



# **Regular Meeting**

**November 12, 2018**

**Electronic Packet**

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION MEETING**  
**Monday, November 12, 2018**  
**6:00 p.m.**  
**Lincoln High School-West End Media Center**

**AGENDA**

- 1.0 CALL TO ORDER**
- 2.0 ROLL CALL**
- 3.0 ESTABLISHMENT OF QUORUM**
- 4.0 PLEDGE TO FLAG**
- 5.0 ACCEPTANCE OF AGENDA**
- 6.0 PRESENTATIONS**
  - 6.1 Employee of the Month
  - 6.2 Strategic Plan Goal #4-Facilities
- 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**
  - 7.1 Superintendent's Report
    - 7.1.1 Human Resources
  - 7.2 Student Services
- 8.0 PUBLIC COMMENT**
- 9.0 BOARD REPORTS/CORRESPONDENCE**
  - 9.1 Board Executive Committee Report
  - 9.2 Board Performance Committee Report
  - 9.3 Board Planning Committee Report
  - 9.4 Board Finance Committee Report
  - 9.5 Reports and Correspondence
- 10.0 NEW BUSINESS**
  - 10.1 Flooring Bid
  - 10.2 Asbestos Bid
  - 10.3 Roof Bid
  - 10.4 Site Topographic Survey

- 10.5 Geotechnical Investigation
- 10.6 Band Instruments Bid
- 10.7 Student Trips
  - 10.7.1 High School-Costa Rica
  - 10.7.2 Bishop Student Exchange-Madrid, Spain
- 10.8 Curriculum Development Council
- 10.9 2018-2019 Budget Amendment
- 10.10 High School Bowling Team
- 10.11 Professional Development Committee

**11.0 OLD BUSINESS**

- 11.1 Minutes of Previous Meeting
  - 11.1.1 Board Meeting October 22, 2018
  - 11.1.2 Board Meeting Closed Session October 22, 2018
- 11.2 Student Trips
  - 11.2.1 High School-Central Europe
  - 11.2.2 High School Drama-MIFA
- 11.3 School Bus Purchase
- 11.4 Personnel Transactions

**12.0 ADJOURNMENT**

**TO: Board of Education**

**FROM: Sean R. McNatt, Superintendent**

**DATE: November 8, 2018**

**SUBJECT: Board of Education Meeting  
November 12, 2018  
6:00 p.m.  
Media Center-High School**

**AGENDA/EXPLANATORY NOTES**

**1.0 CALL TO ORDER**

**2.0 ROLL CALL**

**3.0 ESTABLISHMENT OF QUORUM**

**4.0 PLEDGE TO FLAG**

**5.0 ACCEPTANCE OF AGENDA**

**6.0 PRESENTATIONS**

6.1 Employee of the Month

I am writing this letter to nominate my colleague Jessica Stoops for "Employee of the Month". Not only is she is an incredible Special Education Teacher, but person as well. She is so dedicated to her job and takes on more roles and responsibilities than you can even imagine. She works tirelessly with her students, paraprofessionals, teachers and families, keeping everyone on the same page in the best interest of the children. She has pioneered the PALS program at Childs involving many classes with the opportunity to help bridge a connection between the special needs students and general education students. I as well as many others feel so lucky to work with her. She helps make Childs a great place to be. Nominated by, Jennifer Baldwin

6.2 Strategic Plan Goal #4-  
Presented by Phil Bongiorno

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report  
7.1.1 Human Resources

7.2 Student Services  
Presented by Robert Williams

**8.0 PUBLIC COMMENT**

**9.0 BOARD REPORTS/CORRESPONDENCE**

9.1 Board Executive Committee Report

9.2 Board Performance Committee Report

- 9.3 Board Planning Committee Report
- 9.4 Board Finance Committee Report
- 9.5 Reports and Correspondence

## 10.0 NEW BUSINESS

- 10.1 **Flooring Bid**  
The scope of work includes the replacement of carpet with new flooring (LVT/Carpet) at Bishop, Brick, Childs, Model, Lincoln Middle School, & Lincoln High School. There was one bid received from Northeastern Paint. Recommend resubmitting bid packet since the district only received one bid, and specifications/square footage did not match the Selective Demolition bids. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.2 **Asbestos Bid**  
The scope of work includes the asbestos abatement for preparation of new flooring at Brick, Model, & Lincoln High School. There were seven bids received. Lowest bid recommended – Trust Thermal \$88,000. Total project cost \$88,000. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.3 **Roof Bid**  
The scope of work includes the replacement of the East side of the high school roof. There were three bids received for Lincoln High School. Lowest bid recommended – Beyer Roofing \$1,120,863, plus \$8,200 bond cost, minus deductions of \$65,888. Total project cost \$1,063,175.00  
  
The scope of work includes the replacement of the Bishop roof. There were three bids received for Bishop. Lowest bid recommended – Superior \$283,000, plus \$2,200 bond cost, minus deductions of \$14,000. Total project cost \$271,200.00  
  
This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.4 **Site Topographic Survey**  
On October 15th, 2018, IDI sent Request for Proposals (RFP) to perform surveys for the Lincoln Consolidated Schools 2018 Bond Projects to 11 professional firms. In all, we received correspondence from six firms acknowledging the receipt of the RFP or requesting additional information. Overall, by our RFP due date of October 26th, 2018, we have received six proposals to complete the survey work for the Lincoln Consolidated Schools 2018 Bond Project. After reviewing all bids it is the recommendation that work be awarded to Wade Trim for \$12,900.00. A summary of the proposals are included in your Board packet. Board action is requested.  
  
**RECOMMENDED MOTION: I move that we approve the Site Topographic Survey bid awarded to Wade Trim in the amount of \$12,900.00 as presented.**
- 10.5 **Geotechnical Investigation**  
On October 15th, 2018, IDI sent a Request for Proposals (RFP) for soil boring and associated geotechnical investigation for the Lincoln Consolidated Schools 2018 Bond Projects to six professional firms. In all, we received correspondence from four firms, either acknowledging the receipt of the RFP or requesting additional information. Overall, by our RFP due date of October 26th, 2018 we have received four proposals to complete the soil boring and associated geotechnical investigation work for the Lincoln Consolidated Schools 2018 Bond Project. After reviewing all bids it is the recommendation that work be awarded to D&M Site, Inc. for \$10,700.00. A summary of the proposals received are listed in the Board packet. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Geotechnical Investigation bid awarded to D&M Site, Inc. in the amount of \$10, 700.00 as presented.**

- 10.6 Band Instruments Bid  
Scope of work includes the purchase of new instruments for the band program. There were four bids received with the lowest bid recommended – Washington Music Center \$83,690.85. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.7 Student Trips
- 10.7.1 High School-Costa Rica  
A student trip has been requested to travel to Costa Rica for students taking Spanish classes in grades 9-12 that are interested. The trip would take place after the school year is complete. All trip information is included in the Board packet for your reference. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.7.2 Bishop Student Exchange-Madrid, Spain  
Mr. Jansen is requesting the Board to approve a multicultural exchange trip where students from Madrid, Spain, would come to Lincoln for a week and students from Bishop would travel to Madrid. Information on the student exchange is provided in the Board packet. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.8 Curriculum Development Council  
The Curriculum Development Committee shall be composed of a teacher member from each building one teacher member from special education, and the Curriculum Director. The teacher members of the committee shall be recommended by the Association for approval by the Board of Education for one year terms. The decision of the Board shall be final. This is being presented for information only; Board action will be requested at a subsequent meeting.
- Dominic Rosa-High School  
Bob Stowe-Middle School  
Amy Baxter-Childs  
Abby Smith-Bishop  
Cari Berecz-Brick  
Amy Stamps- Special Education
- 10.9 2018-2019 Budget Amendment  
The first amendment for 2018, will include updates for both revenue and expenditures. The revenue will be updated to reflect an accurate student loss and foundation allowance. Both of these items were conservative in the original budget adopted by the Board in June of 2018. The revenues will also reflect accurate grant amounts as what was provided in June was estimated based on past awarded amounts. Expenditures will be updated to reflect adjustments in staffing that has occurred since June of 2018. Changes will also reflect actual expected health insurance costs and technology costs that will now be charged to the bond. This is being presented for information only; Board action will be requested at a subsequent meeting.
- 10.10 High School Bowling Team  
The Athletic Department is requesting adding Varsity Bowling to the athletic offerings roster. The intro meeting had interest from about 45 kids...25 boys and 19-20 girls. Chris Westfall anticipates having two full teams of 15- 20 and needing one Varsity coach to work with both teams, since they travel together and practice together. At a later date, it needed, adding a Junior Varsity team. This is being presented for information only; Board action will be requested at a subsequent meeting.

- 10.11 Professional Development Committee  
The Professional Development Committee shall be composed of a teacher member from each building and the Curriculum Director. The teacher member shall be recommended by the Association for approval by the Board of Education for one year terms. The decision of the Board shall be final. This is being presented for information only; Board action will be requested at a subsequent meeting.

Kariama Gonzeles-High School  
Rebekah Ward-Middle School  
Elizabeth Shubin-Childs  
Jodi VanHevel-Brick  
Paula Robinette-Bishop  
Angie Cyrbok-Model

## 11.0 OLD BUSINESS

- 11.1 Minutes of Previous Meeting  
11.1.1 Board Meeting October 22, 2018  
11.1.2 Board Meeting Closed Session October 22, 2018  
Enclosed are the minutes of the October 22, 2018, Regular Meeting and Closed Session.

**RECOMMENDED MOTION: I move that we approve the minutes of the October 22, 2018, Regular Meeting and Closed Session as presented.**

- 11.2 Student Trips  
11.2.1 High School-Central Europe  
This student trip proposal is for the Lincoln High School Social Studies department, World History and US History students to travel to Central Europe in March of 2020. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the High School-Central Europe Trip as presented.**

- 11.2.2 High School Drama-MIFA  
A High School Theatre Department overnight trip proposal to attend MIFA (Michigan Interscholastic Forensics Association) and Mid-Michigan Theater Festival in Essexville, Michigan in February is included in the Board packet. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the High School Drama-MIFA trip as presented.**

- 11.3 School Bus Purchase  
We are looking at getting 4 special education and 3 conventional buses. Total cost of the buses will be \$688,738 of the allocated bond money of \$750,000. These buses are expected to arrive the first week of March 2019 with approval by the Board in November. Included in the Board packet is literature on new technology that includes electronic stability which comes standard in all buses now. We will be receiving the bond money in November and the check for the buses will be due prior to or at delivery. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the School Bus Purchase of four special education buses and three conventional buses using 2018 bond funds as presented.**

- 11.4 Personnel Transactions

### ACTION ITEMS

<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>
Holderith, Mark	Childs Elementary/Teacher	10/22/2018	Resigned
Williams, Lila	Transportation/Bus Aide	10/22/2018	Resigned
McCombie, Joanne	Model/Noon Supervisor	10/31/2018	Resigned
Tundi, Nicole	Bishop/Noon Supervisor	11/2/2018	Sub status

**RECOMMENDED MOTION: I move that we approve the November 12, 2018, Personnel Transaction Summary as presented.**

**12.0 ADJOURNMENT**



# Strategic Plan Annual Review

*Due October 1<sup>st</sup> to the Superintendent*

**Goal:** *To enhance facilities through renovations & creation of top 20 initiatives*

**Strategic Goal: # 4 Committee Chairperson:** *Phil Bongiorno* **Date:** 11/6/2018

## What strategies have been implemented?

- New plan in process – currently no strategies have been put in place

## What strategies is the team currently working on accomplishing?

- **Provide Students with highest quality athletic facilities**
  - *Construct fieldhouse, baseball/softball concession & seating, stadium clubhouse*
  - *Modernize all fields including football, softball, baseball, lacrosse, and soccer*
- **Improve district curb appeal**
  - *Work with landscape architect to design concept drawings for key areas adding irrigation*
  - *Implement weed control management plan*
  - *Add light pole banners and flags*
  - *Add curbs to parking lots and roadways*
- **Maintain current facilities**
  - *Update technology infrastructure replacement plan to include student devices*
  - *Replace carpet with tile*
  - *Create and procure furniture replacement plan*
  - *Create scorecard to review and improve building maintenance, cleanliness, pest control, and utilization.*
  - *Repair windows*
  - *Create and execute painting project list*
- **Update & improve facilities**
  - *Improve High School logistics and usage*
  - *Implement a cost-savings plan; which includes change district lighting to LED & alternative power options.*
- **Capital Outlay planning**
  - *Create replacement plans for asphalt, roofs, and facades.*

## What are the next steps for the Committee?

- **Provide Students with highest quality athletic facilities**
  - **Construct fieldhouse, baseball/softball concession & seating, stadium clubhouse**
  - **Modernize all fields including football, softball, baseball, lacrosse, and soccer**
    - ❖ *Bond Project Planning stage - Development of field layouts, architectural designs. Design meeting scheduled for November 8<sup>th</sup> at 2:00pm to layout scope and expectations for phase 3 and 4 of the bond project.*

- **Improve district curb appeal**
  - **Work with landscape architect to design concept drawings for key areas adding irrigation**
    - ❖ *Quote given to Superintendent – waiting on approval and funding source.*
      - *Firm selected was Beckett & Reader, quote for design plans was \$11,500*
  - **Implement weed control management plan**
    - ❖ *Proposal given to Superintendent – waiting on approval*
      - *Proposal was to create a dedicated grounds team of 3-4 employees, either by adding additional Enviro-Clean staff or using Edu staff. Reallocate funds from current job openings, with a reorganization of the current facilities management department.*
  - **Add light pole banners and flags**
    - ❖ *Working with community partners in securing banners, along with seeking additional funding sources.*
  - **Add curbs to parking lots and roadways**
    - ❖ *On hold – waiting on funding source*
- **Maintain current facilities**
  - **Update technology infrastructure replacement plan to include student devices**
    - ❖ *Bond Project Planning Stage:*
      - *District is currently upgrading wireless infrastructure to handle bandwidth of 1:1 technology upgrades.*
      - *Plan to provide 1:1 devices (Chromebook) to 3<sup>rd</sup> graders & above, with lower elementary grades sharing devices on carts.*
      - *Securing funds, and working to maximize e-rate funding.*
      - *Need to explore insurance options for take home elements.*
      - *Need to develop a replacement plan for lost, stolen or damaged hardware.*
  - **Replace carpet with tile**
    - ❖ *Bond Project Bidding Stage:*
      - *Replacement plan created for each building, with input from each building administrator*
      - *Asbestos abatement bid submitted*
      - *Carpet & Asbestos abatement bid opening scheduled for November 8<sup>th</sup> at 2pm.*
      - *Bid recommendation submitted to the Board of Education on November 12<sup>th</sup>*
      - *Selection of colors and styles of flooring TBD.*
      - *Work projected to begin June 2019.*
  - **Create and procure furniture replacement plan**
    - ❖ *Planning stage & waiting on funding source*
  - **Create scorecard to review and improve building maintenance, cleanliness, pest control, and utilization.**
    - ❖ *In-Process – Metrics have been established, scorecards have been designed. Currently gathering data and working to input data. Scheduled to roll out January 2019*
  - **Repair windows**
    - ❖ *On Hold – waiting funding source*

- **Create and execute painting project list**
  - ❖ *On-Hold – waiting on funding source*
    - *Project lists created & quotes obtained as of 11/6/2018.*
      - *Brick Elementary School*
        - *Yellow Hallway \$10,800*
        - *Orange Hallway \$10,800*
        - *Blue Hallway \$5,850*
        - *Purple Hallway \$5,850*
        - *Statue Stairwell \$2,750*
        - *Main Stairwell \$4,150*
        - *Bus Loop Stairwell \$3,650*
        - *Cafeteria Stairwell \$4,700*
        - *Purple Stairwell \$2,650*
      - *Lincoln Middle School*
        - *6 corridors – all door frames \$12,420*
        - *Main hallway - \$16,205*
        - *All restrooms - \$7,350*
        - *Exterior Main entrance red Concrete walk - \$2,450*
        - *Exterior Fascia - \$64,550*
      - *Lincoln High School*
        - *Exterior Pink Roof Flashing \$14,600*
        - *Cafeteria Hallway lockers \$3,225*
        - *Art Hallway Lockers \$1,035*
- **Update & improve facilities**
  - **Improve High School logistics and usage**
    - ❖ *Bond Project Planning Stage: Move performing arts near PAC area, move athletics to East Gym area.*
      - *Design stage with construction manager & architect, with feedback from the performing arts & athletic committees*
      - *Bid package to go out November 20, 2018.*
      - *Work tentatively scheduled to begin Feb 2019*
  - **Implement a cost-savings plan; which includes change district lighting to LED & alternative power options.**
    - ❖ *On Hold – waiting on funding source*
- **Capital Outlay planning**
  - **Create replacement plans for asphalt, roofs, and facades.**
    - ❖ *Bond Project Planning Stage*
      - *Bishop & East High School roof replacement*
        - *Bids to be opened November 8<sup>th</sup> at 2:00pm*
        - *Bid recommendation submitted to the Board of Education on November 12<sup>th</sup>*
        - *Work to start as soon as weather permits*
      - *Asphalt – replace section of Rail-splitter Dr. from Whittaker to Transportation building, replace Childs Elementary bus loop, replace LHS/LMS bus loop, add 3-50 space parking lots.*
        - *Bids to be opened November 8<sup>th</sup> at 2:00pm for topography study, and soil erosion testing.*

- *Bid recommendation submitted to the Board of Education on November 12<sup>th</sup>.*
- *Work to start in Summer 2019*

**What results can you share from the strategies being implemented?**

- **New plan in process – currently no strategies have been put in place**

## Planning Committee Minutes

September 10, 2018

1. Members Present  
Jennifer LaBombarbe, Sean McNatt, Julia Butler, Allison Sparks, Thomas Rollins
2. Call to order
  - a. Chair LaBombarbe called the meeting to order at 4:37pm
3. Public comments
  - a. None
4. Old Business
  - a. Policies/ Admin Guidelines
    - [3210](#) Staff Ethics – Sean will ask Neola why no 4210 for support staff – Reviewed and Approved
    - [3211](#)       [4211](#) Whistleblower Protection– Reviewed and Approved
    - [3213](#)       [4213](#) Student Supervision and Welfare– Reviewed and Approved
    - [3215](#)       [4215](#) Use of Tobacco by Professional Staff/ Support Staff– Reviewed and Approved
    - [3216](#)       [4216](#) Staff Dress and Grooming– Reviewed and Approved
    - [3217](#)       [4217](#) Weapons– Reviewed and Approved
    - [3220](#)       [4220](#) Professional Staff/ Support Staff Evaluation– Reviewed and Approved
    - [3231](#)       [4231](#) Outside Activities of Staff– Reviewed and Approved
5. Other
  - a. Policy 7250 – Commemoration and Naming of School Facilities
    - i. Central Office Conference Room – Dr. Marvin S. Pittman Conference Room – This room would be used for disciplinary hearings (same uses as the Whittaker Room in Brick) – Pictures and background on Dr. Pittman would be displayed on the walls. This will be brought to the full board in the future.
    - ii. Board of Education Conference Room – Bessie Hoffman Conference Room – this would be used for closed sessions etc. Again Pictures and information on Ms. Hoffman would be displayed on the walls. This will be brought to the full board in the future.
  - b. Bond Project
    - i. Paperwork and plans have begun.
6. Adjournment  
5:44pm

Next Meeting October 8, 2018 @ 4:30pm in the Superintendents Conference Room



7425 Willis Road, Ypsilanti, Michigan 48197

[www.lincoln.k12.mi.us](http://www.lincoln.k12.mi.us)

## **FINANCE COMMITTEE MINUTES**

October 15, 2018

4:30 pm Superintendent's Conference Room

- A. Call meeting to order – 4:37
- B. Approve agenda –Yes
- C. Public comments – No

### **Old Business**

- A. Budget, enrollment, audit updates – Discussed enrollment count numbers which were better than projected. Also reviewed cohort numbers from elementary and middle school
- B. JSC & Marketing committee update
- C. Line item budget review –Reviewed line item budget nothing noteworthy to report at this time. Adam Snapp will advise if there is a problem.
- D. Dashboard review – Reviewed finance dashboard nothing noteworthy to report at this time. Dashboard is a good tool and we will continue to use for monitoring.
- E. Bond –Advised that bonds were sold and because of higher financial rating district may see additional funds to be used for upcoming projects.

### **New Business**

### **Adjournment 5:35**

Next meeting is TBD 4:30 Supt. Conference room



November 9<sup>th</sup>, 2018

**Executive Offices**

Executive One Building  
4835 Towne Centre Road  
Suite 203  
Saginaw, MI 48604

Phone: (989) 790-9120  
Fax: (989) 790-9063

**Corporate Services  
Field Operations  
Professional Services  
Human Resources**

1494 North Graham Road  
Freeland, MI 48623

Phone: (989) 790-9120  
Fax: (989) 781-0748

[www.wolgastcorporation.com](http://www.wolgastcorporation.com)

Mr. Sean McNatt, Superintendent  
Lincoln Consolidated Schools  
7425 Willis Road  
Ypsilanti, MI 48197

Re: Bid Pack No. 1 Flooring and Roofing Replacement

Mr. McNatt,

Wolgast Corporation submits this report on the bid results for Bid Pack No. 1 Flooring and Roofing Replacement. This report will include information regarding contractor solicitation activity, bidder response, apparent low bid and bid analysis.

1. Bid Solicitation Activity
  - a. As identified per the Wolgast Initial Contact List, Wolgast Corporation solicited 36 selective demolition contractors, 95 roofing contractors for the High School and Bishop Elementary, 32 flooring contractors, all totaling 163 bidders invited. In addition, the documents were distributed to twelve of the main plan rooms in the area and notification sent through the Blue Book notification process. Both the Initial Contact and Plan Holders Lists can be provided upon request.
2. Bidder Response
  - a. As recorded on the attached Bid Tab Report, (3) selective demolition contractors, (2) roofing contractors for High School, (3) roofing contractors for Bishop Elementary, (1) flooring contractor, all totaling 9 contractors submitted bids for the project.
  - b. Bids were received until 2:00 pm, Friday, November 7<sup>th</sup>, 2018.
  - c. Bids were opened and read aloud publicly at Lincoln Consolidated Schools Administration Conference Room at 2:05 pm on November 7<sup>th</sup>, 2018
3. Apparent Low Bid
  - a. The apparent low qualified bidders are identified on the attached Bid Tab Reports. Please refer to the Qualifications section below for additional information.
4. Bid Analysis - Base
  - a. Overall the Roofing Bids opened below the bond budget, even with the increased square footage at the High School, which is replacing basically all roof areas that are out of warranty approx. 300,000.00 SF. The Flooring Bids are well over the bond budget along with quantity. We will be working with flooring contractor and selective demo contractor to review



proposals and quantities to present a revised number for approval or potential rebidding. It is not recommend to award either selective demolition or flooring until we get closer to bond budget and review overall quantities.

5. Qualifications

- a. During the post-bid interviews, there were no exceptions noted within either roofing contractor. However, some contractors submitted voluntary alternates within their proposal for review. Please refer to the comments on the individual bid divisions as noted below.

Bid Pack 1 – Flooring and Roofing Replacements

- b. The lowest qualified High School Roofing Contractor (Beyer Roofing Company) provided two voluntary deducts. The first was to install white membrane on flat areas of the roof, while maintaining the grey membrane on the barrel section over the gym. That deduct was (\$22,000.00). Second was to install a 50 Mil Membrane in lieu of 60 Mil Membrane. Both membranes offer the same 20 year no dollar limit warranty. That deduct was (\$43,888.00). Based upon conversation, both voluntary deducts are included within the award recommendation.
- c. The lowest qualified Bishop Elementary Roofing Contractor (Superior Services RSH, Inc.) provided one voluntary deduct to install an 50 Mil White Membrane in lieu of 60 Mil Membrane. Both membranes offer the same 20 year no dollar limit warranty. That deduct was (\$14,000.00). Based upon conversation, the voluntary deduct is included within the award recommendation.
- d. Alternates not included in the Award Recommendation are:
  - i. Alt # 1 – Provide Custom Painted Edge Metal around Roof Perimeter at High School. Add of \$97,000.00
  - ii. Alt # 2 – Brick Elementary Flooring Replacement Scope. Add of \$55,476.00
  - iii. Alt # 3 – Furnishing and Installing 32 Mil Tandus LVT in lieu of 40 Mil Mannington LVT. Add of \$44,958.00
  - iv. Alt # 4 – Furnishing and Installing Mannington Carpet in lieu of Tandus Carpet. Add of \$18,350.00

5. Recommendations:

- a. Wolcast Corporation has provided an award recommendation list of the lowest qualified bidders for the Bid Pack No. 1 Roofing Replacement at High School and Bishop Locations we are NOT Awarding either selective demolition or flooring as related to all location flooring replacement. (Please refer to the attached Award Recommendation Lists). The recommendations include performance, labor and material (PL&M) bond amounts for all of





the contractors. It is the school district's decision to require the bonds for contacts less than \$50,000.00 or to select a different contractor other than the contractors listed on the award recommendation list.

- b. The current total award recommendation for Bid Pack No. 1 Roofing Replacement Only is \$ 1,334,375.00, which does not included either the selective demolition or flooring bid division at this time, or any asbestos abatement which is awarded thru environmental consultant.

If I can be of any further service to you, please do not hesitate to contact me.

Sincerely;

A handwritten signature in black ink, appearing to read "Aaron A Grove". The signature is fluid and cursive, with the first name being the most prominent.

Aaron A Grove  
Project Manager, CM Division  
Wolgast Corporation

Enclosures:

Award Recommendation  
Bid Tabulation Sheet



**Lincoln Consolidated Schools  
Bid Pack No. 1 - 2018 Bond Projects  
Contract Award Recommendations**

Lincoln Consolidated Schools received sealed bids on November 7, 2018 for the Bid Pack No. 1 - 2018 Bond Projects. Wolgast Corporation has reviewed each of the bids and interviewed the low bidders. Wolgast Corporation recommends the following contractors for the award of contracts and described amounts.

The Owner reserves the right to reject any or all proposals, accept a bid other than the low bid and to waive the informalities and /or errors in the bid, which they feel to be in their own best interest.

<b>Bid Division</b>	<b>Contractor Name/Address</b>		<b>Bid Pack No. 1</b>
<b>075000 Roofing (High School)</b>	<b>Beyer Roofing Company, Inc.</b> 6241 Sherman Road Saginaw, MI 48604 Phone: (989) 754-7741 Fax: (989) 754-8971	<b>Base Bid</b>	\$ 1,120,863.00
		<b>Bond</b>	\$ 8,200.00
		<b>White Membrane on Flat Areas</b>	\$ (22,000.00)
		<b>Vol. Alt 50 Mil Membrane</b>	\$ (43,888.00)
			<b>\$ 1,063,175.00</b>
<b>075000 Roofing (Bishop Elementary)</b>	<b>Superior Services RSH, Inc.</b> 5411 W. Grand River Avenue Lansing, MI 48906 Phone: (517) 321-8222 Fax: (517) 321-4995	<b>Base Bid</b>	\$ 283,000.00
		<b>Bond</b>	\$ 2,200.00
		<b>Vol. Alt 50 Mil Membrane</b>	\$ (14,000.00)
		<b>Total</b>	<b>\$ 271,200.00</b>
<b>Total Contracts</b>		<b>\$</b>	<b>1,334,375.00</b>

Lincoln Consolidated Schools Bid Pack No. 1 2018 Bond Projects November 7, 2018	Bid Bond	Familial Affidavit	Iran Affidavit	Addendum #1	BASE BID	BOND	BASE & BOND TOTAL	APPARENT LOW BID	Alt. #1	Alt. #2	Alt. #3	Alt. #4
<b>024200 - Selective Demolition</b>												
	X	X	X	X	\$ 199,700.00	\$ 4,000.00	\$ 203,700.00	\$ 203,700.00				
DKI International Inc.	X	X	X	X	\$ 293,000.00	\$ 3,516.00	\$ 296,516.00					
Blue Star, Inc.	X	X	X	X	\$ 410,881.00	\$ 5,200.00	\$ 417,081.00					
Quality Environmental Services, Inc.	X	X	X	X								
<b>075000 - Roofing (High School)</b>												
	X	X	X	X	\$ 1,120,863.00	\$ 8,200.00	\$ 1,129,063.00	\$ 97,000.00				
Beyer Roofing Company, Inc.	X	X	X	X	\$ 1,379,000.00	\$ 10,300.00	\$ 1,389,300.00	\$ 39,500.00				
Superior Services RSH, Inc.	X	X	X	X								
<b>075000 - Roofing (Bishop Elementary)</b>												
	X	X	X	X	\$ 285,000.00	\$ 2,200.00	\$ 287,200.00	\$ 285,200.00				
Superior Services RSH, Inc.	X	X	X	X	\$ 285,000.00	\$ 3,000.00	\$ 288,000.00					
Beyer Roofing Company, Inc.	X	X	X	X	\$ 299,000.00	\$ 8,900.00	\$ 307,900.00					
Duke Roofing Company	X	X	X	X								
<b>096500 - Flooring</b>												
	X	X	X	X	\$ 1,643,487.00	\$ 2,587.00	\$ 1,646,074.00	\$ 1,546,074.00	\$ -	\$ 55,476.00	\$ 44,958.00	\$ 18,350.00
Northeastern Paint Supply, Inc.	X	X	X	X								
<b>TOTAL - APPARENT LOW BIDS</b>								<b>\$ 3,264,037.00</b>				

**NOVA**  
**ENVIRONMENTAL, INC.**  
5300 PLYMOUTH ROAD  
ANN ARBOR, MICHIGAN 48105  
734-930-0995

November 2, 2018

Mr. Phil Bongiorno  
Facilities Director  
Lincoln Consolidated Schools  
7425 Willis Road  
Ypsilanti, MI 48197

RE: Contractor Selection

Dear Mr. Bongiorno:

As you are well aware, asbestos abatement work has to be performed as part of the renovation activities at Model Early Childcare and Lincoln High School. The present projects involve the removal of flooring materials.

The following is Nova Environmental, Inc.'s recommendation regarding the selection of the asbestos abatement Contractor for the Lincoln Consolidated Schools' projects.

BID NO.	Buildings	Contractor	Bid Amount
1	Model ECC and Lincoln HS	Trust Thermal Abatement	\$88,000.00

This recommendation is based upon the following factors:

1. The bid from the Contractor was the low bid.
2. The Contractor has performed similar projects of size, scope and schedule for numerous school systems.
3. Nova Environmental, Inc. has worked with the Contractor on a number of projects similar in nature. The Contractor should be able to provide a safe and effective project within the time parameters of the specification.

For the above noted reasons, along with others, Nova recommends the bid proposals from the above noted Contractor be accepted for the projects in Lincoln Consolidated Schools. Obviously, this recommendation is conditioned upon proper submittals from the company in keeping with the requirements of the bid documents and the contract between the School District and the Contractors being mutually agreed upon.

If you have any questions or if I can be of further service, please contact me.

Thank you,  
NOVA ENVIRONMENTAL, INC.



Lisa Whitton  
Vice President



LINCOLN CONSOLIDATED SCHOOLS  
Model Elementary School, Lincoln High School and Brick Elementary School  
Asbestos Abatement Bid Tabulation  
November 7, 2018

Contractors	Bid Bond	Familial Stmt	Iran Stmt	Addendum #1	Bid 1 Model ES and Lincoln HS	Bid 1 – Alternate 1 Brick ES
Dore & Associates	X	X	X	X	\$127,700.00	\$29,200.00
Qualified Abatement Services	X	X	X	X	\$89,000.00	\$23,700.00
Quality Environmental Services	X	X	X	X	\$92,200.00	\$19,800.00
Trust Thermal Abatement	X	X	X	X	\$88,000.00	\$17,000.00
Global Green Service Group	X	X	X	X	\$115,500.00	\$19,200.00
Martin	X	X	X	X	\$124,635.00	\$26,962.00
Environmental Maintenance Engineers	X	X	X	X	\$128,000.00	\$20,000.00



October 29, 2018

Sean McNatt, Superintendent  
Lincoln Consolidated Schools  
7425 Willis Road Road  
Ypsilanti, MI 48197

Dear Mr. McNatt,

On October 15<sup>th</sup>, 2018 IDI sent Request for Proposals (RFP) to preform surveys for the Lincoln Consolidated Schools 2018 Bond Projects to 11 professional firms. In all, we received correspondence from six firms acknowledging the receipt of the RFP or requesting additional information. Overall, by our RFP due date of October 26<sup>th</sup>, 2018 we have received six proposals to complete the survey work for the Lincoln Consolidated Schools 2018 Bond Project. A summary of the proposals received are listed below:

<u><i>Request for Proposal</i></u>	<u><i>- Site Topographic Survey</i></u>
<i>PEA</i>	<i>\$23,400.00</i>
<i>Spalding DeDecker</i>	<i>\$31,750.00</i>
<i>Spicer Group</i>	<i>\$24,900.00</i>
<i>Associated Engineers and Surveyors</i>	<i>\$20,280.00</i>
<i>Rowe Professional Services Company</i>	<i>\$29,925.00</i>
<i>Wade Trim</i>	<i>\$12,900.00</i>

After reviewing all bids it is my recommendation that work be awarded to **Wade Trim** for **\$12,900.00**.

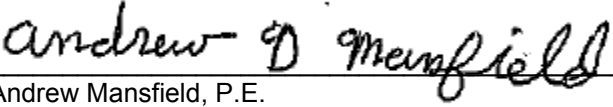
For your information and review I have included a copy of the RFP that was sent out and all proposals that were received. Please contact me with any questions regarding my recommendation. Following your approval, I will inform all firms of the decision. In addition, I will direct the winning firm to prepare contract documents to contract directly with the Lincoln Consolidated Schools to complete this work.

One final note, as many of the utilities located within the school's property are considered private utilities and they are not typically marked by "Miss Dig". Therefore, we will need the contact information of one of the school's staff members that can be a point of contact for the field work that can assist in marking and/or identifying any private utilities on site. Based on our previous discussions on this project, I assume that Phil Bongirno will be the best field contact for this project.



Please let me know if you have any questions.

Sincerely,

  
Andrew Mansfield, P.E.

Encl. Site Survey RFP – Sent 10/15/18  
Site Survey Proposals Received



**Wade Trim, Inc.**

555 S. Saginaw Street, Suite 201 • Flint, MI 48502  
810.235.2555 • www.wadetrim.com

October 26, 2018

Architecture Engineering Consulting  
1021 West Baraga Avenue  
Marquette, MI 49855

Attention: Mr. Andrew Mansfield, PE

Re: Proposal for Professional Surveying Services  
Lincoln Consolidated Schools  
Site Topographic Survey (Three Sites)  
7300 Bemis Road, 7425 Willis Road, and 7424 Bemis Road  
Ypsilanti, Michigan

Dear Mr. Mansfield:

At your request, we have prepared this proposal to provide professional surveying services for a site topographic survey at Lincoln High School, Childs Elementary School, and the proposed indoor Training Facility located in Ypsilanti, Michigan. The survey is being requested for design purposes for repair and resurfacing of the bus loop at Childs Elementary, reconstruction of rail splitter drive, addition of 150 new parking spaces, replacement of existing grass areas with artificial turf at the football field, new baseball and softball fields, utility improvements at Lincoln High School, and construction of a new 119,500 square feet indoor training facility. This proposal is written based on the information provided in your Request for Proposal (RFP) dated October 15, 2018.

The topographic survey will be conducted under the supervision of a Professional Surveyor licensed by the State of Michigan. We shall provide a topographic survey of the five (5) highlighted areas at the three (3) sites referenced in the RFP to include floor elevations at each doorway, storm and sanitary sewer structures including rims and invert elevations, fence lines, buildings, tree lines and/or individual trees with size type, light and power poles, utility features, edges of pavement, centerline of any road or drive, curbs, flow lines, and ground shots at fifty (50) foot intervals, or as necessary to depict ground elevation changes. Onsite storm sewer, sanitary sewer, and water main shall be located, and outlets shall be located if they fall outside of the survey limits.

Wade Trim will perform the topographic survey on NAD83 state plane horizontal coordinates and NAVD88 (GPS derived) vertical datum. The map will include rights-of-way, approximate school property boundaries, pavement types, all survey control points, and benchmark data. Line work will include all onsite features, including all utilities. Storm sewer, sanitary sewer, and water main will include pipe sizes, material (if available), and flow direction.

**Owner Requirements**

1. Provide site access to property to be surveyed.
2. If new control and/or benchmarks are required within the project limits, Wade Trim requests that the Owner provide locations which have the least risk of being tampered with or destroyed during the construction phase, if known.



### **Assumptions**

1. Delivery of one hard copy of the topographic survey and an AutoCAD drawing of the survey, together with the survey data used to create the drawing.
2. Underground utility locations shall be requested by Miss Dig, Owner, or the local municipality prior to survey.
3. Notice to proceed for field survey will be within five business days of proposal submittal.
4. No training or special certifications are required to perform survey.
5. Project site is accessible, no standing water, etc.
6. Existing site control is accessible and in good standing order, as well as check measurements between control are within an assumed tolerance of 0.05 foot horizontally and 0.03 foot vertically.
7. Our fee assumes work will be completed in 2018, prior to snowfall and/or other winter conditions.

### **Exclusions**

1. Changes in the Scope of Services.
2. Additional surveying services other than what has been discussed above.
3. Preparing a boundary survey.
4. Preparing an ALTA/ACSM Land Title Survey.
5. Easement preparation of new or proposed easements.
6. Topographic survey outside of defined project limits above except utility outlets.
7. All site irrigation and sprinklers.
8. Meeting attendance.

We shall provide these services for a Lump Sum Fee of **\$12,900** in accordance with our 2018 Industrial, Commercial and Energy Rate Schedule. We propose to begin the services outlined above within one week after receiving Notice to Proceed. Wade Trim shall provide one hard copy of the topographic survey and one copy of the AutoCAD drawing, along with the survey data used to create drawing of the project area.

### **Invoicing Procedures**

All effort and cost will be invoiced monthly. Payment of invoices is expected within 30 days. Any disputes in the invoice amount shall immediately be brought to the attention of Wade Trim. Wade Trim reserves the right to stop work when accounts receivable exceeds 60 days. All deliverables are the property of Wade Trim until payment obligations are met.

**Professional Services Agreement**

Attached is a Professional Services Agreement for your review. If this proposal meets with your approval, please sign, date, and return a copy of the Agreement to our office. Our receipt of the executed Agreement will serve as our Notice to Proceed with the project.

We look forward to assisting you on this project. If you have any questions or require additional information, please contact Scott Bliss (810.235.2555) in our Survey Department.

Very truly yours,

Wade Trim, Inc.



Scott R. Bliss, PS  
Professional Surveyor



Nicholas L. Grim  
Survey Practice Lead

SRB:NLG:jlb  
AAA 1000.18F  
20181026\_MANSFIELD-LTR.DOCX  
Attachment



**Professional Services Agreement for  
Land Development Services  
(Short Form)**

**Agreement for Land Development Services**

To engage the Services of Wade Trim, Inc. as a Design, Planning, Testing and/or Land Survey Professional.

This Agreement, entitled Surveying Services, Lincoln Consolidated Schools, Ypsilanti, Michigan between Architecture Engineering Consulting of 1021 West Baraga Avenue, Ypsilanti, Michigan 49855, hereinafter called "Owner," and Wade Trim, Inc., 555 South Saginaw Street, Suite 201, Flint, Michigan 48502, hereinafter called "Professional," is as follows:

The Owner and Professional, for mutual consideration hereinafter set forth, agree as follows:

A. Professional agrees to perform certain professional services for Owner as follows:

As outlined in our proposal letter dated October 26, 2018.

B. Owner agrees to pay Professional as compensation for his services as follows:

Lump Sum Fee of **\$11,900**.

C. Owner agrees to establish an allowance of \$N/A for additional services on this Project (not less than 10% of the compensation amount specified in Item B.)

D. The Owner and Professional agree to conditions as set forth in the General Provisions of this Agreement.

E. The Owner and Professional agree to the following schedule:

As outlined in our proposal letter dated October 26, 2018.

F. Deposit of \$0 to be applied to last payment due. Deposit to be included when Owner returns signed contract.

Owner:

Professional:

By: Andrew Mansfield, PE  
(Print Name)

By: Nicholas L. Grim  
(Print Name)

Title: \_\_\_\_\_

Title: Survey Practice Lead

Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

November 12, 2018

**1.01 Basic Agreement**

A. Professional shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Professional for such Services as set forth herein.

**2.01 Payment Procedures**

A. *Preparation of Invoices.* Professional will prepare a monthly invoice in accordance with Professional's standard invoicing practices and submit the invoice to Owner.

B. *Payment of Invoices.* Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Professional for services and expenses within 30 days after receipt of Professional's invoice, the amounts due Professional will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Professional may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Professional has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

**3.01 Additional Services**

A. If authorized by Owner, or if required because of changes in the Project, Professional shall furnish services in addition to those set forth above.

B. Owner shall pay Professional for such additional services as follows: For additional services of Professional's employees engaged directly on the Project an amount equal to the cumulative hours charged to the Project by each class of Professional's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Professional's consultants' charges with a 15% mark-up, if any.

**4.01 Termination**

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.

b. By Professional:

1) upon seven days written notice if Professional believes that Professional is being requested by Owner to furnish or perform services which are outside of the agreed upon scope of services without compensation, which are contrary to Professional's responsibilities as a licensed professional; or

2) upon seven days written notice if the Professional's services for the Project are delayed or suspended for more than 90 days for reasons beyond Professional's control.

3) Professional shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Professional.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Professional to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

**5.01 Controlling Law**

A. This Agreement is to be governed by the law of the state in which the Project is located.

**6.01 Successors, Assigns, and Beneficiaries**

A. Owner and Professional each is hereby bound and the partners, successors, executors, administrators, employees and legal representatives of Owner and Professional (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Professional) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

**7.01 General Considerations**

A. The standard of care for all professional engineering and related services performed or furnished by Professional under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with Professional's services. Professional and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Professional shall not at any time supervise, direct, or have control over any contractor's work, nor shall Professional have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Professional neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Professional shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Professional's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Professional.

E. The provisions in this Agreement supersede and render null and void any contrary provisions in the contract documents between Owner and Contractor.

F. All design documents prepared or furnished by Professional are instruments of service, and Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Professional (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Professional's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Professional, whichever is less.

H. The parties acknowledge that Professional's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Professional or any other party encounters a Hazardous Environmental Condition, Professional may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

**8.01 Dispute Resolution**

Except for debt collection cases for less than \$25,000, and except as otherwise provided herein, all claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or the breach thereof will be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining, subject to the limitations and restrictions stated below. This agreement to arbitrate and any other agreement or consent to arbitrate entered into in accordance herewith as provided in this paragraph will be specifically enforceable under the prevailing arbitration law of any court having jurisdiction.

Notice of demand for arbitration must be filed in writing with the other parties to this Agreement and with the American Arbitration Association. The demand must be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event may the demand for arbitration be made after the expiration of one year from the date the cause of action accrued. The cause of action whether based in tort, contract, indemnity, contribution, or any other form of action, legal or equitable, shall be deemed to have accrued at the time the party asserting the claim either knew or, by the exercise of reasonable diligence, should have known of the existence of the facts underlying such claim, dispute or other matter in question regardless of when damages occur. After the expiration of said one year, any claim between the parties hereto shall be barred.

No arbitration arising out of, or relating to this Agreement may include, by consolidation, joinder or in any other manner, any person or entity who is not a party to this Agreement.

The award rendered by the arbitrators will be final, not subject to appeal and judgment may be entered upon it in any court having jurisdiction thereof.

**9.01 Total Agreement**

A. This Agreement (together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.



October 29, 2018

Sean McNatt, Superintendent  
Lincoln Consolidated Schools  
7425 Willis Road  
Ypsilanti, MI 48197

Dear Mr. McNatt,

On October 15<sup>th</sup>, 2018 IDI sent a Request for Proposals (RFP) for soil boring and associated geotechnical investigation for the Lincoln Consolidated Schools 2018 Bond Projects to six professional firms. In all, we received correspondence from **four** firms, either acknowledging the receipt of the RFP or requesting additional information. Overall, by our RFP due date of October 26<sup>th</sup>, 2018 we have received **four** proposals to complete the soil boring and associated geotechnical investigation work for the Lincoln Consolidated Schools 2018 Bond Project. A summary of the proposals received are listed below:

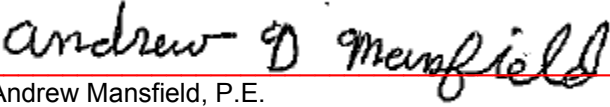
<u><i>Request for Proposal</i></u>	<u><i>– Geotechnical Investigation</i></u>
<i>D&amp;M Site, Inc.</i>	<i>\$10,700.00</i>
<i>G2 Consulting Group</i>	<i>\$13,125.00</i>
<i>Testing Engineers and Consultants, Inc.</i>	<i>\$16,790.00</i>
<i>SME</i>	<i>\$19,500.00</i>

After reviewing all bids it is my recommendation that work be awarded to **D&M Site, Inc.** for **\$10,700.00**. We have used D&M Site, Inc. in the past and have not had any issues. Please note that the prices listed above for D&M Site and G2 Consulting Group include the mobilization of a truck and/or trailer mounted drill rig only. If a smaller drill rig (ATV sized) is required for the soil boring for the football field, this would be an additional cost.

For your information and review I have included a copy of the RFP that was sent out and all proposals that were received. Please contact me with any questions regarding my recommendation. Following your approval, I will inform all firms of the decision. In addition, I will direct the winning firm to prepare contract documents to contract directly with the Lincoln Consolidated Schools to complete this work.

One final note, as many of the utilities located within the school's property are considered private utilities and they are not typically marked by "Miss Dig". Therefore, we will need the contact information of one of the school's staff members that can be a point of contact for the field work that can assist in marking and/or identifying any private utilities on site. Based on our previous discussions on this project, I assume that Phil Bongirno will be the best field contact for this project.

Please let me know if you have any questions.  
Sincerely,

---

Andrew Mansfield, P.E.

Encl. Geotechnical RFP – Sent 10/15/18  
Geotechnical Proposals Received



October 26, 2018

Andrew Mansfield P.E.  
Integrated Design Inc.  
1021 W. Baraga Avenue  
Marquette, MI 49855

**Re: Proposal for Professional Geotechnical Services  
Lincoln Consolidated Schools  
Washtenaw County, Michigan**

Dear Andrew,

Thank you for giving **D&M SITE, Inc.** (D&M) the opportunity to submit our Proposal to provide Professional Geotechnical Services for the Lincoln Consolidated schools parking lot reconstruction and resurfacing project. Based on our knowledge of the project, we understand the proposed scope of services will be as follows.

### PROJECT UNDERSTANDING

It is our understanding that borings with a report and recommendations are required for the Lincoln Consolidated Schools project that includes the following sites:

Childs Elementary School 7300 Bemis Road Ypsilanti, MI 48197	Lincoln High School 7425 Willis Road Ypsilanti, MI 48197	Proposed Indoor Training Facility 7424 Bemis Road Ypsilanti, MI 48197
--	--	---

Soil borings and geotechnical analysis are needed for parking lot reconstruction and resurfacing, including geometric changes, new baseball and softball fields, construction of a new indoor practice facility and conversion of the existing grass football field to artificial turf. We also understand that we must coordinate boring work with the owner and that it must be completed within 25 days after notice to proceed.

### SCOPE OF SERVICES

#### Task 1 - Mobilization, Boring Layout, Drilling, Sampling, and Field Testing

During this investigation a total of 50 borings will be completed, 35 borings to a depth of 5 feet below the ground surface and 15 to a depth of 20 feet. If unsuitable material is discovered, the depth of borings may increase until adequate material is located. The geotechnical engineer will determine if an adequate depth has been drilled and contact you prior to additional drilling. Our quote includes asphalt pavement patch where necessary.

In general, drilling will be performed in accordance with ASTM D 1452-00 "Practice for Soil Investigation and Sampling by Auger Borings." Soil samples will be collected using a split-spoon sampler at various intervals to the end of the boring depth. Standard penetration tests will be performed at the same intervals in accordance with ASTM D 1586-99, "Method for Penetration Test and Split Barrel Sampling of Soil."

Throughout the drilling operations, the geotechnical driller will prepare field logs indicating the depth of various soil strata encountered, groundwater and changes in the soil profile, which may affect the engineering evaluation of the site.

D&M will notify the Miss Dig (Michigan's One Call Utility Marking System) so that utilities are marked within the public areas. While D&M will take all reasonable precautions to avoid damaging existing facilities, D&M cannot assume any liability for disruption of services caused by breaks in utility lines not correctly or adequately marked on a site map or in the field, and not brought to our attention prior to drilling.

#### Task 2 - Laboratory Analysis

Soil properties and characteristics will be determined from field and laboratory testing performed on the collected soil samples. The laboratory testing will include soil classifications in accordance with ASTM D 2488, "Practice for Description and Identification of Soils (Visual-Manual Procedure)" and in-situ moisture contents outlined in ASTM D 4959, "Determination of Water Content of Soil by Direct Heating Method" (if applicable). Additionally, selected soil samples may be tested for shear strength (unconfined compression). The type and extent of additional testing will be determined by the type and nature of soil encountered.

#### Task 3 - Engineering Reports and Recommendations

Construction recommendations will be prepared under the direction of a registered professional engineer. They will address soil conditions, characteristics and engineering properties. General construction recommendations will include backfilling, groundwater management and site preparation and excavation requirements. An engineer will compile the field logs into engineering logs, describing the soil strata encountered.

The final report will contain field investigation and pertinent test data. The geotechnical report will state general findings and recommendations regarding soil properties for pavement design, groundwater conditions and control, and other pertinent considerations per your scope of work.

Our proposed fee is based on the assumption the site is accessible to trailer-mounted drilling equipment. Tree removal for boring access will be an additional charge of \$100/hour. The use of additional construction equipment to access boring locations will be charged at cost plus 10%, if needed. If obstructions, overhead lines, underground utilities, etc. are encountered, the locations of the test borings may need to be relocated. The relocation distance will be kept to a minimum. If additional drilling or a second mobilization is required, they will be conducted at a rate of \$12/foot. Downtime due to utility conflicts or other unforeseeable obstructions will be charged at an hourly rate of \$100/hour. Please note the proposed fee does not include downtime for potential conflicts. You will be contacted prior to use of additional equipment or drilling.

### **SCHEDULE, DELIVERABLES & FEE**

Soil borings can be completed within the 25-day time frame, with a digital copy of the Geotechnical Report to follow. Our proposed lump sum fee for geotechnical services is **\$10,700**. Please note that this cost estimate will not be exceeded unless unexpected access or subsurface conditions are encountered or the project characteristics are changed significantly. Should substantial changes in the project scope occur, you will be contacted for approval prior to performing the additional work.



After receipt of written authorization, Miss Dig will be notified (clearance takes approximately three days). Then drilling will be scheduled and can be completed in three to five days and laboratory work can be completed in two to four days after drilling. It is anticipated that the geotechnical engineering report can be submitted within two weeks after completion of drilling.

Please note that all review and permit application fees that may be required are not included in our fee. Invoices will be submitted upon completion of each service with payment due upon receipt.

Thank you for considering D&M SITE, Inc. for all your Survey, Inspection, Testing and Engineering needs. I look forward to discussing our services with you in further detail; please call me at 989-752-6500 at your convenience.

Respectfully,  
**D&M SITE, Inc.**



Thomas J. Dorey  
tjdore@dandmsite.com

## Proposal Acceptance Sheet

1. Project Name: **Lincoln Consolidated Schools**
2. Project Location: Washtenaw County, Michigan
3. Your Job No.: \_\_\_\_\_ (if any)  
Purchase Order No.: \_\_\_\_\_ (if any)
4. Project Manager: \_\_\_\_\_ Telephone No.: \_\_\_\_\_
5. Authorized task/s and Amount:  

Geotechnical Engineering Services – Lump Sum Fee..... **\$10,700**
6. Distribution of Report:  

To: \_\_\_\_\_ Email: \_\_\_\_\_

To: \_\_\_\_\_ Email: \_\_\_\_\_

Deliverable consists of a report in PDF format, please provide email address for distribution. To receive a hard copy of the report please check here  and a report will be mailed to you.
7. Invoicing Address: \_\_\_\_\_  
Attn: \_\_\_\_\_
8. Payment Terms: Immediately after submittal
9. Authorized by (Name & Title): \_\_\_\_\_

**ACCEPTED AND AGREED TO:** The undersigned agrees to the above, to the attached Terms and Conditions, and to any Addendum attached to and made a part of this Proposal. The undersigned has full authority to execute this Proposal on behalf of the Client. Should the Client make any claim or assertion that this Proposal was executed without its authority, the undersigned assumes full personal liability and shall indemnify, defend, and save D&M SITE Inc., harmless from such claim or assertion.

(Signature): \_\_\_\_\_

## Terms and Conditions

**D&M SITE, Inc.** (Consultant) shall perform the services outlined in this agreement for the stated fee arrangement.

### Access to Site

Unless otherwise stated, the Consultant will have access to the site for activities necessary for the performance of the services. The Consultant will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

### Dispute Resolution

Any claims or disputes made during design, construction or post-construction between the Client and Consultant shall be submitted to non-binding mediation. Client and Consultant agree to include a similar mediation agreement with all contractors, subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

### Payment of Account

Invoices for the Consultant's services shall be submitted, at the Consultant's option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 15 days after the invoice date. If the invoice is not paid within 15 days, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 60 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

### Indemnification

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Consultant, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance by any of the parties above named of the services under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Consultant.

### Certifications

Guarantees and Warranties: The Consultant shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the Consultant cannot ascertain.

### Limitation of Liability

To the maximum extent permitted by law, the Client agrees to limit the Consultant's liability for the Client's damages to the Consultant's fee. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

### Termination of Services

This agreement may be terminated by the Client or the Consultant at any time with or without cause upon giving the other party (30) calendar days prior written notice. The Client shall within (30) calendar days of termination pay the Consultant for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract.

### Ownership of Documents

All reports, drawings, specifications, computer files, field data, notes and other documents produced by ENGINEER under this contract are instruments of ENGINEER's professional service and shall remain the property of ENGINEER. The final construction documents prepared under this contract shall become the property of the OWNER upon completion of the services and payment in full of all monies due to the ENGINEER. The OWNER shall not reuse or make any modification to the construction documents without the prior written authorization of the ENGINEER.

### Resident Services During Construction

If authorized by OWNER, a Resident Project Representative will be furnished and will act as directed by ENGINEER in order to assist ENGINEER in observing performance of the work of Contractor(s). Through these on-site observations of the work in progress and field checks of materials and equipment by the Resident Project Representative and any assistants, ENGINEER shall endeavor to provide further protection for OWNER against defects and deficiencies in the work of Contractor(s). This construction observation shall not make ENGINEER a guarantor of the contractor's work. The contractor shall continue to be responsible for the accuracy and adequacy of all construction performed. In accordance with generally accepted practice, the contractor will be solely responsible for the methods of construction, direction of personnel, control of machinery, and false work, scaffolding, and other temporary construction aids. In addition, all matters related to safety in, on, or about the construction site shall be under the direction and control of the Contractor and ENGINEER shall have no responsibility in that regard.



Lincoln Consolidated Schools  
Musical Instrumental Bid Tabulation  
November 2, 2018

Vendors	Familial Statement	Iran Statement	Bid Amount
Music & Arts	Yes	Yes	\$84,429.00
Washington Music Center	Yes	Yes	\$83,690.85
Brook Mays Music	Yes	Yes	\$24,302 (only 2 instruments quoted)
Marshall Music Company	Yes	Yes	\$90,520

It is the recommendation of Leslie Schwegler of the Lincoln Consolidated Schools band department to select Washington Music Center as the provider of new instruments for the band program.

**The recommendation is based upon the following factors:**

1. The bid was the lowest bid
2. The instruments provided matched all the bid requirements
3. The vendor is able to meet the requested schedule for deployment.

For the above reasons the bid proposal from the above noted vendor be accepted for providing the instruments described within the bid proposal for the Lincoln Consolidated schools. This recommendation is only valid upon proper execution of the fulfillment of the requirements within the bid documents and the contract between the school district and the vendor.

## Attachment A

Company Name: Washington Music Center

Lincoln High School Band				
Make	Description	Quantity	Price	Total
Yamaha	Baritone Saxophone – YBS-52	3	4,071. <sup>25</sup>	12,215.55
Cereveny	Tuba CBB 686-4	4	NO Bid	—
Yamaha	Bass Clarinet YCL-221 Student Bass Clarinet with Low Eb	6	1,683. <sup>75</sup>	10,102.50
Fox Renard	Bassoon model 41	2	4,144. <sup>05</sup>	8,288.10
Holton	French Horn H379	6	2,516. <sup>25</sup>	15,097.50
Yamaha	Mellophone YMP-204M Series	6	1,158. <sup>35</sup>	6,950.10
Yamaha	Baritone YEP-321 Series 4-valve Euphonium lac	6	1,687. <sup>55</sup>	10,125. <sup>30</sup>
Yamaha	Marching Baritone YBH-301M series Marching Baritone lac	6	1,596. <sup>20</sup>	9,577. <sup>20</sup>
Jupiter	Sousaphone Qualifier Series Fiberglass BBb Sousaphone JSP1000 lac	4	2,833. <sup>65</sup>	11,334. <sup>60</sup>

**Lincoln Consolidated Schools  
Musical Instruments  
Bid Response & Enclosures**

Please verify with an "X" that the following items are included in the bid response.

1. Completed and notarized **Company Information & Certification** form X
2. Bid Price form listing unit and extended prices and all other charges X

Please respond to the following questions:

1. Describe the payment terms: Net 30
2. What is the required lead time to place an order? \_\_\_\_\_
3. For how many days is this quote valid? 365 Days
4. Describe any warranties provided or available for purchase: Manufacturer warranty
5. How soon can you deliver the items listed in Attachment A: ETA based on manufacturer availability once the order is placed.

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**Monday, October 22, 2018**  
**6:00 p.m.**  
**Media Center- High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer  
Laura VanZomeren, Trustee  
Allison Sparks, Trustee

**ADMINISTRATORS PRESENT**

Nicole Holden, High School Principal  
Robert Jansen, Bishop Elementary Principal  
David Northrop, Brick Elementary Principal  
Vicki Coury, Communication & Information Services

**OTHERS PRESENT**

Edgar Brown, Jim Harless, Karen Cook, Dawn Johnson, Ron Hamilton, Jacob Sweet, Zachary Hamilton, Janet Sweet, Nicola Northrop, Donna White, Mike Weathers, Frederick Heidemann, Julia Bryant, Robert Norns and Dianna Hinderer

**1.0 CALL TO ORDER**

President Mrs. Williams called the meeting to order at 6:00 p.m. in the Media Center at High School High.

**1.0 ROLL CALL**

Roll call showed all Board Members were present with the exception of Connie Newlon.

**2.0 ESTABLISHMENT OF QUORUM**

A quorum was established.

**3.0 PLEDGE TO FLAG**

The Pledge of Allegiance was recited by Board and audience members.

**4.0 ACCEPTANCE OF AGENDA**

It was moved by LaBombarbe and seconded by Czachorski that we accept the agenda as presented with the exception of removing 10.1.2 Student #2.

Ayes: 6

Nays: 0

Motion carried 6-0

**6.0 PRESENTATIONS**

**6.1 Employee of the Month**

Sylvia Montour is a driver for students attending non-district programs. In this role she transports students with a range of behavioral and cognitive needs that require extensive support. Students may be unable to communicate, or display significant behavioral challenges. All too often drivers must determine what a student needs on their own. Occasionally, a driver must pull the bus over to respond to immediate student needs. In a short amount of time, Sylvia has responded to each of these situations this school year. Determined to make a difference for her students, she purchased toys with her own funds. On October 31st, 2018, Sylvia provided specific toys for students in need of comfort. A musical toy was provided to a student known for significant behavioral needs. The result

was a quiet run. Sylvia identified the needs of her environment, and took action to improve it. The result was a stress free ride not only for one student, but for everyone. Sylvia brings great credit to herself, the Transportation department, and Lincoln Consolidated Schools.

Nominate by Robert Williams

## 6.2 Strategic Plan Goal #5-Communication

Presented by Vicki Coury

- Develop and enhance community events, reviewed current and proposed events with District PTO at September meeting.
- Clearly communicate building processes with parent/guardian for transition between buildings and Principals have met to identify opportunities between Middle School and Elementary Buildings
- Have identified current partnerships and increase outreach opportunities including meeting with Library Director about their upcoming Millage Renewal and identified Liaison for United Way
- Need to secure budget and funding for District PTO events and programs.
- Elementary Principals will identify opportunities with area daycare providers

## 6.3 Bishop Elementary

Presented by Robert Jansen

- Enrollment: 464 (Fall) with 263 boys and 201 girls, 107 (23%) students with disabilities and 12 English language learners
- Enrollment is down 25 students from 2017-2018 school year to the beginning of 2018-2019 school year
- 2017-2018 students' attendance was 95 % daily.
- Behavior data per suspensions for 2017-2018 was down from the previous year.
- NWEA and MSTEP showed growth in almost all areas
- School Improvement Four Goals – Reading, Math, Positive Behavior, and Project Based Science and Social Studies
- E3 Award winner in the areas of Multi-age Program, Spanish Immersion, Green School Initiative and Cultural Exchange.
- Cultural Exchange program is planned again to Madrid, Spain, for 2019

## 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

### 7.1 Superintendent's Report

- Middle School Coffee with the Superintendent is October 23, 2018, at 5:30-7:00 p.m.
- Parent Teacher Conferences are October 24-25, 2018
- Bond updates and schedule is posted on the school website to keep everyone up to date on the progress.
- Lincoln's own Caleb Foote, is playing Eddie in "The Kids Are Alright" Tuesday's at 8:30 on ABC.

#### 7.1.1 Human Resources

- Current posting include: bus drivers, bus aids, Brick Principal, Human Resources Director and two teaching positions.
- Open enrollment will take place in November and will be online only.

#### 7.1.2 Marketing

- Marketing Committee met and discussed ways to get students involved in writing articles or making videos through SWWC and Middle School journalism class.
- Facebook summary detailed 15-55 age demographics reaching both genders.

### 7.2 Finance Report

- Audit report presented at September 24, 2018, meeting with zero findings.
- Lincoln Global credit rating is an AA

- 7.2.1 September 2018 Food Service Report  
Report included in Board packet.
- 7.2.2 September 2018 Enrollment Report  
Report included in Board packet.

## **8.0 PUBLIC COMMENT**

- Daniel Komray spoke on the details of his displeasure over an incident at Brick Elementary.

## **9.0 BOARD REPORTS/CORRESPONDENCE**

- 9.1 Board Executive Committee Report  
October 15, 2018, minutes are included in the Board packet and the next Board Executive Meeting will be November 5, 2018.
- 9.2 Board Performance Committee Report  
Board Performance Committee met on October 22, 2018, minutes will be forthcoming and will meet next November 26, 2018.
- 9.3 Board Planning Committee Report  
Board Planning Committee will meet on November 12, 2018.
- 9.4 Board Finance Committee Report  
Board Finance Committee met on October 15, 2018, being the last scheduled meeting of the year. Minutes will be forthcoming in next Board packet.
- 9.5 Reports and Correspondence
  - A reminder of the Ypsilanti Library Millage on the November 6, 2018, ballot.

## **10.0 NEW BUSINESS**

### 10.1 Student Discipline Hearing Recommendations

#### 10.1.1 Student #1

The Board Discipline Committee met on October 2, 2018, to conduct a disciplinary hearing for Student #1 and their recommendation was included in the packet. The Superintendent and Discipline Committee recommend approval as presented.

It was necessary to adjourn to closed session to discuss discipline. A roll call vote was necessary.

It was moved by Czachorski and seconded by LaBombarbe that pursuant to Sections 8 (c) and of the Open meetings Act, we enter closed session for the purpose of discussing discipline, to return to open session.

A roll call vote was taken.

Ayes:6            LaBombarbe, Czachorski,  
                         Williams, VanZomeren, Sparks, Rollins

Nays:0

Motion carried 6-0

Board of Education entered into closed session at the request of Student #1 at 6:55 p.m. to return at 7:53 p.m.

It was moved by Czachorski and seconded by LaBombarbe that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #1 as presented.

A roll call vote was taken.



Ayes:5            LaBombarbe, Czachorski,  
                         Williams, Sparks, Rollins

Nays:1            VanZomeren

Motion carried 5-1

10.2    2018 School Building and Site Bonds

The School and Site Bond Resolutions Series A and Series B were included in the Board packet and were provided by Thrun. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the School and Site Bond Resolutions Series A and Series B as presented by Thrun.

Ayes: 6

Nays: 0

Motion carried 6-0

10.3    Student Trips

10.3.1    High School-Central Europe

This student trip proposal is for the high school Social Studies department, World History and US History students to travel to Central Europe in March of 2020. This was presented for information only at this time; Board action will be requested at a subsequent meeting.

10.3.2    High School Drama-MIFA

A High School Theatre Department overnight trip proposal to attend MIFA (Michigan Interscholastic Forensics Association) and Mid-Michigan Theater Festival in Essexville, Michigan in February is included in the Board packet. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3.3    Middle School-Government

The Youth in Government Conference is a statewide middle school three day conference that is held each year in Lansing. It is sponsored by the Ann Arbor YMCA. It provides students a place to debate the bills that they create in their weekly meetings. The goal is to get their bill voted into "law". Students spend a full day at the capital building where they role play being a member of the state legislature. They get to use the actual Senate and House floors to debate bills throughout the day. Students also get treated to a banquet as well as a session where they hear influential speakers. Board action was requested.

It was moved by Czachorski and seconded by VanZomeren that we approve the Middle School Government tip as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

10.4    School Bus Purchase

We are looking at getting 4 special education and 3 conventional buses. Total cost of the buses will be \$688,738 of the allocated bond money of \$750,000. These buses are expected to arrive the first week of March 2019 with approval by the Board in November. Included in the Board packet is literature on new technology that includes electronic stability which comes standard in all buses now. We will be receiving the bond money in November and the check for the buses will be due prior to or at delivery. This was presented for information only; Board action will be requested at a subsequent meeting.

11.1 Minutes of Previous Meeting

11.1.1 Board Meeting September 24, 2018

11.1.2 Board Meeting Workshop October 8, 2018

Enclosed are the minutes of the September 24, 2018, Regular Meeting and October 8, 2018, Board Meeting Workshop.

It was moved by LaBombarbe and seconded by VanZomeran that we approve the minutes of the September 24, 2018, Regular Meeting and October 8, 2018, Board Meeting Workshop.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2 2017-2018 Audit Report

The 2017-2018 District Audit was presented on October 08, 2017. All questions were to be directed to Adam Snapp. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we accept the 2017-2018 District Audit as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.3 September 2018 Finance Report

Enclosed are the September 2018, Financial Reports. The Superintendent recommends approval as presented.

It was moved VanZomeran and seconded by Rollins that we approve the September 2018, Financial Reports as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.4 September 2018 Trust & Agency

Enclosed is the September 2018, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and second by VanZomeran that we approve the September 2018, Trust & Agency Report as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.5 September 2018 Check Register

Enclosed is the September 1-30, 2018, check register in the amount of \$1,516,401.48. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Czachorski that we approve the September 1-30, 2018, check register in the amount of \$1,516,401.48 as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.6 Personnel Transactions

<b><u>ACTION ITEMS</u></b>			
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>
Riegel, Stephanie	Model/Noon Supervisor	9/21/2018	New Hire
Garland, Arnituris	Transportation/Sub Bus Aide	9/24/2018	New Hire
Laurie, Lynn	Transportation/Sub Secretary	9/19/2018	New Hire
Fletcher, Yvonne	LHS/Noon Supervisor	9/21/2018	New Hire
Woods, Elizabeth	Model-Head Start/Paraprofessional	9/28/2018	New Hire
Spencer, Charlotte	Brick/Social Worker	10/1/2018	New Hire
Butler, Julia	Human Resources/Director	9/24/2018	Resignation
Johnson, Stephanie	Childs/Noon Supervisor	10/2/2018	New Hire
Nagel, Brendan	Athletics/Lifeguard	9/27/2018	New Hire
Depriest, Jonah	Athletics/Swim instructor	9/27/2018	New Hire
Beard, Lisa	Model GSRP/Paraprofessional	9/24/2018	New Hire
Johns, Rachel	Model GSRP/Teacher	9/26/2018	New Hire
Keelen, Marlayna	Model GSRP/Paraprofessional	10/1/2018	New Hire
Vires, Brandy	Brick/Noon Supervisor	10/10/2018	New Hire
Dailey, Candice	Childs/Noon Supervisor	9/28/2018	New Hire
Gardner, Orangell	Transportation/Bus Driver	9/6/2018	Resignation
Post, Carol	Transportation/Bus Aide	10/15/2018	New Hire
Kaczmarek, Lon	Transportation/Bus Driver	10/1/2018	Resignation
Eans, Marissa	Childs/Noon Supervisor	10/8/2018	Transfer
Northrop, David	Childs, Bishop, Brick, LMS/Media Specialist	11/5/2018	Transfer
Stanley, Sarah	Lincoln High School/Paraprofessional	11/12/2018	Transfer

It was moved by VanZomeren and seconded by Czachorski that we approve the October 22, 2018, Personnel Transactions Summary as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

## 12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 8:13 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0





# ELECTRONIC STABILITY

## BENDIX® ESP® ELECTRONIC STABILITY PROGRAM

### AN INTELLIGENT INVESTMENT IN STABILITY FOR SCHOOL BUSES

Bendix® ESP® stability system may help mitigate rollovers and loss of control on a wide variety of road conditions. Full stability systems like this one deliver more performance than roll-only systems, thanks to additional sensors and braking capability.

#### NEEDS FOR SCHOOL BUS STABILITY:

- ▶ Detect potential instability situations quickly
- ▶ Intervene quickly
- ▶ Apply braking where needed
- ▶ Perform on wet-, snow-, and ice-covered surfaces

#### WHAT IS BENDIX® ESP®?

- ▶ First widely used ABS-based stability system capable of recognizing and assisting with both rollover and vehicle under- and over-steer driving situations
- ▶ Provides a higher level of stability on both dry and wet surfaces compared to systems that focus only on rollover mitigation

#### HOW DOES BENDIX ESP WORK?

- ▶ The Bendix® ESP® stability system quickly and automatically intervenes to assist the driver if the vehicle is reaching a critical stability threshold
- ▶ The system can selectively apply vehicle brakes, as well as de-throttle the engine

#### FEATURES OF BENDIX ESP

- ▶ Helps mitigate vehicle slides, skids, and loss of control through advanced monitoring of a variety of vehicle parameters and automatic and selective application of vehicle brakes
- ▶ Helps mitigate rollovers through advanced sensing and automatic application of vehicle brakes



Bendix safety technologies, including Bendix® ESP®, complement safe driving practices. No school bus safety technology replaces skilled, alert driver exercising safe driving techniques and proactive, comprehensive driver training. Responsibility for the safe operation of the vehicle remains with the driver at all times.

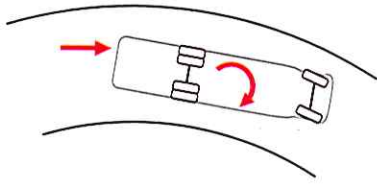


# BENDIX® ESP® ELECTRONIC STABILITY PROGRAM

## THE IMPORTANCE OF FULL STABILITY – BENDIX® ESP® FOR SCHOOL BUSES

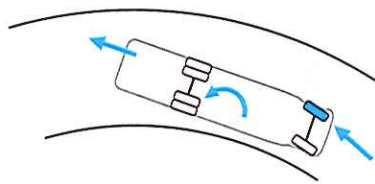
### DRIVING SCENARIO:

The vehicle's speed around a curve has exceeded the ability of the tires to hold the vehicle orientation, causing the vehicle to slide and over-steer.



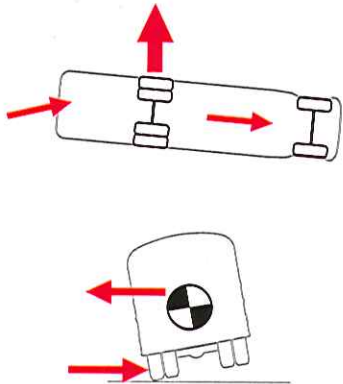
### SYSTEM RESPONSE:

The Bendix® ESP® stability system helps to correct the vehicle orientation by reducing speed and, if required, the system quickly applies braking pressure to the appropriate wheels.



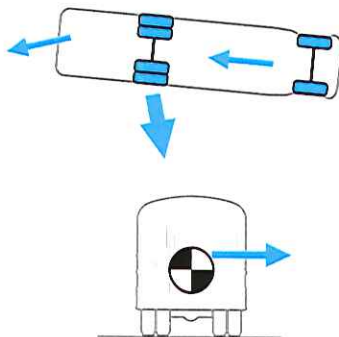
### DRIVING SCENARIO:

A vehicle enters a curve too fast on high friction pavement. The wheels and the pavement create a "hinge" effect allowing the forces at the center of gravity to push the vehicle over.



### SYSTEM RESPONSE:

The Bendix® ESP® stability system applies pressure to all brakes and reduces engine throttle to quickly reduce vehicle speed and help reduce the chance of a rollover.



The table below identifies the key features and components of the Bendix® ESP® full stability system:

	FEATURE	WHAT IT DOES	WHY IT MATTERS	BENDIX® ESP®
Bendix® ESP® Sensor Technology	Wheel Speed Sensors	Monitors the wheel rotation at individual wheels	Allows the system to determine vehicle speed and monitor wheel lock-up to optimize braking	✓
	Lateral Acceleration Sensor	Senses the side or lateral forces acting on the vehicle	Side or lateral forces are used to detect a roll situation	✓
	Steering Angle Sensor	Senses the driver's steering and direction	An early indicator of a potential critical maneuver. Helps the system to respond faster and more accurately	✓
	Brake Pressure Sensors	Measures the driver's braking demand	Allows the system to accurately supplement the driver throughout the maneuver	✓
	Yaw Rate Sensor	Senses the rotation of the vehicle	Allows the system to monitor the true orientation of the vehicle and compare it to the driver's intention	✓
Bendix® ESP® Performance Enhancement	Multi-level Sensing	Cross checks multiple system sensors	Improves the reaction time and accuracy of the intervention	✓
	Tuning	Different vehicles have different stability characteristics. Tuning adapts the stability system to account for these differences	Improves the ability of the stability system to match the intervention of the situation	✓
	All Axle Braking	The ability to apply brakes at all axles	Provides the best opportunity to reduce vehicle speed in the shortest time	✓
	Individual Corner Braking	The ability to apply individual brakes	Provides the capability to control under- and over-steer situations	✓

The Bendix® ESP® full stability system helps you make an intelligent investment in stability. For more information contact your IC Bus dealer or visit [www.ICBus.com](http://www.ICBus.com).



[www.ICBus.com](http://www.ICBus.com)

Specifications, descriptors and illustrative material in this literature are accurate as known at time of publication, but are subject to change without notice. Illustrations may include optional equipment and accessories, and may not include all standard equipment. IC Bus is a registered trademark of Navistar, Inc. BAD18005  
BW8071 © 2018 Navistar Inc. All rights reserved. All marks are trademarks of their respective owners. Lithographed in the United States of America

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #12063**  
Oct 11, 2018 10:32 AM

**Buying Organization** Lincoln Consolidated Schools  
8970 Whittaker Rd  
Ypsilanti MI 48197-9440

Notes 77 Passenger 2019  
Product Category Conventional (2018-19 Phase 1)  
Product 77 Passenger  
Quantity 1

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>			<b>\$84,014.00</b>	<b>\$83,827.00</b>	<b>\$84,489.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$192.00)	\$35.00
-------------------------------------	------	-----	------------	---------

**Alternator**

240-amp, Leece-Neville	C123	\$132.00	S/E	\$159.00
------------------------	------	----------	-----	----------

**Brake Dust Shield**

Brake dust shield on all wheels	C170	S/E	S/E	S/E
---------------------------------	------	-----	-----	-----

**Cruise Control**

Delete Cruise Control	C190	(\$23.00)	N/C	(\$35.00)
-----------------------	------	-----------	-----	-----------

**Engine**

Cummins ISB 240 hp w/PTS2500 trans	C202	\$1,542.00	\$500.00	\$359.00
------------------------------------	------	------------	----------	----------

**Fan Drive**

Electromagnetic On/Off Type	C195	\$98.00	S/E	N/C
-----------------------------	------	---------	-----	-----

**Fuel Tank**

Increase to 100-gallon diesel tank	C251	\$352.00	\$280.00	\$318.00
------------------------------------	------	----------	----------	----------

**Full Instrumentation Package (Engine)**

Low Coolant indicator with audible alarm	C260	S/E	S/E	S/E
--	------	-----	-----	-----

**Idle Management Control**

Programmable	C280	S/E	N/C	S/E
--------------	------	-----	-----	-----

**Paint, Wheels**

Wheels finish coated black inside and out	C300	S/E	N/C	(\$52.00)
---	------	-----	-----	-----------

**Switches, Ignition**

Keyed alike	C350	N/C	\$7.00	N/C
-------------	------	-----	--------	-----

**Tires**

11R22.5 steer front/rear, Goodyear	C374	N/A	(\$361.00)	
<b>Body Options</b>				
<b>Back Up Alarm and Sticker</b>				
Delete base spec	B180	(\$45.00)	(\$86.00)	(\$57.00)
<b>Battery Cut Off Switch</b>				
Add battery cut off switch	B190	S/E	\$115.00	\$62.00
<b>Color, Interior</b>				
Walls white	B234	N/A	S/E	S/E
<b>Door, Entrance, Dryer</b>				
Ambient air dryer for air door	B270	N/A	N/A	N/C
<b>Exit, Emergency Window</b>				
Increase from 2 to 4	B290	S/E	N/C	S/E
<b>Fuel Filler Door</b>				
Latching	B392	S/E	S/E	S/E
<b>Heater, Mid-body Rear</b>				
80,000 BTU	B431	\$232.00	\$360.00	\$317.00
<b>Lettering and Trim</b>				
Replace 2" tape w/6" Scotchlite tape	B451	\$211.00	\$125.00	\$125.00
<b>Light Visor</b>				
Overhead flasher light visor	B455	S/E	S/E	N/C
<b>Light, Exterior</b>				
Light check system	B460	S/E	S/E	S/E
<b>Lights, Overhead Warning</b>				
LED strobe lights	B482	\$766.00	\$475.00	\$524.00
<b>Lights, LED</b>				
Sound Off brand for LED package	B500	N/A	S/E	S/E
<b>Mirrors, Crossview</b>				
MirrorLite High Definition, unheated	B530	N/A	N/A	\$41.00
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$29.00	\$30.00
<b>Mirrors, Rearview</b>				
Rosco Open View, remote, heated, split view	B572	N/A	\$200.00	\$164.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$24.00	\$60.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$554.00	S/E
<b>Paint, Roof</b>				
White, polyurethane	B605	\$355.00	\$185.00	\$340.00
<b>Power Source</b>				

12-volt power source in driver's area	B615	\$31.00	S/E	
<b>Radio &amp; Public Address System</b>				
PA system inside only, no radio system	B620	\$365.00	\$269.00	\$177.00
<b>Rust Proofing</b>				
All interior doors	B645	S/E	S/E	S/E
<b>Rust Proofing, Stepwell</b>				
Anti-corrosion spray coating, inside & outside	B647	\$244.00	\$348.00	S/E
<b>Sashes, Side</b>				
Painted flat black	B650	S/E	\$130.00	\$121.00
<b>Seat, Driver's</b>				
National, air ride w/o arm rests	B663	\$138.00	\$142.00	\$35.00
<b>Seat, Driver's Belt</b>				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
<b>Seats, Passenger: Color</b>				
Blue/light blue	B712	N/C	N/C	N/C
<b>Severe Service Package</b>				
Must meet Colorado Racking Test	B740	S/E	S/E	\$210.00
<b>Step Tread</b>				
Pebble tread w/non-metal backing	B752	\$276.00	\$221.00	S/E
<b>Storage Compartment, Large (90-105")</b>				
With light, cable & lock (each) (Qty: 2)	B774	N/A	\$1,736.00	\$1,380.00
<b>Storage Compartment Driver's Area</b>				
Over drivers sash window	B781	S/E	\$88.00	\$157.00
<b>Configured Price</b>		<b>\$88,732.00</b>	<b>\$88,976.00</b>	<b>\$88,694.00</b>
<b>Unit Price</b>		<b>\$88,732.00</b>	<b>\$88,976.00</b>	<b>\$88,694.00</b>
<b>Total Price</b>		<b>\$88,732.00</b>	<b>\$88,976.00</b>	<b>\$88,694.00</b>
<b>Grand Total</b>		<b>\$88,732.00</b>	<b>\$88,976.00</b>	<b>\$88,694.00</b>



**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #12060**  
Oct 11, 2018 10:15 AM

**Buying Organization** Lincoln Consolidated Schools  
8970 Whittaker Rd  
Ypsilanti MI 48197-9440

Notes 77 Special Needs 2019

Product Category Special Needs (2018-19 Phase 1)

Product 77 Passenger

Quantity 1

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Trans
<b>Product Base Price</b>			<b>\$91,698.00</b>	<b>\$93,696.00</b>	<b>\$92,535.00</b>
<b>Chassis Options</b>					
<b>Air Dryer</b>					
Bendix AD-IP dryer w/spin-on filter	C101	N/C		(\$184.00)	\$35.00
<b>Alternator</b>					
320-amp, Leece-Neville	C125		\$619.00	\$424.00	\$375.00
<b>Brake Dust Shield</b>					
Brake dust shield on all wheels	C170	S/E		S/E	S/E
<b>Cruise Control</b>					
Delete Cruise Control	C190		(\$23.00)	N/C	(\$35.00)
<b>Engine</b>					
Cummins ISB 240hp w/PTS2500 trans	C202		\$1,542.00	\$500.00	\$359.00
<b>Fan Drive</b>					
Electromagnetic On/Off Type	C195		\$276.00	N/A	N/C
<b>Fuel Tank</b>					
Increase to 100-gallon diesel tank	C251		\$352.00	\$280.00	\$180.00
<b>Full Instrumentation Package (Engine)</b>					
Low Coolant indicator with audible alarm	C260	S/E		S/E	S/E
<b>Idle Management Control</b>					
Programmable	C280	S/E		N/C	S/E
<b>Motor, Starting</b>					
Thermal overcrank protection	C290	S/E		S/E	N/C
<b>Paint, Wheels</b>					
Wheels finish coated black inside and out	C300	S/E		N/C	(\$52.00)

<b>Switches, Ignition</b>				
Keyed alike	C350	N/C	\$7.00	N/C
<b>Tires</b>				
LoPro 255/70R22.5 steer front/rear, Continental	C384	N/A	N/A	(\$510.00)
<b>Body Options</b>				
<b>Access Compartment</b>				
Delete access compartment	B100	(\$62.00)	(\$128.00)	(\$23.00)
<b>Air Conditioning</b>				
Bus Air, BA 120; 120,000 BTU	B115	N/A	N/A	\$8,100.00
<i>MCC/Carrier AC-126K wKR4 roof condenser, 124,000 BTU (rear &amp; front in-wall evaporators, dual TM 21 compressor)</i>	B127	\$9,967.00	---	---
<i>MCC/Carrier AC-126K wKR4 roof condenser, 124,000 BTU (rear &amp; front in-wall evaporators, dual TM 21 compressor)</i>	B127	---	\$9,700.00	---
<b>Back Up Alarm and Sticker</b>				
Delete base spec	B180	(\$45.00)	(\$86.00)	(\$57.00)
<b>Battery Cut Off Switch</b>				
Add battery cut off switch	B190	S/E	\$138.00	\$62.00
<b>Color, Interior</b>				
Walls white	B234	N/A	S/E	S/E
<b>Door, Entrance, Dryer</b>				
Ambient air dryer for air door	B270	N/A	N/A	N/C
<b>Exit, Emergency Window</b>				
Increase from 2 to 4	B290	\$199.00	N/C	S/E
<b>Fuel Filler Door</b>				
Latching	B392	S/E	S/E	S/E
<b>Lettering and Trim</b>				
Replace 2" tape w/6" Scotchlite tape	B451	\$211.00	\$125.00	\$125.00
<b>Light Visor</b>				
Overhead flasher light visor	B455	S/E	S/E	N/C
<b>Light, Exterior</b>				
Light check system	B460	S/E	S/E	S/E
<b>Lights, LED</b>				
Sound Off brand for LED package	B500	N/A	S/E	S/E
<b>Mirrors, Crossview</b>				
MirrorLite High Definition, unheated	B530	N/A	N/A	\$41.00
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$29.00	\$30.00
<b>Mirrors, Rearview</b>				
Rosco Open View, remote, heated, split view	B572	N/A	\$200.00	\$164.00
<b>Mirrors, Rearview, Arms</b>				

Stainless steel arms	B590	S/E	\$24.00	\$60.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$554.00	S/E
<b>Paint, Roof</b>				
White, polyurethane	B605		\$355.00	\$185.00
<b>Power Source</b>				
12-volt power source in driver's area	B615		\$31.00	S/E
<b>Rust Proofing</b>				
All interior doors	B645	S/E	S/E	S/E
<b>Rust Proofing, Stepwell</b>				
Anti-corrosion spray coating, inside & outside	B647		\$244.00	\$348.00
<b>Sashes, Side</b>				
Painted flat black	B650	S/E	\$130.00	\$125.00
<b>Seat, Driver's</b>				
National, air ride w/o arm rests	B663		\$138.00	\$142.00
<b>Seat, Driver's, Belt</b>				
Driver's belt, blaze orange	B676		\$44.00	N/C
<b>Seats, Passenger: Color</b>				
Blue/light blue	B712	N/C	N/C	N/C
<b>Severe Service Package</b>				
Must meet Colorado Racking Test	B740	S/E	S/E	\$210.00
<b>Step Tread</b>				
Pebble tread w/non-metal backing	B752		\$276.00	\$221.00
<b>Storage Compartment Driver's Area</b>				
Over drivers sash window	B781	S/E	\$88.00	\$157.00
<b>Wheelchair Entry Latch</b>				
3-point latch	B845		\$18.00	S/E
<b>Wheelchair Securements (L-Track)</b>				
Q-Straint Q-8300-A1QRT (each) (Qty: 3)	B854		\$942.00	\$903.00

**Configured Price \$106,782.00 \$107,296.00 \$103,204.00**

**Dealer Options**

Roof Top Condenser

\$2,460.00

	<u>Hoekstra</u>	<u>Holland</u>	<u>Midwest Tran</u>
Unit Price	\$106,782.00	\$107,296.00	\$105,664.00
<b>Total Price</b>	<b>\$106,782.00</b>	<b>\$107,296.00</b>	<b>\$105,664.00</b>
<b>Grand Total</b>	<b>\$106,782.00</b>	<b>\$107,296.00</b>	<b>\$105,664.00</b>

**LINCOLN CONSOLIDATED SCHOOLS  
PERSONNEL TRANSACTIONS SUMMARY  
November 12, 2018**

**ACTION ITEMS**

<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Holderith, Mark	Childs Elementary/Teacher	10/22/2018	Resigned	
Williams, Lila	Transportation/Bus Aide	10/22/2018	Resigned	
McCombie, Joanne	Model/Noon Supervisor	10/31/2018	Resigned	
Tundi, Nicole	Bishop/Noon Supervisor	11/2/2018	Sub status	

<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
-------------	--------------------------	----------------------------	---------------	------------------------------