

**LIVONIA PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**Committee of the Whole  
April 18, 2022 - 6:30 PM  
Board Room  
15125 Farmington Road  
Livonia, Michigan 48154**

**AGENDA**

- I. AUDIENCE COMMUNICATIONS**
- II. COMMITTEE OF THE WHOLE**  
Burton, Chair; Acosta, Bonifield; Bradford; Centers; Jarvis; Johnson
- III. BUILDING & SITE COMMITTEE**  
Centers, Chair; Bradford; Johnson
  - A. Technology Contractor - 2021 Bond** 2  
P. Francis
  - B. Food Service Grant Purchase** 15  
P. Francis
  - C. Gymnasium Lighting Replacement &  
Garfield Electrical Service Upgrade** 26  
P. Francis
- IV. CURRICULUM COMMITTEE**  
Acosta, Chair; Bonifield; Bradford
  - A. German III, IV, V and Middle School ELA Textbooks** 29  
T. O'Brien
  - B. LCTC Grant Purchases** 42  
D. Willenborg
- V. POLICY COMMITTEE**  
Johnson, Chair; Bonifield; Jarvis
  - A. Board Policy Updates:** 50
    - \* FDB - Long-Range Needs Determination  
P. Francis
    - \* FDC - Naming New Facilities  
P. Francis
    - \* KBB - School-Sponsored Information  
D. Willenborg
- VI. FINANCE COMMITTEE**  
Bonifield, Chair; Acosta; Jarvis
- VII. PERSONNEL COMMITTEE**  
Bradford, Chair; Centers; Johnson
- VIII. LEGISLATIVE COMMITTEE**  
Jarvis, Chair; Acosta; Centers



# Livonia Public Schools

*District Services*

Date: April 13, 2022

To: Andrea Oquist, Superintendent

From: Phillip Francis, Assistant Superintendent of District Services

Re: Technology Contractor – 2021 Bond

I would like to request adding the approval of the Phase 1 Bond technology contractor as an agenda item to the April 18, 2022 Committee of the Whole meeting. Along with this recommendation memo, you will see recommendations from the District's Bond Technology group, Integrated Design Solutions (IDS), and Plante Moran Cresa (PMC), the District's Owner's Representative. We are recommending Digital Age Technologies, Inc. (DAT) as the technology contractor for Phase 1 Bond projects at Coolidge Elementary, Kennedy Elementary, Randolph Elementary, Cooper Upper Elementary and Emerson Middle School in the summer of 2022.

The majority of the technology work will be done in the LMC renovations. The scope includes providing voice, audio/video, and data systems for the listed schools' LMC, including the new Idea Factories. While we received only one bid response, we also received explanation letters from two other companies as to why they did not bid on the project. Essentially, both companies were interested in bidding on it, as evidenced by their attendance at the pre-bid meeting, but they stated internal reasons sidetracked them from putting a bid together to submit. Despite having only one bidder, the Bond Team is very comfortable recommending DAT as the low responsible bidder because we are familiar with their work and their bid came in significantly below our anticipated budget for the work. The total for this technology project is \$184,259.00, plus a contingency of \$20,000.00, for a total cost of \$204,259.00.

Please add this as an agenda item for the Committee of the Whole meeting on April 18, 2022 and contact me if you have any questions. Thank you.

Attachments

PF/ko

c: Board of Education

April 13, 2022

Mr. Phillip Francis  
Asst. Superintendent of District Services  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: 2021 Bond Program  
Contract Award Recommendation for Technology Contractor Bids  
Coolidge ES / Kennedy ES / Randolph ES / Cooper UES / Emerson MS

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Technology Contractor for the Projects listed above. This update represents the mutual efforts of PMC, IDS and LPS administration and staff (the Bond Team) to present a framework in order to identify, evaluate and recommend Vendors for these Projects.

On March 10, 2022, Bid Documents were formally issued and made available. An advertisement for bids was published in a local newspaper and also posted to the required State of Michigan websites.

On April 4, 2022, one (1) bid proposal was received and publicly opened. Over the next few days, the bid proposal was reviewed to determine the budget implications. An interview was held with the bidder on April 8, 2022. The scope of work, project schedule, phasing, manpower requirements, and other particulars regarding the work were reviewed and discussed.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Bond Team is recommending **Digital Age Technologies, Inc. (DAT)** for contract award as detailed in IDS' recommendation letter dated April 12, 2022.

Including project acceptance of Voluntary Alternate #1 and a contingency in the amount of \$20,000, the total Project award recommendation equals **\$204,259.00**.

DAT Base Bid Amount	\$ 188,609
Voluntary Alternate #1 (Deduct)	\$ (4,350)
<b>DAT Contract Sum</b>	<b>\$ 184,259</b>
Contingency	\$ 20,000
<b>Project Award Recommendation</b>	<b>\$ 204,259</b>

The costs for this work will be detailed in the Contract, which was included in this RFP, pending final review and approval of terms by district legal counsel.

The Project Team is available at the Board's convenience to answer any questions regarding bidding, the proposals, interview process, or the recommendations of the Bond Team. Please direct all questions through me via email at [brian.weber@plantemoran.com](mailto:brian.weber@plantemoran.com).

Sincerely,

PLANTE MORAN CRESA



Brian Weber  
Vice President

Enclosures:   Summary of Costs  
                  IDS Recommendation Letter  
                  Vendor Proposal



TECHNOLOGY - 2022 CONSTRUCTION  
BUDGET SUMMARY

	<b>Base Cost</b>		
<b>Buildings</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Listed Below	\$ 450,000	\$ 184,259	\$ 265,741
<b>Totals</b>	<b>\$ 450,000</b>	<b>\$ 184,259</b>	<b>\$ 265,741</b>

	<b>Contingency</b>		
<b>Buildings</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Listed Below	\$ 50,000	\$ 20,000	\$ 30,000
<b>Totals</b>	<b>\$ 50,000</b>	<b>\$ 20,000</b>	<b>\$ 30,000</b>

	<b>Total Project Costs</b>		
<b>Buildings</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Listed Below	\$ 500,000	\$ 204,259	\$ 295,741
<b>Totals</b>	<b>\$ 500,000</b>	<b>\$ 204,259</b>	<b>\$ 295,741</b>

**Includes the following sites:**

- Coolidge Elementary
- Kennedy Elementary
- Randolph Elementary
- Cooper Upper Elementary
- Emerson Middle

April 12, 2022

Mr. Tim Klan  
 Administrator of Information and Instructional Technology  
 Livonia Public Schools  
 15125 Farmington Road  
 Livonia, MI 48154

Project Name: Livonia Public Schools  
 Media Center Renovations – BP 01  
 Livonia, Michigan

IDS Project No.: 21191-1000 BP 01

Dear Mr. Klan:

Bid specifications and drawings for the Media Center Renovations project were issued on March 10, 2022. The bid package consists of providing technology systems to support the 2022 Library Media Center renovations projects. The scope includes providing voice, audio/video and data systems for the Media Center, the new Idea Factory and the creation of flexible learning spaces.

Representatives from three (3) companies attended the pre-bid conference on March 17, 2022.

One (1) bid was received on April 4, 2022, as follows:

Bidder	Bid Bond	Familial Disclosure	Affidavit of Compliance	Base Bid
Digital Age Technologies, Inc.	Yes	Yes	Yes	\$188,609.00

The bidder included the required Bid Bond, Familial Disclosure, Affidavit of Compliance and Criminal Background Affidavit with their bid submission.

The technology team has reviewed the bid and conducted a post-bid interview with the bidder on April 8, 2022. The bid was determined to be complete and compliant with the requirements of the bidding documents. The bill of materials pricing was determined to be in line with current industry trends and historical competitive bidding pricing models for projects of a similar size and scope.

Digital Age Technologies provided a Voluntary Alternate No. 1 for substitution of “or equal” audio components for the Media Center Sound Systems. This Voluntary Alternate would result in a savings in the amount of \$4,350.00. This Voluntary Alternate is being recommended for award.

IDS recommends the award of the Media Center Renovations BP 01 to the lowest qualified bidder, Digital Age Technologies, Inc., in the amount of \$184,259.00 (\$188,609.00 Base Bid - \$4,350.00 VA1).

In addition to the award amount, IDS is also recommending a construction contingency be established in the amount of \$20,000.00.

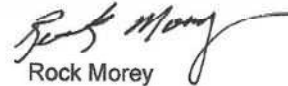
Mr. Tim Klan  
IDS Project No. 21191-1000  
April 12, 2022  
Page 2

Sincerely,

Integrated Design Solutions, LLC



Scott Smith  
Senior Associate



Rock Morey  
Project Manager

ec: B. Weber, PMC  
File

**SECTION 00 4100 - BID FORM**

**OWNER:** Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

**PROJECT:** Livonia Public Schools  
Media Center Renovations - BP 01  
Livonia, Michigan

**ENGINEER/  
TECHNOLOGY  
DESIGNER:** Integrated Design Solutions, LLC  
Architecture, Engineering, Interiors & Technology  
1441 W. Long Lake Road, Suite 200  
Troy, Michigan 48098  
(248) 823-2100  
(248) 823-2200 fax

**NAME OF BIDDER:** Digital Age Technologies Inc.

**ADDRESS:** 1333 South Oak Road  
Davison, MI 48423

**TELEPHONE:** 810-658-4008

**E-MAIL:** m Spencer@dat-inc.us

**BID**

Pursuant to and in compliance with the Advertisement for Bids, Instructions to Bidders and other documents relating thereto, the undersigned proposes and agrees to furnish equipment, materials, and labor and perform all work necessary to complete the Livonia Public Schools Contract for the Media Center Renovations project in accordance with the Bidding Documents prepared by Integrated Design Solutions, LLC dated March 10, 2022, and agrees to accept payment as herein provided.

**BASE BID**

Total lump sum bid for all work specified and shown on the drawings as indicated for Base bid in the amount of:

One Hundred Eighty Eight Thousand Six Hundred Nine Dollars and Zero Cents  
Dollars (\$ 188,609.00 ).

**MANDATORY ALTERNATES**

None.

**VOLUNTARY ALTERNATES**

Voluntary Alternate No. 1: Change Mixer/Amp and Wireless microphone system.  
Add/Deduct Four Thousand Three Hundred Fifty Dollars and Zero Cents  
Dollars (\$ 4,350.00 ).

Voluntary Alternate No. 2: \_\_\_\_\_

Add/Deduct \_\_\_\_\_

Dollars(\$ N/A ).

Voluntary Alternate No. 3: \_\_\_\_\_

Add/Deduct \_\_\_\_\_

Dollars(\$ N/A ).

**UNIT PRICES**

The Bidder shall include a complete bill of materials as part of their bid submission. Refer to specifications section 00 2113 paragraph "SUBMITTALS - BID REQUIREMENTS" for additional information. The bill of materials will be considered to be the unit price schedule for additions to or deletions from the scope of work from the date of award until the date of completion.

The bill of materials shall be formatted to include all charges for labor, materials and equipment, overhead and profit, general conditions, supervision, insurance, taxes and incidental expenses in such a way that unit pricing can be easily derived.

Indicate below acceptance of these unit pricing terms, acceptance with modifications as indicated or exception taken.

- Included bill of materials is considered the unit pricing schedule for the duration of the project.
- Exception taken. Included bill of materials is not valid for unit pricing for additions to or deletions from the scope of work for the duration of the project.
- Included bill of materials is considered the unit pricing schedule for the duration of the project with the following modifications:

Based on present conditions, DAT will do everything possible  
to maintain present prices but cannot guarantee.

**EXTENDED UNIT PRICES**

The Bidder proposes extended unit prices in accordance with the following schedule. Said unit prices shall include all charges for labor, materials and equipment, overhead and profit, inflation/escalation, general conditions, supervision, insurance, applicable taxes and incidental expenses.

Said extended unit prices shall be applicable to the pricing of additional work beyond Substantial Completion. Said extended unit prices shall be valid from the date of substantial completion to twenty-four (24) months after the date of substantial completion, unless otherwise agreed to by Owner and Contractor.

For each unit price stated above, include with your bid proposal a pricing schedule, standard escalation percentages or other form of pricing the District may utilize for future work extending beyond Substantial Completion for the time period specified.

**Based on present conditions, DAT will do everything possible to maintain present prices but cannot guarantee.**

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In addition, provide unit pricing for the following:

Unit Pricing – Sections 27 1000 – Voice and Data Systems

		ADD	DEDUCT
UP-1	Cost to provide, install, test and tag one (1) Category 6 data drop as specified including cabling, faceplate, connectors, testing and tagging (assume 250 foot run). Include patch cables at each end.	\$ <u>250.00</u>	\$ <u>250.00</u>
UP-2	Cost to relocate, test and tag one (1) Category 6 data drop within the same room.	\$ <u>84.00</u>	\$ <u>84.00</u>
UP-3	Cost to demolish an existing Category 5 or 6 data drop (assume 250 foot run).	\$ <u>84.00</u>	\$ <u>84.00</u>
UP-4	Cost to provide and install 1 24-port Hubbell #HPJS24a patch panel	\$ <u>325.00</u>	\$ <u>275.00</u>
UP-3	Cost to provide and install 1 48-port Hubbell #HPJS48a patch panel	\$ <u>425.00</u>	\$ <u>375.00</u>

**BID SECURITY**

Each Bid shall be accompanied by a Bid Security in the form of a certified check, cashier's check, or money order made payable to the Owner or a Bid Bond naming the Owner as the obligee in an amount not less than five percent (5%) of the Base Bid as a Bid guarantee. Bid Bonds shall be issued by a company licensed to do business in the State of Michigan.

**ADDENDA**

The undersigned acknowledges the receipt of the following addenda:

Addendum No. <u>1</u>	Dated <u>3/25/2022</u>	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____

**TIME OF COMPLETION**

The undersigned agrees to substantially complete the project by September 30, 2022.

Refer to the Appendix for specific building completion dates and acceptable working hours.

**WITHDRAWAL OF BIDS**

The undersigned agrees that its Bid shall not be withdrawn for a period of ninety (90) days after the date set for receipt of Bids.

**NON-COLLUSION**

The undersigned certifies that the Bid has not been prepared in collusion with any other bidder and that the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the Bidder to any such person other than the recipient of such Bid, and will not be communicated to any such person prior to the official opening of said Bid. The undersigned fully understands that no premiums, rebates, or gratuities are permitted either with, prior to or after signing the Contract.

This certification may be treated as if it were a sworn statement made under oath, and is made subject to the provisions of 18 U. S. C., 1001, relating to the making of false statements.

**SIGNATURE AND LEGAL STATUS OF BIDDER**

Signed and sealed this 4th day of April, 20 22.

K NEWCOMB  
Notary Public, State of Michigan  
County of Genesee  
My Commission Expires 09-08-2027  
Acting in the County of Genesee  
Affix Corporate Seal *K Newcomb*

Digital Age Technologies Inc.  
(Individual, Partnership, Corporation)  
Michigan  
State of Incorporation  
By: *[Signature]*  
(Authorized Signature of Bidder)  
Mark Spencer  
(Print or Type Name of Bidder)  
President  
Title  
1333 South Oak Road  
Business Address  
m Spencer@dat-inc.us  
E-mail

Instructions: Submit one (1) original and five (5) copies to the Owner and retain one (1) copy for the Bidder's records. Clearly label each copy submitted as either "original" or "copy."

**From:** Morey, Rock <[rmorey@ids-michigan.com](mailto:rmorey@ids-michigan.com)>  
**Sent:** Tuesday, April 12, 2022 2:36 PM  
**To:** Brian Weber  
**Cc:** TIMOTHY KLAN  
**Subject:** FW: Livonia Schools - no bid?

**ATTENTION:** This email was sent to Plante Moran from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

Brian,

For the Media Center bid, here's one of the emails we received from a perspective bidder (Capricorn Diversified Solutions). The other (AmComm) you were copied on an email message from Tim Klan on 4/5/22. I'll forward it to you as well.

Interesting that Capricorn and AmComm were at the pre-bid meeting and DAT was not but elected to bid (and win) the job.

....*rock*

ROCK MOREY  
technology designer

INTEGRATED *design* SOLUTIONS

architecture engineering interiors & technology  
1441 west long lake, suite 200, troy, michigan 48098  
d 248.823.2180 | o 248.823.2100 | c 248.417.8661

troy grand rapids [ids-michigan.com](http://ids-michigan.com)

---

**From:** Sam Applebee <[sam.applebee@cdsonline.com](mailto:sam.applebee@cdsonline.com)>  
**Sent:** Wednesday, April 6, 2022 12:52 PM  
**To:** Morey, Rock <[rmorey@ids-michigan.com](mailto:rmorey@ids-michigan.com)>  
**Subject:** RE: Livonia Schools - no bid?

Rock,

Yeah, unfortunately for some internal reasons we had to pass on that one. We are always interested in anything else you have to throw at us.

Thanks,

Sam Applebee  
Capricorn Diversified Systems, LLC



23399 Commerce Drive, B4

Farmington Hills, MI 48335  
248-426-0000 (Office)  
248-943-0077 (Cell)

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**From:** Morey, Rock <[rmorey@ids-michigan.com](mailto:rmorey@ids-michigan.com)>  
**Sent:** Tuesday, April 5, 2022 2:57 PM  
**To:** Sam Applebee <[sam.applebee@cdsonline.com](mailto:sam.applebee@cdsonline.com)>  
**Subject:** Livonia Schools - no bid?

Sam,

I was surprised to not see a bid submission for the Livonia Media Center Renovations project. You don't need to respond to this, but we have more near term work still in the hopper for Livonia where I'd like to see Capricorn participate.

Can you provide any insight?

....*rock*

ROCK MOREY  
technology designer  
**INTEGRATED design SOLUTIONS**  
architecture engineering interiors & technology  
1441 west long lake, suite 200, troy, michigan 48098  
d 248.823.2180 | o 248.823.2100 | c 248.417.8661  
troy grand rapids [ids-michigan.com](http://ids-michigan.com)

**From:** TIMOTHY KLAN <tklan@livoniapublicschools.org>  
**Sent:** Tuesday, April 5, 2022 1:46 PM  
**To:** Morey, Rockland; Smith, Scott; Brian Weber  
**Subject:** Amcomm No Bid Email

**ATTENTION:** This email was sent to Plante Moran from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

LMC Renovation Bid - Amcomm Bidding Notes 04/05/2022 External   



**Matt Higgins**

to me, Jeff, jramonaitis ▾

12:48 PM (55 minutes ago)



Good Afternoon Tim,

First off I'd like to say that this was a gross oversight on my part. I am in charge of technology bidding, and this project was marked on the bid board to definitely bid.

The reason this got missed was that a perfect storm of project ordering, bids, and construction change orders all came due on April 1<sup>st</sup>. Our Bloomfield paging job we were gearing up for got completely re-designed, and needed to be updated by 04/01. A big electrical bid for Oakland County was due on 04/01, and I've had three construction managers insisting that I give them ordering information for materials needed for this summer's construction by 04/01 because so many materials are ending up on backorder right now.

Long and short of it is that by the time Monday morning rolled around, my team and I realized we had dropped the ball on Livonia. This was my oversight 100%, and I hope this happening doesn't sour the relationship Amcomm has with Livonia Public Schools going forward.

Once again, my sincerest apologies for this oversight. If there was a re-bid, we would make sure to put a good number on it.

-Matt

Matthew Higgins  
Chief Estimator / ISP Engineer  
Amcomm Telecommunications Inc.  
12482 Emerson Dr.  
Brighton, MI 48116  
[mhiggins@amcomminc.com](mailto:mhiggins@amcomminc.com)  
Ph.248.698.8868  
Cell.734.560.1468

**Tim Klan**  
Administrator of Information and Instructional Technology  
Livonia Public Schools  
15125 Farmington Rd.  
Livonia, MI 48154  
[www.livoniapublicschools.org](http://www.livoniapublicschools.org)

- To Submit a Support Ticket <http://livoniapublicschools.org/helpdesk>



# Livonia Public Schools

## *District Services*

Date: April 13, 2022

To: Andrea Oquist, Superintendent

From: Phillip Francis, Assistant Superintendent of District Services

Re: Food Service Grant Purchase

I am requesting that the Food Service Equipment Purchase be placed on the agenda for the April 18, 2022 Committee of the Whole meeting. This purchase is for nine heated holding cabinets, which are used when food comes out of the oven so the food will remain at the appropriate high temperature until it is served. The nine schools are Churchill, Cleveland, Coolidge, Garfield, Grant, Roosevelt, Rosedale, Stevenson, and Webster. The Food & Nutrition Services Department has worked with Wayne RESA's equipment bidding program vendors, receiving bids for the same item from three vendors. This program satisfies the Board's bid requirement.

We are recommending the purchase from Stafford-Smith as the low responsible bidder. They are not only the lowest submitted bid, but they are a vendor our Food & Nutrition Services Department has worked with in the past and have proven to be a reliable vendor. The total cost of the heated holding cabinets will be \$34,352.00, which includes freight and "set in place" delivery. That amount includes a \$3,600.00 deduction for Energy Star rebates. Most of the funds for this purchase will come from the competitively awarded National School Lunch Program Equipment Assistance Grant in the amount of \$31,500.00. The remaining \$2,852.00 will come from the District's Food Service budget.

Thank you.

Attachments

PF/ko

c: Board of Education



We put space to work.

Item # \_\_\_\_\_

Job \_\_\_\_\_

## Metro C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets

- **Insulation Armour™ Plus:** Patented insulation technology replaces traditional sheet metal exterior with foamed-in-place polyurethane polymer panels, providing improved energy efficiency at a lower initial investment. Armour panels have molded in handles and act as a full body bumper for improved handling and protection in mobile applications.
- **Stainless Steel Construction:** High quality, Type 304 stainless steel for easy cleaning and long-term durability.
- **Top-Mounted Controls:** Ergonomic user-friendly controls are mounted at the top of the cabinet for improved access and readability, to prevent damage, and easy cleaning.
- **Performance:** Forced convection design gently circulates hot air for improved temperature consistency. Heat is channeled to the bottom of the cabinet, allowing it to rise naturally without it blowing directly over the food. Thermostatically controlled, 200°F (93°C) maximum operating temperature.
- **Configurations:**
  - **Sizes:** Full height, 5/6 height, 1/2 height, and under counter.
  - **Doors:** Solid insulated or clear insulated. Full height with full length or dutch style doors.
  - **Slides:** Two slide styles provide maximum holding capacity. Universal slides are adjustable on 1½" increments and hold 12" x 20" steam pans, 18" x 26" sheet pans, and GN pans. Lip load slides exclusively hold 18" x 26" sheet pans on 1½" fixed increments.
- **Power:** Available in 120V, 60Hz or 220-240V, 50/60Hz electrical configurations.
- **Reliability:** Reliability and durability are designed from the ground up. High-quality components provide a long life of worry free use.
- **ENERGY STAR:** Full height, 5/6 height, 1/2 height, and under counter models with solid doors are ENERGY STAR.



Full Height  
Full Solid Door



Under Counter  
Full Clear Door

1/2 Height  
Full Solid  
Door

5/6 Height  
Full Solid  
Door

Full Height  
Dutch Clear  
Doors

All Metro Catalog Sheets are available on our website: [www.metro.com](http://www.metro.com)



**InterMetro Industries Corporation**  
North Washington Street, Wilkes-Barre, PA 18705  
Product Information. U.S. and Canada: 1.800.992.1776  
Outside U.S. and Canada: [www.metro.com/contactus](http://www.metro.com/contactus)

L02-194  
Printed in U.S.A. Rev. 5/18

Information and specifications are subject to change without notice. Please confirm at time of order.

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**C5 4 Series** Insulation Armour™ Plus Heated Holding Cabinets

**13-94**

13.94

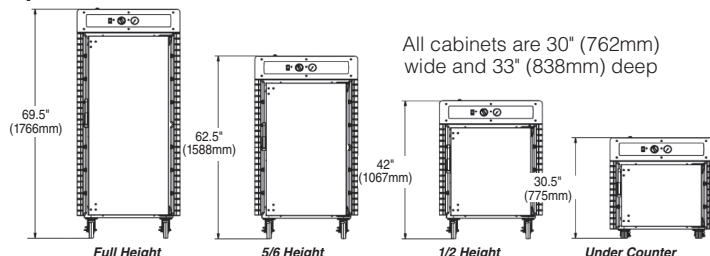
Job \_\_\_\_\_



We put space to work.

# C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets

## Specifications



- Cabinet Material:** Type 304 stainless steel, 20-gauge cabinet body with High Density Polyethylene (HDPE) exterior.
- Insulation:** Insulation Armour™ Plus HDPE polymer panels with 2" thick CFC free foamed-in-place polyurethane insulation. High density fiberglass insulation on top (3" thick) and bottom (1 1/2" thick).
- Casters:** Plate mounted, 2 swivel and 2 swivel with brake. 5" (127mm) diameter donut neoprene wheel on full, 5/6, 1/2 height units. 2" (51mm) diameter polyolifin wheel on under counter units.
- Doors:** Type 304 stainless steel, 20-gauge insulated, welded doors. Field reversible, 180° swing. Solid doors fully insulated with 2" thick high density fiberglass insulation. Insulated clear doors are double-pane tempered glass and argon filled with Low-E coating.
- Door Latch:** Chrome plated, high-strength flush mounted magnetic latch with lever-action release.
- Door Gaskets:** High temperature, door mounted, Santoprene gasket.
- Door Hinges:** Type 304 stainless steel, 11-gauge heavy-duty pivot hinge with welded pin.
- Universal Wire Slides:** 1/4" (6.4mm) diameter nickel-chrome electroplated wire, adjustable on 1/2" (38mm) increments. Type 304 stainless steel uprights
- Lip Load Slides:** 1 1/2" x 1/2" x 0.063" (38mm x 13mm x 1.6mm) extruded aluminum channel slides, fixed on 1 1/2" spacing, riveted to .063" aluminum uprights.
- Heat Generation System:** Thermostatically controlled 1360W heating element, ball bearing blower motor, and ducted air system.
- Cord:** 7 1/2' power cord with NEMA 5-15P plug end for 120V, NEMA 6-15P plug end for 220-240V. Factory mounted on top (full, 5/6 heights) or back (1/2 height, under counter). Mounting is field reversible without re-wiring.
- Clearance Requirements:** 18" (46cm) away from any cooking equipment. AVOID contact with any surfaces that exceed 200°F (93°C). Recommended minimum clearance from enclosures is 1 1/2" (38mm) on sides and rear, 6" (152mm) on top. Minimum 1/2" (13mm) clearance above under counter units is required.

### Slide Capacities:

Cabinet Size	Universal Wire Slide Pan Capacity												Lip Load Slide Pan Capacity
	Slide Pairs		Sheet Pans	Steam Pans			Gastronorm				Sheet Pans		
	Provided	Max.	18" x 26"	12" x 20" x 2.5"	12" x 20" x 4"	12" x 20" x 6"	65mm Depth 2/1	100mm Depth 2/1	150mm Depth 2/1	150mm Depth 1/1	18" x 26"		
Full Height (Full Length Door)	17	34*	17**	34	22	14	17	34	11	22	7	14	34***
Full Height (Dutch Doors)	16	32*	16**	32	20	12	16	32	10	20	6	12	32***
5/6 Height	14	29*	14**	28	20	12	14	28	10	20	6	12	29***
1/2 Height	8	15*	8**	16	10	6	8	16	5	10	3	6	16***
Under Counter	5	10*	5**	10	6	4	5	10	3	6	2	4	11***

\*Maximum number of slide pairs @ 1.5" spacing. Additional slide pairs ordered separately.  
 \*\*Standard capacity @ 3" spacing. Increased capacity requires additional slide pairs.  
 \*\*\*Standard capacity @ 1.5" spacing.

### 120V Model Number Description

11.7A, 60Hz, 1400W

Cabinet Height  
 9 = Full Height  
 8 = 5/6 Height  
 5 = 1/2 Height  
 3 = Under Counter

Door Style  
 FS = Full Length Solid  
 FC = Full Length Clear  
 DS = Dutch Solid  
 DC = Dutch Clear

**C5 4 9 - A S FS - U**



NEMA 5-15P

Slide Type  
 U = Universal Wire  
 L = Lip Load Aluminum

\*Please note: Dutch doors only available on full height cabinets. Clear doors only available on full height dutch and under counter models.

### 220-240V Model Number Description (add "X")

5.9A, 50/60Hz, 1176-1400W

**C5 4 9 X - A S FS - U**



NEMA 6-15P

\*Please note: 220-240V models only available with universal slides.

### Models with Accessories or Options

**C5 4 9 - A S FS - U A**

An "A" suffix indicates that accessories need to be factory assembled to the cabinet. Order accessories separately.

### Options/Accessories:

- Travel Latch / Hasp (C54-TRVL)\*
- Factory Left Hand Hinging (DD3768)
- 6" Casters (C5-6CASTER)
- Rear Rigid Casters (C5-RDGCSTR)
- 6" Stainless Steel Legs (C5-SSLEGS)
- Straight Plug, 120V (C5-STRPLG-15)
- Twist Lock Plug, 120V (C5-RTWSTPLG-15)
- Small Item Shelf (C5-SHELF-S)
- Universal Slide Pair, Chrome (C5-USLIDEPR-C)
- Universal Slide Pair, Stainless (C5-USLIDEPR-S)
- Stainless Steel Universal Slide Upgrades
  - Full Height (C5-USLIDE-9S)
  - 5/6 Height (C5-USLIDE-7S)
  - 1/2 Height (C5-USLIDE-5S)
  - Under Counter (C5-USLIDE-3S)

\*Please note: C54-TRVL is only available on full, 5/6, 1/2 height solid doors (not available on clear doors or under counter cabinets).

C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets



an Ali Group Company



The Spirit of Excellence

**To:**  
Livonia Public Schools  
Pat Schuchardt

**Project:**  
Livonia Public Schools-Heated  
Cabinets 22-7004-BM

**From:**  
Stafford Smith, Inc.  
Matthew Bigelow  
25311 Dequindre Road  
Madison Heights, MI 48071  
248-798-9114 (Contact)

---

Due to the global supply chain issues and subsequent freight issues, Stafford Smith is not responsible for any unforeseen surcharges, price increases and other increases in cost after the order is placed. These costs will be passed along to the customer. Proof of these increases can be surrendered upon request.

---

Item	Qty	Description	Sell	Sell Total
1	9 ea	<b>MOBILE HEATED CABINET</b> Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$3,978.00	\$35,802.00
	9 ea	1 year warranty against manufacturing defects <b>Lead Time 8 weeks</b>		
			<b>ITEM TOTAL:</b>	<b>\$35,802.00</b>
1.1	9 ea	<b>CUSTOM</b> Stafford-Smith, Inc. Model No. ENERGY STAR REBATE IF APPLICABLE Please note that some Food Service equipment is Energy Star rated and these can qualify for substantial rebates from your local utility provider. (DTE Energy) In most cases, the term "Energy Star" will appear in the item description but some customer items, like ventilation systems, may qualify without noting it. Ask your sales person about possible rebates today! Please note that this program is subject to change without notice.	\$-400.00	\$-3,600.00
			<b>ITEM TOTAL:</b>	<b>\$-3,600.00</b>

Merchandise	\$32,202.00
Freight	\$1,050.00
Set in Place Del	\$1,100.00
RESA Fee	
Subtotal	\$34,352.00
Total	\$34,352.00

TERMS: Upon receipt of application for business account, signed quote/purchase order and review by the credit department, the down payment and terms will be established and shared with the customer and account executive. Stafford-Smith reserves the right to progress bill for equipment as needed. This includes items shipped by the manufacturer to Stafford-Smith for storage and is not conditional upon being installed, mechanically connected or operational. You are welcome to inspect all stored materials.

Stafford-Smith, Inc. shall retain security interest in all equipment, parts, small wares, accessories, attachments, additions, and any replacements of the above that have been installed, affixed to or used in connection with the items specified in this proposal until all amounts have been paid.

Should the Buyer sell or otherwise dispose of such collateral in violation of the terms of this agreement, Stafford-Smith, Inc. retains an interest in the proceeds from such transactions. Buyer authorizes Stafford-Smith, Inc. to file a financing statement describing the collateral and a copy of this agreement and/or the credit application may be filed as a security agreement for granting a secured interest in Buyer's inventory and sales proceeds thereof.

Past due amounts constitute a default and are subject to service charges of 1 ½% per month, collection costs, and attorney fees. Warranties are conditioned on your paying the full purchase price for the equipment.

In addition to non-payment, an act of default by the buyer will have occurred if the buyer fails to accept the order of goods or fails to perform any other covenants under this agreement. In the event of default, Stafford-Smith, Inc. may enter any business property and without breach of the peace take possession of any or all collateral and exercise our rights in the event of default of a secured party as specified under the Uniform Commercial Code. Should any disputes arise, Buyer also acknowledges and submits to jurisdiction in the State of Michigan and County of Kalamazoo.

Except as otherwise provided herein, this proposal does not include any applicable State or Federal taxes, any charge for electrical wiring or plumbing and is subject to acceptance by buyer and seller within thirty (30) days from the date of this quote and only in accordance with the terms stated.

When ordering drop-ship equipment, please be aware to inspect your order immediately upon receipt. You may request the driver wait, for a reasonable amount of time, while you inspect and they must comply to your request. If the driver refuses to wait, please mark the receipt "driver not willing to wait" and contact Stafford-Smith within (48) hours in order for a claim to be filed. If there is damage, you may refuse or you can accept and note the damage. Please take photos, if possible, to assist in filing the claim. You must keep all original cartons, even if you accept the damage, so Stafford-Smith can pursue a freight claim on your behalf. Please send the bill of lading and any additional documentation to your Stafford-Smith representative.

If you don't have time to inspect when delivered, you have up to (48) hours to inspect and notify us

immediately if there is an issue so we can address the best way to handle the claim. If not notified within (48) hours, your claim may not be valid.

Effective 2-1-22 we will be implementing a 3.5% surcharge on credit card transactions. As an alternative we also accept ACH, ECheck and wire transactions and you can pay directly from our website.

I agree to the terms hereof and offer to purchase described goods and services as proposed hereby.

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Project Grand Total: \$34,352.00

**Project:**  
Livonia Schools  
15125 Farmington Rd  
Livonia, MI 48154

**From:**  
The Sam Tell Companies  
Lisa Newman  
300 Smith Street  
Farmingdale, NY 11735-1114  
(631)501-9700

Job Reference Number: 63020

Item	Qty	Description	Sell	Sell Total
1	9 ea	<b>MOBILE HEATED CABINET</b> Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$4,631.00	\$41,679.00
	9 ea	1 year warranty against manufacturing defects		
			<b>ITEM TOTAL:</b>	<b>\$41,679.00</b>
			Total	\$41,679.00

Prices Good Until: 03/13/2022

Remit Address:  
Sam Tell and Son, Inc. PO Box 1180 Farmingdale, NY 11735

All quotes are subject to all applicable Sales and Use Taxes in effect at the time of delivery based upon destination.

## Terms and Conditions

### Contracts

To the extent that the parties enter a separate written contract, the terms and conditions below will apply to the extent permitted by the respective provisions of the contract. Where the underlying contract is silent as to the provisions below, the provision below will apply in their entirety.

**Quoted Prices**

Quoted prices are valid for 30 days from the date of the quote, subject to the paragraph directly below. Sam Tell reserves the right to adjust pricing as necessary after the 30-day period.

During periods of unpredictable market and economic based supply chain disruption beyond Sam Tell's control, unexpected and immediately effective price increases (inclusive of raw materials surcharges) can apply to quoted materials from Sam Tell's vendors for this project. In these instances, Sam Tell reserves the right to adjust affected pricing herein by a rate not exceeding the documented increase rate from the vendor. Notifications from Sam Tell's vendor will be forwarded along with a quote with updated prices.

**Payment Terms**

A deposit of 50% of the order total is required upon signing of the quotation/contract. Equipment and opening orders will not be placed prior to receipt of said deposit and receipt of signed quotation/contract. The balance shall become due prior to delivery of equipment or merchandise to the project or designated delivery location. Payment must be received prior to the scheduling of delivery and installation. Please allow a minimum of 7 days for scheduling. Payment delays will result in delivery delays.

All accounts are considered prepaid unless prior arrangements have been made with our Credit Department.

**Title**

Title to goods shall not pass until payment of all amounts stated are received, credited, and cleared in full. The buyer agrees to permit Sam Tell & Son, Inc. (Sam Tell) to file a UCC-1 claim with the appropriate City and State agencies without signature. The buyer's signature to this agreement shall constitute authorized signature to a UCC-1 filing.

**Custom Fabrication Lead Time**

All custom fabricated equipment will have a standard production lead time, subsequent to final approval of shop drawings and this lead-time can range from 8 to 24 weeks.

**Specification and Workmanship**

All material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard industry practices. Any deviations or changes in the above specifications and cost will be executed upon written change orders.

**Buyer's Obligations**

The Buyer's obligations include efficient project coordination, including scheduling a full and productive day's work for Sam Tell installation and delivery staff. If Sam Tell staff and resources remain idle as a result of lack of Buyer's coordination, partial deliveries requested by the buyer or resulting from buyer's non-compliance, partially requested workdays by the buyer, relocating and reinstalling equipment because the site is not ready, the installation shall be subject to extra charges.

**Project Delays/Delivery Cancellations**

In the event that the buyer delays delivery for more than 15 business days beyond the agreed upon delivery date, payment of the total outstanding balance associated with such delivery will become immediately due and payable. Sam Tell reserves the right to impose storage fees and the buyer assumes the obligation for such fees caused by such delays.

In the event of a delivery cancellation, if the equipment order has already been loaded onto a truck and set for delivery, there will be a cancellation fee of up to \$2,400 to cover costs associated with labor and equipment utilization.

### **Our Service/Set in Place**

Set-In-Place includes: the uncrating and/or placement of new food service equipment including, custom fabricated stainless-steel equipment and other equipment as noted within this quotation/contract, locating, and leveling the equipment as per plan, ready for utility connections (final connections by others). All packaging materials will be removed from the equipment and from the site.

Basic set-in-place services exclude (but not limited to) all of the following, unless specified otherwise in this proposal: s/s wall sheets, ceiling hung mechanical assemblies such as fans and air scrubbers, ceiling hung refrigeration racks, millwork, stone, solid surface materials (Corian etc.), owner furnished equipment, alterations, relocation or removal of existing equipment, mechanical hook ups, remote refrigeration, fire suppression systems, beer & soda systems, remote beer or other beverage conduit runs, startups and demonstrations, purchase of trim metal, custom or unusual hardware, laborers, cleaning, composite unloading, seismic restraints, core drilling, overtime, elevator, hoist, rigging and crane fees, permits and filing, coordination and job meetings, fees and time for safety orientation, drug testing and fire watch, security inspections and inventory procedures.

### **Warranty Coordination**

Sam Tell will assist with the placement of any service calls during the equipment warranty period. Buyer may be required to submit credit card information to respective service agency for certain warranty calls; Sam Tell is not responsible for providing a credit card.

Service bills that are generated as a result of non-warranty service calls, either as a result of owner misuse and/or abuse or owner provided utility work, will not be covered by Sam Tell and will be billable to the client.

Upon expiration of the warranty period of the equipment, the client will arrange all equipment repairs directly with their preferred service company.

### **Insurance**

Our practice is to provide insurance certificates which include our standard coverages and limits. Additional requests beyond such industry standard limits and policies will be subject to additional charges.

### **Late Fees, NSF Checks and Legal/Collection Costs**

Sam Tell reserves the right to assess late charges of 1.5% per month on past due balance. In the event your account is placed for collection for nonpayment, the customer further agrees to pay all obligations, including but not limited to collection agency fees, attorney fees and court costs incurred by Sam Tell or its agents. Buyer will also be responsible for all NSF check fees imposed by our lending institution.

### **Governing Law**

This agreement shall be governed in all respects by the laws of the State of New York. The Parties hereby consent to the jurisdiction of any New York State Court, or any Federal Court located in the State of New York in connection with any lawsuit commenced to enforce the terms of this agreement.

**Returns**

Items that Sam Tell maintains active inventory of are not subject to restock fees. Equipment restocking charges are at the discretion of the manufacturer and will include crating (where applicable), inbound, and outbound freight. Non-equipment items that Sam Tell doesn't inventory are subject to a restocking fee of 25%, plus the cost of inbound and outbound freight. Custom items are not returnable. Should you wish to return an item, please call our customer service department. You will need to provide the following information:

- Invoice #/ Description of the item/ Reason for the return
- We will issue you a return authorization number

**Damage and Short Shipments**

Customers are expected to inspect all product at time of delivery and notate short shipments and/or damage on the respective bill of lading. Damaged product should be returned with our driver on the same day of delivery.

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Project Grand Total: \$41,679.00



# Quote

02/11/2022

**Project:**  
K-12 ISD Livonia, MI

**From:**  
Cook's Correctional  
Bryan Whisenhunt  
27725 Diehl Rd.  
Warrenville, IL 60555  
630-821-6300 157

Job Reference Number: 12554

Item	Qty	Description	Sell	Sell Total
1	9 ea	<b>MOBILE HEATED CABINET</b> Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$4,359.46	\$39,235.14
	9 ea	1 year warranty against manufacturing defects		
			<b>ITEM TOTAL:</b>	<b>\$39,235.14</b>
			Merchandise	\$39,235.14
			Freight	\$2,385.00
			<b>Total</b>	<b>\$41,620.14</b>

Prices Good Until: 03/13/2022

**\*\*\*PRICING IS GOOD FOR 30 DAYS\*\*\***

Returned equipment may be subject to manufacturer restock fee.

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Project Grand Total: \$41,620.14



# Livonia Public Schools

*District Services*

Date: April 13, 2022

To: Andrea Oquist, Superintendent

From: Phillip Francis, Assistant Superintendent of District Services

Re: Gymnasium Lighting Replacement and Garfield Electrical Service Upgrade

I would like to request adding Gymnasium Lighting Replacement and Garfield Electrical Service Upgrade as an agenda item to the April 18, 2022 Committee of the Whole meeting, so I can update the Board on the award recommendation to replace lighting at Cooper Upper Elementary, Johnson Upper Elementary, Riley Upper Elementary, Emerson Middle School, Frost Middle School and Holmes Middle School. The lighting replacements in these schools' gymnasiums will move us from fluorescent to LED lighting. In addition, this project includes an electrical power upgrade at Garfield Community School. This upgrade is required to meet the needs of both the new greenhouse being installed at Garfield and the upcoming air conditioning that will be taking place via the 2021 Bond Initiative.

The bids were due on March 18, 2022, and we received responses from two electrical companies. Great Lakes Power & Lighting is the recommended low responsible bidder in the amount of \$687,000.00 for this project. There will be an 8% contingency in the amount of \$54,960.00 for a total approved project amount of 741,960.00 from the District's Sinking Fund. Related to this upgrade, the District will receive rebates for the installation of the gymnasiums' LED fixtures from DTE after completion. Plus, we will experience lower energy bills due to the lighting upgrade.

Please add this as an agenda item for April 18, 2022 COW meeting and contact me if you have any questions. Thank you.

Attachment

PF/ko

c: Board of Education



# Livonia Public Schools

## Facilities and Operations

Date: March 23, 2022  
To: Phillip Francis, Assistant Superintendent of District Services  
From: Harry C. Lau, Administrator of Facilities and Operations  
Re: Recommendation to Award the Lighting Replacement at Six Sites

I am recommending and seeking approval to award the lighting replacement at six sites to Great Lakes Power & Lighting. The six sites are as follows:

1. Cooper Upper Elementary
2. Johnson Upper Elementary
3. Riley Upper Elementary
4. Emerson Middle School
5. Frost Middle School
6. Holmes Middle School

The current lighting will be upgraded to LED fixtures. Going to LED fixtures will improve the lighting in the gyms and reduce energy consumption at these buildings. The District will receive rebates from DTE for the replacement of fluorescent bulbs to LED fixtures.

We also have the Garfield Community School power upgrade in this bid, which will be needed to serve the greenhouse and the future air conditioning at Garfield.

The total cost of this project will be \$687,000.00. A list of the vendors that participated in this bid are listed below:

Great Lakes Power & Lighting	Casco, MI	\$687,000.00
Green Line Electric, LLC	Plymouth, MI	\$724,000.00

Rationale: The switch from fluorescent to LED lighting will save the District money and help shrink our carbon footprint.

Thank you for your consideration in this matter.

cc: K. Oaks  
S. Scott

**LIVONIA PUBLIC SCHOOLS**  
**Lighting Replacement at 6 Sites and**  
**Electrical Service Upgrade at Garfield Bid**  
**Charger Conference Room, Central Office**  
**12:00 Noon, 3/18/22**

VENDORS BIDDING DESCRIPTION	Great Lakes		Green Line			
	Power & Lighting		Electric LLC			
<b>GRAND TOTAL:</b>	<b>\$687,000.00</b>	<b>\$</b>	<b>\$724,000.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
BID BOND	X		X			
EQUAL OPPORTUNITY	X		X			
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X		X			
IRAN SANCTIONS STATEMENT	X		X			
ADDENDUM 1	X		X			
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION	X		X			28
PRICE FIRM FOR 90 DAYS	X		X			
TERMS OF PAYMENT	X		X			
ADDITIONAL SHEETS	X		X			
<b>COMMENTS</b>						
<b>RECORDED BY: Harry Lau</b>	<b>DATE: 3/18/22</b>		<b>WITNESSED BY:</b>	<b>Katrina Villasenor</b>		<b>DATE: 3/18/22</b>



# Livonia Public Schools

## Academic Services

Date: April 13, 2022  
To: Andrea Oquist, Superintendent  
From: Theresa O'Brien, Chief Academic Officer  
Subject: German III, IV, V Textbook Recommendation

Please include the German III, IV and V textbook recommendation on the Curriculum Committee agenda for the April 18, 2022, Board of Education Committee of the Whole meeting. I would like the opportunity to share the recommendation from our German teachers for textbooks and supplemental resources for levels III, IV and V. The cost of these materials does not reach the threshold to need a vote, but I would like to update the Board on the recommendation.

Attached is the quote and the committee's memo to secondary principals with their recommendation to purchase Klasse! A2(2019) and B1(2020), which would cover German III, IV, and V. Klasse! A2 would be used for Levels III and IV and Klasse! B1 would be for German V. We are requesting a total of 102 textbooks: 81 of Klasse! A2 and 21 copies Klasse! B1.

The committee of German teachers reviewed four textbooks and chose the Klasse! Series based on the rubric the committee created. This purchase is for textbooks, workbooks, teacher materials and eight years of the online access for a total of \$17,472.30. The publisher is providing access to an additional platform for the duration of the licenses that provides web-based exercises, games in German, and additional media (video, sites and apps) for students and lesson planning guides, online answer keys, glossaries, and vocabulary lists.

Additionally, the committee is requesting an additional \$488.85 in supplemental resources including cultural readers, test preparation guides, and cultural textbooks.

Thank you for your consideration of this request.



Date: April 13, 2022

To: Kevin Etue, Principal, Churchill  
Pete Mazzoni, Principal, Stevenson  
Andrew Pesci, Principal, Franklin

FROM: Matthew Miga, World Language Facilitator

SUBJECT: Textbook Recommendation for German III/IV/V

### **Committee Members**

Anastasia McKorwin, Franklin  
Helga Rom, Stevenson and Holmes  
Heather Roosevelt, Churchill and Frost

### **Recommended Textbooks:**

**Klasse! A2, 2019, Klett (Levels 3/4)**  
**Klasse! B1, 2020, Klett (Level 5)**

### **Helene Rhodes**

*Lead Program Consultant*  
Klett World Languages  
hrhodes@klettwl.com  
708-689-0409 x109

### **Supplemental Materials**

Teacher's Edition  
Intensive Trainer Book  
Grammatik mal vier Grammar Practice for Beginning to Intermediate German  
Entdeckungsreise D-A-CH Cultural Textbook  
66 Sprachspiele fuer die Schule  
55 Grammatikspiele

### Estimated distribution of textbooks (Teachers requested classroom sets)

<i>Klasse! A2</i> (Estimated total copies of 81; used for German III/IV) Churchill: 27 Franklin: 27 Stevenson: 27	<i>Klasse! B1</i> (Estimated copies of 21; used for German V) Churchill: 7 Franklin: 7 Stevenson: 7
--	--

### Summary of Course

German 3-5 introduces students to the Germanic language and culture through the study and use of the three modes of communication (interpersonal, presentational, and interpretive). Students aim to develop proficiency in the five focus areas of second-language acquisition (communication, cultures, connections, comparisons, and communities). Students will develop an intercultural awareness of the world around them and an understanding that proficiency in a world language is a powerful tool to help them succeed in our interconnected world.

### Overview

The current textbook represents an outdated mindset of how languages should be taught. Pedagogy has evolved to a more communicative approach which is well-represented by the *Klasse! A2* and *B1* textbook. It was developed based on current pedagogical research that will allow students opportunities for interpersonal, presentational, and interpretive communication.

The committee recommends a switch from *Portfolio Deutsch* (used for levels 1 and 2) to *Klasse! A2* and *B1* to allow students to be exposed to a wider variety of communicative language learning approaches. The upper level textbooks are still published by the same source, thus students would already be familiar with some aspects, but they would be exposed to instruction primarily in the target language. The upper level textbooks have instructions written only in German. Students should be able to make a smooth transition after having used the *Portfolio Deutsch* book for two years, also published by Klett.

The presentation in the *Klasse! A2* and *B1* books revolve around a central thematic question. With a conversational approach to presenting vocabulary and interactive activities that support each mode of communication (interpersonal, presentational, and interpretive), *Klasse! A2* and *B1* reinforces the current pedagogical research to create competent speakers of the language who seek to continue on in the content area.

The committee recommends the usage of *Klasse! A2* for German 3 (Chapters 1-6 in the book). Chapters 7-12 would be used for German 4. This way, students would continue to be exposed to and use the same approach and materials, allowing for continuity and consistency.

The committee recommends that *Klasse B1* be used for German 5. It is the continuation of the series, designed for students to progress from intermediate to advanced

proficiency. Students would already be familiar with the series approach and methodology, which would allow for smooth transition.

**Evaluation Process**

All world language teachers met together to review research and best practices. It was agreed upon that the best situation would be one in which each language adopted a series, thereby the concepts would flow coherently and we would anticipate fewer gaps in content coverage. After reading contemporary best-practice research and second-language acquisition research, the team developed its needs assessment summary. The team designed a cohesive graphic to help guide further exploration of the texts. Next, the team developed a rubric to guide evaluation of texts. Finally, languages broke off to explore the available texts and evaluate them using the developed rubric.

The German team was composed of the current German 3/4/5 teachers in the district.

**Needs Assessment Summary**

Based on the best-practice and second-language acquisition research, the team developed the following graphic to guide our needs assessment:

<b>BALANCED</b>			
	<b>Planning with Themes</b>	<b>Instruction via Contextualized Communication</b>	<b>Assessment Continuum</b>
<b>I N P U T</b>	Authentic texts and materials Culturally appropriate Spiraled Age-appropriate/Engaging Cross-curricular connections	Focus on Form (Grammar) Balance (implicit vs explicit instruction, of modalities) Tasks and activities Learning continuum advancement appropriate accuracy	Rubric-based approach Focused on proficiency levels Tasks Can-do vs Knowing Feedback
<b>OUTPUT</b>			

**Evaluation Criteria**

We evaluated the textbooks on six main categories: Technology, Thematic Approach, Supplemental Ancillaries, Appeal to Students, Cultural Integration, and the American Council on the Teaching of Foreign Languages’ 5Cs (Culture, Communication, Connections, Comparisons, and Community). Within each of these categories, were several indicators related to that domain. This rubric was developed using our needs assessment and principles of Five Dimensions of Teaching and Learning.

## Topics Evaluated

Interpersonal Relationships; Music; Nutrition/Environment/Weather

## Textbooks Evaluated

- Klasse! A2 and B1
- *Deutsch Aktuell*, EMC
- *Deutsch Echt Einfach*, Klett
- *Portfolio Deutsch*, Klett-Langenscheidt

## Evaluation Rubric Outcome

Using our evaluation criteria, we rated our top two of the above listed series. Klasse! A2 ranked first. It ranked highest in fulfilling the most evaluation criteria. *Deutsch Echt Einfach* ranked second.

*Deutsch Aktuell* was outdated, not user-friendly, and confusing to students.

*Portfolio Deutsch* was satisfactory; however, the committee decided to use a fresh approach in order to avoid redundancy and oversaturation. As mentioned above, because both *Portfolio Deutsch* and *Klasse* books come from the same publishing source, the committee is confident that the transition would be easy and meaningful.

## Professional Development Needs

- Training of all online components
- Overview of print resources
- Time for collaboration and planning

## Additional Considerations

- This is for an eight-year license to the online component and e-book, with a guarantee of the same price for years nine and ten when we purchase those; in seven years, the district will need to evaluate the availability of online resources.
- Supplemental Resources to support teachers and students:

Dreimal Deutsch by Uta Matecki  
In Germany | In Austria | In Switzerland  
Cultural Reader and Workbook 80 pages  
\$ 32.25 (3 copies) (total: \$96.75)

Entdeckungsreise D-A-CH A2-B1 by Anna Pilaski, Heinke Behal-Thomsen, Christiane Bolte-Costabiei, Birgitta Fröhlich  
Intermediate/Advanced Test Preparation  
Cultural Textbook 144 pages  
\$ 37.95 (3 copies) (total: \$113.85)

Echselspiele für die interaktive Partnerarbeit by Michael Dreke, Wolfgang Lind

Cultural Textbook 144 pages  
\$ 49.25 (3 copies) (Total: \$147.75)

Grammatikspiele by Monika Rehlinghaus

A1-B2 144 pages  
\$ 43.50 (3 copies) (total: \$130.50)

Total supplemental purchase price: \$488.85

C

Theresa O'Brien

Dan Willenborg

World Language Department Chairs

# Books International, Inc.

P.O. Box 605, Herndon, VA 20172-9804

Authorized Distributor For:

**Klett World Languages**

<https://klettwl.com/>

4055 W Peterson Ave Suite 201 Chicago, IL 60646

# PRICE QUOTE

DATE:	4/4/22
QUOTE #:	20220404-446-HR
KWL Rep:	HR
PO #:	

## Customer

Livonia Public Schools

Attn: Academic Services / M Miga

15125 Farmington Rd.

Livonia, MI 48154-5413

DESCRIPTION	ISBN	QUANTITY	COST	TOTAL
Klasse! A2 Print Textbook	9783126071314	81	\$39.95	\$3,235.95
Klasse! B1 Print Textbook	9783126071420	21	\$39.95	\$838.95
Klasse! A2 Print Workbook	9783126071321	81	\$29.95	\$2,425.95
Klasse! B1 Print Workbook	9783126071437	21	\$29.95	\$628.95
Klasse! A2 Teacher's Manual	9783126071376	3	\$44.95	\$134.85
Klasse! B1 Teacher's Manual	9783126071444	3	\$44.95	\$134.85
Klasse! A2 Test Book	9783126071390	3	\$34.95	\$104.85
Klasse! B1 Test Book	9783126071468	3	\$34.95	\$104.85
Klasse! A2 Intensive Trainer	9783126071383	3	\$21.25	\$63.75
Klasse! B1 Intensive Trainer	9783126071451	3	\$21.25	\$63.75
Dreimal Deutsch	9783126752411	3	\$39.95	\$119.85
Entdeckungsreise D-A-CH A2-B1	9783126063807	3	\$44.95	\$134.85
66 Wechselspiele	9783126741507	3	\$49.95	\$149.85
55 Grammatikspiele	9783126741538	3	\$44.95	\$134.85
<b>ONLINE BOOKS:</b>				
Klasse! A2 Online Textbook - One-Year License - 8 Years bundled with print books 81 students x 8 years = 648 licenses	NP00860713101	648	\$10.63	\$6,888.24
Klasse! B1 Online Textbook - One-Year License - 8 years bundled with print books 21 students x 8 years = 168	NP00860714200	168	\$10.63	\$1,785.84
<u>Complimentary Items that Accompany the Adoption per Above, for the duration of the 8 years:</u>				
<ul style="list-style-type: none"> <li>- Additional web based online exercises for all students (These are apart from online books)</li> <li>- Worksheets and Copy Masters as downloads</li> <li>- Kahoot! games</li> <li>- Klett Augmented Media Access for all students even with print books</li> <li>- Answer Keys</li> <li>- Transcripts</li> <li>- Glossaries and Vocabulary Lists</li> <li>- Lesson Planning Guide</li> <li>- Media access via app, download, or embedded in online books</li> </ul>				
<b>TERMS to NOTE:</b>				
We will provide a complimentary Training Session on materials and the online learning platform as may be requested.				
Complimentary Teacher Management Online Book Codes are provided with the adoption above.				
All online book access codes are non-returnable and nonrefundable.				
We strongly suggest that a single administrator or office be responsible for the distribution of online book access codes.				

For Multi-Year Adoptions: If additional online book access codes are needed in the last year of the adoption, they will be available at the same discounted price.  
 For Livonia Public Schools only: These prices for the online books will be locked for years 9 and 10 of a 10 year adoption cycle. (Year 1= 2022-23)

Customer Note: Please be advised that all online book access codes are sent directly from the customer service center via email. Online items are not included in any format with the shipment of hard copies.

**TERMS AND CONDITIONS**

1. Customer will be billed after indicating acceptance of this quote
  2. Payment will be due 30 days net of billing
  3. Shipping estimate not to exceed 10% of print/physical items
- Customer Acceptance (sign below) if no purchase order sent:*

x \_\_\_\_\_  
 Print Name:

Subtotal		\$16,950.18
Taxable		\$0.00
Tax rate		0.000%
Tax due		\$0.00
Shipping	UPS/USPS Priority	\$522.12
<b>TOTAL Due</b>		<b>\$17,472.30</b>

If you have any questions about this price quote, please contact  
 [Helene Rhodes, 708-689-0409 Ext. 109, hrhodes@klettwl.com or orders@klettwl.com]  
**Thank You For Your Business!**



Date: April 13, 2022  
To: Andrea Oquist, Superintendent  
From: Theresa O'Brien, Chief Academic Officer  
Subject: Recommendation for Middle School ELA Textbook Resource

I, along with Christine Fankell, our ELA and Social Studies Coordinator, would like to request to be placed on the agenda of the Curriculum Committee meeting on April 18, 2022. I would like the opportunity to share the recommendation from our textbook adoption committee, to adopt CommonLit 360 as the resource for middle school ELA.

Attached is the committee's recommendation, including the process they have followed over the last three years and their plan for using CommonLit 360. There is no quote, because CommonLit is an open-ed source which is free to use. The committee plans to use CommonLit 360 as the core instruction as they build units of study around this resource.

The committee of teachers reviewed 12 textbook resources, beginning in the 2019 school year. A committee member recommended CommonLit 360, because she used it while the district was remote. The variety of texts and the ease of use for both teachers and students made teachers want to take a deeper look. Mrs. Fankell contacted EdReports to determine if they were planning to review CommonLit 360 and found that it was on the list to be reviewed. She then conducted her own in-depth review to get a deeper understanding of the alignment with the standards prior to making this recommendation. We look forward to sharing the details of that review at the Committee of the Whole meeting.

Additionally, the committee is requesting an additional \$10,000 in classroom books to provide each ELA teacher with \$500 to purchase books for students to use in their classrooms for independent reading. This purchase will be something we will want to continue to budget for as the committee builds their units of study using this program.

Thank you for your consideration of this request.

**DATE:** April 6, 2022

**TO:** Kevin English, Emerson Principal  
Lindsay Rousseau, Emerson Assistant Principal  
Shanan Wheeler, Frost Principal  
Brian Jensen, Frost Assistant Principal  
DeAnn Urso, Holmes Principal  
Deb Dykstra, Holmes Assistant Principal

**FROM:** Christine Fankell  
7-12 ELA and Social Studies Curriculum Coordinator

**SUBJECT:** Curriculum Resource Recommendations for Middle School Language Arts

This memo recommends CommonLit 360 as the primary curriculum resource for Livonia Public Schools developed units of study for Language Arts 7 and 8. The details below provide more information about the adoption process, as well as information to support the recommendation.

**Committee Members**

**Emerson**

Walt Power  
Julie King

**Frost**

Kristie Wells-Biggert  
Kelly Stone

**Holmes**

Russ Keberly  
Alyssa Pakulski  
Seth Torkelson-Regan

**Recommended Materials for Adoption**

CommonLit 360 is a free, open source curriculum resource with an interactive digital platform. It has the following components:

- Comprehensive Reading, writing, speaking and listening, grammar, and vocabulary
- Scaffolded Standards-aligned but with supportive questioning for struggling readers
- Easy to use Classroom-ready materials, fully packaged with teacher guides
- Digital/Print Most lessons have a print/digital option for a blended instructional approach
- Highly Effective Research-backed, with strong pilot results in a diverse set of schools

Our team will utilize CommonLit 360 as a curriculum resource to support the development of Livonia Public Schools' integrated reading/writing units of study for Language Arts 7 and 8.

### **Evaluation Process**

A committee of 7th and 8th grade English Language Arts teachers, with representation from all middle schools, began meeting in Spring 2019. The committee followed the textbook adoption procedures outlined in the Board Policy of Livonia Public Schools.

### **Shared Vision**

The committee reviewed our LPS vision, focusing on the part that was adopted directly from the Common Core State Standards, “students who are college and career ready” to determine what students who are college and career ready will need in an English Language Arts experience:

- Demonstrate independence
- Build strong content knowledge
- Respond to the varying demands of audience, task, purpose, and discipline
- Comprehend as well as critique
- Value evidence
- Use technology and digital media strategically and capably
- Come to understand other perspectives and cultures

In addition, the committee also identified the following needs:

- integrated reading/writing units
- inquiry/problem-based instruction
- texts as mirrors and windows
- access to print and digital texts

### **Evaluation Criteria**

Based on our vision we created a rubric with the following criteria:

- Alignment to vision and state standards  
Units with universal themes
- Complexity of texts, variety of texts, cultural diversity
- Close reading, metacognitive reading strategies, literary elements
- Questions and tasks that require textual evidence and critical thinking
- Analysis of arguments, use of textual evidence, writing in response to reading
- Academic conversations
- Grammar and language conventions
- Gradual release model
- Connections to student experience, contemporary world, diverse cultures
- Differentiation
- Formative and summative assessment
- Digital platform

### **Curriculum Resources Considered**

The following resources were identified for review based on high scores from EdReports:

Amplify ELA  
LearnZillion Guidebooks  
Expeditionary Learning

Wisdom and Wit, Great Minds  
Springboard, College Board  
American Reading Company  
Developing Core Proficiencies  
Core Knowledge Language Arts  
Louisiana Guidebooks  
Engage NY  
StudySync, McGraw-Hill Education  
myPerspectives, Pearson/Savvas Learning  
IntoLit, Houghton Mifflin

CommonLit was identified as a possible resource by a member of the committee. As it was not reviewed by EdReports, I reached out and learned that CommonLit 360 is in the process of being reviewed. As the results are pending, I completed a comprehensive standards analysis of CommonLit and have identified adaptations that we would make to strengthen the units. See below.

### **Evaluation Rubric Outcome**

The results of the rubric rating showed McGraw-Hill Education, Pearson, and CommonLit to be front runners. Based on the rubric rating, each curriculum resource was piloted for 3-4 weeks during the 2021-22 school year.

### **Student Response**

Following each pilot, students were surveyed to provide us feedback on the resources used. 70 percent of students indicated that they would recommend CommonLit as a learning resource over the other two curriculum products. The following are quotes from the survey that was given after piloting:

“These materials were somewhat easy to understand as they had steps and basically told you what you had to do. It guided you throughout the lesson.”

“I liked the stories and how most of the main characters showed a lot of character development.”

“I really liked being able to highlight (digitally) as I read because when I needed evidence I was able to go back and find my highlighted quotes to use.”

“I enjoyed the stories and how they were real life situations and putting you in an environment that maybe you never had to go through yet it helped you understand how other people live . . .”

Ultimately, the decision to recommend CommonLit 360 as a curriculum resource was based on the ease of digital navigation, the resources available in the digital platform, and high interest texts and topics within the units.

### **Integrated Reading and Writing Units**

My research provided the committee with a lot of additional information in order to make this recommendation. Each CommonLit 360 unit contains a single theme and essential question. Multi-faceted exploration of each theme and essential question allows for the development of deep content knowledge. This investigation also provides students the opportunity to apply learning across a wide range of texts in and out of the classroom, build domain-specific vocabulary, and practice writing across

texts. Each unit is based around a theme and essential questions, such as, Life Changing Moments, “How can the challenges in our lives affect our perspective on the world?”. In addition to the theme and essential question, each unit component, and lesson shares an integrated approach that blends instruction across reading, writing, speaking and listening, and language strands. The lessons within each unit will provide a model for direct instruction for skills linked to state standards as well as instructional notes to support a culturally responsive framework. CommonLit360 provides an interactive digital platform to support instruction.

As we move forward as a committee with developing LPS reading/writing units of study using the CommonLit 360 curriculum, we will:

- Use the standards analysis results to identify areas that need to be strengthened
- Add texts to support a balance of literary and informational texts in each unit
- Establish close reading routines
- Develop common unit assessments
- Create a culturally responsive curriculum

### **Professional Development Needs**

The committee members, along with Christine Fankell and the new 7-12 ELA and Social Studies Coordinator will design a professional development plan for supporting staff. The focus for learning will be:

- creating a safe environment for learning (SEL)
- understanding how to navigate the digital platform
- recognizing and applying instructional shifts
- using assessments to drive instruction

In addition, we would like the following supplemental materials to support the LPS developed units.

Novels for classroom libraries  
Novels for class study  
Novels for book clubs  
Chromebooks for each classroom

For additional information on the adoption recommendation, contact Christine Fankell at x42192.

**CC**

Theresa O’Brien

Dan Willenborg



Date: April 12, 2022  
To: Andrea Oquist, Superintendent  
From: Daniel R. Willenborg, Director of Secondary Programs  
& District Services  
Subject: LCTC Purchase of a Dump Trailer

During the BOE Study Session of April 11, 2022, I provided notification and a request for the purchase of a Dump Trailer for use in the Construction Trades classes at the LCTC.

This Dump Trailer is a multiple use trailer that will serve the many needs of our Construction Trades classes. The trailer will be used primarily for hauling dirt, stones, bricks, and gravel to the construction site. It has a hydraulic scissor lift capability that allows for the dumping of loads. It will also be used to transport the recently purchased Teleskid Tractor.

This item went to bid in March of 2022 and we are awarding the bid to Beck's Trailer of St. Johns, Michigan, for the purchase price of \$34,105.00. The Dump Trailer is being purchased from 61C Grant funds, which award purchases in support of Career Technical Education. This is not a General Fund purchase.

Please include this item on the agenda of the Committee of the Whole meeting of April 18, 2022.

**LIVONIA PUBLIC SCHOOLS**  
**Livonia Career Technical Center**  
**Dump Trailer Bid**  
**Warehouse Conference Room, Warehouse**  
**12:00 Noon, 3/28/22**

<b>VENDORS BIDDING DESCRIPTION</b>	Beck's Trailer					
	St. Johns, MI					
	Dump Trailer					
<b>GRAND TOTAL:</b>	<b>\$34,105.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						43
PRICE FIRM FOR 90 DAYS						
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
<b>COMMENTS</b>						
<b>RECORDED BY: Harry Lau</b>	<b>DATE: 3/28/22</b>		<b>WITNESSED BY:</b>			<b>DATE:</b>

*Harry C Lau*



Tools

Collections SafeSearch on



3 TO...



PJ Trailers

83" Low-Pro High Side Dump (DM) - PJ Trailers

Visit

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PJ Trailers Company

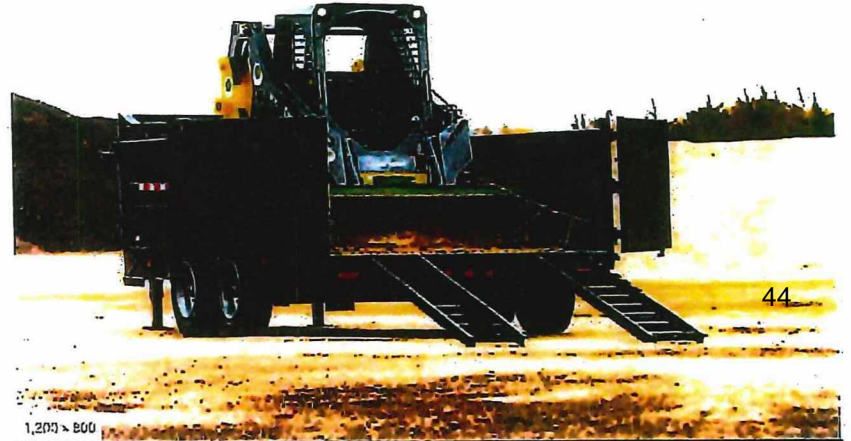
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Skid Steer Trailers - PJ Trailers

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SLE Equipment  
Lawn mower store in Nashville, Tennessee

Related images

See more



Date: April 12, 2022

To: Andrea Oquist, Superintendent

From: Daniel R. Willenborg, Director of Secondary Programs  
& District Services

Subject: LCTC Purchase of SprayWorks Insulation Trailer

During the BOE Study Session of April 11, 2022, I provided notification and a request for the purchase of a SprayWorks Insulation Trailer for use in the Construction Trades classes at the LCTC.

This item is a stand-alone spray insulation system based on its own trailer platform. Spray foam (closed cell insulation) has become the industry standard for new home insulation. This purchase will allow the teaching and demonstration of that skill in the Construction Trades classes.

This item went to bid in March of 2022 and we are awarding the bid to SprayWorks Equipment Group of Hartville, Ohio for the purchase price of \$59,858.00. The SprayWorks Insulation Trailer is being purchased with 61C Grant funds, which award purchases in support of Career Technical Education. This is not a General Fund purchase.

Please include this item on the agenda of the Committee of the Whole meeting of April 18, 2022.

**LIVONIA PUBLIC SCHOOLS**  
**Livonia Career Technical Center**  
**Spray Trailer Bid Tab**  
**Warehouse Conference Room, Warehouse**  
**12:00 Noon, 3/28/22**

<b>VENDORS BIDDING DESCRIPTION</b>	Sprayworks Equip.					
	Kent, OH					
	Spray Trailer					
<b>GRAND TOTAL:</b>	<b>\$59,858.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						46
PRICE FIRM FOR 90 DAYS	X					
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
<b>COMMENTS</b>						
<b>RECORDED BY: Harry Lau</b>	<b>DATE: 3/28/22</b>		<b>WITNESSED BY:</b>			<b>DATE:</b>



Date: April 12, 2022  
To: Andrea Oquist, Superintendent  
From: Daniel R. Willenborg, Director of Secondary Programs  
& District Services  
Subject: LCTC Purchase of an Anatomage 3D Dissection Table

During the BOE Study Session of April 11, 2022, I provided notification and a request for the purchase of a Anatomage 3D Dissection Table for use in the Health Science classes at the LCTC.

The Anatomage 3D Dissection Table is the most technologically advanced virtual dissection table for anatomy education. It is where anatomy meets virtual reality through ultra-high quality life-size visualization and offers a high-quality lab experience without any chemicals, environmental concerns, or additional ventilation requirements. The table has been FDA cleared for use in assisting medical diagnosis and can be utilized as a valuable tool for surgical case review, patient consultation, and medical research. The included digital anatomy library offers over 1,300 clinical cases; including brain aneurysms, bone fractures, medical implants, and gunshot wounds.

This item went to bid in March of 2022 and we are awarding the bid to Anatomage, Inc. of Santa Clara, California for the purchase price of \$95,810.00. The Anatomage Dissection Table is being purchased with 61A Funds which are funds set aside by the State in support of Career Technical Education. This is not a General Fund purchase.

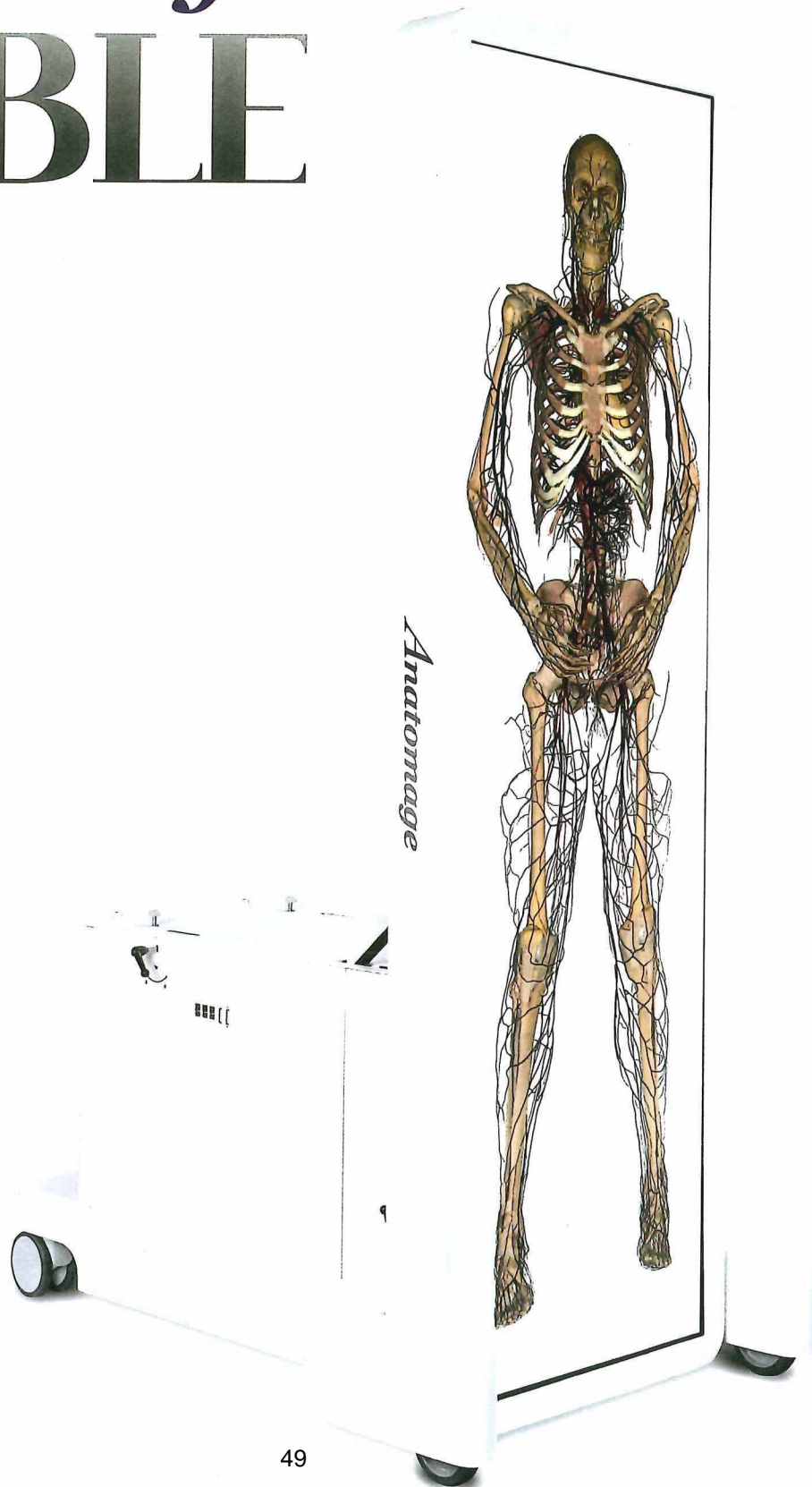
Please include this item on the agenda of the Committee of the Whole meeting of April 18, 2022.

**LIVONIA PUBLIC SCHOOLS**  
**Livonia Career Technical Center**  
**Anatomy Table Bid**  
**Warehouse Conference Room, Warehouse**  
**12:15 P.M., 3/28/22**

<b>VENDORS BIDDING DESCRIPTION</b>	Anatamage Inc.					
<b>Anatamage Convertible Table</b>						
<b>GRAND TOTAL:</b>	<b>\$95,810.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						48
PRICE FIRM FOR 90 DAYS	X					
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
<b>COMMENTS</b>						
<b>RECORDED BY: Harry Lau</b>	<b>DATE: 3/28/22</b>		<b>WITNESSED BY:</b>			<b>DATE:</b>

*Harry C Lau*

# *Anatomage* TABLE



# BOARD POLICY

FDB

## FACILITY EXPANSION PROGRAM LONG-RANGE NEEDS DETERMINATION

~~JUNE 20, 1988~~

Reviewed 2/2014

The Board of Education authorizes the sSuperintendent to gather information as to long-range facility needs of the eDistrict. The sSuperintendent or his/her designee may utilize the services of those consultants, such as city, county or regional planners, or private consulting firms, as deemed necessary.

# BOARD POLICY

FDC

## FACILITY EXPANSION PROGRAM NAMING **NEW** FACILITIES

**JUNE 20, 1988**

Reviewed 2/2014

The ~~names of~~ renaming of any current school and the naming of all new schools shall be designated by the Board of Education. In general, the name used shall be that of a deceased American person.

Elementary Schools: Presidents, justices of the United States Supreme Court, and United States secretaries of state

Middle Schools: Poets

High Schools: Poets, statesmen, philosophers, scientists

A portion of a school facility may be named for a deceased person with the approval of the ~~s~~Superintendent or his/her designee.



# Livonia Public Schools

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## Secondary Programs

Date: April 12, 2022

To: Andrea Oquist, Superintendent

From: Daniel R. Willenborg, Director of Secondary Programs  
& District Services

Subject: Recommendation for Policy KBB School-Sponsored Information

During the BOE Study Session of April 11, 2022, I led a discussion regarding Policy KBB which dates back to 1988. It is a one sentence policy that appears to state the obvious:

Publications prepared by individual elementary and secondary schools shall serve to inform students and parents about the activities of the school.

After a BOE review of the preceding policy, Policy KA Public Relations Programs, a consensus evolved to remove Policy KBB.

Please include this topic as an agenda item for the Committee of the Whole meeting of April 18, 2022.

# **BOARD POLICY**

**KBB**

## **GENERAL PUBLIC RELATIONS SCHOOL-SPONSORED INFORMATION**

**JUNE 20, 1988**

Publications prepared by individual elementary and secondary schools shall serve to inform students and parents about the activities of the school.