

Matthew McDaniel, CPA, Assistant Superintendent of Business Operations

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Memorandum of Recommendation
January 12, 2026

TO: Nicholas A. Russo, Superintendent

FROM: Matthew McDaniel, Assistant Superintendent of Business Operations

RE: **Recommendation for Approval of Orchestra Lift Modernization (SCHS)**

The district advertised a Request for Proposals for the Stoney Creek High School Orchestra Lift Modernization project on November 12, 2025, in the local publication, the Rochester Post, and posted RFP documents on the Purchasing pages of the district's website, Sigma, and BidNet Direct. The district received one (1) response on the due date of December 9, 2025 at 12:00pm.

This request is to fund the cost to modernize and replace the lifting mechanism of the orchestra lift located in the Auditorium. The existing orchestra lift is the original unit that was installed in 2000 and is currently not operational. The lifting mechanism was damaged a few years ago by a flood in the pit area that caused the lifting unit to fail. The lift was inspected by both the original manufacturer and the district's elevator consultant to determine if the lift could be repaired. Upon inspection both vendors determined that the lifting mechanism is not repairable and needs to be replaced.

The scope of this project is to replace the existing lifting mechanism with a brand new lifting system. The project includes an allowance to rework the existing building systems such as the electrical feed and the fire suppression system within the pit area, that may be needed in order to facilitate the installation of the new equipment. The project also includes a \$10,000 contingency to fund any additional unforeseen issues that may need to be addressed as well. As with all projects, any unused allowance or contingency funds will be returned to the district.

Proposals were evaluated by Director of Capital Projects and Facilities, Pete Muscio, and Mat Morgan, consulting partner at Buckley Belcher & Company. Bids were analyzed for bid content and inclusion of required submittals by Purchasing Supervisor, Jennifer Fickel.

The proposal summary is attached. Proposal documents are on file in the Purchasing Department. The source of funding is the general fund.

Based on this information, we recommend THAT **the District award the Stoney Creek High School Orchestra Lift Modernization project to Metro Elevator Management, Inc., in the amount of \$270,956.00 plus a \$10,000.00 allowance for any building system modifications that may be needed to accommodate the replacement, as well as a contingency allowance of \$10,000.00 for any other unforeseen conditions, for a total project cost of \$290,956.00.**



COMMUNITY SCHOOLS

PRIDE IN EXCELLENCE

Category No. :	N/A
Project:	26.08 Orchestra Lift Modernization
Bid Category/Description:	N/A

[illegible]

Recorded By: Jeninifer Fickel

	Date:	Time:
Bids Due:	12/9/2025	12:00pm
Bids Opened:	12/9/2025	12:05pm

[illegible]