



# **Regular Meeting**

**August 12, 2019**

**Electronic Packet**

**LINCOLN CONSOLIDATED SCHOOLS**

**Ypsilanti, Michigan**

**BOARD OF EDUCATION MEETING**

**August 12, 2019**

**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 Facilities & Maintenance

6.2 Goal #4-Facilities

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report

7.2 Human Resources Report

7.3 Facilities & Maintenance Report

**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 School Bond Loan Fund

**11.0 OLD BUSINESS**

11.1 Minutes of Previous Meeting

11.1.1 Special Meeting July 16, 2019

11.1.2 Board Meeting July 22, 2019

11.2 Bond Security Doors High School, Middle School, Bishop Elementary, Model Early Childhood Center and Childs Elementary Renovation

11.3 Bond High School Renovation

11.4 Customer Service Position

11.5 Pool Coordinator

11.6 Community Ed Clerk

11.7 Assistant Athletic Director

11.8 Personnel Transactions

**12.0 CLOSED SESSION**

12.1 Negotiations

12.2 Superintendent Informal Evaluation

**13.0 ADJOURNMENT**

**TO: Board of Education**

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

**DATE: August 6, 2019**

**SUBJECT: Board of Education Meeting  
August 22, 2019  
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 Facilities & Maintenance  
Presented by Phil Bongiorno

6.2 Goal #4-Facilities  
Presented by Phil Bongiorno

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report

7.2 Human Resources Report

7.3 Facilities & Maintenance Report

**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 School Bond Loan Fund

The District needs to borrow from the school bond loan fund to be able to make the principal and interest payments on November 1, 2019 and May 1, 2020. This is a standard procedure for the District. Based on projections from our financial advisers, PFM, the District should start repaying the amount owed to the school bond loan fund during the 2023/2024 fiscal year, and be out of the school bond loan fund in the 2036/2037 fiscal year. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the annual Loan/Repayment Activity Application for participation in the School Bond Qualification and Loan Program as presented.**

## 11.0 OLD BUSINESS

### 11.1 Minutes of Previous Meeting

11.1.1 Special Meeting July 16, 2019

11.1.2 Board Meeting July 22, 2019

Enclosed are the minutes of the June 16, 2019, Special Meeting and June 22, 2019 Regular Session.

**RECOMMENDED MOTION: I move that we approve the minutes of the June 16, 2019, Special Meeting and June 22, 2019 Regular Meeting as presented.**

### 11.2 Bond Security Doors High School, Middle School, Bishop Elementary, Model Early Childhood Center, and Childs Elementary Renovation

Bid pack #2 A Security: High School, Middle School, Bishop Elementary, Model Early Childhood Center, and Childs Elementary school secure entryways and cross corridor door locking systems. Board action is requested.

4 bids were received.

- Bid Recommended General Trades – A&R Total Construction, \$205,632, Bond \$28,153; \$233,785 Base and Bond.
- Bid Recommendation Masonry – HMC Masonry, \$12,332, Bond \$150.00; \$12,482 Base and Bond.

Bond Project Budget	\$282,000
Current Bid Total	\$246,267
Previously awarded contracts (Painting & Flooring)	\$28,783
Total Bids to date 8.1.19	\$275,050

**RECOMMENDED MOTION: I move that we approve the Bond Security Doors High School, Middle School, Bishop Elementary, Model Early Childhood Center, and Childs Elementary Renovation awarded to A&R Total Construction, in the amount of \$233,785.00 and HMC Masonry, in the amount of \$12,482.00 as presented.**

### 11.3 Bond High School Renovation

Bid pack #2 B Renovations: High school renovations current drama storage to new choir room and current choir room to new cheer room. Board action is requested.

5 bids were received.

- Bid Recommended – A&R Total Construction, \$21,675, Bond \$1,084; \$22,759.

Bond Project Budget	\$53,000
Current Bid Total	\$22,759

**RECOMMENDED MOTION: I move that we approve the Bond High School Renovation awarded to A&R Total Construction in the amount of \$22,759.00 as presented.**

- 11.4 Customer Service Position  
 With the forthcoming bond work and the creation of the new Training Facility, it will become increasingly important that the District have staff assigned to interface with the public on various District matters. We recommend the creation of a new LEAO position. This position will receive benefits consistent with those bargained for in the LEAO contract. This is presented for information only; Board action will be requested at a subsequent meeting. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Customer Service Position as presented.**

- 11.5 Pool Coordinator  
 The Lincoln Consolidated Schools pool will require additional management in order to allow both our athletic teams and our community education team to expand and become even more successful. We recommend the creation of a new (currently .25), LEAO position, which will manage, schedule, and otherwise operate the Lincoln Consolidated Schools pool. In addition, this full-time position will oversee the District's swim instructors and pool related community education programming. This position will receive compensation pursuant to the collectively bargained LEAO contract. This is a community education program which may be subsidized by the general fund. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Pool Coordinator position as presented.**

- 11.6 Community Ed Clerk  
 The Community Education Clerk is currently overseen by the Athletic Director, but the position is housed in Central Office with significant distance between the evaluating administrator and the staff member. As a result, the Community Education Clerk will be moved to the Athletic Office. The Athletic Department will continue to evaluate the Community Education Clerk and evaluate staffing levels as needed in the future. The District expects that the evaluation of staffing levels will result in a reduction in this position in the future. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Community Ed Clerk move as presented.**

- 11.7 Assistant Athletic Director  
 The District recognizes the contributions the Coordinator of Athletics makes towards our overall operations. The District proposes expanding the job duties of the current Coordinator of Athletics and implementing a change in title to Assistant Athletic Director. The Assistant Athletic Director will be charged with adding and growing middle school athletic programs, including soccer, baseball, and softball. In addition, the Assistant Athletic Director will be responsible for beginning youth sports and youth travel sports programs. The Assistant Athletic Director's compensation will be increased to reflect the increase in in roles and responsibilities. Additional costs associated with the increase are expected to be slightly more than \$25,000.00. The position is currently split 70/30 between the general fund and community education. In the future, the split is expected to be a 50/50 split. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Assistant Athletic Director as presented.**

- 11.8 Personnel Transactions

<b><u>ACTION ITEMS</u></b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Desiree Holman	Sub Bus Aide/Transportation	11/20/2018	Resigned	
Braelyn Murray	Swim Instructor/Community Education	6/17/2019	New hire	
Samantha MalBoeuf	Swim Instructor/Community Education	7/8/2019	New hire	
Lori Wilson	Bus Driver/Transportation	7/30/2019	New hire	
Mya Mallad	Social Worker/Model Elementary	7/24/2019	Resigned	
Lesley Johns	Bus Driver/Transportation	7/24/2019	Resigned	
Paula Adkins	Paraprofessional/Brick Elementary	8/31/2019	Resigned	
Robert Merritt	Director of Transportation	8/1/2019	New hire	
Vivian Johnson	Swim Instructor/Community Education	6/17/2019	New hire	
Abby Harris	School Psychologist/ Brick Elementary	8/26/2019	New hire	

**RECOMMENDED MOTNRECOMMENDED MOTION:** I move that we approve the August 12, 2019, Personnel Transactions Summary as presented.

**12.0 CLOSED SESSION**

12.1 Negotiations

12.2 Superintendent Informal Evaluation

It will be necessary to enter closed session to discuss negotiations and superintendent informal evaluation, not to return to open session. A roll call vote will be necessary.

**RECOMMENDED MOTION:** Pursuant to Sections 8 (c) and 8 (a) of the Open Meetings Act, I move that we enter closed session to discuss the negotiations and superintendent informal evaluation, not to return to open session.

Mrs. Czachorski \_\_\_\_\_  
Mrs. LaBombarbe \_\_\_\_\_  
Mrs. Newlon \_\_\_\_\_  
Mr. Rollins \_\_\_\_\_  
Mrs. Sparks \_\_\_\_\_  
Mrs. VanZomeren \_\_\_\_\_  
Mrs. Williams \_\_\_\_\_

**13.0 ADJOURNMENT**

# Strategic Plan - Update

August 1, 2019

(Updates in Yellow)

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

**Strategic Goal: # 4 Committee Chairperson:** Phil Bongiorno **Date:** 8/1/2019

## 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**
    - ❖ Bond Project Planning stage – Field layout designed, Baseball/Softball concession stand & restroom building designed, Stadium building designed, Indoor training building designed.
    - ❖ **In redesign estimate stage as indoor training building was relocated due to wetland discovery. New designs to be reviewed August 23<sup>rd</sup> with Bid packet planning to go out three weeks after that date.**
  - **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.
    - ❖ Field layout designs complete.



- *Baseball/Softball complex to move to cloverleaf design with concessions/restroom building in the middle of the complex.*
- *The plan relocated the track and field event areas to allow the opportunity to double the number of event areas and to provide for proper distances needed for the events.*
- *The plan added a new practice football/lacrosse/soccer field between the baseball/softball & stadium complex.*
- *The turf field design is complete. The work is out for bid, with a bid opening date of March 12<sup>th</sup>.*

❖ **Update August 1, 2019**

- *Stadium turf field to be completed August 30, 2019.*
- *Baseball/Softball complex rebid end of September*

- **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*

- ❖ **Update August 1, 2019**

- *Dead trees scheduled to be removed by September 1, 2019.*
- *Stumps removed by September 1, 2019.*
- *All trees lifted throughout district by September 1, 2019.*
- *All shrubs trimmed throughout district by September 1, 2019.*

- **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.*

- ❖ **Update August 1, 2019**

- *Seasonal grounds employees hired.*
- *Developed new lawn care plan with new zones established.*

- **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*

- ❖ *Bid Package #4 includes decorative barricades similar to the ones used by the playground at Brick Elementary school to be placed three feet from the shoulder of the road starting near the Performing arts parking lot, on the North and South sides of Rail-splitter Dr., to go all the way to the four way stop where Rail-splitter Dr. and Lincoln Trail meet, where there are no curbs present. Additional decorative barricades will then be added on the north and south sides of Lincoln Trail from the four way stop side to the curve on Lincoln trail.*

- ❖ **Update August 1, 2019**

- *Included in Bid pack #4 as an alternate if funds are available.*

- **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.

❖ **Technology Committee Priorities:**

Staff Desktop Replacement	Mar-May 2019
Teacher Desktop Replacement	Jun-Aug 2019
Interactive displays (70 inch)	(2 yrs) 2019-2020
Document Cameras (all schools)	Feb 2020
iPad Carts (Lower Elementary)	Aug 2019
Chromebooks (all schools)	2020
Chromebook One for One Beta Test	Pilot Jul-Sep 2019
Chromebook Insurance One for One	Pilot Jul-Sep 2019
SAN Server System	May-Jun 2019
Zulu Desk MDM	2019

❖ **Update August 1, 2019**

**Lincoln Technology Bond**

Awarded	Cost (Each)	High School	Middle School	Childs	Bishop	Brick	Model	Central Admin	Total
Chromebook Beta	CDW-G \$259.95	160	120	96	96	96			568
Interactive Display Beta	Data Image \$4,124.00	15	1	1	1	1	1		20
Teacher/staff workstations	Sehi \$600.83	110	71	44	40	41	18	28	352
Chromebook (1 for 1)	CDW-G \$259.95								0
Classroom Interactive Display	Data Image Bulk Pricing	62	55	31	25	37	16		226
Server Host/SAN Storage Upgrade	Sentinel \$54,140.00							1	1
Chromebook Carts (Beta)	CDW-G \$956.10	4	3						7
Chromebook Carts (1 for 1)	CDW-G \$956.10								
Document Cameras	\$69.95	77	56	32	26	38	17		246
Mobile Device Management System	\$15.00			120	120	120	60		420
iPads	\$373.00			60	60		60		180
Security Cameras Project	\$97,471.21	4	1	33	20	20	11		

GRAND TOTAL

	-Not ordered
	-Ordered not installed
	-Deployed and ready

○ **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.

❖ **Bishop, Model and the classrooms at the high school will start June 2019.**

❖ **Childs and LMS are planned for 2010. Currently reviewing and revising the current plan to seek ways to decrease the square footage to try to reduce costs.**

- ❖ **Update August 1, 2019**
  - **Model and High School Asbestos abatement completed.**
  - **Model, Bishop, and High School new flooring project completed.**
- **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*
  - ❖ *Working with DTE to create a strategic energy plan to add detailed information regarding energy consumption per building to include electric, gas and water usage. The plan will detail areas of risk and will provide resources to minimize usage/risk.*
    - *Currently pulling data for DTE and working to create a baseline year.*
- **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*
    - ❖ *Painted Third Floor hallway (Orange Hallway), and stairway near main office 2/25 in preparation for Kindergarten open house.*
  - ❖ **Update August 1, 2019**
    - **LHS**
      - **2 restrooms; exterior electrical boxes and pole shipping/receiving; Internal areas inside PAC; West Kitchen, storage area and stock floor; East gym boys/girls varsity locker room; Roof top units by east gym entrance; All rooftop fascia/trim; East end - 40 classrooms; Touched up all hallways previously painted.**
    - **Bishop**
      - **24 classrooms, all offices, and teacher work areas; All hallways.**
    - **Brick Elementary School**

- 3<sup>rd</sup> floor hallway; Office stairwell; All restrooms; Touched up all hallways previously painted.
  - Model
    - Exterior street sign on Whittaker road; Main office.
  - LMS
    - Trash cans, picnic benches, benches by tennis courts; all benches and trash cans around the building.
  - Transportation
    - Street poles & signs to match the rest of the district.
- 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
    - ❖ Designed completed, Bid's received, currently reviewing estimates to budget.
      - Work to start April 8, 2019
        - Auditorium/stage to new band room & drama areas
        - Drama Storage to new choir room
      - Work to start June 14, 2009
        - Current band room to Weight room
        - Current choir room to cheer room
        - Current weight room to wrestling room
        - Current piano room to athletic meeting room
        - Current band storage to Athletic offices
    - ❖ Update August 1, 2019
      - Bid Pack #2 split up to explore additional vendors, expedite projects and to maximize cost saving alternatives.
        - Drama Storage Space to New Choir room work to start in August 2019.
        - Current Choir room to New Cheer room to start in November 2019.
        - Waiting on estimates from Bid packs #4 and #5 before rebidding the remainder of Bid pack #2 to determine increased budget amounts and/or scope of work changes. Looking to rebid in September 19 /October 19 time frame.
  - Implement a cost-savings plan; which includes change district lighting to LED & alternative power options.
    - ❖ On Hold – waiting on funding source
    - ❖ Update August 1, 2019
      - Constellation Gas
        - \$47,827.72 refund to the district
        - \$39,583.84 projected annual savings to the district
        - Up to a \$100,000 savings to the district when installing new gas lines where new meters will present.
        - Worked with the vendor to achieve a donation for band uniforms from the error found.
      - Intrusion/Fire Monitoring

- **\$26,217.68 projected annual savings updating systems, and moving from Johnson Controls to Sonitrol.**
- **Waste Management**
  - **\$3,600 reduction in cost for service changes for the summer schedule.**

**Total annual projected savings and refund = \$117,229.24**

- **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*
        - *Designs completed bids to go out for roadways and bus loops end of March/early April.*
    - ❖ **Update August 1, 2019**
      - **Railsplitter Dr., Childs bus loop and new parking lot work ready to start as soon as we receive the permit from Washtenaw County. Work planned to start late August and will run into November.**

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

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

AUTHORITY: Act 92, 2005, as amended  
**COMPLETION: Required**  
**Due Date: August 1, 2019**



Bureau of Bond Finance  
School Loan Revolving Fund  
430 W. Allegan  
Lansing, MI 48922

GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

**School Loan Revolving Fund  
Annual Loan Application  
Cover Transmittal**

**School District Name** Lincoln Consolidated School District

**District Code** 81-070

**Winter Levy**  **Summer/Split Levy**

**PURPOSE:** Use this form as a cover sheet and checklist when returning your Annual Loan Activity Application.  
(Please check off indicated items)

- School Board certified resolution (with board votes recorded on page 2)
- Annual Loan Worksheet
- Copy of **Reconciled** Bank Statements

**CONTACT PERSON IF CHANGED:** Person to whom questions and correspondence concerning this application should be directed.

Name: Adam Snapp  
 Title: Executive Director of Finance E-Mail Address: snappa@lincolnk12.org  
 Telephone #: 734-484-7081 Fax #: 734-484-1212

**Certification:** I have reviewed the application for the purpose of assuring that borrowing from the School Loan Revolving Fund has been minimized through proper allocation of the debt levy. I certify that the information contained in this application is complete and accurate in all respects.

\_\_\_\_\_  
 (Signature of Authorized Officer) (Title) (Date)  
refer to section 5 of the board resolution

**MAILING INSTRUCTIONS:**

Return ONE copy by August 1, 2019 to TREASURY at the above address.

Direct questions to:  
Cathy Clark, Assistant Director  
Telephone: 517-335-7295 Fax: 517-241-1233

For Treasury Use Only: Borrow (Repay) _____
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School Bond Qualification and Loan Program  
School Loan Revolving Fund  
Bureau of Bond Finance  
Michigan Department of Treasury  
430 W. Allegan  
Lansing, MI 48922

**ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION**  
For Participation in the School Bond Qualification and Loan Program

Legal Name of School District Lincoln Consolidated School District	District Code No. 81-070	County Washtenaw County
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**CERTIFICATE**

I, the undersigned, Secretary of the Board of Education, do certify hereby that the following constitutes a true and complete copy of a resolution adopted by the Board of Education of this School District, at a [regular or special] meeting held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with Act 267 of the Public Acts of 1976 (Open Meetings Act).

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
(Type or Print Name of Secretary)

\_\_\_\_\_  
(Signature of Secretary)

\_\_\_\_\_  
(Type or Print Name of Treasurer, Board of Education)

\_\_\_\_\_  
(Signature of Superintendent of Schools)

**RESOLUTION**

A meeting was called to order by \_\_\_\_\_, President.

Present: Members \_\_\_\_\_

Absent: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_

and supported by Member \_\_\_\_\_

WHEREAS:

- Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.
- Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

Qualified bond debt millage (Tax Year 2019)	7.35	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2019		\$ 19,003,121.72
Estimated amount to borrow from or repay to the SBLF and/or SLRF		6,429,548
Estimated accrued interest		1,271,633
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2020		26,704,302.72

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) Director of Finance \_\_\_\_\_ is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

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Nays: Members

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**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**

**July 16, 2019**

**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

**ADMINISTRATORS PRESENT**

Adam Blaylock, Human Resources Director

**OTHERS PRESENT**

**1.0 CALL TO ORDER**

President Williams called the meeting to order at 5:00 p.m. in the Media Center at the High School.

**2.0 ROLL CALL**

Roll call showed all Board Members were present with the exception of Newlon, VanZomeran and Sparks.

**3.0 ESTABLISHMENT OF QUORUM**

A quorum was established.

**4.0 PLEDGE TO FLAG**

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

**5.0 ACCEPTANCE OF AGENDA**

It was moved by LaBombarbe and seconded by Czachorski that we accept the agenda as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

**6.0 PUBLIC COMMENT**

No public comment

**7.0 OLD BUSINESS**

**7.1 Bond Asphalt Railsplitter Drive**  
**Bond Asphalt work bid pack #4:**

Replacement of asphalt on Railsplitter Drive from Whittaker road to the four-way intersection where Railsplitter Drive and Lincoln Trail meet at the north side of the Middle School. Site work and replacement of asphalt on the bus loop parking lot at Childs Elementary School. Site work and asphalt for the new parking lot north of the athletic complex.

2 bids were received. Bid Recommended – Nagle Paving, \$693,390, Bond \$4,800; \$698,190 Base and Bond. (amount not to exceed \$879,875.00 as additional site work might be required).

It was moved by LaBombarbe and seconded by Czachorski that we approve the Bond Asphalt Railsplitter Drive project awarded to Nagle Paving not to exceed \$879,875.00 as presented.

Ayes: 4

17

Nays: 0

Motion carried 4-0

Rollins stated this agenda item did not go through Planning Committee and asked why the Board was voting on the agenda item?

- 7.2 Bond Electrical New Parking Lot  
Bond Electrical work bid pack #4:  
Electrical work for lighting at the new parking lot located north of the stadium complex.

1 bid was received. Bid Recommended – AF Smith Electric, Inc. \$49,000.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Bond Electrical New Parking Lot awarded to AF Smith Electric, Inc in the amount of \$49, 000.00 as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

- 7.3 Bond Fence Bishop  
Bond Fences & Gates bid pack #4:  
New fence added to enclose the playground at Bishop Elementary school.

2 bids were received. Bid Recommended – American Fence & Supply. \$10,936.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Bond Fence-Bishop awarded to American Fence & Supply in the amount of \$10,936.00 as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

## **8.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 5:16 p.m.

Ayes: 4

Nays: 0

Motion carried 4-0

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**

**July 22, 2019**

**6:00 p.m.**

**Media Center- High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer (arrived 6:03)  
Laura VanZomeren, Trustee  
Allie Sparks, Trustee

**ADMINISTRATORS PRESENT**

Adam Blaylock, Human Resources Director  
Robert Williams, Students Services Director  
Adam Snapp, Finance Director  
Nik Jackson, Technology Director  
Nicole Holden, High School Principal

**OTHERS PRESENT**

Edgar Brown, Jim Harless, Karen Cook, Ronda Setter, Leslie Schwegler and Sarahanne Nelson

**1.0 CALL TO ORDER**

President Williams called the meeting to order at 6:01 p.m. in the Media Center at the High School.

**2.0 ROLL CALL**

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

**3.0 ESTABLISHMENT OF QUORUM**

A quorum was established.

**4.0 PLEDGE TO FLAG**

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

**5.0 ACCEPTANCE OF AGENDA**

It was moved by LaBombarbe and seconded by Sparks that we accept the agenda as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

**6.0 PRESENTATIONS**

(Rollins arrived at 6:03 p.m.)

**6.1 Strategic Plan Goal #2-Finance**

Presented by Adam Snapp

- The District received a grant award of \$93,340 for the Head Start program located in Model Elementary. This will help kids at an earlier age and give the District a better chance of maintaining those kids when they start kindergarten. First year completed with success!
- Staffing was adjusted during the summer to prepare for the 18/19 fiscal year. Adjustment are made continuously to accommodate student need.
- The District was awarded \$563,793 MSP grant to upgrade safety and security within the District.
- The new welcome area was open to start the enrollment process for the 18/19 fiscal year.

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

- 7.1 Superintendent's Report
- Middle School Block Party is scheduled for July 30, 2019, from 6:00-8:00 p.m.
  - Transportation Director position had 61 applicants, interviews will be July 24 & 25, 2019.
  - Turf on the football field has been started and along with new flooring in the High School, Model and Bishop.
  - Middle School Assistant Principal position is posted.
- 7.2 Finance Report
- 7.2.1 June 2019 Student Enrollment Report  
Report was included in Board packet.
- 7.2.2 June 2019 Food Service Report  
Report was included in board packet.
- 7.3 Student Services
- Michigan has improved its rating from Needs Intervention to Needs Assistance on special education compliance and outcomes. This means Michigan has improved on several IDEA factors and is no longer in jeopardy of additional sanctions from Office of Special Education Programs.
  - Federal special education compliance monitors will review randomly selected districts and ISDs in September.
  - Washtenaw County continues to focus on improving graduation rates for students with IEPs. The focus for 19-20 is the documentation of accommodations
  - Washtenaw County is rated at risk for disproportionately suspending students IEPs for the second year. If 19-20 suspension trends for the county continue, Washtenaw may be required by MDE to implement a county-wide Coordinated Early Intervention Services plan. This would allocate 15% of the county-wide IDEA grant to elementary programs to reduce special education eligibility.

**8.0 PUBLIC COMMENT**  
No public comment.

**9.0 BOARD REPORTS/CORRESPONDENCE**

- 9.1 Board Executive Committee Report  
Executive Committee minute are included in the Board packet with next meeting scheduled for August 5, 2019
- 9.2 Board Performance Committee Report  
No report given.
- 9.3 Board Planning Committee Report  
Planning Committee will meet next on August 15, 2019.
- 9.4 Board Finance Committee Report  
Board Finance Committee will meet next on August 19, 2019.
- 9.5 Reports and Correspondence
- Former Lincoln standout Matthew Moorer ran the third leg of the USA 4x400 relay team that set a world record at the 2019 Pan American U20 Championships.

**10.0 NEW BUSINESS**

- 10.1 Customer Service Position  
With the forthcoming bond work and the creation of the new Training Facility, it will become increasingly important that the District have staff assigned to interface with the public on various District matters. We recommend the creation of a new, non-affiliated position. This position will receive benefits similar to those of other non-affiliates. The expected wage rate for this position is estimated to be approximately \$21-22 per hour, at a total cost to the District estimated at \$61,000. This was presented for information only; Board action will be requested at a subsequent meeting.

- 10.2 Pool Coordinator  
The Lincoln Consolidated Schools pool will require additional, more management in order to allow both our athletic teams and our community education team to expand and become even more successful. We recommend the creation of a new (currently .25), non-affiliated position, which will manage, schedule, and otherwise operate the Lincoln Consolidated Schools pool. In addition, this full-time position will oversee the District's swim instructors and pool related community education programming. This position will receive compensation similar to those of other non-affiliates. The expected wage rate for this position is an hour wage of approximately \$19.23. With salary and benefits, the total expected cost of the position is \$54,000. This is a community education program which may be subsidized by the general fund. This was presented for information only; Board action will be requested at a subsequent meeting.
- 10.3 Community Ed Clerk  
The Community Education Clerk is currently overseen by the Athletic Director, but the position is housed in Central Office with significant distance between the evaluating administrator and the staff member. As a result, the Community Education Clerk will be moved to the Athletic Office. The Athletic Department will continue to evaluate the Community Education Clerk and evaluate staffing levels as needed in the future. The District expects that the evaluation of staffing levels will result in a reduction in this position in the future. This item is for information only because it relates to the other agenda items in this packet.
- 10.4 Assistant Athletic Director  
The District recognizes the contributions the Coordinator of Athletics makes towards our overall operations. The District proposes expanding the job duties of the current Coordinator of Athletics and implementing a change in title to Assistant Athletic Director. The Assistant Athletic Director will be charged with adding and growing middle school athletic programs, including soccer, baseball, and softball. In addition, the Assistant Athletic Director will be responsible for beginning youth sports and youth travel sports programs. The Assistant Athletic Director's compensation will be increased to reflect the increase in in roles and responsibilities. Additional costs associated with the increase are expected to be slightly more than \$25,000.00. The position is currently split 70/30 between the general fund and community education. In the future, the split is expected to be a 50/50 split. This was presented for information only; Board action will be requested at a subsequent meeting.

## 11.0 OLD BUSINESS

- 11.1 Minutes of Previous Meeting  
11.1.1 Board Meeting June 24, 2019  
It was moved by LaBombarbe and seconded by VanZomeren that we approve the minutes of the June 24, 2019, Regular Meeting as presented.  
Ayes: 5  
Nays: 0  
Motion carried 5-0
- 11.2 Bond Elementary Schools Security Cameras  
Security cameras for Child's, Model, Brick, and Bishop Elementary Schools.  
  
2 bids were received. Bid Recommended – Presidio Networked Solutions Group, LLC, \$97,471.21.  
  
It was moved by LaBombarbe and seconded by VanZomeren that we approve the Bond Elementary Schools Security Cameras awarded to Presidio Networked Solutions Group, LLC, in the amount of \$97, 471.21 as presented.  
Ayes: 4  
Nays: 0  
Motion carried 4-0
- 11.3 Bishop 5<sup>th</sup> Grade Camp  
Included in your packet in the information for fifth grade students at Bishop to attend 5<sup>th</sup> grade camp at Camp Storer. Board action was requested.  
  
It was moved by LaBombarbe and seconded by VanZomeren that we approve Bishop 5<sup>th</sup> Grade Camp to attend Camp Storer as presented. 21  
Ayes: 4

Nays: 0  
Motion carried 4-0

- 11.4 South West Washtenaw Consortium Contract-SWWC  
Included in your packet in a copy of the South West Washtenaw Consortium Contract-SWWC 2019-2026. Board action was presented.

It was moved by LaBombarbe and seconded by VanZomerer that we approve the South West Washtenaw Consortium Contract-SWWC as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.5 High School Band and Choir Florida Trip  
Included in your Board packet in information on the High School Band and Choir trip to Florida. This trip takes place once every four years. Board action was presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the High School Band and Choir Florida Trip as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.6 Print Management System  
The recommendation of the technology department is to purchase of this system labeled PaperCut. It is a standard cost and price variation are almost non-existent as they are the only product offered that is able to deliver on all the features we want to implement (auditing, secure printing, access control and paper use analysis. The technology department is asking board approval to purchase and implement a print management system for the district. This system will enable Lincoln to accurately determine cost of and tracking of printing throughout the entire district. This system will additionally bring about modern features and convenience for teachers and staff such as follow me printing; or card reading print job releases. These types of features will reduce printing waste and will help reduce the cost of printing to the district. This system's one-time implementation cost is \$19,153.70. With a 3-year licensing, maintenance and tech support cost of \$4,975.76. This licensing will require renewal every 3 years. The total cost is \$24,129.46. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Print Management System awarded to PaperCut in the amount of \$24,129.46 as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.7 E-Rate Middle School Network Infrastructure Upgrade  
It is the recommendation of the technology department to put forward Sentinel as the vendor for this project. They are not only knowledgeable about our infrastructure, but they are also recommending a proper upgrade with switching equipment with the next generation of Cisco products. All other vendors fell short on either installation, offering last to current generation equipment or non-Cisco products. Asking board approval for the middle school's network infrastructure upgrade. In the next two years; technology is developing a plan to deploy enough mobile devices to each student throughout the district. Introducing over 3000 devices burdens the network infrastructure requiring increased network bandwidth and services; the aging network infrastructure must be upgraded in order to meet this demand. Leveraging E-Rate we are looking at a 2 year phased plan for schools years 19-20 and 20-21 to completely overhaul and upgrade all the network switches in each building across the district starting with the middle school and adding redundant power systems to assist in continual power availability through power outages. Please see attachments for details. Board action was requested

It was moved by LaBombarbe and seconded by Sparks that we approve E-Rate Middle School Network Infrastructure Upgrade awarded to Sentinel as presented.

Ayes: 4  
Nays: 0  
22

Motion carried 4-0

11.8 Upgrade Network Hosts and SAN Storage

Nik Jackson also recommends Sentinel as the vendor for this project and the NetApp product. Not only is this product cheaper but it also serves all the same functionality as the competing products in Hewlett-Packard and Nimble. Additionally, it has a cloud interface allow technology to securely manage this system from anywhere. Asking board approval to upgrade 2 of 3 network server hosts with bond funds. This will include upgrading the storage area network (SAN). These 2 hosts are nearing 10 years in age; 4 years beyond their recommended service date and 3 years beyond the manufacturer’s end of life support. These systems host several of the districts network services to include the HVAC system, staff/teacher storage drives, printer services, meal magic services, transportation services, among several other systems. These systems are critical in keeping Lincoln’s network operations and services functional. Please see attachments for details. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the Upgrade Network Hosts and SAN Storage awarded to Sentinel as presented.

Ayes: 4  
 Nays: 0  
 Motion carried 4-0

11.9 June 2019 Trust & Agency Report

Enclosed is the June 2019, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the June 2019, Trust & Agency Report as presented.

Ayes: 4  
 Nays: 0  
 Motion carried 4-0

11.10 June 2019 Check Register

Enclosed is the June 1-30, 2019, check register in the amount of \$2,343,443.11. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the June 1-30, 2019, check register in the amount of \$2,343,443.11 as presented

Ayes: 4  
 Nays: 0  
 Motion carried 4-0

11.11 Personnel Transactions

<b><u>ACTION ITEMS</u></b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Ana Katirai	Teacher/Lincoln High Schools	6/30/2019	Retired	
Jada Guinn	Lifeguard/Community Ed.	6/19/2019	New hire	
Jenna Bush	Lifeguard/Community Ed.	6/19/2019	New hire	
Deb Wilkerson	Noon Supervisor/Childs	6/30/2018	Resigned	
Sarahanne Nelson	Asst. Bldg. Sec./Bishop	8/25/2019	New hire	
Jeff Petzak	Asst. Principal/Lincoln Middle School	7/11/2019	Retirement	
Donna Marshall	Bus Driver/Transportation	6/11/2019	Resigned	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Gretchen S. Contreras	Teacher/Lincoln High School	7/1/2019	FMLA	

It was moved by LaBombarbe and seconded by Sparks that we approve the July 22, 2019, Personnel Transactions Summary as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

**12.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 6:30 p.m.

Ayes: 4

Nays: 0

Motion carried 4-0





8/6/2019

**Executive Offices**

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Mr. Sean McNatt  
Lincoln Consolidated School District  
8970 Whittaker Road  
Ypsilanti, MI 49197-9440

Re: Lincoln Consolidated Schools – 2018 Bond for  
Lincoln High School Turf Field  
– Bid Pack 2A Secure Doors and Vestibules

Dear Mr. McNatt,

Wolgast Corporation submits this recommendation for the Lincoln Consolidated Schools – 2018 Bond for Lincoln High School – Bid Pack 2A Secure Doors and Vestibules. The scope of this project includes demolition and installation to create new secure vestibules and entryways in Model Elementary, Bishop Elementary, Childs Elementary, Lincoln Middle School, and Lincoln High School.

This report and recommendation includes solicitation activity, bidder response, apparent low bid, bid analysis and contract recommendations, as follows:

1. **Bid Solicitation Activity**
  - a. Wolgast Corporation solicited bids in four (4) bid divisions.
  - b. There were (85) contractors that were sent bid notices. The project was also advertised in the local newspaper and on the State website.
  - c. They were 31 (31) contractors that requested bid documents.
2. **Bidder Response**
  - a. As recorded on the attached Bid Tabulation, bids were received from four (4) separate bidders.
  - b. Bids were received until 1:00 p.m. on August 1st, 2019 at the Administration Office.
  - c. Bids were opened and read aloud in the High School Media Center at 1:15 p.m.
3. **Apparent Low Bids**
  - a. The Bid Results are indicated on the attached Bid Tabulation Form.
4. **Bid Analysis**
  - a. Post-Bid Interviews were conducted with (2) bidders. One bidder in the general division (A&R Total Construction) bid the project as a general including all divisions; Except Fire Protection. It was decided by the district to use this sole bidder in every division excluding Masonry as it meets the district's scheduling goals and the Masonry bidder (HMC) was much lower in cost.
  - b. The Total Construction bid has been revised through the post bid analysis process and no longer matches the as bid number found on the attached Bid Tab form.
  - c. We received 1 bidder in each bid division; except Fire Protection in which we received 0 bids. Wolgast is going to solicit quotes from local contractors to further develop this portion of the project.
5. **Recommendations**
  - a. Wolgast recommends accepting the attached award recommendation of \$246,267.00 which leaves us \$6,950.00 remaining in the budget of \$282,000.00 when including the previously awarded Painting and Flooring. This amount includes all of the performance, labor and material bonds for each contractor.



However we still need to attain pricing on Fire Protection, which is a small amount of work; we anticipate this finishing near the budget of \$280,000.00.

Please call with any questions or if Wolgast can be of additional service.

Sincerely,  
A handwritten signature in blue ink that reads "Richard A. Groves Jr." with a stylized flourish at the end.

Richard A. Groves Jr.  
Project Manager

cc: Steve Salyers  
Scott Hoeft



**Lincoln Consolidated Schools  
BP 2 - High School / Middle School / Elementary Renovations  
Contract Award Recommendations**

Lincoln Consolidated Schools received sealed bids on August 1, 2019, for the Bid Package 2A Secure Vestibule and Entrance Project. 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.

Bid Division	Contractor Name/Address	Lincoln Consolidated Schools BP 2	
<b>060000</b> General	<b>A&amp;R Total Construction</b> 345 S Prospect St. Ypsilanti, MI 48198 Phone: 734-485-2255 Fax:	<b>Base Bid \$</b>	205,632.00
		<b>Bond \$</b>	28,153.00
		<b>Total \$</b>	<b>233,785.00</b>
<b>210500</b> Fire Protection	<b>To Be Determined</b>  Phone: Fax:	<b>Base Bid \$</b>	-
		<b>Bond \$</b>	-
		<b>Total \$</b>	-
<b>400000</b> Masonry	<b>HMC Masonry</b> 14315 Industrial Drive Center Shelby Twp, MI 48315 Phone: 586-566-3844 Fax:	<b>Base Bid \$</b>	12,332.00
		<b>Bond \$</b>	150.00
		<b>Total \$</b>	<b>12,482.00</b>
Total Contracts for the Lincoln Consolidated Schools - Bid Package 2A		<b>\$</b>	<b>246,267.00</b>

Lincoln Consolidated Schools BP 2 A Secure Doors - High School, Middle School, Elementary Renovations	Bid Bond	Familial Affidavit	Iran	Addendum #1	BASE BID	BOND	BASE & BOND TOTAL	APPARENT LOW BID
								<b>040000 - Masonry</b>
<b>040000 - Masonry</b>								\$ 6,150.00
HMC Mason Contractors	x	x	x	x	\$ 5,125.00	\$ 1,025.00	\$ 6,150.00	
								<b>060000 - General Trades</b>
<b>060000 - General Trades</b>								\$ 591,180.00
Total Constuction					\$ 563,028.00	\$ 28,152.00	\$ 591,180.00	
								<b>222300 - Mechanical</b>
<b>222300 - Mechanical</b>								\$ 23,476.00
Erie Welding and Mechanical Contractors	x	x	x	x	\$ 23,286.00	\$ 190.00	\$ 23,476.00	
								<b>260000 - Electrical</b>
<b>260000 - Electrical</b>								\$ 28,700.00
AF Smith Electric	x	x	x	x	\$ 28,300.00	\$ 400.00	\$ 28,700.00	
								<b>TOTAL - APPARENT LOW BIDS</b>
								\$ 649,506.00



8/8/2019

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Mr. Sean McNatt  
Lincoln Consolidated School District  
8970 Whittaker Road  
Ypsilanti, MI 49197-9440

Re: Lincoln Consolidated Schools – 2018 Bond for  
Lincoln High School  
– Bid Pack 2B High School Renovations

Dear Mr. McNatt,

~~Wolgast Corporation submits this recommendation for the Lincoln Consolidated Schools –~~  
2018 Bond for Lincoln High School – Bid Pack 2B High School Renovations. The scope of  
this project includes demolition and installation to create renovated space for the athletic,  
cheer, and choir areas in Lincoln High School.

This report and recommendation includes solicitation activity, bidder response, apparent low  
bid, bid analysis and contract recommendations, as follows:

1. Bid Solicitation Activity
  - a. Wolgast Corporation solicited bids in six (6) bid divisions.
  - b. There were (85) contractors that were sent bid notices. The project was also advertised in the local newspaper and on the State website.
  - c. They were (31) contractors that requested bid documents.
2. Bidder Response
  - a. As recorded on the attached Bid Tabulation, bids were received from five (5) separate bidders.
  - b. Bids were received until 1:00 p.m. on August 1st, 2019 at the Administration Office.
  - c. Bids were opened and read aloud in the High School Media Center at 1:15 p.m.
3. Apparent Low Bids
  - a. The Bid Results are indicated on the attached Bid Tabulation Form.
    - a. A&R Total Construction included the cost for the High School Renovations in their bid from Bid Pack 2A for the secure vestibules. This was learned through the post bid interview process and bids were adjusted accordingly
4. Bid Analysis
  - a. Post-Bid Interviews were conducted with (2) bidders. One bidder in the general division (A&R Total Construction) bid the project as a general including all divisions in their bid. It was decided by the district to use this sole bidder in every division as their cost was much lower when broken down.
  - b. The Total Construction bid has been verified through the post bid analysis process.
  - c. We received a bidder in Electrical, Mechanical, Masonry, & General divisions. We did not get a bid in the Metals division; However, A&R did have this included in their bid.
5. Recommendations
  - a. Wolgast recommends accepting the attached award recommendation of \$22,759.00 to complete this work.

Please call with any questions or if Wolgast can be of additional service.



Sincerely,  
*Richard A. Groves Jr.*

Richard A. Groves Jr.  
Project Manager

cc: Steve Salyers  
Scott Hoefft



**Lincoln Consolidated Schools  
BP 2 - High School Renovations  
Contract Award Recommendations**

Lincoln Consolidated Schools received sealed bids on August 1, 2019, for the Bid Package 2B High School Renovations. 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>Lincoln Consolidated Schools BP 2</b>	
<b>Bid Division</b>	<b>Contractor Name/Address</b>		
<b>060000</b>	<b>A&amp;R Total Construction</b>	<b>Base Bid \$</b>	<b>21,675.00</b>
<b>General</b>	345 S Prospect St.	<b>Bond \$</b>	<b>1,084.00</b>
	Ypsilanti, MI 48198	<b>Total \$</b>	<b>22,759.00</b>
	Phone: 734-485-2255		
	Fax:		
<b>Total Contracts for the Lincoln Consolidated Schools - Bid Package 2B</b>		<b>\$</b>	<b>22,759.00</b>

Lincoln Consolidated Schools BP 2B High School Renovations		Bid Bond	Familiar Affidavit	Iran	Addendum #1	BASE BID	BOND	BASE & BOND TOTAL	APPARENT LOW BID	Unit Price (\$ cost / unit)
									040000 - Masonry	
									\$ 9,020.00	
040000 - Masonry										
HMC Mason Contractors	x	x	x	x		\$ 8,800.00	\$ 220.00	\$ 9,020.00		
									050000 - Metals	
050000 - Metals										
									060000 - Carpentry	
									\$ 22,759.00	
060000 - Carpentry										
A&R Total Construction *Masonry, Electrical, Mechanical, and General Divisions Included*	x	x	x	x		\$ 21,675.00	\$ 1,084.00	\$ 22,759.00		
									096500 - Flooring	
096500 - Flooring										
									210500 - Fire Protection	
210500 - Fire Protection										
									222300 - Mechanical	
									\$ 16,131.00	
222300 - Mechanical										
Erie Welding and Mechanical Contractors	x	x	x	x		\$ 16,000.00	\$ 131.00	\$ 16,131.00		
									260000 - Electrical	
									\$ 12,480.00	
260000 - Electrical										
AF Smith Electric	x	x	x	x		\$ 12,300.00	\$ 180.00	\$ 12,480.00		
									TOTAL - APPARENT LOW BIDS	\$ 60,390.00



**LINCOLN CONSOLIDATED SCHOOLS**

**PERSONNEL TRANSACTIONS SUMMARY**

Tuesday, August 12, 2019

<b>ACTION ITEMS</b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Desiree Holman	Sub Bus Aide/Transportation	11/20/2018	Resigned	
Braelyn Murray	Swim Instructor/Community Education	6/17/2019	New hire	
Samantha MalBoeuf	Swim Instructor/Community Education	7/8/2019	New hire	
Lori Wilson	Bus Driver/Transportation	7/30/2019	New hire	
Mya Mallad	Social Worker/Model Elementary	7/24/2019	Resigned	
Lesley Johns	Bus Driver/Transportation	7/24/2019	Resigned	
Paula Adkins	Paraprofessional/Brick Elementary	8/31/2019	Resigned	
Robert Merritt	Director of Transportation	8/1/2019	New hire	
Vivian Johnson	Swim Instructor/Community Education	6/17/2019	New hire	
Abby Harris	School Psychologist/ Brick Elementary	8/26/2019	New hire	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>