


# Memorandum

**To:** Ms. Rosalie Loeffler-Kemp / School Board Chair  
Ms. Cathy Erickson / CFO Executive Director of Business Services

**From:** Dave Spooner   
Manager of Facilities

**Date:** May 27, 2020

**Re:** Change Order #2 - City of Duluth Bid #19-6601 – ISD 709 Access Control  
Improvements District Wide – Federal Cops Grant

The above bid was advertised in accordance with City of Duluth Policy, Duluth Public Schools Policy, and MN State Statute. The City of Duluth Purchasing Department received one bid for this work, and after review with DOJ guidelines it was deemed to be compliant and sufficient. The City of Duluth is the recipient of this grant, and Duluth Public Schools is the sub recipient. The grant has a value of \$625,000.00, of which the District is responsible for the first \$156,250.00. The scope of work defined in this bid is to furnish and install security improvements at 12 school sites, which consists of access control enhancements, AiPhone upgrades, and CCTV improvements.

Change Order #2 consists of changes to the number of AiPhone Master Stations and AiPhone Video Stations to allow for one each for DW attic stock. The current AiPhone category amount is **\$101,293.00**. CO #2 is **\$2,005.70**, for a new AiPhone category bid amount of **\$103,298.70**.

The original contract sum for all work defined in bid #19-6601 is **\$248,143.00**. The new contract sum to include CO #1 (Board approved 12/17/2019 - \$5,974.00) and this CO #2 results in a new contract amount of **\$256,122.70**.

## **Recommendation:**

I am recommending that Ms. Rosalie Loeffler-Kemp, School Board Chair, approve Change Order #2, on behalf of the School Board, with HUNT ELECTRIC CORPORATION, as authorized by the regular School Board Meeting on September 17, 2019.

The new contract sum for the work defined in this agreement is **\$256,122.70**.

Attachments



Two-Way Radio & Security  
Sales & Service

4330 W. First Street Suite B  
Duluth, MN 55807  
(218) 729-8603 Phone  
(218) 729-6131 Fax

A Division of Hunt Electric

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May 26, 2020

Attn: David Spooner / ISD 709

RE: Aiphone Spare Devices

Thank you for the opportunity to present this proposal on behalf of Arrowhead Radio & Security. The following proposal is for the following:

- One Aiphone IX-MV Master Station
- One Aiphone IX-DV Video Door Station
- Shipping/ Tax included
- Devices only, no labor.

**Complete investment:**

**\$ 2005.70**

**Our pricing is based on today's commodity prices. Due to the COVID-19 pandemic and the volatility of the current market we cannot hold pricing of materials. Fluctuations in material prices, either up or down, may produce a change order to the project. It is also unknown what the availability of materials will be and what this impact will be going forward. While Hunt Electric and its subcontractors will make every reasonable effort to provide delivery of materials to meet the current schedule of this project, it is expected that there may be delays in the shipments of materials which could affect the completion date of this project. Labor availability is also a potential concern, as the full pandemic impact is unknown. We will need to evaluate labor and schedule impact at the time of the award for the project. We reserve the right to seek additional time, additional compensation or other appropriate relief if impacts arise due to these developments.**

Please call if any questions or further requirements.

Sincerely,

Paul Scinocca  
ARS  
218-624-2239