



**NOVI COMMUNITY SCHOOL DISTRICT**

*PROVIDE IMPACTFUL OPPORTUNITIES FOR ALL TO CULTIVATE LIFELONG LEARNING.*

# **Board of Education 2022 Agenda**

**Dr. Danielle Ruskin**  
**President**

**Mr. Paul Cook**  
**Vice President**

**Mrs. Bobbie Murphy**  
**Secretary**

**Mrs. Kathy Hood**  
**Treasurer**

**Mr. Tom Smith**  
**Trustee**

**Mr. Willy Mena**  
**Trustee**

**Mrs. Mary Ann Roney**  
**Trustee**

**Meeting Date: November 3, 2022**  
**Educational Services Building**  
**25345 Taft Road**  
**Novi, MI 48374**



Community School District

**NOVI BOARD OF EDUCATION**

**Regular Meeting: November 3, 2022**

**7:00 PM**

**AGENDA**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF THE AGENDA**
- IV. OTHER CELEBRATIONS**
- V. CONSENT AGENDA**
  - A. Approval of Minutes**
  - B. Approval of Field Trips**
- VI. COMMENTS FROM THE AUDIENCE**

*The board respectfully requests that any individual wishing to speak to the board provide their name, address, any organization they represent, keep their comments to the allotted time, and refrain from directing comments to individual members of the board, district employees, or members of the audience.*
- VII. DONATIONS**
  - A. Robotics**
- VIII. ACTION ITEMS**
  - A. Personnel Report A**
  - B. Personnel Report B**
  - C. HS4 Door Access Management System (ECEC & high school)**
  - D. Stormwater Resolution**
  - E. Draft Board Meeting Schedule**
  - F. Thrun Policy Program**
- IX. INFORMATION AND DISCUSSION**
  - A. HS4 Door Access Management System (Maintenance, Transportation, ESB)**
  - B. Novi Meadows – IT Infrastructure Change Order**
- X. SUPERINTENDENT’S REPORT**
- XI. ADMINISTRATIVE REPORTS**
- XII. BOARD COMMUNICATION**
- XIII. ADJOURNMENT**

**PROVIDE IMPACTFUL OPPORTUNITIES FOR ALL TO CULTIVATE LIFELONG LEARNING**

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC:** Consent Items

Items included in the Consent Items are those which have previously been considered by the Board in committee or at a prior meeting, or of such a routine nature, that discussion is not required. Board members may request that any items be removed from Consent Items for further discussion, if additional information is needed or available.

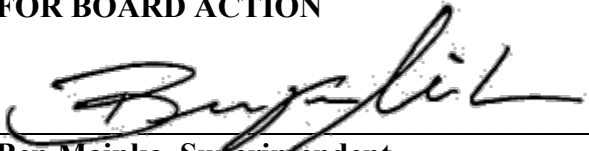
**CONSENT ITEMS**

- A. Approval of Minutes
  - a. Regular Meeting Minutes of October 20, 2022
  - b. Closed Session Minutes of October 20, 2022
- B. Approval of Field Trip
  - a. Annual 5<sup>th</sup> Grade Camp Overnight

**RECOMMENDATION:**

That the Novi Community Schools Board of Education approve the Consent Item(s) as presented.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Ben Mainka, Superintendent



**Minutes of a Regular Board Meeting, October 20, 2022**  
**Novi Community School District**  
**Board of Education**

---

A Regular Meeting of the Board of Trustees of Novi Community School District was held Thursday, October 20, 2022, beginning at 7:04 PM.

Present: Dr. Ruskin, Mrs. Hood, Mr. Mena, Mr. Smith, Mr. Cook, and Mrs. Roney  
by Roll Call Vote

Absent: Mrs. Murphy

**PLEDGE OF ALLEGIANCE**

Members of the audience joined with the Board in the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

It was moved by Mr. Mena and supported by Mrs. Mary Ann Roney that the Novi Community School Board of Education approve the agenda as presented.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

**AWARDS/RECOGNITIONS/PRESENTATIONS**

**National Merit Semi-Finalists**

Novi High School Principal, Nicole Carter, will present the 29 seniors from the Class of 2022 that have been named National Merit Scholarship Program semifinalists. Last spring, 1.5 million high school juniors entered the National Merit Scholarship program by taking a qualifying test (PSAT/National Merit Scholarship Qualifying Test), which serves as the initial screening of program entrants. For 2022, only 16,000 of the students become qualified as Semifinalists. Our 29 seniors are among the highest-scoring entrants in the state of Michigan.

Ms. Carter will present the students who are in attendance for recognition and provide additional biographic information including their varied scholastic endeavors, their participation in athletics and fine arts; and for a large number of the students, their volunteer commitments and philanthropic efforts.

We applaud these students for their tenacious work ethic and outstanding academic achievement and present them to the Novi Board of Education this evening for recognition as the exemplification of the very best of Novi High School.

**Other Celebrations**

Mr. Paul Cook shared an NCSD football play-by-play video. Mr. Smith Expressed gratitude to the Community Financial Credit Union and the Friends of Novi Schools.

**CONSENT AGENDA**

Items included in the Consent Items are those which have previously been considered by the Board in committee or at a prior meeting, or of such a routine nature, that discussion is not required. Board

members may request that any items be removed from Consent Items for further discussion, if additional information is needed or available.

It was moved by Mrs. Hood and supported by Mrs. Roney that the Novi Community School Board of Education approve the Consent Item(s) as presented.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

### REPORTS TO THE BOARD

#### M-Step Student Data Report

The Michigan Department of Education released the M-STEP results from the spring assessment period.

Tonight, Mr. Mike Giromini, the Assistant Superintendent of Academics, reviewed this data with the Board of Education.

#### NCSD Mitigating Learning Loss Report (98c)

On September 1, 2022, districts received information from the Michigan Department of Education (MDE) that an application window was opening on September 15, 2022 for them to apply for Section 98c funds dedicated to addressing learning loss. These funds were made available through Public Act 144 of the Michigan School Aid Act, M.C.L. 388.1698c.

This was part of the Governor's Emergency Education Relief (GEER) Fund and the federal Elementary and Secondary School Emergency Relief (ESSER) II Fund.

The ESSER II funds are to address learning loss among district students including low-income students, children with disabilities, English language learners, racial and ethnic minorities, students experiencing homelessness, and students in foster care.

To be eligible for the 98c funds, districts must apply no later than November 30, 2022, have a public meeting of the board no later than October 30, 2022, have a learning loss plan posted on the district's website, a brief description of the district's metrics that will be used to determine the impact of the district's funded initiatives, and submit a report to the MDE by August 15, 2023.

Tonight, Mr. Mike Giromini, the Assistant Superintendent of Academics, presented Novi Community School Districts' Mitigating Learning Loss Report (98c) to the Board.

#### HS4 Door Access Management System Report

On Thursday, July 7 2022, the Novi Community School District Board of Education awarded the NCSD District Wide Card Access system contract to LaForce, LLC. The intent of the pricing was to apply to the interiors of the District Buildings.

The project team and LaForce, LLC had developed a project scope with the Novi High School and the Early Childhood Education Center to retrofit existing interior doors. The project team has conducted a cost review of the scope of work and based up that review, they are proposing a contract amendment

to be presented tonight and return for approval at the November 3, 2022 Board meeting.

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi High School Interior Retrofit (Quote dated 10/13/2022)	\$1,147,954.00
2. Novi ECEC Interior Retrofit (Quoted dated 10/13/2022) \$	<u>180,888.00</u>
Total this Amendment	\$1,328,842.00

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$ 0.00
Current Amendment	\$ <u>1,328,842.00</u>
Amended Contract Amount	\$ 1,620,564.00

**AWARD RECOMMENDATION AMOUNT: \$ 1,620,564.00**

COMMENTS FROM THE AUDIENCE

There were one (1) comment from the audience regarding the M-Step and Mitigating Learning Loss (98c) presentations.

DONATIONS

Orchestra

The Novi High School Orchestra Boosters would like to gift a composition by Brittany Harris to the Novi High School Orchestra Program. This piece has been commissioned in celebration of the 10th graduating class since orchestra began at the high school. The Philharmonic Orchestra will perform it at their May concert.

The total cost of the commission is \$2,700, of which half (\$1,350) is due immediately and the other half when Ms. Harris completes the composition

It was moved by Mrs. Hood and supported by Mr. Mena that the Novi Community Schools Board of Education accept the donation as presented, with appreciation and thanks.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

Novi Woods

The Novi Woods is looking to donate and raise funds to install a Sun Shade at the Nest Project. The estimated cost will be \$14,000. The Novi Woods PTO will be donating \$3,500 for the initial startup.

The Novi Woods PTO is seeking acceptance for the total cost of \$14,000 to install the Sun Shade on the Novi Woods Nest Outdoor learning area.

It was moved by Mrs. Roney and supported by Mr. Smith that the Novi Community Schools Board of Education accept the donation as presented, with appreciation and thanks.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

### ACTION ITEMS

#### Personnel Report

Dr. Laura Carino, Assistant Superintendent of Human Resources, presented the personnel report for the Board's consideration.

It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Community Schools Board of Education approve the personnel report as presented.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

#### Approval of SEAB Co-Chairs

On September 22, 2022, Benjamin Mainka, Superintendent of Schools, reported to the Board on the SEAB process and stated that a survey of interest would be sent out to parents and community members. This survey just closed and tonight, Mr. Mike Giromini, the Assistant Superintendent of Academics, will present the people who expressed an interest in being co-chairs of this advisory board.

It was moved by Mrs. Hood and supported by Mr. Mena that the Novi Community School District Board of Education, by way of a Sex Education Advisory Board (SEAB) Co-Chair Resolution, approves Mr. Mike Giromini and Emily Aluis as the co-chairs of the Sex Education Advisory Board (SEAB).

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

### INFORMATION AND DISCUSSION

#### Draft Board Calendar and Committee Schedule

At the October 13, 2022 Board Work Session, the Board reviewed and discussed various options that would help to streamline and make Board meetings and committee meetings more cohesive. Tonight the Board will review and discuss the tentative 2022-2023 Board of Education Meeting.

This came tonight as information and discussion and will come back before the Board for approval at the November 3, 2022 regular meeting.

#### Thrun Law Presentation

Ms. Jennifer Starlin esq., of Thrun Law LLC, met with the Governance and Policy Committee on October 3, 2022 to review and discuss, with the committee member, Thrun's bylaws, policy, and administrative guidelines program. Tonight, she will be presenting these bylaws, policy, and administrative guidelines program to the Novi Community School District Board of Education this evening.

## COMMITTEE REPORTS

### DEI Committee

Mr. Benjamin Mainka, Superintendent of Schools, reported for Mrs. Murphy and said that this was their first meeting of the year and it was the intention to establish the roles and charter work of the committee. He stated that the committee talked about the media center audit results and compared them to other types of libraries and possibly how the school library might differ from the Novi Public Library. Mr. Mainka said that they will be asking further question of Julie Farkas and look at their selection process.

Mr. Mainka reported that the committee talked about and dug into 2022 school climate survey, that the students took. He stated that they wanted a better understanding of the data points and were looking at some strengths, areas of weakness/opportunities, and ways that students felt connected to adults and other peers and different subgroups. Mr. Mainka said that the material was presented at a previous curriculum committee.

Mr. Mainka reported that the committee talked about the ongoing work of the District DEI committee. He mentioned that they will have that District committee come to the Board DEI committee with an update.

Mr. Mainka shared a shell of the diversity calendar that he is hoping to push out this month in a digital format. He reported that this push will allow people to have an understanding what the calendar looks like and that it identifies cultural and religious holidays from a variety of standpoints.

### Governance and Policy Committee

Tom Smith, Board Trustee and Chair of the committee, reported that the committee assessed the current policy manual and the administrative regulation and noticed that there were gaps. He stated that there were areas that needed to be a little tighter and this led the committee to conclude that it might be time to review the entire manual on a regular and consistent basis.

Mr. Smith said what Thrun presented has a more user-friendly administrative guideline section with a standalone reports and forms section. He mentioned that the District used to use NEOLA and then switched; one was too big, the other was too small. Mr. Smith reported that we need a policy system that allows us to customize the needs of the District.

## SUPERINTENDENT'S REPORT

Mr. Benjamin Mainka, Superintendent of Schools, reported that SEPAC (Special Education Parent Advisory Committee) Safety Fair took place last week, during the Board's work session. He stated that they had an amazing turnout. Mr. Mainka said that this event was held in collaboration with the Novi Police and Fire Departments and they discussed how to keep sensitive citizens safe.

Mr. Mainka reported that he had the opportunity to attend the first PAASN meeting of the year. He stated that it was a nice opportunity to meet a number of our African American families who are doing a lot of things and have a lot of ideas. Mr. Mainka said that it is important for us, as a community, to support them.

Mr. Mainka reported that he attended Fanfare and it was incredible seeing the number of bands that came to Novi. He stated that our stadium was full of people and the Wildcat marching band did a fantastic job. Mr. Mainka said that he and Principal Carter were able to pass out awards to the winners.

Mr. Mainka mentioned that, sadly, fall sport is winding down. He reported that the teams are preparing for state tournaments and some have already moved forward. Mr. Mainka stated that our tennis team finished fourth in the state for division one.

Mr. Mainka expressed his appreciation for all of the Board members' attention and work at the Board Work Session. He encouraged Board members to keep sending aspirational statements, so that he can come back to that at future board meetings. Mr. Mainka reminded the Board that coming up on November 10 is a work session and that they had asked him to check into Collins and Blaha, the legal team that developed the superintendent framework for the evaluation training.

Mr. Mainka mentioned that he had reached out to the current candidates, running for the Board, to make them aware of the fact that we do have this date, so if they are elected they can attend this training meeting because it is not an open meeting.

Mr. Mainka reported that Mrs. Carter is in the process of developing a student board representative process. He stated that they will be going through interviews and hopefully we will have that person in place to recommend for Board approval. Mr. Mainka said the student who is chosen will start presenting at the end of November.

#### ADMINISTRATIVE REPORTS

Dr. Laura Carino, Assistant Superintendent of Human Resources, reported that they have been busy in HR. She stated that they had a successful paraprofessional job fair and they have an excellent slate of candidates to bring to the Board for approval in the coming weeks. Dr. Carino said that it is typically a very hard position to fill and they often have many vacancies. She mentioned that a very full list of Zoom candidates met with Ms. Patel and Ms. Squires. Dr. Carino reported that they also have a list of potential substitutes for those day-to-day positions that may pop up throughout the year.

Dr. Carino reported that the Safety Fair was great and it good to see so many families there. She thanked Det. Julie Warren, Ms. Patel, and Ms. Squires for their leadership. Dr. Carino stated that they are negotiating with the NESPA group next week and they look forward to finalizing their wage reopener. She said they are continuing with their safety planning and are meeting with the Novi Police Department tomorrow. Dr. Carino mentioned that they have submitted our Safety and Security grant with the state in order to secure funds for critical incident mapping and a security risk assessment.

Dr. Carino reported that this past Monday they held their Mentee Monday. She stated that Mr. Dinkelman presented to new staff about our evaluation process and Mrs. Griffin presented information to our speech pathologists and social workers about AAC devices, which are communication tools for speech and language. Dr. Carino mentioned that these devices are for our language impaired students.

Mr. Mike Giromini, Assistant Superintendent of Academic Services, echoed that the Safety Fair was a success. He stated that the Special Education Parent Advisory Committee's next event is November 12<sup>th</sup> and it is a sensory friendly Woodland Winter event that will be held at the ROAR Center. Mr. Giromini said that the Arts and Crafts Mobile Market will be there. He mentioned that the therapy dogs will be there, an opportunity for pictures with Santa, and all sorts of fun things. Mr. Giromini reported that more information will be released soon.

Mr. Giromini stated that this is Digital Citizenship Week and our Tech Department, along with the Novi Public Library, and with the support of the Novi Educational Foundation (NEF) brought Dr. Devorah Heitner, author of *Screenwise*, and the book that was the topic of Mr. Mainka's last Parent to Parent Book Club. He said that the book is about mentoring kids to thrive in the digital world. Mr. Giromini mentioned that it was a very nice talk and well attended and it is a testament to the power of partnering with our families to support our kids.

Mr. Giromini reported that the next District provided professional development day is November 8 and the planning is underway. He reminded everyone that there is no school on that day because it is also election day.

Mr. Giromini acknowledged the instructional coaches stating that they are amazing assets, supporting our teachers, implementing curriculum and District improvement efforts. He said that he is happy to work with them and acknowledge: Kathleen Ader, Brittany Pearce, Ainsley Lengerich, Lisa LaPorte, and Katie Walker. He expressed his gratitude to all of them.

#### BOARD COMMUNICATION

A Board member mentioned that tomorrow is the fifth and final regular season home football game and mentioned that there are 75 seniors that will be recognized on senior night. They also mentioned the elite Frog Force Teams have their first playoff home game and that they look forward to shifting over to the winter sports and using the technology that was invested in.

A Board member mentioned that they had attended an NEF meeting on Monday. They stated that the committee reviewed the events that NEF sponsored including the Screenwise book, Parent Camp, the Pancake Breakfast, and they are starting to plan the Green Gala, that will be held on April 15, 2022.

A Board member mentioned that this Saturday is the Craft Show, at Novi High school, from 10:00 AM to 4:00 PM. They stated that there is a nominal entry fee.

A Board member said they received a community commentary stating that kids were going up to our football players and asking to have their pictures taken with them and that our players were happy to accommodate. They said that our football players are role models to our younger kids and a lot of other people and saw the Novi pride. A Board member stated that Friday is not only senior night, but also youth night, so kids playing for the middle school or Bobcats can wear their jersey and get in for free.

#### CLOSED SESSION

A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act. Tonight, the Board will move into a closed session to consider security planning for

school safety [OMA Sect. 8(1)(k)].

It was moved by Mrs. Roney and supported by Mr. Mena that the Novi Community Schools Board of Education move into a Closed Session for the purposes of negotiations to discuss real property.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**By Roll Call Vote**

**MOTION CARRIED**

The Board went into the closed session at 9:00 PM and returned at 9:37 PM.

**ADJOURNMENT**

It was moved by Mr. Mena and supported by Mrs. Roney that the Novi Board of Education Regular Board meeting be adjourned.

Ayes: 6 Dr. Ruskin, Mr. Mena, Mrs. Roney, Mr. Smith, Mr. Cook, and Mrs. Hood

Nays: 0

**MOTION CARRIED**

The meeting adjourned at 9:37 p.m. The next regular meeting of the Board is scheduled for November 3, 2022 at 7:00 p.m., at the Educational Services Building.

---

Bobbie Murphy, Secretary



**Minutes of a Closed Session, October 20, 2022**  
**Novi Community School District**  
**Board of Education**

---

A Closed Session of the Board of Trustees of Novi Community School District was held Thursday, October 20, 2022, beginning at 9:10 PM.

Present: Dr. Ruskin, Mr. Smith, Mrs. Hood, Mr. Mena, Mr. Cook, and Mrs. Roney  
by Roll Call Vote

Absent:

TOPIC(S) DISCUSSED

A public body may meet in a closed session only for one or more purposes as specified in the Open Meetings Act.

The Board moved into a closed session to consider security planning for school safety [OMA Sect. 8(1)(k)].

No action was taken by the Board at these meetings.

The Closed Session ended at 9:37 PM. The next regular meeting of the Board is scheduled for November 3, 2022 at 7:00 PM, at the Educational Service Building.

\_\_\_\_\_  
Bobbie Murphy, Secretary

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**ASSISTANT SUPERINTENDENT FOR ACADEMIC SERVICES**

**TOPIC:** Annual 5<sup>th</sup> Grade Camp Overnight

The Novi Meadows 5<sup>th</sup> grade students, accompanied by their core teachers, will travel by school bus to the Walled Lake Outdoor Education Center during their teams' scheduled two and a half days session between the dates of December 5, 2022 through February 1, 2023. This trip allows students to interact with their core science curriculum and the outdoors.

The objective is to continue to build science knowledge in an outdoor setting, continue team building, and gain valuable life experiences. Students will be expected to pay \$200 for this trip to cover the cost of meals, overnight lodging for two days, and the evening entertainment which is also science related.

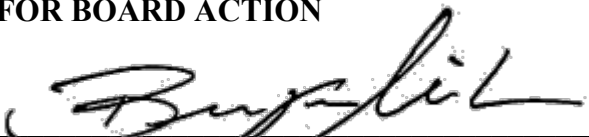
There will be 58 students per session, two core teachers, and parent volunteers who will come in shifts (morning, afternoon and evening). All parent volunteers will undergo a background check before attending the event.

This is an annual field trip.

**RECOMMENDATION:**

That the Novi Community Schools Board of Education approve Annual 5<sup>th</sup> Grade Camp Overnight Field Trip to the Walled Lake Outdoor Education Center during their teams' scheduled two and a half days session between the dates of December 5, 2022 through February 1, 2023.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Ben Mainka, Superintendent

October 20, 2022

December 5, 2022-February 1, 2023

Date of Request (at least 12 weeks prior to trip)

Date of Trip

**OVERNIGHT, OUT OF STATE OR OUT OF COUNTRY FIELD TRIP REQUEST FORM**

Field Trip Coordinator: Karen Duthie Other Staff Members Attending: 5th & 6th Grade Staff

Have you coordinated this trip in previous years?: Yes If yes, when? 2021-2022

◇ If not, what is the most recent overnight trip you have coordinated? (List the group, date and trip description)

I was co-coordinator of 5th Grade Camp

◇ If you have never coordinated an overnight trip, which chaperone accompanying your group has overnight trip experience?

\*\*It is required that one chaperone has previously coordinated an overnight trip\*\* All

**TRIP INFORMATION**

Title of Field Trip:	<u>5th Grade Camp</u>	Organization/Club/Course Name:	<u>5th Grade</u>
Date(s) of Trip:	<u>December 5, 2022-February 1, 2023</u>	School Days Missed (by students):	<u>2.5</u>
Field Trip Destination:	<u>Walled Lake Outdoor Education Center</u>	City/State:	<u>Walled Lake, Michigan</u>
Departure Time:	<u>9am/9:45am</u>	Departure Location:	<u>Novi Meadows 5th Grade</u>
Arrival Time:	<u>9:45a/10:30</u>	Arrival Location:	<u>Walled Lake Outdoor Education Center</u>
Cost per Student:	<u>\$220</u>	Items included in cost:	<u>Lodging, Food, Classes, Bus</u>
Trip Funded By:	<u>Parents</u>		

**LODGING**

Lodging name: Walled Lake Outdoor Education Center Contact Number: 248-

Number of students attending: All of 5th Grade Number of Chaperones: 2-3 Teachers per Group

Cost Per Student: \$220 Funded By (circle): Student Other: Parents

**CHAPERONES**

If a chaperone is not a district employee, please complete the Volunteer Background Check Authorization Form and submit with your request. Be sure to include enough chaperones to support your group size.

Names of Chaperones: 5th Grade Staff & Some 6th Grade Staff

## CURRICULUM

Complete the following questions if the trip is curricular.

1. What are the class objectives that tie into the proposed trip?

-Science: water cycle -Collaboration: team building, living together -Independence

2. Describe the class activities prior to the field trip that will integrate the field trip with the curriculum.

Parent Meeting, individual class meetings

3. Why is the field trip the best way to achieve/reinforce the class objectives?

5th Graders are old enough to be away from parents for a couple of nights with school

4. What follow-up activities will be used in the classroom/curriculum to assist the students in applying the knowledge they gained on this trip?

Reflections, thank you cards, memories

## Summary of Trip to Present to the Board of Education for Approval:

5<sup>th</sup> grade camp has been an institution for 30+ years. While we had to take a year off due to COVID, we were able to take both the 5<sup>th</sup> and 6<sup>th</sup> graders during the 2021-2022 school year. For the 2022-2023 school year we are able to get back to things as usual and attend 5<sup>th</sup> grade camp as a 2 ½ day field trip. On this trip 5<sup>th</sup> graders learn some science curriculum, learn to collaborate, learn to work with their classmates at meal times and in the dorms. They gain a huge sense of independence by being away from their families, but in a safe, school sponsored trip.

## APPROVAL



Sponsor's Signature



Administrator's Signature

## TRANSPORTATION

Method of Transportation (select one): School Bus

School Bus: Tentative school bus confirmation made by Karen Duthie on September, 2022  
name date

Charter Bus: Company \_\_\_\_\_ Contact Number \_\_\_\_\_

Private Car: Please complete the **Volunteer Background Authorization Form** for each driver and submit with the field trip request. A copy of each driver's license, insurance and registration will also be required.

Cost Per Student: \_\_\_\_\_ Funded By (select one): \_\_\_\_\_

Address of Destination \_\_\_\_\_ Pickup Location \_\_\_\_\_

Group \_\_\_\_\_ Pickup Building \_\_\_\_\_

# Of Adults \_\_\_\_\_ # Of Students \_\_\_\_\_ Parking Facilities \_\_\_\_\_

Departure Time \_\_\_\_\_ Are Drivers' Meals, Tickets, or Fees Included? No

Approx. Arrival Time \_\_\_\_\_ Special Equipment Needed \_\_\_\_\_

Time Leaving Destination \_\_\_\_\_ Does the Bus Need to Stay with the Group? No

Approx. Return Time \_\_\_\_\_

**Deadlines:** This form must be in the Transportation Department office by Tuesday prior to the week of the trip. **Please get approval before purchasing non-refundable tickets.**

### FIELD TRIP FEES

(A) START TIME \_\_\_\_\_ END TIME \_\_\_\_\_ TOTAL # OF HOURS \_\_\_\_\_ x Hourly Rate Below = \_\_\_\_\_

(B) # OF MILES TO DESTINATION \_\_\_\_\_ x 2 = \_\_\_\_\_ TOTAL MILES x \$3.00 \_\_\_\_\_  
(MILEAGE BEGINS AT 45505 11 MILE)

(A + B) x # OF BUSES = TRIP TOTAL \_\_\_\_\_

Hourly Rate: Monday-Friday = \$30/hr Saturday = \$45/hr Sunday = \$60/hr

This is all broken down with transportation, and not easy to put into this form.

## APPROVAL TO COLLECT FUNDS

### Field Trip and Fundraising

(Form must be submitted **6 weeks** in advance of activity.)

☐ Revised

Building Name Novi Meadows 5th Grade

Department/Team/Class/Club 5th Grade Camp

Sponsor Karen Duthie

Fundraising Date(s)/Time(s) October 12, 2022-November 22, 2022

Sale Location Home

Description of Fundraiser Pizza Kits & Camp Fund Collection

Purpose of Fundraiser Collect funds for 5th grade camp payment/fundraiser

Name of Salesperson(s) 5th Grade Families

Name of adult responsible for collecting, counting and turning in money to the school's financial secretary the day of the sale Mariana Hertrich

Approximate total amount to be raised (goal) \$220 per child

*Fill out the estimate section of the Event Balance Sheet on reverse side)*

- I agree to conduct this fundraiser in compliance with district policies.
- I understand that I am personally responsible for all funds collected and for keeping accurate records.
- I will exercise strict control over all products in my position.
- I will provide all money received along with the name and amount turned in by student [parent] to the financial secretary daily for deposits.
- I will have all expenditures paid through the financial secretary.
- I am responsible for completing the Event Balance Sheet for this fundraiser and will turn in all records to the financial secretary within 5 school days of the fundraiser end date.

Sponsor Karen N Duthie Date 10/20/2022  
Signature

*By signing this form you acknowledge all District policies and procedures will be followed for cash handling and cash procedures.*

### Routing Procedures

Date 10-20-22

☒ Approved

Principal/Admin   
Signature

☐ Unapproved

- ☐ Approved copy sent to Assistant Superintendent of Business
- ☐ Approved copy sent to school's financial secretary
- ☐ Approved copy sent to Sponsor

*Upon completion of the fundraiser fill out the actual section of the Event Balance Sheet and submit to the school's financial secretary within 5 school days.*

# EVENT BALANCE SHEET

## Product Sales

Estimate			Actual			Difference
Anticipated participants		(qty)	Actual participants		(qty)	0
Goal for each participant		(\$)	Actual Cost		(\$)	
Expected Total	\$ -		Actual total	\$ -		\$ -

Reason for difference \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- OR -

## Field Trip

Estimate			Actual			Difference
Anticipated participants	479	(qty)	Actual participants		(qty)	479
Cost for each participant	\$ 220.00	(\$)	Actual Cost		(\$)	
Expected Total	\$ 105,380.00		Actual total	\$ -		\$ 105,380.00

Reason for difference \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## DEPOSIT(S) GIVEN TO:

Name \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC:** Donations to Robotics

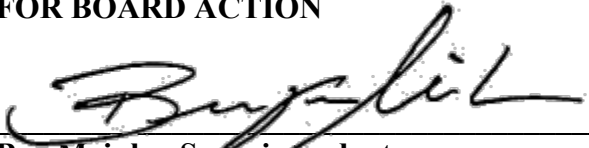
The Robotics team received several donations in the month of October that totaled \$ 5,000.00. These generous donations were given by the following sponsors:

<b>Date</b>	<b>Program</b>	<b>Sponsor</b>	<b>Amount</b>
October 18, 2022	Robo Titans	Mathworks	\$ 2,500.00
October 25, 2022	TEAM 26827-Those Weird Peeps	Magna	\$ 1,000.00
October 25, 2022	HS Robotics 503 & Team 9279 Galaxy Glazers	Eaton	\$ 1,000.00
October 25, 2022	Raging Robos	Magna	\$ 1,000.00

**RECOMMENDATION:**

That the Novi Community Schools Board of Education accept the donation(s) as presented, with appreciation and thanks.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Ben Mainka, Superintendent

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES**

**TOPIC:** Personnel Recommendations

Laura Carino, Assistant Superintendent of Human Resources, presents for your consideration the following personnel changes:

**A. New Hires**

<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Rate</i></u>	<u><i>Effective</i></u>
Bagian, Peggy	DF	3 <sup>rd</sup> Grade Teacher	New Hire	MA	11-14-22
Borton, Jennifer	OH	3 <sup>rd</sup> Grade Teacher	New Hire	MA	11-16-22
Borton, Linda	OH	Literacy Specialist	New Hire	MA	11-28-22
Rae, Abby	MS	Speech-Language Path	New Hire	MA+30	11-28-22
Williams, Kimberly	MS	Science Teacher	New Hire	MA	11-21-22
Manisha, Fnu	VO	Special Ed Para	Position Chg.	Level B	11-08-22
Molnar, Kathryn	MS	Special Ed Para	New Hire	Level B	11-07-22
Murphy, Gina	NV	Administrative Asst.	New Hire	Level A	11-14-22
Warra, Mary	HS	Bookkeeper	New Hire	Level B	11-07-22

**B. Retirements and Resignations**

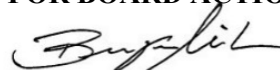
<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Effective</i></u>
Haynes, Deborah	PV	CARE Leader	Retired	12-23-22

**C. Leaves of Absence**

<u><i>Name</i></u>	<u><i>Bldg.</i></u>	<u><i>Assignment</i></u>	<u><i>Reason</i></u>	<u><i>Effective</i></u>
--------------------	---------------------	--------------------------	----------------------	-------------------------

**RECOMMENDATION:** That the Novi Community School District Board of Education adopts the personnel report recommendations as presented.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**



**Benjamin Mainka  
Superintendent**

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC:** Central Office Hire

Mr. Ben Mainka, Superintendent, presents for your consideration the following administrative hire:

**Name:** Devin Kling  
**Building:** Educational Services Building  
**Assignment:** Assistant Superintendent of Business and Operations  
**Reason:** Replacement for Gregory McIntyre  
**Effective date:** 11-21-22

**RECOMMENDATION:** That the Novi Community School District Board of Education approve Devin Kling as the Assistant Superintendent of Business and Operations.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Ben Mainka, Superintendent

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC: Bid Package #10B – NCSD District Wide Exterior Card Access HS4**

On Thursday, July 7 2022, the Novi Community School District Board of Education awarded the NCSD District Wide Card Access system contract to LaForge, LLC. The intent of the pricing was to apply to the interiors of the District Buildings.

The project team and LaForce, LLC had developed a project scope with the Novi High School and the Early Childhood Education Center to retrofit existing interior doors. The project team has conducted a cost review of the scope of work and based up that review, they are proposing a contract amendment to be presented tonight and return for approval at the November 3, 2022 Board meeting.

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi High School Interior Retrofit (Quote dated 10/13/2022)	\$1,147,954.00
2. Novi ECEC Interior Retrofit (Quoted dated 10/13/2022) \$	<u>180,888.00</u>
Total this Amendment	\$1,328,842.00

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$ 0.00
Current Amendment	\$ <u>1,328,842.00</u>
Amended Contract Amount	\$ 1,620,564.00

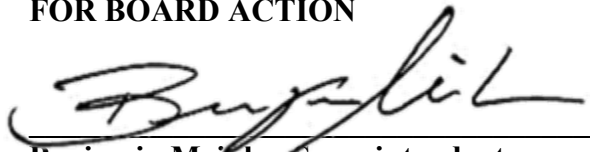
**AWARD RECOMMENDATION AMOUNT: \$ 1,620,564.00**

This came before the Board at the October 20, 2022 regular meeting and comes back tonight for action.

**RECOMMENDATION:**

That the Novi Community School District Board of Education approve the contract amendment as presented.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Benjamin Mainka, Superintendent



October 14, 2022

Mr. Benjamin Mainka  
Superintendent  
Novi Community School District  
25345 Taft Road  
Novi, MI 48374

RE: Novi Community School District 2019 Bond Program  
**Bid Package #10B – NCSD District Wide Card Access HS4 Contract**

SUBJ: Contract Amendment #1 Recommendation

Mr. Mainka:

Novi Community School District awarded the contract for the District Wide Card Access system to LaForce, LLC on July 7, 2022. The contract base scope included conversion of selected exterior door to the HS4 Access System to all District Buildings. Unit pricing was also included as part of the contract. The intent of this unit pricing is to apply to developed scope for the interiors of District Buildings. The contract would be amended accordingly for this added scope.

The project team and LaForce, LLC developed a project scope for Novi High School and the Early Childhood Education Center for the retrofit of existing interior doors. The scope of work was surveyed and priced in accordance with the districts security door hardware replacement initiative, established by representatives from Novi Community School District, Secure Ed, Plante Moran Cresa, The Eisen Group and McCarthy & Smith, Inc.

The project team has conducted a cost review of the scope of work outlined in the proposal. During the cost review, the project team confirmed the scope of work, project schedule, manpower requirements and specified materials with LaForce. Based upon the project team's review of LaForce, LLC's proposal, we propose the attached Contract Amendment be approved.

I trust the recommendation meets the approval of the administration and the Board of Education. I will attend the October 20, 2022 and November 3, 2022 Board of Education meetings to address any questions or concerns that may arise.

Please feel free to contact me with any questions.

Sincerely,

*Justin Bott*

Justin Bott  
Sr. Project Manager

C: Mike Dragoo, Novi Community School District  
Sandra Brasil, Novi Community School District  
Kevin Donnelly, Plante Moran Cresa

Bill McCarthy, McCarthy and Smith, Inc.  
Carolyn Whiting, McCarthy and Smith, Inc.  
Stewart Reich, TMP Architecture, Inc.

## Contract Amendment No. 1

Date: October 14, 2022

Owner: Novi Community School District  
25345 Taft Road  
Novi, MI 48374

Contractor: LaForce, LLC  
289 Robbins Drive  
Troy, MI 48083

Project: Novi Community School District 2019 Bond Program  
Bid Package 10B-NCSD District Wide Exterior Card Access HS4

Contract: AIA Document A132 – 2019  
Standard Form of Agreement Between Owner and Contractor– Dated: July 7, 2022

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. Novi High School Interior Retrofit (Quote dated 10/13/2022)	\$ 1,147,954.00
2. Novi ECEC Interior Retrofit (Quoted dated 10/13/2022)	<u>\$ 180,888.00</u>
Total this Amendment	\$ 1,328,842.00

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$ 0.00
Current Amendment	\$ 1,328,842.00
Amended Contract Amount	\$ 1,620,564.00

---

Dr. Benjamin Mainka                      Date  
Novi Community School District

---

Andrew Neigh                              Date  
LaForce, LLC

## QUOTE

26225 Sherwood Avenue  
Warren, MI 48091  
Questions: 248-928-6597

QUOTE NUMBER	463254QU
QUOTE DATE	10/13/2022
CUSTOMER REQUISITION	
MODE OF DELIVERY	Security Integrations install
CUSTOMER	204204
CONTACT	JUSTIN BOTT

<b>SOLD TO</b>	NOVI COMMUNITY SCHOOL DISTRICT 25345 TAFT RD NOVI, MI 48374 USA
----------------	--

<b>SHIP TO</b>	NOVI COMMUNITY SCHOOL DISTRICT 25345 TAFT RD NOVI, MI 48374 USA
----------------	--

### JOB \*\*\* REV A NOVI HIGH SCHOOL INTERIOR RETROFIT

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.500	1	START	<b>GATEWAYS &amp; NODES INSTALLED 1ST &amp; 2ND FLOORS</b>	73,353.0000	73,353.00
2.000	12	HDW	HAGER HS4 GATEWAY GATEWAYW3CUS		
3.000	53	HDW	HAGER HS4 NODE RFNODE300		
4.000		WIRE	CAT6PL		
4.500	65	MHDW	MISCELLANEOUS MOUNTING HARDWARE, WIRE MOLD, ETC		
6.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
7.000	1	END	END		
8.000	1	START	<b>EXTRA GATEWAYS &amp; NODES FOR THE REMAINING SCHOOLS</b>	15,660.0000	15,660.00
9.000	15	HDW	HAGER HS4 GATEWAY GATEWAYW3CUS		
10.000	60	HDW	HAGER HS4 NODE RFNODE300		
11.000	1	END	END		
12.000	1	START	<b>LOCKDOWN BUTTONS</b>	80,522.0000	80,522.00
13.000	52	HDW	LOCKDOWN BUTTON STI SS2025LD-EN		
14.000		WIRE	22-2PL		
15.000	52	MHDW	MISCELLANEOUS MOUNTING HARDWARE, WIRE MOLD, ETC		
17.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
18.000	1	END	END		

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
19.000	1	START	<b>CONTROLLERS ADDED IN AUDITORIUM &amp; OUTSIDE BUILDINGS BY FOOTBALL FIELD</b>	18,330.0000	18,330.00
20.000	2	HDW	HAGER HS4 10 DOOR POWER SUPPLY CABINET 29TX		
21.000	2	HDW	HAGER HS4 2 DOOR ETHERNET CONTROLLER C42E0TUS		
22.000	6	HDW	HAGER HS4 2 DOOR AUXILARY BOARD C4200TUS		
23.000	7	HDW	HAGER HS4 INPUT/OUTPUT BOARD CU4EB8TUS		
24.000	6	13412	IM-1272F1 12VOLT 7AMP BATTERY		
25.000	1	MHDW	MISCELLANEOUS MOUNTING HARDWARE, WIRE MOLD, ETC		
27.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
28.000	1	END	END		
29.000	1	START	<b>AUDITORIUM CARD READER DOORS - 8 TOTAL</b>	33,296.0000	33,296.00
30.000	8	HDW	HAGER HS4 WALL READER WRDB0A4B0		
31.000	8	HDW	CORBIN RUSSWIN ELECTRIFIED MORTISE BODY FAIL SAFE - 677F768RR-26D OR FAIL SECURE 677F78RR-26D		
32.000	8	19266	ETH8W4545 626 BB1279 ELECTRIC HINGE		
33.000		WIRE	FCOMP		
34.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
35.000	1	END	END		
36.000	1	START	<b>CARD READER SWAPS ON FITNESS CENTER DOORS DRAWING A1.1J</b>	1,940.0000	1,940.00
37.000	2	HDW	HAGER HS4 MULLION READER WRDB0M4B0		
38.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
39.000	1	END	END		
40.000	1	START	<b>CARD READER &amp; ELECTRIC STIKE INSTALL DRAWING A1.1M</b>	5,222.0000	5,222.00
41.000	2	HDW	HAGER HS4 MULLION READER WRDB0M4B0		
42.000	2	10538	9600-12/24VDC-630 ELECTRIC STRIKE		
43.000		WIRE	FCOMP		
44.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
45.000	1	END	END		
46.000	1	START	<b>WIRELESS LOCKS OFFLINE</b>	340,740.0000	340,740.00
47.000	166	HDW	HAGER HS4 ENTRANCE MORTISE LOCK HE38M32DBBW23M		
48.000	197	HDW	HAGER HS4 PRIVACY MORTISE LOCK HP38M32DBBW23M		
49.000	22	HDW	HAGER HS4 THUMBTURN DEADBOLT MORTISE LOCK HT38M32DBBW23M		
49.500	8	HDW	HAGER HS4 GEO MORTISE CYLINDER HN02J26DBB00000A		
49.750	1	MHDW	EXTRA BATTERIES		
50.000	1	END	END		

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
51.000	1	START	<b>WIRELESS LOCKS ONLINE</b>	500,901.0000	500,901.00
52.000	76	HDW	HAGER HS4 ENTRANCE MORTISE LOCK HE38M32DBBW23M		
53.000	101	HDW	HAGER HS4 EXIT DEVICE TRIM HF45M32DBBW0300R (NEED TO SPECIFY BRAND BEFORE ORDERING)		
54.000	178	HDW	HAGER HS4 WIRELESS MODULE SPACE-OPT-0033		
55.000	1	HDW	HAGER HS4 STOREFRONT LOCK HP28J32DBBW4		
56.000		ELINSTALL	SI INSTALLATION OF MATERIAL - ONLINE & OFFLINE LOCKS		
57.000	1	END	END		
58.000	1	START	<b>EXTRA LOCKS</b>	29,680.0000	29,680.00
59.000	8	HDW	HAGER HS4 ENTRANCE MORTISE LOCK HE38M32DBBW23M		
60.000	8	HDW	HAGER HS4 PRIVACY MORTISE LOCK HP38M32DBBW23M		
61.000	8	HDW	HAGER HS4 THUMBTURN DEADBOLT MORTISE LOCK HT38M32DBBW23M		
62.000	8	HDW	HAGER HS4 EXIT DEVICE TRIM HF45M32DBBW0300R (NEED TO SPECIFY BRAND BEFORE ORDERING)		
62.500	10	HDW	HAGER HS4 WIRELESS MODULE SPACE-OPT-0033		
63.000	1	END	END		
64.000	1	START	<b>TIME TO SURVEY &amp; ENGINEERING</b>	12,200.0000	12,200.00
65.000		INSTALL	INSTALLATION OF MATERIAL		
66.000	1	END	END		
67.000	1	START	<b>OFF HOURS LABOR FOR ROAR</b>	3,240.0000	3,240.00
68.000		ELINSTALL	SI INSTALLATION OF MATERIAL		
69.000	1	END	END		
70.000	1	START	<b>SONITROL ALARM INTEGRATION</b>	870.0000	870.00
71.000		INSTALL	INSTALLATION OF MATERIAL		
72.000	1	END	END		
73.000	1	START	<b>ADDED ALLOWANCES</b>		
74.000	1	MHDW	\$15,000 FOR DOOR HARDWARE/DOOR REPAIRS		
75.000	1	MHDW	\$15,000 FOR ADDITIONAL CABLE PULLS		
76.000	1	MHDW	\$2,000 FOR ELECTRICAL WIRING/CONDUIT		
77.000	1	END	END		

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
<b>RECEIPT REQUIRED FOR REFUNDS OR EXCHANGES.</b>					
<p>Stock materials are subject to 45% restocking fee. Special order materials are not returnable. No returns after 90 days.</p> <p>A transaction fee of 3% will be charged on all payments made via credit card, which is not greater than our cost of acceptance.</p> <p>This quotation is subject to the Terms and Conditions found at <a href="http://laforceinc.com/terms-conditions/">http://laforceinc.com/terms-conditions/</a>, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.</p>				<b>FREIGHT</b>	<b>\$0.00</b>
				<b>SUBTOTAL</b>	<b>\$1,147,954.00</b>
				<b>SALES TAX</b>	<b>\$0.00</b>
				<b>TOTAL</b>	<b>\$1,147,954.00</b>
				<b>PAY TERMS: NET 30</b>	

## QUALIFICATIONS

- Covid-19 note: quoted leadtimes subject to delays/impacts arising out of pandemic.
- Quote is valid for 30 days from date of quotation unless otherwise stated herein.
- Past due accounts are subject to a service charge of 1.5% per month on the unpaid balance.
- This offer is conditioned upon approval of credit by LaForce on the purchaser.
- No sales, use or other taxes included unless otherwise stated herein in writing.
- See attached qualifications and terms for this project.
- Federal project note: Federal Contractor vaccine mandate compliance not available.
- All work to be performed Monday-Friday 7 AM to 4 PM.
- All existing door hardware assumed to be in good working condition.
- No warranty on existing or re-used door hardware.
- NCSD to provide & configure network switch.
- All cable pulls & programming for alarm integration to be performed by Sonitrol.

Thank you for this opportunity to quote your needs. Please sign and return this quote and attached qualifications or send a written purchase order, and we will proceed with your order. LaForce, Inc. is not able to accept verbal purchase authorizations at this time. We look forward to working with you. If you have any questions, or need further information, please give me a call.

Thank you for your order!

We appreciate your business!

ANDY NEIGH  
Email: [Andy.Neigh@laforceinc.com](mailto:Andy.Neigh@laforceinc.com)  
Phone: 248-928-6597

Quote Number: 463254QU

Authorized By: \_\_\_\_\_

Company: \_\_\_\_\_

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

## QUOTE

26225 Sherwood Avenue  
Warren, MI 48091  
Questions: 248-928-6597

QUOTE NUMBER	444455QU
QUOTE DATE	10/13/2022
CUSTOMER REQUISITION	
MODE OF DELIVERY	Security Integrations install
CUSTOMER	204204
CONTACT	JUSTIN BOTT

<b>SOLD TO</b>	NOVI COMMUNITY SCHOOL DISTRICT 25345 TAFT RD NOVI, MI 48374 USA
----------------	--

<b>SHIP TO</b>	EARLY CHILDHOOD EDUCATION CENTER 25745 TAFT RD NOVI, MI 48374 USA
----------------	--

### JOB \*\*\* EARLY CHILDHOOD HS4 RETROFIT REV D

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.000	1	START	<b>HARDWARE SET #11 DOOR #'S A155 &amp; A155A (USING EXISTIG EXIT DEVICE - IF DOOR NEEDS NEW EXIT DEVICE THIS WILL BE ADDITIONAL)</b>	2,272.0000	2,272.00
2.000	2	HDW	HAGER ACCESS/SECURITY ONLINE EXIT TRIM HF45M32DBBW0300R		
3.000	2	HDW	HAGER PLATFORM MODULE SPACE-OPT-0033		
6.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - REMOVE EXISTING EXIT DEVICE TRIM FROM DOOR - INSTALL NEW EXIT DEVICE TRIM ONTO DOOR - PROGRAM LOCK INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
7.000	1	END			
16.000	1	START	<b>HARDWARE SET #3 DOOR #'S A102A, A103, A104, A105, A106, A110, A111, A117, A118, A126, A127, A128, A129B, A131, A133, A134, A136, A137, A138, A139, A142, A143, A149, A150, A154, A156, B112, B116, B117, B123, B124, B130, B131, B137, B138, B141, &amp; B145A</b>	31,450.0000	31,450.00
17.000	37	HDW	HAGER ACCESS/SECURITY OFFLINE ENTRANCE/STOREROOM LOCKSET HE38M32DBBW23M		
18.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - REMOVE EXISTING LOCKSET FROM DOOR - INSTALL NEW LOCKSET INTO DOOR - PROGRAM LOCK INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
19.000	1	END			

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
20.000	1	START	<b>HARDWARE SET #4 DOOR #'S A102, A108, A112, A115, A120, A125, A140, A145, A147, A152, B104, B105, B106, B108, B111, B114, B119, B121, B126, B128, B133, B135, B140, B142, B143, B147, &amp; B148</b>	22,680.0000	22,680.00
21.000	27	HDW	HAGER ACCESS/SECURITY OFFLINE PRIVACY LOCKSET HP38M32DBBW23M		
22.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - REMOVE EXISTING LOCKSET FROM DOOR - INSTALL NEW LOCKSET INTO DOOR - PROGRAM LOCK INTO SYSTEM LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - REMOVE EXISTING LOCKSET FROM DOOR - INSTALL NEW LOCKSET INTO DOOR - PROGRAM LOCK INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
23.000	1	END			
34.000	1	START	<b>HARDWARE SET #1- DOOR # A127A</b>	1,790.0000	1,790.00
35.000	1	HDW	HAGER WALL READER WRDB0A4B0		
36.000	1	20100	ML80EU 626 24V 17B SFIC REX L9050 ELECTRIC LOCK FAIL SECURE		
36.500	1	19269	ETH4W4545 626 BB1279 ELECTRIC HINGE		
36.750		WIRE	FCOMP		
37.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - PULL WIRE FROM ACP PANEL TO DOOR LOCATION - FISH WIRE TO DOOR DEVICES - INSTALL ELECTRIC HINGE, CARD READER, & ELECTRIC LOCK - PROGRAM DOOR INTO SYSTEM - TURN ON & TEST - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
38.000	1	END			
47.000	1	START	<b>HARDWARE SET #12 DOOR #A129</b>	1,159.0000	1,159.00
48.000	1	HDW	HAGER ACCESS/SECURITY STOREFRONT ONLINE LOCKSET HP28J32DBBW432D		
48.500	1	HDW	HAGER PLATFORM MODULE SPACE-OPT-0033		
49.000	1	HDW	HAGER MORTISE DUMMY CYLINDER 3904 1-1/8" US26D		
50.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - REMOVE EXISTING LOCKSET FROM DOOR - INSTALL NEW LOCKSET INTO DOOR - PROGRAM LOCK INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
51.000	1	END			

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
52.000	1	START	<b>HARDWARE SET #13 CONTROL EQUIPMENT ROOM #A138</b>	4,695.0000	4,695.00
53.000	1	HDW	HAGER 10 DOOR POWER SUPPLY KIT 29TX00BLK000000C		
54.500	1	HDW	HAGER 2 DOOR ETHERNET CONTROLLER CU42E0TUS		
55.250	2	HDW	HAGER 2 DOOR AUXILIARY CONTROLLERS CU4200TUS		
55.625	3	20002	HAGER 12VOLT 12AMP BACKUP BATTERY		
56.000	1	MHDW	MISCELLANEOUS MOUNTING HARDWARE		
59.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - MOUNT NEW CAN, CONTROLLER, & POWER SUPPLY - TERMINATE ALL CONNECTIONS TO NEW CONTROLLER - PROGRAM DOORS INTO SYSTEM - TURN ON & TEST - PERFORM FINAL ADJUSTMENTS		
61.000	1	END			
62.000	1	START	<b>HARDWARE SET #14 ROOM #A128 &amp; A155</b>	910.0000	910.00
63.000	1	HDW	HAGER GATEWAY GATEWAYW2CUS		
63.500	1	HDW	HAGER RFNODE000		
64.000		WIRE	CAT 6PL		
65.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - RUN CABLE FROM GATEWAY LOCATION TO ACP PANEL - TERMINATE WIRES AT ACP PANEL & GATEWAY - INSTALL GATEWAY IN ROOM A128 - RUN CABLE FROM GATEWAY TO NODE - INSTALL NODE IN ROOM A155 - PROGRAM GATEWAY & NODE INTO SYSTEM - TEST OPERATION & PERFORM FINALE ADJUSTMENTS		
66.000	1	END			
67.000	1	START	<b>HARDWARE SET #15 DOOR #'S B107, B107A, B100B, B100C, B100, &amp; B100A</b>	2,980.0000	2,980.00
68.000	3	HDW	REMOTE UNLOCK BUTTON STI SS2025LD-EN		
68.500	2	18510	4501 RIM O 36" US26D 1 3/4" EO (DOOR #'S B100B & B100C)		
68.750	2	10538	9600-12/24VDC-630 ELECTRIC STRIKE (DOORS #'S B100B & B100C)		
68.875	2	HDW	HAGER SALTO MULLION READER WRDBOM4B0		
69.000		WIRE	18-2PL		
70.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - RUN CABLE FROM BUTTON LOCATIONS & ELECTRIC STRIKES (DOORS B100B & B100C) TO ACP PANEL - TERMINATE WIRES AT ACP PANEL, BUTTONS, & ELECTRIC STRIKES (DOORS B100B & B100C) - MOUNT & INSTALL BUTTONS AND ELECTRIC STRIKES (DOORS B100B & B100C) - REMOVE PUSH/PULLS AND INSTALL RIM EXIT DEVICES (DOORS B100B & B100C) - PROGRAM BUTTONS & ELECTRIC STRIKES INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
71.000	1	END	END		

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
72.000	1	START	<b>HARDWARE SET #16 DOOR #'S A155 &amp; A155A</b>	110.0000	110.00
73.000	1	HDW	ROOM LOCK DOWN BUTTON STI SS2025LD-EN		
74.000		WIRE	18-2PL		
75.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - RUN CABLE FROM BUTTON LOCATION TO ACP PANEL - TERMINATE WIRES AT ACP PANEL & AT BUTTON - MOUNT & INSTALL BUTTON - PROGRAM BUTTON INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
76.000	1	END			
77.000	1	START	<b>HARDWARE SET #17 ROOM #B104</b>	140.0000	140.00
78.000	1	HDW	CAMPUS LOCKDOWN BUTTON STI SS2025LD-EN		
79.000		WIRE	18-2PL		
80.000		REFERENCE	LABOR AS FOLLOWS: - UPDATE FLOOR PLANS & WIRING DIAGRAMS - RUN CABLE FROM BUTTON LOCATION TO ACP PANEL - TERMINATE WIRES AT ACP PANEL & AT BUTTON - MOUNT & INSTALL BUTTON - PROGRAM BUTTON INTO SYSTEM - TEST OPERATION & PERFORM FINAL ADJUSTMENTS		
81.000	1	END			
81.500		ELINSTALL	<b>SI INSTALLATION OF MATERIAL - OFF HOURS LABOR RATE</b>		77,952.00
81.750		INSTALL	<b>INSTALLATION OF MATERIAL - SONITROL</b>		750.00
82.750	1	MHDW	<b>ENGINEERING TIME</b>	2,000.0000	2,000.00
83.750	1	MHDW	<b>\$15,000 FOR DOOR HARDWARE/DOOR REPAIRS</b>	15,000.0000	15,000.00
84.750	1	MHDW	<b>\$15,000 FOR ADDITIONAL CABLE PULLS</b>	15,000.0000	15,000.00
85.750	1	MHDW	<b>\$2,000 FOR ELECTRICAL WIRING/CONDUIT</b>	2,000.0000	2,000.00

### RECEIPT REQUIRED FOR REFUNDS OR EXCHANGES.

<p>Stock materials are subject to 45% restocking fee. Special order materials are not returnable. No returns after 90 days.</p> <p>A transaction fee of 3% will be charged on all payments made via credit card, which is not greater than our cost of acceptance.</p> <p>This quotation is subject to the Terms and Conditions found at <a href="http://laforceinc.com/terms-conditions/">http://laforceinc.com/terms-conditions/</a>, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.</p>	<b>FREIGHT</b>	<b>\$0.00</b>
	<b>SUBTOTAL</b>	<b>\$180,888.00</b>
	<b>SALES TAX</b>	<b>\$0.00</b>
	<b>TOTAL</b>	<b>\$180,888.00</b>
<b>PAY TERMS: DUE</b>		

### QUALIFICATIONS

---

- Covid-19 note: quoted leadtimes subject to delays/impacts arising out of pandemic.
- Quote is valid for 30 days from date of quotation unless otherwise stated herein.
- Past due accounts are subject to a service charge of 1.5% per month on the unpaid balance.
- This offer is conditioned upon approval of credit by LaForce on the purchaser.
- No sales, use or other taxes included unless otherwise stated herein in writing.
- See attached qualifications and terms for this project.
- Federal project note: Federal Contractor vaccine mandate compliance not available.
- All work to be performed after hours or on Saturdays.
- All existing door hardware assumed to be in good working condition.
- No warranty on existing or re-used door hardware.
- NCSD to provide & configure network switch.
- All cable pulls & programming for alarm integration to be performed by Sonitrol.

Thank you for this opportunity to quote your needs. Please sign and return this quote and attached qualifications or send a written purchase order, and we will proceed with your order. LaForce, Inc. is not able to accept verbal purchase authorizations at this time. We look forward to working with you. If you have any questions, or need further information, please give me a call.

Thank you for your order!

We appreciate your business!

ANDY NEIGH  
Email: Andy.Neigh@laforceinc.com  
Phone: 248-928-6597

**Quote Number:** 444455QU

**Authorized By:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC: Stormwater Board Resolution Permit Application**

The Michigan Department of Environmental Quality (MDEQ) requires Novi Community School District, and other school districts across the State, to obtain permits and have a Storm Water Management Plan for the purpose of protecting the water quality of the State by reducing the discharge of pollutants from drainage systems. Our District created a [Storm Water Management Plan](#) (located on the District website), which was submitted and approved by the MDEQ; and our plan requires that we adopt a Board Resolution addressing “Post-Construction Stormwater Control.”

At the regular meeting of the Board on February 5, 2009, the Board and adopted the proposed Post-Construction Stormwater Control policy (attached Policy 7470) in order to secure a Stormwater control permit.

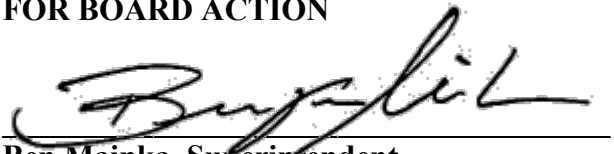
At a regular meeting of the Board on May 17, 2018, the District applied for the renewal of the permit and the Novi Community School District Board of Education adopted a Stormwater Board Resolution.

A part of the National Pollutant Discharge Elimination System (NPDES) renewal application and to keep our District in Good standings with the stormwater management program, the Stormwater Resolution is being presented to the Board for approval.

**RECOMMENDATION**

That the Novi Community School District Board of Education, in the best interest of the District, adopt a Stormwater Board Resolution, so that the District meets the requirements of the permit application.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

  
\_\_\_\_\_  
Ben Mainka, Superintendent



[www.archenvgroup.com](http://www.archenvgroup.com)  
healthAIR - Industrial Hygiene Services  
cleanWATER - Consulting & Testing Services  
safeEARTH - Hazardous Waste & Recycling Services

October 18, 2022

Mr. Mike Dragoo  
Director of Maintenance & Operations  
Novi Community School District  
45495 W Eleven Mile Road  
Novi, Michigan 48374  
[michael.dragoo@novik12.org](mailto:michael.dragoo@novik12.org)

RE: Stormwater Board Resolution  
2022 Permit Application

Dear Mr. Dragoo:

In 2019, individual permit number MI0060050 was issued to Novi Community School District for the reauthorization to discharge water through the districts municipal separate storm sewer system (MS4) to waters of the state.

To retain the authorization to discharge, the district was required to submit a new application by April 1, 2022. To fulfill the application requirements for the ordinance or regulatory mechanism that prohibits non-storm water discharges into the applicant's MS4 and the ordinance or other regulatory mechanism to address post-construction storm water runoff from new development and redevelopment projects, including preventing or minimizing water quality impacts, a Stormwater Board Resolution is required. The Stormwater Board Resolution is used in place of an ordinance and includes specific language for preventing illicit discharges and implementing the post-construction requirements. Please have the school board review the Stormwater Board Resolution and return the passed resolution to Arch Environmental Group for submission to the EGLE.

If you have any questions, please feel free to contact me at (248) 426-0165 [office] or (734) 239-1424 [mobile].

Sincerely,

**Arch Environmental Group, Inc.**  
Environmental Services

Jenna Gillmore Sendra  
Vice President of Client Relations, Manager, cleanWATER

Attachments: Draft Stormwater Board Resolution

**Novi Community School District  
Board of Education  
Resolution in Support of Stormwater Management Plan**

**WHEREAS** Novi Community School District owns and operates facilities within the boundaries of the “Detroit” urbanized area which discharges stormwater through a municipal separate storm sewer system (MS4) to surface waters of the State of Michigan; and

**WHEREAS** The Michigan Department of Environment, Great Lakes, and Energy maintains oversight and regulatory authority for compliance with the terms and conditions of the NPDES Municipal Separate Storm Sewer System discharge permit; and

**WHEREAS** Novi Community School District has applied for and received permit coverage to discharge stormwater from Novi Community School District facilities to the MS4; and

**WHEREAS** Novi Community School District agrees to comply with the NPDES Municipal Separate Storm Sewer System discharge permit requirements, and

**WHEREAS** Novi Community School District has developed a Stormwater Management Program Plan (SWMP) outlining the policies, procedures, and best management practices to be employed by the district to comply with the permit requirements, and

**WHEREAS** the conditions of the NPDES Municipal Separate Storm Sewer System discharge permit require Novi Community School District to develop policies and procedures that prohibit illicit discharges to their stormwater system and to implement appropriate enforcement procedures and actions to detect and eliminate such illicit discharges, and

**WHEREAS** Novi Community School District agrees to prohibit the discharge of non-stormwater discharges into the storm drain system, including but not limited to pollutants or waters containing any pollutants, and

**WHEREAS** Novi Community School District agrees to eliminate illicit discharges and illicit connections, and

**WHEREAS** Novi Community School District agrees to prohibit the construction, use, maintenance or continued existence of illicit connections to the storm drain system. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection, and

**WHEREAS** Novi Community School District agrees to obtain a Part 91 permit from the appropriate state, county, or local governmental soil erosion permitting agency for new development and redevelopment projects that disturb one or more acres, and

**WHEREAS** Novi Community School District agrees to obtain a construction site permit from the local municipality or other governing unit for new development and redevelopment projects that disturb one or more acres, and

**WHEREAS** Novi Community School District agrees to inspect, operate, and maintain structural controls for the purpose of reducing pollutant contribution, control runoff, and decrease or eliminate stream bank erosion due to stormwater runoff, and

**WHEREAS** Novi Community School District agrees to comply with the requirements of the State of Michigan Permit (Rule 323.2190) for stormwater discharge from construction activity.

**THEREFORE**, be it resolved that the Novi Community School District Board of Education is highly committed to practicing sound environmental principles including the reduction of pollutants to surface waters through discharges of stormwater. The Board hereby approves and instructs the district Superintendent to enforce the above listed policies and procedures for illicit discharge elimination, control of stormwater runoff and long-term operation and maintenance of structural controls as part of the overall Novi Community School District Stormwater Management Program Plan.

Duly passed and approved by the Novi Community School District Board of Education, Oakland County, Michigan this 3<sup>rd</sup> day of November 2022.

**Approved:**

**Attest:**

---

President

---

Secretary

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC: 2022-23 Board of Education Meeting Schedule**

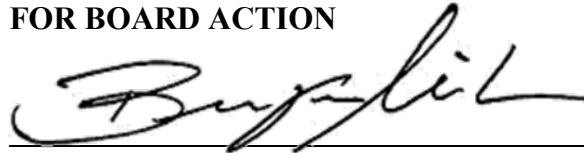
At the October 13, 2022 Board Work Session, the Board reviewed and discussed various options that would help to streamline and make Board meetings and committee meetings more cohesive. This was presented and a regular meeting of the Board for information and discussion.

The tentative 2022-2023 Board of Education Meeting Schedule comes back tonight for approval.

**RECOMMENDATION:**

That the Novi Community School District Board of Education approves the 2022-23 Board meeting schedule as presented.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**



**Ben Mainka, Superintendent**



25345 Taft Rd., Novi, MI 48374 Phone: (248) 449-1204

### 2022-2023 Board of Education Meetings:

November 3, 2022	Thursday	7:00 p.m.	ESB
November 10, 2023 (workshop training session)	Thursday	5:00 p.m.	ESB
November 17, 2022	Thursday	7:00 p.m.	ESB
December 1, 2022	Thursday	7:00 p.m.	ESB
December 15, 2022	Thursday	7:00 p.m.	ESB
January 12, 2023	Thursday	7:00 p.m.	ESB
January 19, 2023	Thursday	7:00 p.m.	ESB
February 16, 2023	Thursday	7:00 p.m.	ESB
March 16, 2023	Thursday	7:00 p.m.	ESB
April 20, 2023	Thursday	7:00 p.m.	ESB
May 18, 2023	Thursday	7:00 p.m.	ESB
June 15, 2023 (Career Prep Graduation @ 6:00)	Thursday	7:30 p.m.	ESB
June 22, 2023	Thursday	7:00 p.m.	ESB
July 13, 2023	Thursday	7:00 p.m.	ESB
August 2, 2023	Thursday	7:00 p.m.	ESB
August 23, 2023	Wednesday	7:00 p.m.	ESB
September 21, 2023	Thursday	7:00 p.m.	ESB
October 19, 2023	Thursday	7:00 p.m.	ESB
November 16, 2023	Thursday	7:00 p.m.	ESB
December 14, 2023	Thursday	7:00 p.m.	ESB
December 21, 2023	Thursday	7:00 p.m.	ESB
January 11, 2024	Thursday	7:00 p.m.	ESB
January 18, 2024	Thursday	7:00 p.m.	ESB

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC:** Thrun Policy Program Report

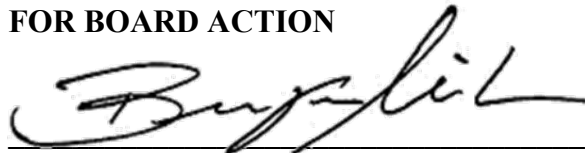
Mr. Raymond Davis and Ms. Jennifer Starlin, of Thrun Law LLC, met with the Governance and Policy Committee on October 3, 2022 to review and discuss, with the committee members, Thrun's bylaws, policy, and administrative guidelines program. At the regular meeting of the Board, Ms. Starlin presented Thrun's bylaws, policy, and administrative guidelines program to the Novi Community School District Board of Education.

Tonight, the Board is being asked to approve moving forward with the policy and administrative guidelines implementation process for the Novi Community School District. At the conclusion of the implementation process, the Board will take appropriate action to approve a new policy manual at that time. The current Board policy manual will remain the District's policy until it is repealed and replaced.

**RECOMMENDATION:**

That the Novi Community School District Board of Education approve moving forward with the policy and administrative guidelines implementation process.

**APPROVED AND RECOMMENDED  
FOR BOARD ACTION**

A handwritten signature in black ink, appearing to read 'Ben Mainka', is written over a horizontal line.

**Ben Mainka, Superintendent**

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

**TOPIC: Bid Package #10B – NCSD District Wide Exterior Card Access HS4**

On Thursday, July 7 2022, the Novi Community School District Board of Education awarded the NCSD District Wide Card Access system contract to LaForce, LLC. The intent of the pricing was to apply to the interiors of the District Buildings.

The project team and LaForce, LLC had developed a project scope with the Novi Educational Services Building, Transportation, Maintenance, and the Meadows Soccer Pavilion for the retrofit existing interior doors. The project team has conducted a cost review of the scope of work and based up that review, they are proposing a contract amendment to be presented tonight and return for approval at the November 20, 2022 Board meeting.

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

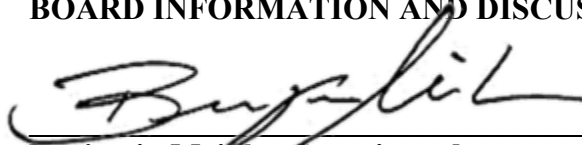
1. ESB, Transportation, Maintenance, Soccer Pavilion (Quote dated 10/26/2022)	\$ 166,830.00
Total this Amendment	\$ 166,830.00

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$ 1,328,842.00
Current Amendment	<u>\$ 166,830.00</u>
Amended Contract Amount	\$ 1,787,394.00

**AWARD RECOMMENDATION AMOUNT: \$ 1,787,394.00**

This comes before the Board tonight for information and discussion and will come back for action at the November 17, 2022.

**APPROVED AND RECOMMENDED FOR  
BOARD INFORMATION AND DISCUSSION**

  
\_\_\_\_\_  
Benjamin Maimka, Superintendent



October 28, 2022

Mr. Benjamin Mainka  
Superintendent  
Novi Community School District  
25345 Taft Road  
Novi, MI 48374

RE:           Novi Community School District 2019 Bond Program  
              **Bid Package #10B – Educational Services Building, Transportation, Maintenance, and  
              Meadows Soccer Pavilion Interior HS4 Door Hardware**

SUBJ:       Change Amendment Recommendation

Dear Mr. Mainka,

Novi Community School District awarded the contract for the District Wide Card Access System to Laforce, LLC on July 7, 2022. The contract base scope included conversion of selected exterior doors to the HS4 Access System to all District Buildings. Unit Pricing was also included as part of the contract. The intent of this unit pricing is to apply to developed scope for the interiors of District Buildings. The contract would be amended accordingly for this added scope.

The project team and Laforce, LLC developed a project scope for The Novi Educational Services Building, Transportation, Maintenance, and the Meadows Soccer Pavilion for the retrofit of the existing interior doors. The scope of work was surveyed and priced in accordance with the districts security door hardware replacement initiative established by representatives from Novi Community School District, Secure Ed, Plante Moran Cresa, The Eisen Group, McCarthy & Smith, Inc.

The project team has conducted a cost review of the scope of work outlined in the proposal. During the cost review, the project team examined the scope of work, project schedule, manpower requirements, and specified materials with LaForce. Based upon the project team's review of Laforce's proposal, we propose the following recommendation to Novi Community School District for attached Contract Amendment to be approved.

Please feel free to contact me with any questions.

Sincerely,

*Justin Bott*

Justin Bott  
Sr. Project Manager

cc:   Mike Dragoo, Novi Community School District  
      Sandra Brasil, Novi Community School District  
      Kevin Donnelly, Plante Moran Cresa

Bill McCarthy, McCarthy and Smith, Inc.  
Carolyn Whiting, McCarthy and Smith, Inc.  
Stewart Reich, TMP Architecture, Inc.

## Contract Amendment No. 2

Date: October 27, 2022

Owner: Novi Community School District  
25345 Taft Road  
Novi, MI 48374

Contractor: Laforce, LLC.  
289 Robbins Drive  
Troy, MI 48083

Project: Novi Community School District 2019 Bond Program  
Bid Package 10B-NCSD District Wide Exterior Card Access HS4

Contract: AIA Document A132 – 2019  
Standard Form of Agreement Between Owner and Contractor – Dated: July 7, 2022

Amend the contract incorporating added scope for buildings listed below, utilizing contracted unit pricing applied to access doors at the following buildings, per the attached cost quotations:

1. ESB, Transportation, Maintenance, Soccer Pavilion (Quoted 10/26/2022)	<u>\$166,830.00</u>
---	---------------------

Total this Amendment	\$166,830.00
----------------------	--------------

Original Contract Amount	\$ 291,722.00
Previous Amendments	\$1,328,842.00
Current Amendment	\$166,830.00
Amended Contract Amount	\$1,787,394.00

Dr. Benjamin Mainka  
Novi Community School District

Andrew Neigh	Date
LaForce, LLC	

## QUOTE

26225 Sherwood Avenue  
Warren, MI 48091  
Questions: 248-928-6597

QUOTE NUMBER	463972QU
QUOTE DATE	10/26/2022
CUSTOMER REQUISITION	
MODE OF DELIVERY	Security Integrations install
CUSTOMER	204204
CONTACT	JUSTIN BOTT

<b>SOLD TO</b>	NOVI COMMUNITY SCHOOL DISTRICT 25345 TAFT RD NOVI, MI 48374 USA
----------------	--

<b>SHIP TO</b>	NOVI COMMUNITY SCHOOLS TRANSPORTATION, MAINTENANCE, ESB AND BOSCO 25345 TAFT ROAD NOVI, MI 48374 USA
----------------	--

### JOB \*\*\* REV A TRANSPORTATION, MAINTENANCE, ESB AND SOCCER PAVILION

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.000	1	START	<b>SET #1 EDUCATIONAL SERVICES BUILDING OFFLINE PRIVACY LOCKS</b>	47,684.0000	47,684.00
2.500	28	HDW	HAGER ACCESS/SECURITY OFFLINE PRIVACY LOCKSET HP38M32DBBW23M (REFERENCE MARKED UP DRAWING- DUE TO NO NUMBERS)		
3.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
4.000	1	END			
5.000	1	START	<b>SET #2 EDUCATIONAL SERVICES BUILDING OFFLINE STOREROOM LOCKS</b>	25,620.0000	25,620.00
6.000	15	HDW	HAGER ACCESS/SECURITY OFFLINE ENTRANCE/STOREROOM LOCKSET HE38M32DBBW23M		
7.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
8.000	1	END			
9.000	1	START	<b>SET #3 EDUCATIONAL SERVICES BUILDING BATHROOM DOORS</b>	5,139.0000	5,139.00
10.000	3	HDW	HAGER ACCESS/SECURITY ONLINE PRIVACY THUMBTURN LOCKSET HT38M32DBBW23M		
11.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
12.000	1	END			
12.500	1	START	<b>SET #4 EDUCATIONAL SERVICES BUILDING CYLINDRICAL LOCKS</b>	3,006.0000	3,006.00
12.750	2	HDW	HAGER OFFLINE HS4 CYLINDRICAL LOCKSET HM34J26DBBW23A		
12.875	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
12.938	1	END			
12.969	1	START	<b>SET #5 EDUCATIONAL SERVICES BUILDING BASEMENT EXIT STORE FRONT DOORS EXIT ONLY NO CARD ACCESS</b>	423.0000	423.00
12.980	1	20081	7180-26D 1 1/8 US26D ILCO DUMMY CYLINDER (CS123976)		
12.992	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
12.996	1	END			

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
13.000	1	START	<b>SET#6 SOCCER OFFLINE STOREROOM LOCKS</b>	3,416.0000	3,416.00
14.000	2	HDW	HAGER ACCESS/SECURITY OFFLINE ENTRANCE/STOREROOM LOCKSET HE38M32DBBW23M		
15.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
16.000	1	END			
16.500	1	START	<b>SET #7 SOCCER OFFLINE PRIVACY LOCKS</b>	8,515.0000	8,515.00
16.750	5	HDW	HAGER OFFLINE HS4 PRIVACY MORTISE LOCKSET HP38M32DBBW23M		
16.875	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
16.938	1	END			
17.000	1	START	<b>SET #8 MAINTENANCE BUILDING OFFLINE PRIVACY LOCKS DOOR #'S- 101 (3), 117A,117, 118, 118A, &amp; 106</b>	13,624.0000	13,624.00
18.000	8	HDW	HAGER ACCESS/SECURITY OFFLINE PRIVACY LOCKSET HP38M32DBBW23M		
19.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
20.000	1	END			
21.000	1	START	<b>SET #9 MAINTENANCE BUILDING OFFLINE STOREROOM LOCKS DOOR #'S-113 (2), 109, 100, 107, 114,115,116 (2),108,112</b>	18,788.0000	18,788.00
22.000	11	HDW	HAGER ACCESS/SECURITY OFFLINE ENTRANCE/STOREROOM LOCKSET HE38M32DBBW23M		
23.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
24.000	1	END			
24.500	1	START	<b>SET #10 MAINTENANCE BUILDING OFFLINE THUMTURN MORTISE LOCK DOOR #105</b>	1,713.0000	1,713.00
24.750	1	HDW	HAGER HS4 THUMBTURN PRIVACY MORTISE LOCK HT38M32DBBW23M		
24.875	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
24.938	1	END			
25.000	1	START	<b>SET #11 TRANSPORTATION BUILDING OFFLINE PRIVACY LOCKS DOOR#'S- A103, A104, A105, &amp; MECHANICS OFFICE</b>	6,812.0000	6,812.00
26.000	4	HDW	HAGER ACCESS/SECURITY OFFLINE PRIVACY LOCKSET HP38M32DBBW23M		
27.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
28.000	1	END			
29.000	1	START	<b>SET #12 TRANSPORTATION BUILDING OFFLINE STOREROOM LOCKS-DOOR #'S A106,110,A109,A101,A117,A112,A113, 6 DOORS IN BACK BAY AREA, UNNUMBERED DOOR TO LEFT OF A101</b>	23,912.0000	23,912.00
30.000	14	HDW	HAGER ACCESS/SECURITY OFFLINE ENTRANCE/STOREROOM LOCKSET HE38M32DBBW23M		
31.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
32.000	1	END			

## QUOTE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
33.000	1	START	<b>SET #13 TRANSPORTATION BUILDING BATHROOM DOORS A107A &amp; A107B</b>	<b>3,426.0000</b>	<b>3,426.00</b>
34.000	2	HDW	HAGER HS4 PRIVACY THUMBTURN LOCKSET HT38M32DBBW23M		
35.000	1	REFERENCE	LABOR AS FOLLOWS: AFTER HOURS		
36.000	1	END			
37.000		INSTALL	TIME TO SURVEY		1,952.00
38.000	1	MHDW	SONITROL INTEGRATION	2,800.0000	2,800.00

### RECEIPT REQUIRED FOR REFUNDS OR EXCHANGES.

<p>Stock materials are subject to 45% restocking fee. Special order materials are not returnable. No returns after 90 days.</p> <p>A transaction fee of 3% will be charged on all payments made via credit card, which is not greater than our cost of acceptance.</p> <p>This quotation is subject to the Terms and Conditions found at <a href="http://laforceinc.com/terms-conditions/">http://laforceinc.com/terms-conditions/</a>, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.</p>	<b>FREIGHT</b>	<b>\$0.00</b>
	<b>SUBTOTAL</b>	<b>\$166,830.00</b>
	<b>SALES TAX</b>	<b>\$0.00</b>
	<b>TOTAL</b>	<b>\$166,830.00</b>
<b>PAY TERMS: NET 30</b>		

### QUALIFICATIONS

---

- Covid-19 note: quoted leadtimes subject to delays/impacts arising out of pandemic.
- Quote is valid for 30 days from date of quotation unless otherwise stated herein.
- Past due accounts are subject to a service charge of 1.5% per month on the unpaid balance.
- This offer is conditioned upon approval of credit by LaForce on the purchaser.
- No sales, use or other taxes included unless otherwise stated herein in writing.
- See attached qualifications and terms for this project.
- Federal project note: Federal Contractor vaccine mandate compliance not available.
- All work to be performed after hours or on Saturdays.
- All existing door hardware assumed to be in good working condition.
- No warranty on existing or re-used door hardware.
- NCSD to provide & configure network switch.
- All cable pulls & programming for alarm integration to be performed by Sonitrol.

Thank you for this opportunity to quote your needs. Please sign and return this quote and attached qualifications or send a written purchase order, and we will proceed with your order. LaForce, Inc. is not able to accept verbal purchase authorizations at this time. We look forward to working with you. If you have any questions, or need further information, please give me a call.

Thank you for your order!

We appreciate your business!

ANDY NEIGH  
Email: Andy.Neigh@laforceinc.com  
Phone: 248-928-6597

**Quote Number: 463972QU**

**Authorized By:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BOARD OF EDUCATION  
NOVI COMMUNITY SCHOOL DISTRICT  
NOVI, MICHIGAN  
November 3, 2022**

**SUPERINTENDENT OF SCHOOLS**

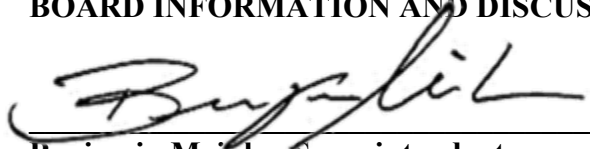
**TOPIC: NCSD 2019 Bond Program – Novi Meadows Addition TMP Bulletin #06**

In a letter to the Novi Community School District, Plante Moran Cresa (PMC) updated the district on the recommended proposals associated with Bulletin #06. The bid set did not include the IT Infrastructure design documents. A final set of design documents was issued and included these missing drawings and needed to be requested.

The attached summary of costs, which totals \$162,907.99 will be funded from the previously Board approved Meadows contingency funds.

This comes before the Board tonight for information and discussion and will come back for action at the November 17, 2022.

**APPROVED AND RECOMMENDED FOR  
BOARD INFORMATION AND DISCUSSION**

  
\_\_\_\_\_  
Benjamin Mainka, Superintendent



November 04, 2022

Mr. Ben Mainka  
Superintendent  
Novi Community School District  
25345 Taft Road  
Novi, MI 48374

RE: Novi Community Schools 2019 Bond Program  
Novi Meadows Addition – TMP Architecture Bulletin #06

Dear Mr. McIntyre

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Novi Community School District (NCSD) to review and recommend proposals associated with Bulletin #06 issued by TMP Architecture.

During the bid phase of the project TMP inadvertently did not include the IT infrastructure design documents within the bid set. After the project was bid and contracts awarded, TMP issued a final set of design documents which included these missing drawings. It was then realized by the team these IT drawings were not in the original bid set and needed to be quoted as a change order. IT infrastructure includes the raceways and conduits for the technology systems.


By the governance requirements set forth by the Project Team for the 2019 Bond Program, this change requires board approval. This request will be funded from previously approved contingency dollars assigned to the Meadow's addition already approved by the Board of Education. This change exceeds administration approval thresholds set forth and requires Board of Education approval.

Please see the attached summary of costs which total **\$162,907.99**. PMC and the Project Team have reviewed the attached costs and recommend the Board of Education approves this change which shall be funded from Meadow's contingency.

PMC is available if anyone has any questions via email-phone and will be available at the November 04, 2022, Board Meeting to answer any questions and present in person.

Sincerely,

Plante Moran Cresa

A handwritten signature in black ink, appearing to read 'Kevin Donnelly', with a stylized, looping flourish at the end.

Kevin Donnelly  
Senior Vice President

Enclosures: Meadow's Bulletin #06 Cost Summary

Cc: Michael Dragoo, NCSD  
Justin Bott, McCarthy & Smith  
Stewart Reich, TMP Associates

# Novi Community Schools 2019 Bond Issue

## CONTRACTOR QUOTATION - WORK ITEMS DETAIL

= to be completed by Contractor  
 = predetermined or automatic calculation

<b>Date:</b> Rev 7-6-22	<b>Project Name:</b> Novi Community Schools 2019 Bond Issue Bid Package #5B - Novi Meadows Elementary School
<b>Contractor:</b> O'Donnell Electric	<b>A/E / A/E Project #:</b> 19138
Check One <input type="checkbox"/> Check if PRIME Contractor <input checked="" type="checkbox"/> Check if Subcontractor	<b>CM:</b> McCarthy & Smith, Inc.

<b>BULLETIN NO:</b>	<b>CCD NO:</b>	<b>ASI NO:</b>	<b>Contractor CHANGE REQUEST NO:</b>
---------------------	----------------	----------------	--------------------------------------

**Description of Work:**  
**Electrical per missing print page E5.6 ALTERNATE- UG FOR ALL CONDUITS. Including the conduits for telecommunication pathways shown as EMT. These would become PVC conduits ran UG.**

A. MATERIALS and PURCHASED EQUIPMENT	Enter negative quantity for deleted work items.	DO NOT INCLUDE State Sales Tax.	
Description	Quantity	Measure	TOTAL
1 - Misc Material Per Attached	1	LS	\$72,429.47
2 - Lift Charges	1	LS	\$150.00
3 -			\$0.00
4 -			\$0.00
5 - Stage & Store & delivery to site as required	0	LS	\$0.00
8 - Shipping/Freight (when applicable)	1	LS	\$0.00
<b>** To add rows: COPY row, then INSERT COPIED CELLS, then re-number. **</b>			Sub-Total Material Amount = \$72,579.47 6% State Sales Tax Amount = \$4,354.77 Sub-Total Material Amount = \$76,934.24 10% Overhead & Profit Mark-up (0% if Credit) = \$7,693.42 <b>Total Material Amount = \$84,627.66</b>

B. LABOR	On first quotation provide breakdown of rate for review by McCarthy & Smith. Rate to included burden and 10% OH&P per contract.									
	Approved HOURLY Straight Time RATE (a)	TOTAL Straight Time HOURS (b)	Approved Hourly 1-1/2 Time Rate (c)	TOTAL 1-1/2 Time HOURS (d)	Approved Hourly Double Time Rate (e)	TOTAL Double Time HOURS (f)		TOTAL Straight Time AMOUNT = a x b	TOTAL 1-1/2 Time AMOUNT = c x d	TOTAL Double Time AMOUNT = e x f
Craft/Trade: Foreman	\$ 96.00	281	\$ 144.00		\$ 192.00		=	\$ 26,976.00	\$ -	\$ -
Craft/Trade: Electrician	\$ 83.00	936.11	\$ 124.50		\$ 166.00		=	\$ 77,697.13	\$ -	\$ -
Craft/Trade: Apprentice	\$ 78.00	0	\$ 117.00		\$ 156.00		=	\$ -	\$ -	\$ -
Craft/Trade: Truck Driver	\$ 60.00	27	\$ 90.00		\$ 120.00		=	\$ 1,620.00	\$ -	\$ -
<b>** To add rows: COPY row, then INSERT COPIED CELLS, then re-number. **</b> <b>** WHEN ADDING ROWS, LINK PROPERLY TO LABOR RATE SUMMARY TAB **</b>							Sub-Totals =	\$ 106,293.13	\$ -	\$ -
							Sub-Total Field Labor Amount (Straight time + x1.5 time + x2 time) =	\$106,293.13		
							If net credit, reduction in credit to omit 10% Overhead & Profit in labor rate =	NOT APPLICABLE		
							<b>Total Labor Amount =</b>	<b>\$106,293.13</b>		

C. FIELD EQUIPMENT RENTALS	Enter negative quantity for deleted work items.		
Field Equipment Description (i.e. Backhoe, manlift, etc. - Not Job Vehicles)	Quantity	Measure	TOTAL
1 -	0		\$0.00
2 -			\$0.00
3 -			\$0.00
<b>** To add rows: COPY row, then INSERT COPIED CELLS, then re-number. **</b>			Sub-Total Field Equipment Amount = \$0.00 10% Overhead & Profit Mark-up (0% if Credit) = \$0.00 <b>Total Field Equipment Amount = \$0.00</b>

D. UNIT PRICES: Include material, labor, all taxes other costs and fees	Enter negative quantity for deleted work items.		
Field Equipment Description (i.e. Backhoe, manlift, etc. - Not Job Vehicles)	Quantity	Measure	TOTAL
1 -			\$0.00
2 -			\$0.00
<b>** To add rows: COPY row, then INSERT COPIED CELLS, then re-number. **</b>			<b>Total Unit Price Amount = \$0.00</b>

E. SUBCONTRACTOR MARK-UP	
Name of Subcontractor	Amount
1 - EJA Excavation	\$17,985.00
2 -	\$0.00
3 -	\$0.00
<b>** To add rows: COPY row, then INSERT COPIED CELLS, then re-number. **</b>	
Sub-Total Subcontractor Amounts = \$17,985.00 5% Overhead & Profit Mark-up (0% if Credit) = \$899.25 <b>Total Subcontractor Amount = \$18,884.25</b>	

<b>TOTAL AMOUNT FOR WORK ITEM NO.</b>	<b>BULLETIN NO.</b>	<b>CCD NO.</b>	<b>ASI NO.</b>	<b>Contractor CHANGE REQUEST NO.</b>
---------------------------------------	---------------------	----------------	----------------	--------------------------------------

A.	Total Material Amount =	\$84,627.66
B.	Total Labor Amount =	\$106,293.13
C.	Total Field Equipment Amount =	\$0.00
D.	Total Unit Price Amount =	\$0.00
E.	Total Subcontractor Mark-up Amount =	\$18,884.25
F.	Bond Premium =	\$2,098.05
	<b>TOTAL AMOUNT FOR WORK ITEM =</b>	<b>\$211,903.09</b>

Bond %	1%
--------	----

LESS PARTIAL SUBMITTED COST - \$48,995.10  
 \$162,907.99

**Job ID:** Meadows 210056B NOVI BP#5  
**Project:** 210056B NOVI BP#5



**CO:** CO-0018: RFI 102 Missing Page E5.6 Alternate

## Takeoff

6 Jul 2022 10:27:45

### Phase: FEEDERS

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
	0.00				<b>4" EMT CONDUITS</b>				
	0.00								
	0.00				<b>ROOM A213</b>				
TITLE	180.00	EA	M		2-DUCT / NO TRENCHING 4" PVC	0.0000	0.00	0.0000	0.00
10183	360.00	FT	M	4	PVC SCH 40 10' LAID IN TRENCH	8.6124	3,100.46	0.0550	19.80
20224	8.00	EA	M	4	PVC SCH 40 90-DEG-ELBOW	11.8760	95.01	1.0000	8.00
31412	8.00	EA	M	4	PVC COUPLING	2.3917	19.13	0.8000	6.40
390098	72.00	EA	M	4 x 2	CARLON SNAP-LOC BASE SPACER	1.1856	85.36	0.2000	14.40
40043	50.40	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	26.58	0.0120	0.60
390264	180.00	FT	M	18" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0300	5.40
31372	4.00	EA	M	4	PVC MALE ADAPTER	3.4397	13.76	0.8000	3.20
40241	4.00	EA	M	4	PLASTIC BUSHING	1.2070	4.83	0.5300	2.12
500138	400.00	FT	M		PULL LINE (STRING)	0.0173	6.91	0.0026	1.04
TITLE	20.00	EA	M	4	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10062	40.00	FT	M	4	EMT	14.8143	592.57	0.1600	6.40
20757	0.00	EA	M	4	EMT 90-ELBOW	72.4300	0.00	1.0000	0.00
20747	4.00	EA	M	4	EMT FIELD-BEND	0.0000	0.00	2.0000	8.00
160202	10.00	EA	M	3/8-16	PLTD BEAM CLAMP	2.4775	24.78	0.3000	3.00
160065	10.00	EA	M	4	PLTD-MINI COND-HGR W/BOLT	3.6620	36.62	0.1750	1.75
160824	10.00	EA	M	3/8-16 x 1"	PLTD MACHINE SCREWS	0.1029	1.03	0.0750	0.75
160420	20.00	EA	M	3/8"	PLTD FLAT WASHER	0.0617	1.23	0.0012	0.02
160431	10.00	EA	M	3/8"	PLTD LOCK WASHER	0.0275	0.28	0.0012	0.01
30550	4.00	EA	M	4	EMT STEEL-SS COUPLING	7.4600	29.84	0.2200	0.88
30666	4.00	EA	M	4	EMT STEEL SS CONNECTOR	10.7100	42.84	0.4500	1.80
	0.00								
	0.00				<b>ROOM C213</b>				
TITLE	390.00	EA	M		2-DUCT / NO TRENCHING 4" PVC	0.0000	0.00	0.0000	0.00

O'DONNELL ELECTRIC, LLC

8505 Main Street  
Whitmore Lake, MI 48189

**Phone:** (734)459-4455

**Web:**

**Phase: FEEDERS**

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
10183	780.00	FT	M	4	PVC SCH 40 10' LAID IN TRENCH	8.6124	6,717.67	0.0550	42.90
20224	8.00	EA	M	4	PVC SCH 40 90-DEG-ELBOW	11.8760	95.01	1.0000	8.00
31412	8.00	EA	M	4	PVC COUPLING	2.3917	19.13	0.8000	6.40
390098	156.00	EA	M	4 x 2	CARLON SNAP-LOC BASE SPACER	1.1856	184.95	0.2000	31.20
40043	109.20	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	57.60	0.0120	1.31
390264	390.00	FT	M	18" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0300	11.70
31372	4.00	EA	M	4	PVC MALE ADAPTER	3.4397	13.76	0.8000	3.20
40241	4.00	EA	M	4	PLASTIC BUSHING	1.2070	4.83	0.5300	2.12
500138	800.00	FT	M		PULL LINE (STRING)	0.0173	13.82	0.0026	2.08
TITLE	20.00	EA	M	4	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10062	40.00	FT	M	4	EMT	14.8143	592.57	0.1600	6.40
20757	0.00	EA	M	4	EMT 90-ELBOW	72.4300	0.00	1.0000	0.00
20747	4.00	EA	M	4	EMT FIELD-BEND	0.0000	0.00	2.0000	8.00
160202	10.00	EA	M	3/8-16	PLTD BEAM CLAMP	2.4775	24.78	0.3000	3.00
160065	10.00	EA	M	4	PLTD-MINI COND-HGR W/BOLT	3.6620	36.62	0.1750	1.75
160824	10.00	EA	M	3/8-16 x 1"	PLTD MACHINE SCREWS	0.1029	1.03	0.0750	0.75
160420	20.00	EA	M	3/8"	PLTD FLAT WASHER	0.0617	1.23	0.0012	0.02
160431	10.00	EA	M	3/8"	PLTD LOCK WASHER	0.0275	0.28	0.0012	0.01
30550	4.00	EA	M	4	EMT STEEL-SS COUPLING	7.4600	29.84	0.2200	0.88
30666	4.00	EA	M	4	EMT STEEL SS CONNECTOR	10.7100	42.84	0.4500	1.80
0.00									
0.00									
<b>ROOM C110</b>									
TITLE	530.00	EA	M		2-DUCT / NO TRENCHING 4" PVC	0.0000	0.00	0.0000	0.00
10183	1,060.00	FT	M	4	PVC SCH 40 10' LAID IN TRENCH	8.6124	9,129.14	0.0550	58.30
20224	8.00	EA	M	4	PVC SCH 40 90-DEG-ELBOW	11.8760	95.01	1.0000	8.00
31412	8.00	EA	M	4	PVC COUPLING	2.3917	19.13	0.8000	6.40
390098	212.00	EA	M	4 x 2	CARLON SNAP-LOC BASE SPACER	1.1856	251.35	0.2000	42.40
40043	148.40	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	78.27	0.0120	1.78
390264	530.00	FT	M	18" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0300	15.90
31372	4.00	EA	M	4	PVC MALE ADAPTER	3.4397	13.76	0.8000	3.20
40241	4.00	EA	M	4	PLASTIC BUSHING	1.2070	4.83	0.5300	2.12
500138	1,100.00	FT	M		PULL LINE (STRING)	0.0173	19.00	0.0026	2.86
1,100.00									
0.00									
<b>ROOM G119</b>									
TITLE	730.00	EA	M		2-DUCT / NO TRENCHING 4" PVC	0.0000	0.00	0.0000	0.00

O'DONNELL ELECTRIC, LLC

8505 Main Street  
Whitmore Lake, MI 48189**Phone:** (734)459-4455**Web:**

**Phase: FEEDERS**

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
10183	1,460.00	FT	M	4	PVC SCH 40 10' LAID IN TRENCH	8.6124	12,574.10	0.0550	80.30
20224	8.00	EA	M	4	PVC SCH 40 90-DEG-ELBOW	11.8760	95.01	1.0000	8.00
31412	8.00	EA	M	4	PVC COUPLING	2.3917	19.13	0.8000	6.40
390098	292.00	EA	M	4 x 2	CARLON SNAP-LOC BASE SPACER	1.1856	346.20	0.2000	58.40
40043	204.40	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	107.81	0.0120	2.45
390264	730.00	FT	M	18" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0300	21.90
31372	4.00	EA	M	4	PVC MALE ADAPTER	3.4397	13.76	0.8000	3.20
40241	4.00	EA	M	4	PLASTIC BUSHING	1.2070	4.83	0.5300	2.12
500138	1,550.00	FT	M		PULL LINE (STRING)	0.0173	26.77	0.0026	4.03
	0.00								
	0.00				<b>ROOM G105</b>				
TITLE	750.00	EA	M		2-DUCT / NO TRENCHING 4" PVC	0.0000	0.00	0.0000	0.00
10183	1,500.00	FT	M	4	PVC SCH 40 10' LAID IN TRENCH	8.6124	12,918.60	0.0550	82.50
20224	8.00	EA	M	4	PVC SCH 40 90-DEG-ELBOW	11.8760	95.01	1.0000	8.00
31412	8.00	EA	M	4	PVC COUPLING	2.3917	19.13	0.8000	6.40
390098	300.00	EA	M	4 x 2	CARLON SNAP-LOC BASE SPACER	1.1856	355.68	0.2000	60.00
40043	210.00	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	110.76	0.0120	2.52
390264	750.00	FT	M	18" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0300	22.50
31372	4.00	EA	M	4	PVC MALE ADAPTER	3.4397	13.76	0.8000	3.20
40241	4.00	EA	M	4	PLASTIC BUSHING	1.2070	4.83	0.5300	2.12
500138	800.00	FT	M		PULL LINE (STRING)	0.0173	13.82	0.0026	2.08
	0.00								
	0.00								
	0.00				<b>TELECOMMUNICATION GROUNDING RISER</b>				
	0.00				<b>ROOM A213</b>				
TITLE	150.00	EA	M	1 1/2	SCH 40 DIRECT-BURIED 1-DUCT	0.0000	0.00	0.0000	0.00
10178	150.00	FT	M	1 1/2	PVC SCH 40 10' LAID IN TRENCH	2.9365	440.48	0.0425	6.38
20219	3.00	EA	M	1 1/2	PVC SCH 40 90-DEG-ELBOW	1.4712	4.41	0.4000	1.20
31407	3.00	EA	M	1 1/2	PVC COUPLING	0.4047	1.21	0.2500	0.75
40043	7.50	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	3.96	0.0120	0.09
4000280	158.00	FT	M	3"	RED TRENCH CAUTION TAPE	0.0285	4.51	0.0036	0.57
390263	150.00	FT	M	12" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0200	3.00
TITLE	20.00	EA	M	1 1/2	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10057	20.00	FT	M	1 1/2	EMT	4.9190	98.38	0.0700	1.40
20752	0.00	EA	M	1 1/2	EMT 90-ELBOW	14.5200	0.00	0.4000	0.00

O'DONNELL ELECTRIC, LLC

8505 Main Street  
Whitmore Lake, MI 48189**Phone:** (734)459-4455**Web:**

**Phase: FEEDERS**

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
20742	3.00	EA	M	1 1/2	EMT FIELD-BEND	0.0000	0.00	0.8000	2.40
630078	5.00	EA	M	1 1/2	COND HAMMER-ON HGR 1/4-FLNG SNP-CLOSE HD	1.9272	9.64	0.0900	0.45
30545	2.00	EA	M	1 1/2	EMT STEEL-SS COUPLING	1.5250	3.05	0.1000	0.20
30661	2.00	EA	M	1 1/2	EMT STEEL SS CONNECTOR	1.5519	3.10	0.2000	0.40
40236	2.00	EA	M	1 1/2	PLASTIC BUSHING	0.2546	0.51	0.2000	0.40
10550	1.00	EA	M	1 1/2	CORED HOLE UP TO 8" D	0.0000	0.00	1.1000	1.10
740111	1.00	EA	M	1 1/2	FIRE STOP WALL/FLOOR SEAL LBR	0.0000	0.00	1.5000	1.50
30192	0.00	EA	M	1 1/2	GRC LB CONDUIT BODY	24.6541	0.00	1.5000	0.00
30465	0.00	EA	M	1 1/2	GRC STEEL CONDUIT BODY COVER FORM 7	6.9500	0.00	0.0396	0.00
500138	200.00	FT	M		PULL LINE (STRING)	0.0173	3.45	0.0026	0.52
	0.00								
	0.00				<b>ROOM C213</b>				
TITLE	330.00	EA	M	1 1/2	SCH 40 DIRECT-BURIED 1-DUCT	0.0000	0.00	0.0000	0.00
10178	330.00	FT	M	1 1/2	PVC SCH 40 10' LAID IN TRENCH	2.9365	969.05	0.0425	14.03
20219	3.00	EA	M	1 1/2	PVC SCH 40 90-DEG-ELBOW	1.4712	4.41	0.4000	1.20
31407	3.00	EA	M	1 1/2	PVC COUPLING	0.4047	1.21	0.2500	0.75
40043	16.50	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	8.70	0.0120	0.20
4000280	347.00	FT	M	3"	RED TRENCH CAUTION TAPE	0.0285	9.90	0.0036	1.25
390263	330.00	FT	M	12" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0200	6.60
TITLE	20.00	EA	M	1 1/2	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10057	20.00	FT	M	1 1/2	EMT	4.9190	98.38	0.0700	1.40
20752	0.00	EA	M	1 1/2	EMT 90-ELBOW	14.5200	0.00	0.4000	0.00
20742	3.00	EA	M	1 1/2	EMT FIELD-BEND	0.0000	0.00	0.8000	2.40
630078	5.00	EA	M	1 1/2	COND HAMMER-ON HGR 1/4-FLNG SNP-CLOSE HD	1.9272	9.64	0.0900	0.45
30545	2.00	EA	M	1 1/2	EMT STEEL-SS COUPLING	1.5250	3.05	0.1000	0.20
30661	2.00	EA	M	1 1/2	EMT STEEL SS CONNECTOR	1.5519	3.10	0.2000	0.40
40236	2.00	EA	M	1 1/2	PLASTIC BUSHING	0.2546	0.51	0.2000	0.40
10550	1.00	EA	M	1 1/2	CORED HOLE UP TO 8" D	0.0000	0.00	1.1000	1.10
740111	1.00	EA	M	1 1/2	FIRE STOP WALL/FLOOR SEAL LBR	0.0000	0.00	1.5000	1.50
30192	0.00	EA	M	1 1/2	GRC LB CONDUIT BODY	24.6541	0.00	1.5000	0.00
30465	0.00	EA	M	1 1/2	GRC STEEL CONDUIT BODY COVER FORM 7	6.9500	0.00	0.0396	0.00
500138	350.00	FT	M		PULL LINE (STRING)	0.0173	6.04	0.0026	0.91
	0.00								
	0.00				<b>ROOM C110</b>				

O'DONNELL ELECTRIC, LLC

8505 Main Street  
Whitmore Lake, MI 48189

Phone: (734)459-4455

Web:

**Phase: FEEDERS**

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
TITLE	450.00	EA	M	1 1/2	SCH 40 DIRECT-BURIED 1-DUCT	0.0000	0.00	0.0000	0.00
10178	450.00	FT	M	1 1/2	PVC SCH 40 10' LAID IN TRENCH	2.9365	1,321.43	0.0425	19.13
20219	3.00	EA	M	1 1/2	PVC SCH 40 90-DEG-ELBOW	1.4712	4.41	0.4000	1.20
31407	3.00	EA	M	1 1/2	PVC COUPLING	0.4047	1.21	0.2500	0.75
40043	22.50	OZ	M	OUNCE	PVC (GLUE) CEMENT	0.5274	11.87	0.0108	0.24
4000280	473.00	FT	M	3"	RED TRENCH CAUTION TAPE	0.0285	13.49	0.0036	1.70
390263	450.00	FT	M	12" WIDE	HAND TRIM SANDY TRENCH	0.0000	0.00	0.0200	9.00
500138	500.00	FT	M		PULL LINE (STRING)	0.0173	8.63	0.0026	1.30
	0.00								
	0.00				<b>ROOM G119</b>				
TITLE	720.00	EA	M	1 1/2	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10057	720.00	FT	M	1 1/2	EMT	4.9190	3,541.68	0.0700	50.40
20752	4.00	EA	M	1 1/2	EMT 90-ELBOW	14.5200	58.08	0.4000	1.60
20742	6.00	EA	M	1 1/2	EMT FIELD-BEND	0.0000	0.00	0.8000	4.80
630078	146.00	EA	M	1 1/2	COND HAMMER-ON HGR 1/4-FLNG SNP-CLOSE HD	1.9272	281.37	0.0900	13.14
30545	76.00	EA	M	1 1/2	EMT STEEL-SS COUPLING	1.5250	115.90	0.1000	7.60
30661	6.00	EA	M	1 1/2	EMT STEEL SS CONNECTOR	1.5519	9.31	0.2000	1.20
40236	4.00	EA	M	1 1/2	PLASTIC BUSHING	0.2546	1.02	0.2000	0.80
10550	4.00	EA	M	1 1/2	CORED HOLE UP TO 8" D	0.0000	0.00	1.1000	4.40
740111	4.00	EA	M	1 1/2	FIRE STOP WALL/FLOOR SEAL LBR	0.0000	0.00	1.5000	6.00
30192	1.00	EA	M	1 1/2	GRC LB CONDUIT BODY	24.6541	24.65	1.5000	1.50
30465	1.00	EA	M	1 1/2	GRC STEEL CONDUIT BODY COVER FORM 7	6.9500	6.95	0.0396	0.04
710037	1.00	EA	M	12x12x8	PULL BOX-GALV SCREW CVR W/KO	45.0900	45.09	1.9000	1.90
500199	2.00	EA	M	1 1/2	ENCLOSURE HOLE PUNCH -STEEL	0.0000	0.00	0.6500	1.30
500138	800.00	FT	M		PULL LINE (STRING)	0.0173	13.82	0.0026	2.08
	0.00								
	0.00				<b>ROOM G105</b>				
TITLE	750.00	EA	M	1 1/2	EMT ON BAR-JOIST	0.0000	0.00	0.0000	0.00
10057	750.00	FT	M	1 1/2	EMT	4.9190	3,689.25	0.0700	52.50
20752	4.00	EA	M	1 1/2	EMT 90-ELBOW	14.5200	58.08	0.4000	1.60
20742	6.00	EA	M	1 1/2	EMT FIELD-BEND	0.0000	0.00	0.8000	4.80
630078	152.00	EA	M	1 1/2	COND HAMMER-ON HGR 1/4-FLNG SNP-CLOSE HD	1.9272	292.93	0.0900	13.68
30545	78.00	EA	M	1 1/2	EMT STEEL-SS COUPLING	1.5250	118.95	0.1000	7.80
30661	6.00	EA	M	1 1/2	EMT STEEL SS CONNECTOR	1.5519	9.31	0.2000	1.20

O'DONNELL ELECTRIC, LLC

8505 Main Street  
Whitmore Lake, MI 48189**Phone:** (734)459-4455**Web:**

**Phase: FEEDERS**

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
40236	4.00	EA	M	1 1/2	PLASTIC BUSHING	0.2546	1.02	0.2000	0.80
10550	4.00	EA	M	1 1/2	CORED HOLE UP TO 8" D	0.0000	0.00	1.1000	4.40
740111	4.00	EA	M	1 1/2	FIRE STOP WALL/FLOOR SEAL LBR	0.0000	0.00	1.5000	6.00
30192	1.00	EA	M	1 1/2	GRC LB CONDUIT BODY	24.6541	24.65	1.5000	1.50
30465	1.00	EA	M	1 1/2	GRC STEEL CONDUIT BODY COVER FORM 7	6.9500	6.95	0.0396	0.04
710037	1.00	EA	M	12x12x8	PULL BOX-GALV SCREW CVR W/KO	45.0900	45.09	1.9000	1.90
500199	2.00	EA	M	1 1/2	ENCLOSURE HOLE PUNCH -STEEL	0.0000	0.00	0.6500	1.30
500138	800.00	FT	M		PULL LINE (STRING)	0.0173	13.82	0.0026	2.08
	0.00								
	0.00				<b>GROUNDING</b>				
70043	2,600.00	FT	M	3/0	THHN/THWN CU (STR)	4.6510	12,092.60	0.0260	67.60
850164	5.00	EA	M	1/4"x2"x12" CU	GROUND BUS BAR - 5 - 7/16 HOLES	136.8700	684.35	1.5000	7.50
	0.00								
	0.00				<b>SUPERVISION</b>				
500274	109.00	EA	M	MISC	LABOR HOURS	0.0000	0.00	1.0000	109.00
	0.00								
	0.00				<b>PM</b>				
500274	18.00	EA	M	MISC	LABOR HOURS	0.0000	0.00	1.0000	18.00
	0.00								
	0.00				<b>TRUCK DRIVER/LABORER</b>				
500274	27.00	EA	M	MISC	LABOR HOURS	0.0000	0.00	1.0000	27.00
<b>Phase Totals:</b>						<b>72,429.47</b>		<b>1,244.11</b>	
<b>Job Totals:</b>						<b>72,429.47</b>		<b>1,244.11</b>	



## Scope of Work

Electrical/Mechanical Excavating • Trenching • Light Pole Bases • Transformer/Generator Pads

To: O'Donnell Electric

Date: 6/16/22

Estimator: Andy Dettling

Project: VAAA ATS

Attn: Jeff Beane

*EJA Services, LLC will furnish and install excavation work for the above project as described herein.*

This proposal includes Addenda Number(s): N/A

Included	Excluded	Included	Excluded
<input checked="" type="checkbox"/>	<input type="checkbox"/> Sales & Use Tax	<input checked="" type="checkbox"/>	<input type="checkbox"/> Sand backfill where trenching across road
<input type="checkbox"/>	<input checked="" type="checkbox"/> Permit Costs	<input type="checkbox"/>	<input checked="" type="checkbox"/> Use existing spoils for proper backfill
<input type="checkbox"/>	<input checked="" type="checkbox"/> Vac Truck	<input type="checkbox"/>	<input checked="" type="checkbox"/> Directional Boring
<input type="checkbox"/>	<input checked="" type="checkbox"/> Provide anchor bolts	<input type="checkbox"/>	<input checked="" type="checkbox"/> Surveying/layout
<input type="checkbox"/>	<input checked="" type="checkbox"/> Two Mobilization	<input type="checkbox"/>	<input checked="" type="checkbox"/> Winter Conditions
<input type="checkbox"/>	<input checked="" type="checkbox"/> Concrete (pads, etc), Light Poles	<input checked="" type="checkbox"/>	<input type="checkbox"/> Removal of spoils from site
<input type="checkbox"/>	<input checked="" type="checkbox"/> Dewatering	<input type="checkbox"/>	<input checked="" type="checkbox"/> Site Lighting Conduit Install
<input checked="" type="checkbox"/>	<input type="checkbox"/> Concrete /asphalt cutting, removal and or replacement		

*This proposal is based upon EJA Services, LLC's Standard Terms and conditions (see Page 2) unless otherwise indicated below:*

### Included

- Excavation for alternate (4" UG conduits) ALTERNATE
- Excavation for interior grounding conduits

**\$17,985.00**

### Exclusions and clarifications

- All landscaping regrading, repairs, seeding, ect by others.
- MUST HAVE A CLEAR PATH FOR EXCAVATION BEFORE WE MOBILIZE ON SITE
- Surveying and Layout by others
- No dewatering included
- All inspections and permits by others
- Final grade +/-2" before start

*Andy Dettling*

**PO Box 274, 9725 Main Street • Whitmore Lake • MI, 48189 • 734-550-9156 • Fax (734) 449-0843**



## Scope of Work

Electrical/Mechanical Excavating • Trenching • Light Pole Bases • Transformer/Generator Pads

### Standard Terms & Conditions:

1. EJA Services, LLC is an open-shop contractor.
2. Payments are to be made to EJA Services by the tenth (10<sup>th</sup>) day of the month following receipt of invoice unless other terms are agreed upon in writing. Any amount not paid by the tenth (10<sup>th</sup>) of the month following invoice is considered past due.
3. Past due balances are subject to time price differentials or finance charges of 1.5% per month (18% annually).
4. In the event that amounts due are placed for collection, Purchaser agrees to pay all costs, including but not limited to, reasonable attorney fees.
5. Subcontract terms and conditions are subject to review and approval prior to award of a subcontract to EJA Services, LLC.
6. Terms are pending approval by EJA Services, LLC credit manager.
7. The project schedule and any modifications shall allow EJA Services a reasonable time to complete EJA Services' work in an efficient manner considering the contract completion date or time(s) set forth in the subcontract documents. EJA Services shall be entitled to an equitable adjustment in the price of the work, including but not limited to, any increased cost of labor, including overtime and/or materials, resulting from any change in the schedule, acceleration, out of sequence work, or delay caused by others for whom EJA Services is not responsible.
8. The price includes a warranty as specified in the Bid Documents. No other warranty is expressed or implied.
9. EJA Services' indemnification requirements shall never exceed more than "to the extent". EJA Services or its subordinate parties are responsible for the action requiring indemnification.
10. The Purchaser shall, if the Project Owner does not, purchase and maintain all-risk insurance upon the full value of the work performed and/or materials delivered to the jobsite, which shall include the interest of EJA Services.
11. No back charge or claim of Purchaser for repair or completion of EJA Services' work shall be valid except by an agreement in writing by the Subcontractor before the alleged work is started. O'Donnell must be provided with written notice and reasonable time to cure any alleged defects or incomplete work.
12. Contractor shall not withhold from Subcontractor as retainage a percentage that is higher than the percentage held by Owner on Subcontractor's work. Within seven (7) days after receiving any retainage relating to Subcontractor's work, Contractor will pay the same to Subcontractor. All retainage withheld from Subcontractor progress payments shall be released within thirty (30) days after substantial completion of Subcontractor's work, less reasonable value for uncompleted work. Contractor shall pay Subcontractor from the amount withheld for uncompleted work on a monthly basis as each item of work is completed.
13. General Contractor/Purchaser is responsible for security of the Project to protect against theft of EJA Services materials and/or equipment regardless of whether or not the materials and/or equipment is installed or stockpiled.
14. If Purchaser brings litigation against EJA Services, whether against EJA Services alone or against EJA Services and others, such litigation shall be brought in Oakland County, MI.
15. The terms of this agreement shall take precedent over any conflicting terms or conditions on a purchase order or subcontract or other document issued by Purchaser.
16. Acceptance – This quotation and its provisions may only be accepted only on the terms and conditions stated above. Acceptance by any means other than execution of this quotation (i.e., the commencement of any work, performance of any services, or the shipment of any goods, etc.) shall be deemed acceptance of the terms and conditions stated in this quotation and none other. Any additional, different, or inconsistent terms or conditions contained in any form of bid, proposal, acknowledgement, acceptance or confirmation used by Purchaser shall be of no force or affect whatsoever unless specifically agreed to in a separate written instrument signed by an authorized representative of EJA Services, LLC after the date of this quotation. EJA Services specifically objects to the inclusion of any different or additional terms or conditions by the Purchaser in acknowledging and accepting the Subcontract.
17. All work completed in normal ground conditions. Dealing with buried items, contaminated spoils, and ground water are excluded
18. One mobilization is included, if additional mobilization are required additional charges will apply
19. All surveying to be provided by others and before EJA arrival on site. We will require a 5' and 10' offset along with grade
20. Grade to be within 6" before our arrival. Additional charges could apply if grade is not set
21. EJA is not responsible for any damage to utilities not marked by miss dig. It is the responsibly of others to locate all items not marked by miss dig before our arrival.