



NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: John Hopson Jr., President
Members of the Board

THROUGH: David Vadiveloo, Superintendent DsV
DsV

FROM: Blake Mikesell, Maintenance & Operations Director BM
BM

DATE: November 14, 2024

**SUBJECT: Intent to Request for Bids -
District-Wide Housing Furniture Replacement**

Memo No. SB25-091
(Informational Item)

NSBSD Policy Manual:

Board Policy 3300 Expenditures/Expending Authority: The Superintendent or designee may purchase supplies, materials, and equipment in accordance with the law. The Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

BP 3310, Purchasing Procedures: The School Board desires to ensure the maximum value is received for money spent by the district and that records are kept in accordance with the law. The Superintendent or designee may issue and sign purchase orders.

BP 3311, Bids: The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. Prior to any purchase, the district should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

NSBSD Strategic Plan Summary:

6.0 Staff Support & Professional Development: Build and sustain a thriving workforce aligned with the mission of the district.

7.0 Financial & Operational Stewardship: Standardize high functioning, efficient, student-focused operations.

Issue Summary:

As part of a 2-year administrative focus on standardizing District operations, the M&O department is seeking to standardize the furniture in all housing to ensure equity and consistency for recruited staff. This is in line with a strategic focus on retention of quality staff and predictable budget forecasting for supply and replacement of furniture.

This memo serves as a formal notification of our intent to request for bids for the strategic replacement of furniture district wide procurement/project. The current furniture in District housing has experienced significant wear and tear. Items such as sofas, beds, tables, chairs have become damaged or are no longer functioning optimally, affecting the comfort and quality of life for our teachers. Many pieces are showing visible signs of deterioration. Strategically replacing furniture will



create a conducive environment for rest and recovery for our teachers, which directly impacts their effectiveness in the classroom.

Providing well maintained, comfortable housing is an essential factor in recruiting and retaining qualified educators. Replacing outdated or damaged furniture will enhance the appeal of our teacher housing, making it more attractive to prospective staff and improving the overall satisfaction and retention rates.

The formal Request for Bids will be issued on 11/22/2024. We will be seeking qualified and interested vendors and contractors to submit proposals by 12/13/2024. An evaluation committee will review all bids based on criteria and select the most qualified vendor.

Proposed Motion:

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Superintendent or designee.

Signature: DS Vadiveloo
DS Vadiveloo (Nov 18, 2024 18:48 AKST)

Email: david.vadiveloo@nsbsd.org

Signature: Blake Mikesell
Blake Mikesell (Nov 18, 2024 17:00 AKST)

Email: blake.mikesell@nsbsd.org

