

# **Livonia Public Schools**

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## ***Business Services Office***

Date: April 1, 2015

To: Randy Liepa, Ph.D., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Engagement of Owner's Representative – Sinking Fund

Last October we discussed with the Board of Education a proposal to update the district's long-term sinking fund plan.

As you know, our long-term facility plan was updated most recently to develop the scope of work for the 2013 Bond. The planning process was over several years and input was provided from stakeholders in the district, including Livonia community members, LPS staff, and facility professionals. This input was used to determine both what upgrades were needed across the district and also to prioritize the needs based on the resources available.

With the bond work under way and scheduled for the next five years and with our sinking fund request passing in November, we believe it is a good time to upgrade our plans for the use of sinking funds. More specifically, we would like to assess all of the school district facilities for items that were not included in the scope of work for the bond, such as roofs, boilers, or parking lot upgrades, and to again prioritize these items based on needs and resources over the next five to ten years.

We have asked Plante Moran Cresa to prepare a proposal for this work. We believe this will be efficient, as Cresa is our owner's representative for the bond work and have been, or will be in, all our buildings as part of the bond work. Cresa will have an understanding of the work that will be completed with the bond funds and what upgrades still need to be completed.

We would like to discuss the proposal at the Building and Site committee meeting on Monday, April 13, 2015. Please let me know if you have questions.

LA/kp