

HARVEY PUBLIC SCHOOLS DISTRICT 152
Finance Committee Meeting Minutes
Monday, January 11, 2016
1:00 P.M.

The meeting was called to order at 1:11 p.m.

Present at the meeting were: Board Members: Dr. Kisha McCaskill, Tyrone Rogers,

Administration: Dr. Kevin J. Nohelty, Dr. Denean Adams, Charles Givines

District Contracts - Current

The administration reviewed the list of current contracts with the committee.

Cooperative Purchasing

The administration reviewed the intergovernmental agreement with HGAC. HGAC competitively bids supplies and equipment for local units of government across the nation. The skid steer tractor is available at a 39% discount if purchased directly through HGAC at a cost of \$49,207.

Work Order System

The committee listened to a presentation of the SCHOOLDUDE electronic work order system.

Facility Usage Request

The administration reviewed a facility usage request from ALLTOWN Bus Services to use the cafeteria at Bryant School on 1/12/16 from 5:30 p.m. to 9:30 p.m. A phone poll will be conducted due to the request. Based on the facility usage guidelines, ALLTOWN will be subject to all rental fees.

Facility Usage Guidelines

The administration will update the guidelines to include the definition of Categories 1 and 2.

Gwendolyn Brooks Track

The committee reviewed the professional services agreement from STR Partners, LLC. The majority of the work will consist of engineering services. The total cost for the professional services is \$13,500.

Metasys System Upgrade

The Metasys System controls all of the HVAC and mechanical units throughout the District. The Metasys System is more than 20 years old and is no longer operational. It is a desperate need for an upgrade. The cost of the upgrade is \$112,000. An optional service agreement is recommended at a cost of \$101,100.

Department Accounts

Further discussions will take place in future meetings.

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Annual Financial Audit

The financial audit will be presented for acceptance at the next Board meeting.

Copier at Bryant

Bryant School is in need of another copier unit due to the heavy volumes. Almost 1,000,000 copies have been made on the one copier. In comparison, Brooks Middle School has 600,000 copies between 2 copier units.

Next Finance Committee Meeting is Monday, February 1, 2016 at 1:00 p.m.

The meeting adjourned at 3:22 P.M.

Action Items:

1. Approve intergovernmental agreement with HGAC and purchase the skid steer tractor in the amount of \$49,207.
2. Approve the purchase of the SCHOOLDUDE work order system in the amount of \$4,300.
3. Approve the Facility Usage request for ALLTOWN Bus Services for January 12, 2016.
4. Approve the professional services agreement for the Brooks Track Replacement from STR Partners, LLC. as presented.
5. Approve the purchase of the Metasys System Upgrade in the amount of \$112,000.
6. Approve the three year maintenance agreement with Johnson Controls in the amount of \$101,100 for the first year.
7. Approve the 48 month lease or outright purchase of copier for Bryant School as presented.