



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**M E M O R A N D U M**

**TO:** Robyn Burke, President  
Members of the School Board

**THROUGH:** David Vadiveloo, Superintendent DSV

**FROM:** Blake Mikesell, Director of Maintenance & Operations BM

**DATE:** April 22, 2024

**SUBJECT: FY25 New Lease Agreements**

**Memo No: SB24-148**  
(Informational Item)

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**2020-2025 Strategic Plan Summary:**

4.0 Financial & Operational Stewardship: Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

4.1 Financial Stewardship: Ensure financial management based on what is best for our students.

**NSBSD Policy Manual:**

BP 3311, Bids: All purchases in the amount of \$20,000 or more shall be based, when possible, on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000.

BP 4111/4311, Recruitment and Selection: The Board recognizes that the district encompasses rural areas and will assist teachers in obtaining information regarding the cost and availability of housing as required by law.

**Issue Summary:**

In compliance with BP 3311, Maintenance and Operations asked the NSBSD IT Department to post the Request for Proposal (RFP) for the procurement of Teacher Housing Units on March 1, 2024. We requested IT to post on Facebook, sent notices to GCI, KBRW and posted fliers in public areas to disseminate the information. The deadline to submit proposals was April 1, 2024. All responses submitted to Maintenance & Operations were opened on April 3, 2024. Housing inspections were conducted by the Director, Coordinator and Housing Plant Manager in the days that followed. For the villages, the Plant Manager in Nuiqsut was asked to conduct the inspections and were instructed to provide recommendations to the Director & Coordinator of M&O. Each unit was considered based on cost, habitable condition and physical condition. We believe it would be in the best interest of the district to lease the mentioned properties due to the reasonable prices, condition, locations and qualified bidders to meet the needs of our growing district.

**Background:**

The District is in need of housing units in order to provide housing for the Teaching staff. The identified lease subject for approval are as follows:

LESSOR	ADDRESS	VILLAGE	DESC.	MONTHLY	YEARLY	LENGTH OF LEASE
PHILLIPS, WILLIAM & FLOSSIE	7593 UTIQTUQ ST.	UTQ.	3 BDRM / 1 BATH	\$ 2,000	\$ 24,000	3 YEARS
WILSON, LAUREL	9096 AHGEAK ST.	UTQ.	3 BDRM / 1 BATH	\$ 2,000	\$ 24,000	3 YEARS

**Length of Leases:**

The length of the identified leases for renewal are for three years and shall commence July 1, 2024 and term June 30, 2027.

**Funding Source and Lease Amount:**

Account Code: 600.300.600.000.441 - Rentals

**Proposed Motion:**

No motion is required. This is an informational item as individual contracts below \$50,000 and purchases of non-professional services such as housing leases that do not require board action are within the discretion of the Superintendent or designee.

Signature: *Ds Vadiveloo*  
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