



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**MEMORANDUM**

**TO:** John Hopson Jr., President  
Members of the Board

**THROUGH:** David Vadiveloo, Superintendent DsV

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

**DATE:** November 14, 2024

**SUBJECT:** **Intent to Request for Bids -Container Home Housing** **Memo No. SB25-090**  
(Informational Item)

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**NSBSD Policy Manual:**

Board Policy 3300 Expenditures/Expending Authority: The Superintendent or designee may purchase supplies, materials, and equipment in accordance with the law. The Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

BP 3310, Purchasing Procedures: The School Board desires to ensure the maximum value is received for money spent by the district and that records are kept in accordance with the law. The Superintendent or designee may issue and sign purchase orders.

BP 3311, Bids: The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. Prior to any purchase, the district should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

**NSBSD Strategic Plan Summary:**

6.0 Staff Support & Professional Development: Build and sustain a thriving workforce aligned with the mission of the district.

7.0 Financial & Operational Stewardship: Standardize high functioning, efficient, student-focused operations.

**Issue Summary:**

Historically the District has had difficulty securing sustainable sources of housing while trying to minimize pressure on local housing stock. Purchasing our own housing will relieve pressure on local housing and meet the needs of the strategic plan with regard to retention, community partnerships, teaching and learning initiatives.

This decision has been made after lengthy consideration by the Administration and the Department of M&O, assessing staffing levels, available local housing stock, projected staffing and housing requirements to meet the strategic goals of the district. The administration has also consulted with the North Slope Borough and Mayor's office who are supportive of the proposal and have agreed to support installation of the proposed housing.



This memo serves as a formal notification of our intent to request for bids for container home housing procurement/project. We are initiating this process to secure up to 10 single room, or up to 5 multi-room houses, in order to increase housing in villages for eligible staff. The request will include procurement of the container homes, secure services to include contractors for the project, in line with our goals to sustain a thriving and growing work force Slope-wide.

The formal Request for Bids will be issued on 11/29/2024. We will be seeking qualified and interested vendors and contractors to submit proposals by 12/27/2024. An evaluation committee will review all bids based on criteria and select the most qualified vendor.

This is a one-time expenditure and will be fully funded from the M&O budget.

**Proposed Motion:**

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Superintendent or designee.

**Signature:** DS Vadiveloo  
DS Vadiveloo (Nov 18, 2024 18:16 AKST)

**Email:** david.vadiveloo@nsbsd.org

**Signature:** Blake Mikesell  
Blake Mikesell (Nov 18, 2024 16:56 AKST)

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