



**NORTH SLOPE BOROUGH SCHOOL DISTRICT  
MEMORANDUM**

**TO:** Qaiyaan Harcharek, President  
Members of the School Board  
**THROUGH:** Pauline Harvey, Superintendent  
**THROUGH:** Fadil Limani, Chief Financial Officer  
**FROM:** Craig Jones, M&O Director  
**DATE:** April 13, 2021  
**SUBJECT:** Contracts over \$10k-Arctic Refrigeration

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Pauline Harvey  
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*[Handwritten signature of Pauline Harvey]*  
*[Handwritten signature of Fadil Limani]*  
*[Handwritten signature of Craig Jones]*

**Memo No: SB21-163**  
(Action Item)

**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 FACILITIES:** Establish safe, modern and high-performing learning facilities.

**4.2 FINANCIAL STEWARSHIP/MANAGEMENT:** Ensure financial management based on what is best for our students.

**Issue Summary:**

In accordance with applicable Board policy, contracts and MOA's \$10,000 or greater require Board approval. BP 3312

**Background:**

During the November 12, 2020 Regular Board Meeting, the previous M&O Director identified deferred maintenance items through SB21-069 that required additional funding in order to maintain the life, health and safety of the students, faculty, staff and the general public. Considering the funding request was not addressed by the NSB Administration, the District made funding available from other areas of the School Budget in order to repair the walk-in freezers/coolers that have been dilapidated for a number of years. The need for such repair is significant as the frozen food is currently stored in connex containers that are not refrigerated. In an effort not to waste frozen goods, we are requesting to have the freezers/coolers repaired before the weather warms up, which will cause the frozen goods to thaw out and go to waste.

The attached professional and technical service contract will provide for the repair of M&O Warehouse Walk-in Freezer, HMS Walk-In Cooler F, Walk-in Freezer C, Walk-in Freezer B, Walk-in Cooler D.

**Length of Contract:**

The length of contract commences on date of execution of the agreement and ends upon completion of the work to be completed.

**Funding Source and Purchase/Contract Amount:**

Food Service Fund Professional & Technical	255.300.790.000.410	\$19,887.33
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**Available Budget:**

Available Budget after the processing of the BLT is \$20,000.00

**Budget Line Transfer:**

See attached BLT worksheet.

**Grant Funds:**

There are no grant funds associated with the funding of identified contracts.

**Compliance with BP 3311:**

This requirement is not applicable as the sum amount of contract is less than \$20,000.00.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposals and related contract with Arctic Refrigeration, as described in this memo and related attachments.”

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_