

# **Livonia Public Schools**

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## ***Business Services Office***

Date: October 2, 2014

To: Randy Liepa, PhD., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Review of Owner's Representative's Services for Sinking Fund Projects

As we mentioned at the study session on Monday, September 29, 2014 we would like to discuss updating the District's long term facility plan. As you know, a significant amount of planning with staff, community, and other stakeholders went into the development of the plan and the prioritization of the projects to be completed with the 2013 Bond.

The district's Sinking Fund has been an integral part of the District's long term facility planning and provided the resources to repair and upgrade the facilities over the past 20 years. With the bond planning completed and the work in progress on that plan for the next five to six years, we believe it would be prudent to review and upgrade the long-term plan and use of sinking fund resources over the next period.

Part of the process of upgrading the plan will be to assess each school building and district facility for status on items that are not a part of the 2013 bond program, such as roof repair, parking lot upgrades, or boilers. We believe it would be efficient to have our Owner's Representative for the bond work, Plante Moran Cresa (PMC) complete the assessment as they have been working in our facilities and will continue to be in all of our schools over the period of the bond work.

We would like to have this item placed on the Agenda for Monday, October 6, 2014. We have asked Paul Theriault from PMC to attend the meeting the plan and to answer any questions the Board may have at this time. Please let me know if you have any further questions.

PMC is in the process of preparing a draft agreement for review on Monday. I will be able to send that directly to you by email tomorrow so you have a chance to review it over the weekend. I apologize for the delay in getting this document to you.

LA/kp

c: Board of Education