

## **BOARD ACTION REQUEST FORM**

**DATE OF BOARD MEETING:** May 28, 2025

**ITEM:** Audio/Visual Systems, Public Address Systems and Clocks Equipment

**AGENDA LOCATION** (please check one)

- ☐ Discussion (*Items where board information/interaction/discussion is needed*)  
☒ Action (*Items requiring the board to vote or take action, including resolutions*)

### **EQUIPMENT DESCRIPTION**

AV, PA and Clock systems at Lake Orion High School, Paint Creek Elementary School, the Administration Building and the CERC Building.

**ADMINISTRATOR SUBMITTING ITEM:** Andrea Curtis, Assistant Superintendent

### **BACKGROUND INFORMATION:**

Lake Orion Community Schools undertook a process to purchase AV, PA and clock products districtwide. The project was awarded to VSC, Inc. in April 2020.

This purchase is a change order to the original award along with quoted costs under a purchasing cooperative for new technology for portions of the components. The project includes interactive flat panels and classroom audio for LOHS and Paint Creek Elementary, interactive and non-interactive flat panels for the new Administration building and a new PA and clock systems for CERC and the new Administration building.

Attached herein is the recommendation letter from our Technology Designer outlining this procurement. Pricing is from VSC, Inc. of \$213,574, and a recommendation of an additional \$21,000 for contingencies.

### **FUNDING SOURCE & ACCOUNT NUMBER:**

Funding for this procurement will be provided by FY2019 Series 2 or 3 funds.

### **RECOMMENDED ACTION:**

It is the recommendation of Administration that the Board of Education authorize Administration to finalize and execute with VSC, Inc., as identified in the attached Plante Moran recommendation, in the amount of \$213,574 and a contingency authorization of \$21,000 for a total project award of \$234,574.



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May 20, 2025

Ms. Andrea Curtis  
Assistant Superintendent of Business & Finance  
Lake Orion Community Schools  
315 N. Lapeer Street  
Lake Orion, MI 48362

Dear Andrea,

This letter outlines the work completed on the Lake Orion Community Schools audio/visual (AV) systems, public address system (PA) and clock project for the 2025 scope of buildings. This project includes new interactive flat panels and classroom audio for Paint Creek Elementary & Lake Orion High School, as well as interactive and non-interactive flat panels for the Administration Building. Additionally, this project includes a new PA and clock system for the Administration Building and Community Education Resource Center (CERC) building, as well as incorporating the new additions at Paint Creek Elementary & Lake Orion High School into the existing PA and clock systems.

#### **SCOPE & BACKGROUND**

Lake Orion Community Schools undertook a request for proposal process to procure AV, PA and clock products and services districtwide in 2020. The project was awarded to VSC, Inc. in April 2020. As a portion of the components have changed due to the availability of newer technology; this project is quoted using the Association of Educational Purchasing Agencies (AEP) purchasing cooperative costs. The District has been pleased with VSC's work to date and is recommending that they be awarded the 2025 buildings using the unit costs.

Plante Moran worked with members of the District's IT staff to identify key requirements. Key activities included:

- Worked with District IT staff to identify critical requirements of the AV, PA & clock systems
- Met with District IT staff and administrators to establish and validate AV, PA & clock prints
- Reviewed vendor's quote for 2025 buildings

#### **RECOMMENDATION**

Based on VSC, Inc.'s workmanship and responsiveness throughout project activities completed since 2020, as well as discussions with District IT staff, the District recommends that the **2025 AV, PA & Clock project** be added via change order to **the VSC, Inc.**, in the amount of **\$213,574**. Based on our technical advisory role to the District, Plante Moran supports this recommendation by the District's selection committee. We also recommend that the District set aside approximately 10% contingency for this project in the amount of \$21,000. The contingency is not provided to the vendor; however, it is available for use for unforeseen conditions that may occur throughout the project. The project includes the following buildings AV, PA & clocks::

Building	Cost
Paint Creek Elementary School	\$26,983
Lake Orion High School	\$20,985
Administration Building	\$87,772
CERC	\$77,834
<b>Total:</b>	<b>\$213,574</b>

Plante Moran appreciates the opportunity to be of assistance to Lake Orion Community Schools. Please reach out to Amy Sasina at 248.223.3681 or Amy.Sasina@plantemoran.com, or me at 248.223.3348, Dennis.Bagley@plantemoran.com if you have any questions.

Sincerely,  
PLANTE & MORAN, PLLC



Dennis Bagley, Partner  
cc: Amy Sasina