

Livonia Public Schools

Business Services Office

Date: December 1, 2015

To: Andrea Oquist, Interim Superintendent

From: Lisa Abbey, Assistant Superintendent of Business Services

Re: Proposal for Building Utilization Assessment and Prioritization of Bond Projects

We would like to discuss the Building Utilization Assessment and Prioritization of Bond Projects proposal at the Building and Site Committee meeting on Monday, December 7, 2015.

As discussed at the Study Session on November 23, 2015 we would like to engage Plante Moran Cresa (PMC) to conduct a study to provide enrollment and building capacity data. This study will provide the District with the data for long-term analysis of building utilization and allow the District to develop priorities of the remaining bond projects.

There are two phases of the study, enrollment projection study and the building utilization assessment. The enrollment study fees would be paid from general fund resources and the building utilization from bond sources. A copy of the proposal from PMC is attached for your review. PMC will also be in attendance at the Building and Site meeting to present the scope of work proposed and for continued discussion. Please let me know if there are any questions.

LA/kp

c: Board of Education

Attachment