finances for the second reading.

Recommendation: It is recommended that the Duluth School Board approve Policy 3215 - State Auditor's Review of Finances with recommended changes for the second reading.

C. Bylaw 9115 - School District Elections

Attached are recommended changes to Bylaw 9115 - School District Elections for the first reading.

Recommendation: It is recommended that the Duluth School Board approve the recommended changes to Bylaw 9115 - School District Elections for the first reading.

4. Contracts, Change Orders, and Leases

A. Contracts

1) Canvas

Attached is a Letter of Implementation and order form with Canvas for Learning Management System Software in the amount of \$126,360., for a five year period July 1, 2015 through June 30, 2020.

Recommendation: It is recommended that the Duluth School Board approve the purchase of Learning Management Software for \$126,360.00.

2) Fueleducation

Attached is a contract with Fueleducation for online educational products and services in the amount of \$42,000.00 for the period August 1, 2015 through July 31, 2016.

Recommendation: It is recommended that the Duluth School Board approve the contract with Fueleducation for \$42,000.00.

B. Change Orders

C. Leases

5. Resolutions

A. B-4-15-3257- Acceptance of Donations to Duluth Public Schools

Recommendation: It is recommended that the Duluth School Board approve resolution B-4-15-3257- Acceptance of Donations to Duluth Public Schools.

B. B-4-15-3258 - Release and Pledge of Collateral

Recommendation: It is recommended that the Duluth School Board approve Resolution B-4-15-3258 - Release and Pledge of Collateral.

C. Resolution # B-4-15-3256 - Authorizing a Joint Powers Agreement with the City of Duluth for the Construction of the Multi-use Duluth Traverse Trail on Lincoln Park Middle School Property

Recommendation: It is recommended the Duluth School Board approve Resolution B-4-15-3256 – Authorizing a Joint Powers Agreement with the City of Duluth for the Construction of the Multi-use Duluth Traverse Trail on Lincoln Park Middle School Property

D. PLACEHOLDER - Sale of Property

6. Informational - These items are provided for informational purposes only and no action is required.

A. Expenditure Contracts

Superintendent Gronseth or the Director of Business and Finance has signed the following contracts during the month of March 2015

B. Revenue Contracts-None

C. Other Contracts

Superintendent Gronseth or the Director of Business and Finance has signed the following contracts during the month of March 2015

D. Facilities Management & Capital Project Status Report

Kerry Leider will be present to answer questions regarding the attached report.

E. Contracts Signed in Relation to the LRFP

Kerry Leider will be present to answers questions regarding the attached report.

F. Westminster Church Property Acquisition Status/Denfeld Area Land Use Update

7. Future Items

A. Woodland Hills Lease Agreement

B. FY16 Budget Approval

C. Resolution for Election Year Change

D. Discussion Regarding Community Use of Facilities