

Board of Education Work Session

April 24, 2012 7:00 PM

Board Room, Central Services Building

765 Main St
Springfield, NE 68059

Agenda

- I. Meeting Roll Call
- II. Notice of Open Meetings Act - Posted
- III. Public Comment
- IV. Action Items
 - IV.A. Teacher Resignation - Jacqueline Simons
 - IV.B. Teacher Contract - English (Kelly Falch)
 - IV.C. Teacher Contract - Social Studies
 - IV.D. Teacher Contract - Media Specialist (Amy Thayer)
 - IV.E. Teacher Contract - Family and Consumer Science
 - IV.F. Contract for Springfield Elementary HVAC Project
 - IV.G. Contract for Technology Infrastructure Project
- V. Items for Discussion (Discussion Only)
 - V.A. Update on iPad Initiative
 - V.B. School District Name - Also Known As
 - V.C. State Aid - Common Levy - Levy Information
 - V.D. Platteview High School Activity Account
 - V.E. Other Items for Discussion
- VI. Future Planning
- VII. Adjourn

**South Sarpy School District #46
Bid Summary**

Springfield Elementary HVAC Project 4-20-2012

Bids:

<u>Company</u>	<u>Bid Amount</u>	<u>Notes</u>
Hays Mechanical	\$64,060.00	Manufacturer: Trane

Invitation to Bid

Springfield Elementary School

HVAC Equipment Replacement Project

South Sarpy School District #46
14801 South 108th Street
Springfield, NE 68059

April 1, 2012

Section 1 – Invitation to Bid

- 1.1 Invitation: South Sarpy School District #46 invites bids for the following project:

Project Name: Springfield Elementary School
HVAC Equipment Replacement

Project Address: 765 Main Street
Springfield, NE 68059

Project Manager: Greg Gentile, Director of Building and Grounds

- 1.2 The Notice to Bidders along with the following instructions and specifications constitute the formal instructions to bidders.

- 1.3 Sealed Bid Proposals will be received and publicly opened and read aloud as follows:

Closing Time and Date for Receipt of Bids: 3:00 p.m., April 20, 2012

Place for Delivery: South Sarpy School District #46
Attn: Springfield Elementary Roof Bid
14801 S. 108th Street
Springfield, NE 68059

Opening Place: Same as Delivery Address

Opening Time and Date: 3:00 p.m. April 20, 2012

Note: No facsimile bids will be accepted.

- 1.4 Bid Security payable to owner in the amount of 5% of the amount of the Base Bid is required with bid documents.

Bid Security shall be one of: cashiers check, certified check, or Bid Bond issued by a Surety licensed to conduct business in the State of Nebraska.

- 1.5 Bid documents may be examined and/or obtained at the South Sarpy School District #46 Central Office at 14801 South 108th Street, Springfield, NE.

- 1.6 Owner reserves the right to waive any informality or irregularity, in any Bid, which does not materially affect the integrity or effectiveness of the competitive bidding process. Owner further reserves the right to reject any or all bids and to re-advertise for bids.

Section 2 – General Instructions to Bidders

- 2.1 The Bidder by making a Bid, represents that:

The Bidder has read and understands Bidding Documents.

The Bidder has visited the site, and has become familiar with local conditions under which the work is to be performed and with Federal, State and Local laws, ordinances, rules and regulations affecting performance of the work, and correlated personal observations with requirements of proposed contract documents.

The bid is based upon materials, products, systems and equipment required by Bidding Documents without exception.

- 2.2 Work may begin after May 25, 2012. Notice of the project start date shall be communicated to Owner five calendar days in advance.
- 2.3 All specified work shall be completed by August 3, 2012.
- 2.4 Bid Security furnished by all other Bidders will be returned as soon as practical.

Bid Security of selected Bidder shall be retained until owner received executed Owner Contractor Agreement, Owner's Protective Bond and Certificates of Insurance.

If any Bidder refuses to enter into a Contract or fails to furnish required Bonds and Certificates of Insurance within 10 days following notice of contract award, Bid Security shall be forfeited to Owner as Liquidated damages but not as penalty.

- 2.5 Contractor shall procure and maintain during life of this contract, bodily injury and property damage liability insurance under a comprehensive general form and a comprehensive automobile injury and property damage liability contract. Amounts of such bodily injury and property damage liability shall not be less than (A) bodily injury liability in a minimum amount of \$500,000 for injuries to any one (1) person and in a minimum amount of \$1,000,000 on account of any one (1) accident; (B) property damage insurance in a minimum amount of \$1,000,000 for damage on account of all accidents other than automobile property damage accidents; and (C) property damage insurance in a minimum amount of \$100,000 on account of any automobile accident. Contractor's comprehensive liability insurance coverage is to include completed operation insurance for a period of one (1) year after completion of this contract.

Contractor shall maintain during life of this contract statutory workmen's compensation and employer's liability insurance for all his employees engaged in work on project.

Contractor shall furnish Owner a properly signed and notarized statement on his letterhead stating that he has complied with all provisions of this specification relating to insurance coverage and that none of the insurance coverage specified will be canceled or materially altered except after (30) days written notice has been received by Owner. The only exception permitted is that a notarized certificate indicating compliance with completed insurance will not be required until lien waivers and other final papers are submitted.

Contractor, by executing statement of insurance compliance acknowledges to the Owner that he has totally complied with coverage requirements of contract documents.

The Contractor shall not commence work under the contract until he has obtained all insurance required under these specifications and all insurance has been received by Owner.

- 2.6 The selected Bidder will be required to furnish an Owner's Protective Bond in the amount equal to 100% of the Contract Sum to cover contractual performance and as security for the payment of all obligations of the Contractor to all laborers and mechanics for labor and for all materials and equipment used in the completion of the project.

The required bond shall be delivered to the Owner not less than 10 days following notice of contract award. If the work is to be commenced prior thereto in response to a notice to proceed, the selected Bidder shall, prior to commencement of the work, submit evidence satisfactory to the Owner that such bond will be furnished and delivered in accordance with this paragraph.

The bond shall be written on a Protective Bond Standard Form, by a Surety licensed to conduct business in the State of Nebraska.

The bond shall be dated on or after the date of the Contract.

- 2.7 Each bidder shall examine and study Bidding Documents carefully and compare with each other, examine site and local conditions and shall make written request to the owner for interpretation or correction of any ambiguity, error or inconsistency discovered. Request must be received by owner at least five working days before the Bid date.

Any instruction, change interpretation or correction shall be set forth by Addenda. No Bidder shall rely upon response made in any other manner.

Addenda are written on graphic instruments issued by owner prior to the Bid date which modify or interpret Bidding Documents by additions, deletions, clarifications, or corrections. Addenda shall be binding and shall become part of the Contract Documents.

Bidder is responsible to verify with owner that Bidder has received all addenda. Failure to receive such addenda shall not relieve Bidder from any obligation under the Bid as submitted.

- 2.8 Where Bidding Documents refer to any items, materials, products and equipment by means of one or more manufacturer's trade name, catalog reference, or similar means of identification or manufacturer, such reference establishes standard of required quality, appearance, dimension or function.

Requests for proposed substitution shall be made in writing to the owner.

- 2.9 The bidding Contractors shall be solely responsible for the accuracy of all measurements and for estimating the material quantities required to satisfy these specifications.
- 2.10 Contractor shall furnish and pay for all government permits as may be required for the prosecution of the work.
- 2.11 Upon notification by Owner, apparent low responsible Bidder shall submit within 5 days the following:

Designation of the work to be performed by Bidder with his own forces.

A list of names of subcontractors, other persons or organizations (including those who are to furnish materials, or equipment fabricated to a special design) proposed for such portions of the Work designated in Bidding Documents or names of subcontractors proposed for principal portions of the Work. Prior to final determination of low responsible Bidder, Owner will notify apparent low Bidder in writing if Owner has reasonable and substantial objection to and refuses to accept any person or firm on the list. If Owner has objection, Bidder may either withdraw Bid or submit a substitute person or firm with an adjustment in cost to cover any difference. Owner shall accept adjusted Bid price or disqualify Bidder. In either condition, Bid Security shall not be forfeited.

Subcontractors and other persons and organizations proposed by Bidder and accepted by Owner must be used for the work for which they were proposed and accepted, and shall not be changed except with written approval of Owner.

- 2.12 When the job is in progress, the Owner agrees to pay upon request of the Contractor, ninety percent (90%) of the total contract price equivalent to the percentage of work completed at that time. Pay submittals will be sent to Dr. Chuck Chevalier, Superintendent, before the end of the month and may be requested on a monthly basis.

Such payment shall be viewed by both parties as progress payments and shall not in any way relieve the Contractor of performance obligations under this contract, nor shall such payments be viewed as approval or acceptance of work performed under this contract.

Final payment shall be withheld until provisions of the specifications are met, including all necessary clean up, and the Owner receives written verification of completion.

- 2.13 Bidder will include a sample of the manufacturer's standard Warranty agreement.

Warranties and guarantees must be provided to Owner before application for final payment.

Section 3 – General Conditions

- 3.1 The Owner has certain rules and the Contractor and his personnel shall contact the Owner's representative for specific information regarding the rules governing all operations of this project.
- 3.2 Because other activities of the Owner will be proceeding at the same time as the work covered by this specification, the Contractor shall cooperate with the Owner's representative to insure that all contract work progresses in a manner which does not conflict with other activities.
- 3.3 All workmen shall be thoroughly experienced in the particular class of work in which they are employed. All materials shall be securely fastened in place in a neat and workmanlike manner.
- 3.4 Contractor shall be responsible for maintaining all work areas in a neat, orderly, and safe manner on a daily basis. Immediately upon completion, all clean up shall be performed to the satisfaction of the Owner's representative.
- 3.5 Interior of building below specified area and grounds shall be inspected prior to construction and returned to original condition upon completion to the satisfaction of the Owners' representative.

- 3.6 The Contractor shall comply with all applicable provisions of the Occupational Safety and Health Act throughout the duration of the specified work.
- 3.7 As adopted by Nebraska State Legislature and school district policy, all Owner's property, buildings, structures and roof areas are "No Smoking Areas." Use of any tobacco products is prohibited on the school campus.
- 3.8 The Contractor is not responsible for asbestos or other hazardous material removal. The Contractor shall suspend work and inform the Owner if they encounter suspicious material during the pre-bid inspection, or during the project construction. All asbestos containing materials will be handled and disposed of by trained and certified workers, complying with all applicable state and federal rules and regulations.
- 3.9 Contractor shall be responsible for the fit behavior, speech, conduct, appearance and apparel of Contractor's employees while on Owner's property and in Owner's facilities. Persons at fault may be removed from Owner's property and this Project for a period of not less than 6 and up to 12 months time. The building is used for summer school, so students will be present.
- 3.10 The Owner will designate individual/s to serve as Owner's Project Coordinator/s for purpose of this Contract.

Contractor shall cooperate with, continually advise, coordinate and communicate with Owner's Project Coordinator regarding progress of the work, scheduling, prior notices of special arrangements necessary to move materials and equipment over Owners site, to cause mechanical and electrical outages and to perform any other operations which will affect normal use of any of Owner's facilities.

Owner's Project Coordinator will cooperate with Contractor and convey Contractor's reports, notices and other information to those having responsibility for this Contract.

- 3.11 To help clarify construction contract administration procedures, the Owner will conduct a preconstruction conference prior to the start of the work. The Contractor will assure attendance by the personnel designated by the Owner.

Minimum agenda that will be discussed:

- Organization arrangements of Contractor's forces and personnel, and those of subcontractors, materials suppliers, and the Owner.
- Channels and procedures for communication.
- Construction schedule, including sequence of critical work.
- Contractor Documents, including distribution of additional copies of Drawings and specifications.

- Processing Shop Drawings and other data submitted to the Owner for review.
 - Processing of field decisions and Change Orders.
 - Rules and regulations governing performance of the Work.
 - Procedures for safety and first aid, security, quality control, housekeeping, and related matters.
 - Breakdown of costs for payment purposes.
- 3.12 Conform to all current codes and industry standards applicable to the work being performed.
- 3.13. The Contractor agrees that in performance of this contract that the Contractor shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity covered in this contract. The Owner reserves the right to request a copy of the Contractor's Drug Free Workplace Policy. The Contractor further agrees to insert a provision similar to this statement in all subcontracts for services required under this agreement.
- 3.14 Owner shall furnish contractor with a Purchasing Agent Appointment and Exempt Sale Certificate Form for items incorporated into the Work considered by State of Nebraska to be exempt from Sales Tax. Contractor is responsible to monitor valid dates and notify Owner if an extension is necessary.

This Appointment and Exempt Sale Certificate does not apply to: purchase of materials to be used but not incorporated into the Contract work, including but not limited to form lumber, scaffolding, etc., and purchase or rental of machinery, equipment or tools owned or leased by Contractor and used in performing the work.

Section 4 – Scope of Work

- 4.1 In general, the Contract will remove the existing HVAC system on the west side of the school building including piping and coils and replace with a new system.
- 4.2 The Contractor will disconnect and remove existing unit, refrigerant piping, electrical, condenser, air handling unit coils, conduit, and dispose of properly.
- 4.3 The Contractor will install new 40 ton condensing unit (4 x 10 ton unit) with new evaporator coils on the ground at the current unit's location.
- 4.4 The Contractor will install new refrigeration lines from condensing unit to air handlers, and new Ahu coils.
- 4.5 The Contractor will install all necessary equipment, valves, drier shells and driers for refrigerant change.

- 4.6 The Contractor will install all electrical systems as required.
- 4.7 The contractor will re-connect systems and start up system, and adjust as needed.
- 4.8 The Contractor will clean up work site and return work site to original condition.
- 4.9 Jobsite debris disposal shall be in an approved facility in accordance with all local, state and federal regulations.
- 4.10 The scope of work indicates a complete turnkey installation. Any exclusion should be noted in the bid.

Section 5 – Specifications

- 5.1 Contractor may specify HVAC system; however, bid should include complete specifications of HVAC unit.

Section 6 – Other Requirements

- 6.1 Contractor will provide necessary precautions to minimize odors entering the facility.
- 6.2 Contractor is to provide his own toilet facilities on the job site. Building access will be limited.
- 6.3 Contractor will supply his own access to the roof from the outside of the building in an area to be designated by the Owner. Access to the building will be removed each evening or at the end of each work day to prevent unauthorized personnel from gaining access to the roof.
- 6.4 Contractor will keep all work and storage areas clean and neat on a daily basis. All work areas must be contained by use of snow fencing or other suitable restraints to prevent access from unauthorized personnel.
- 6.5 The Contractor may use the owner's electrical power and water at no charge.

Submittal Information

To determine the qualifications of bidders, the Owner must review information about the bidder. The following list is to serve as a guide for the required submittal information outlined in this specification. More information may be included if necessary. Please carefully review these items and submit them to Dr. Charles Chevalier at South Sarpy School District #46, 14801 South 108th Street, Springfield, NE 68059. This information should be submitted with the bidding form or before. Please include these items:

1. Statement of Qualifications for Bidders (Include name of bidder, years in business, years at current business location, any Chapter 7 filed for Bidder or any current Officer or Partner of the Bidder in the last ten (10) years, three references, attest qualification by company owner/partner)
2. Statement of compliance with manufacturer's installation requirements (Include attest that materials comply, and sample of warranty)

**BID FORM
SPRINGFIELD ELEMENTARY SCHOOL
HVAC EQUIPMENT REPLACEMENT PROJECT**

This bid is offered by _____, hereinafter referred to as the Bidder.

_____ a corporation organized and existing under the laws of the State of _____.

_____ a partnership doing business as _____.

_____ an individual doing business as _____.

Base Bid:

Amount: \$ _____

- The base bid represents all equipment, materials, labor, and fees to complete the scope of work and specifications outlined in the "Invitation to Bid" for the HVAC Equipment Replacement Project.

In response to the bidding requirements for the project identified above by name, the Bidder hereby makes the following representations:

1. Bidder has received the specifications for the Springfield Elementary School HVAC Equipment Replacement Project provided by Owner.
2. Bidder has examined the Bidding Documents, visited the site, and otherwise familiarized itself with the local conditions affecting the construction of the project.
3. Bidder agrees to furnish all labor, materials, tools, equipment, services, transportation, and supervision required to complete the project as specified in the Bidding Documents within the time set forth.

Bid Security: _____

In submitting this Bid, Bidder agrees to the following:

- To hold this Bid open for forty-five days (45) days following the bid date.
- To enter into and execute a contract for the specified work based upon this Bid, if accepted by Owner.
- To perform all work required by the Contract Documents.
- To substantially complete the work not later than August 3, 2012, or forfeit liquidation fee in the amount of \$500.00 per calendar day.
- That this Bid has been arrived at without collusion with other Bidders and without any effort or activity which might prevent the owner from receiving the lowest possible competitive Bid.

- To comply with Nebraska Fair Employment Practice Act, understanding that a breach of this provision will be regarded as a material breach of contract.

Signature _____

Printed Name _____

Title _____

Dated this _____ day of _____ 2012

Address _____

Telephone Number _____

Fax Number _____

Invitation to Bid

South Sarpy School District #46

Technology Infrastructure Project

South Sarpy School District #46
14801 South 108th Street
Springfield, NE 68059

April 3, 2012

Section 1 – Invitation to Bid

- 1.1 Invitation: South Sarpy School District #46 invites bids for the following project:

Project Name: South Sarpy School District #46 Technology Infrastructure Project

Project Address: 14801 S. 108th St., Springfield, NE 68046

Project Manager: Frank Staskiewicz, Director of Technology

- 1.2 The Notice to Bidders along with the following instructions and specifications constitute the formal instructions to bidders.

- 1.3 Sealed Bid Proposals will be received and opened publicly at:

Closing Time and Date for Receipt of Bids: 3:15 PM, April 20, 2012

Place for Delivery: South Sarpy School District #46
Attn: Technology Infrastructure Project
14801 S. 108th Street
Springfield, NE 68059

Opening Place: Same as Delivery Address

Opening Time and Date: 3:15 PM April 20, 2012

Note: No facsimile bids will be accepted.

- 1.4 Bid Security payable to owner in the amount of 5% of the amount of the Base Bid is required with bid documents.

Bid Security shall be one of: cashiers' check, certified check, or Bid Bond issued by a Surety licensed to conduct business in the State of Nebraska.

- 1.5 Bid documents may be examined and/or obtained at the South Sarpy School District #46 Central Office at 14801 South 108th Street, Springfield, NE.

- 1.6 Owner reserves the right to waive any informality or irregularity, in any Bid, which does not materially affect the integrity or effectiveness of the competitive bidding process. Owner further reserves the right to reject any or all bids and to re-advertise for bids.

Section 2 – General Instructions to Bidders

- 2.1 The Bidder by making a Bid, represents that:

The Bidder has read and understands Bidding Documents.

The Bidder has visited the site, and has become familiar with local conditions under which the work is to be performed and with Federal, State and Local laws, ordinances, rules and regulations affecting performance of the work, and correlated personal observations with requirements of proposed contract documents.

The bid is based upon materials, products, systems and equipment required by Bidding Documents without exception.

- 2.2 Work may begin after a contract has been signed and executed by both parties. Notice of the project start date shall be communicated to Owner five calendar days in advance.

- 2.3 All specified work shall be completed by July 20, 2012.

- 2.4 Owner reserves the right to retain Bid Security of three lowest Bidders until 45 days after receipt of Bid or until selected Bidder enters into Contract, whichever is shorter. Bid Security furnished by all other Bidders will be returned as soon as practical.

Bid Security of selected Bidder shall be retained until owner received executed Owner Contractor Agreement, Owner's Protective Bond and Certificates of Insurance.

If any Bidder refuses to enter into a Contract or fails to furnish required Bonds and Certificates of Insurance within 10 days following notice of contract award, Bid Security shall be forfeited to Owner as Liquidated damages but not as penalty.

- 2.5 Contractor shall procure and maintain during life of this contract, bodily injury and property damage liability insurance under a comprehensive general form and a comprehensive automobile injury and property damage liability contract. Amounts of such bodily injury and property damage liability shall not be less than (A) bodily injury liability in a minimum amount of \$500,000 for injuries to any one (1) person and in a minimum amount of \$1,000,000 on account of any one (1) accident; (B) property damage insurance in a minimum amount of \$1,000,000 for damage on account of all accidents other than automobile property damage accidents; and (C) property damage insurance in a minimum amount of \$100,000 on account of any automobile accident. Contractor's comprehensive liability

insurance coverage is to include completed operation insurance for a period of one (1) year after completion of this contract.

Contractor shall maintain during life of this contract statutory workmen's compensation and employer's liability insurance for all his employees engaged in work on project.

Contractor shall furnish Owner a properly signed and notarized statement on his letterhead stating that he has complied with all provisions of this specification relating to insurance coverage and that none of the insurance coverage specified will be canceled or materially altered except after (30) days written notice has been received by Owner. The only exception permitted is that a notarized certificate indicating compliance with completed insurance will not be required until lien waivers and other final papers are submitted.

Contractor, by executing statement of insurance compliance acknowledges to the Owner that he has totally complied with coverage requirements of contract documents.

The Contractor shall not commence work under the contract until he has obtained all insurance required under these specifications and all insurance has been received by Owner.

- 2.6 The selected Bidder will be required to furnish an Owner's Protective Bond in the amount equal to 100% of the Contract Sum to cover contractual performance and as security for the payment of all obligations of the Contractor to all laborers and mechanics for labor and for all materials and equipment used in the completion of the project.

The required bond shall be delivered to the Owner not less than 10 days following notice of contract award. If the work is to be commenced prior thereto in response to a notice to proceed, the selected Bidder shall, prior to commencement of the work, submit evidence satisfactory to the Owner that such bond will be furnished and delivered in accordance with this paragraph.

The bond shall be written on a Protective Bond Standard Form, by a Surety licensed to conduct business in the State of Nebraska.

The bond shall be dated on or after the date of the Contract.

- 2.7 Each bidder shall examine and study Bidding Documents carefully and compare with each other, examine site and local conditions and shall make written request to the owner for interpretation or correction of any ambiguity, error or inconsistency discovered.

Any instruction, change interpretation or correction shall be set forth by Addenda. No Bidder shall rely upon response made in any other manner.

Addenda are written on graphic instruments issued by owner prior to the Bid date which modify or interpret Bidding Documents by additions, deletions, clarifications, or corrections. Addenda shall be binding and shall become part of the Contract Documents.

Bidder is responsible to verify with owner that Bidder has received all addenda. Failure to receive such addenda shall not relieve Bidder from any obligation under the Bid as submitted.

- 2.8 Where Bidding Documents refer to any items, materials, products and equipment by means of one or more manufacturer's trade name, catalog reference, or similar means of identification or manufacturer, such reference establishes standard of required quality, appearance, dimension or function.

Requests for proposed substitution shall be made in writing to the owner.

- 2.9 The bidding Contractors shall be solely responsible for the accuracy of all measurements and for estimating the material quantities required to satisfy these specifications.
- 2.10 Contractor shall furnish and pay for all government permits as may be required for the prosecution of the work.
- 2.11 Upon notification by Owner, apparent responsible Bidder shall submit within 5 days the following:

Statement of cost for each major item of work included in Bid.

Designation of the work to be performed by Bidder with his own forces.

A list of names of subcontractors, other persons or organizations (including those who are to furnish materials, or equipment fabricated to a special design) proposed for such portions of the Work designated in Bidding Documents or names of subcontractors proposed for principal portions of the Work. Prior to final determination of low responsible Bidder, Owner will notify apparent low Bidder in writing if Owner has reasonable and substantial objection to and refuses to accept any person or firm on the list. If Owner has objection, Bidder may either withdraw Bid or submit a substitute person or firm with an adjustment in cost to cover any difference. Owner shall accept adjusted Bid price or disqualify Bidder. In either condition, Bid Security shall not be forfeited.

Subcontractors and other persons and organizations proposed by Bidder and accepted by Owner must be used for the work for which they were proposed and accepted, and shall not be changed except with written approval of Owner.

- 2.12 When the job is in progress, the Owner agrees to pay upon request of the Contractor, ninety percent (90%) of the total contract price equivalent to the percentage of work completed at that time. Pay submittals will be sent to Dr. Chuck Chevalier, Superintendent, before the end of the month and may be requested on a monthly basis.

Such payment shall be viewed by both parties as progress payments and shall not in any way relieve the Contractor of performance obligations under this contract, nor shall such payments be viewed as approval or acceptance of work performed under this contract.

Final payment shall be withheld until provisions of the specifications are met, including all necessary clean up, and the Owner receives written verification of completion.

- 2.13 Bidder will include a sample of the manufacturer's standard warranty agreements.

Owner shall be provided manufacturer's warranties on all products.

Additional Warranty – In addition to this warranty, the Contractor shall also provide a one year guarantee on all products and installation, including items not covered by manufacturer's warranty.

Warranties and guarantees must be provided to Owner before application for final payment.

Section 3 – General Conditions

- 3.1 The Owner has certain rules and the Contractor and his personnel shall contact the Owner's representative for specific information regarding the rules governing all operations of this project.
- 3.2 Because other activities of the Owner will be proceeding at the same time as the work covered by this specification, the Contractor shall cooperate with the Owner's representative to insure that all contract work progresses in a manner which does not conflict with other activities.
- 3.3 All workmen shall be thoroughly experienced in the particular class of work in which they are employed. All materials shall be securely fastened in place in a neat and workmanlike manner.

- 3.4 Contractor shall be responsible for maintaining all work areas in a neat, orderly, and safe manner on a daily basis. Immediately upon completion, all clean up shall be performed to the satisfaction of the Owner's representative.
- 3.5 Interior of building below specified area and grounds shall be inspected prior to construction and returned to original condition upon completion to the satisfaction of the Owners' representative.
- 3.6 The Contractor shall comply with all applicable provisions of the Occupational Safety and Health Act throughout the duration of the specified work.
- 3.7 As adopted by Nebraska State Legislature and school district policy, all Owner's property, buildings, structures and roof areas are "No Smoking Areas." Use of any tobacco products is prohibited on the school campus.
- 3.8 The Contractor is not responsible for asbestos or other hazardous material removal. The Contractor shall suspend work and inform the Owner if they encounter suspicious material during the pre-bid inspection, or during the project construction. All asbestos containing materials will be handled and disposed of by trained and certified workers, complying with all applicable state and federal rules and regulations.
- 3.9 Contractor shall be responsible for the fit behavior, speech, conduct, appearance and apparel of Contractor's employees while on Owner's property and in Owner's facilities. Persons at fault may be removed from Owner's property and this Project for a period of not less than 6 and up to 12 months time. The building is used for summer school, so students will be present in some areas.
- 3.10 The Owner will designate individual/s to serve as Owner's Project Coordinator/s for purpose of this Contract.

Contractor shall cooperate with, continually advise, coordinate and communicate with Owner's Project Coordinator regarding progress of the work, scheduling, prior notices of special arrangements necessary to move materials and equipment over Owners site, to cause mechanical and electrical outages and to perform any other operations which will affect normal use of any of Owner's facilities.

Owner's Project Coordinator will cooperate with Contractor and convey Contractor's reports, notices and other information to those having responsibility for this Contract.

- 3.11 To help clarify construction contract administration procedures, the Owner will conduct a preconstruction conference prior to the start of the work. The Contractor will assure attendance by the personnel designated by the Owner.

Minimum agenda that will be discussed:

- Organization arrangements of Contractor's forces and personnel, and those of subcontractors, materials suppliers, and the Owner.
- Channels and procedures for communication.
- Project schedule, including sequence of critical work.
- Contractor Documents, including distribution of additional copies of Drawings and specifications.
- Processing Shop Drawings and other data submitted to the Owner for review.
- Processing of field decisions and Change Orders.
- Rules and regulations governing performance of the Work.
- Procedures for safety and first aid, security, quality control, housekeeping, and related matters.
- Breakdown of costs for payment purposes.

- 3.12 Conform to all current codes and industry standards applicable to the work being performed.
- 3.13. The Contractor agrees that in performance of this contract that the Contractor shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity covered in this contract. The Owner reserves the right to request a copy of the Contractor's Drug Free Workplace Policy. The Contractor further agrees to insert a provision similar to this statement in all subcontracts for services required under this agreement.
- 3.14 Owner shall furnish contractor with a Purchasing Agent Appointment and Exempt Sale Certificate Form for items incorporated into the Work considered by State of Nebraska to be exempt from Sales Tax. Contractor is responsible to monitor valid dates and notify Owner if an extension is necessary.

This Appointment and Exempt Sale Certificate does not apply to: Purchase of materials to be used but not incorporated into the Contract work, including but not limited to scaffolding, etc., and purchase or rental of machinery, equipment or tools owned or leased by Contractor and used in performing the work.

Section 4 – Scope of Work

- 4.1 Upgrade/ replace wireless backhaul link from Platteview High School at 108th and Platteview Road in Springfield, NE to Educational Service Unit #3 (ESU #3) at 110th and Harrison St. in Omaha, NE.
- 4.2 Replace the core technology in all five buildings including all switches and routers and all supporting equipment as necessary to improve the organization

and management of each network rack. The new equipment must support power-over-Ethernet connections to all new wireless access points.

- 4.3 Replace all wireless access points in all five buildings with an Aruba controller-based solution. Wireless coverage must provide connectivity for over 500 devices at the high school, 300 devices at the junior high school, and 350 devices at each elementary school. The district will have 1 to 1 technology programs at each of our schools and consistent, fast wireless access is paramount.
- 4.4 Install/ replace Ethernet cabling as required to support the entire project.

Section 5 – Specifications

- 5.1 The wireless backhaul link currently provides 45 megabyte full duplex connectivity from Platteview High School at 108th and Platteview Rd. in Springfield, NE to ESU #3 at 110th and Harrison St., Omaha, NE, via a radio on the water tower in the Westmont subdivision located on the southeast corner of Highway 50 and Highway 370.

The new link must provide greater bandwidth to meet the increased demand of our schools and administrative office and to take advantage of the large internet connection provided by ESU #3. The connection is currently set at 600 MB and will increase to 800 MG next year.

- 5.2 The core technology in our buildings must be able to support private and public segments of our network on a single SSID (e.g. SS46-Private and SS46-Public), and provide connections as follows:

Platteview High School:

- Wired connections: one per classroom, two business labs, one CAD lab, office, printers, etc. Approximately 100 wired connections.
- Wireless connections: each teacher will have a wireless MacBook Air laptop and a wireless iPad. Each student will have a wireless iPad. Five wireless laptop carts will remain in use for standardized testing into the future. Two wireless desktop labs will remain in use. Approximately 600 wireless connections.
- External building: reliable wireless connectivity is required in the stadium press box adjacent to the east side of the main building.

Platteview Central Junior High:

- Wired connections: one per classroom, office, and printers. Our main technology center is located in this building. Approximately 30 wired connections.
- Wireless connections: Each teacher will have a wireless MacBook Air laptop and a wireless iPad. Three wireless laptop carts will remain in use for standardized testing into the future. One iPad cart in the preschool will remain in use. Approximately 300 wireless connections.

Springfield Elementary:

- Wired connections: one per classroom, office, printers, and a file server. Approximately 30 wired connections.
- Wireless connections: each teacher will have a wireless MacBook Air laptop and a wireless iPad. A wireless desktop lab and two wireless laptop carts will remain in use. Seven wireless iPad carts will be deployed with 24 iPads in each cart. Approximately 300 wireless connections.
- External buildings: reliable wireless connectivity required for two portable buildings adjacent to the south side of the building.

Westmont Elementary:

- Wired Connections: one per classroom, office, printers, and a file server. Approximately 30 wired connections.
- Wireless connections: each teacher will have a wireless MacBook Air laptop and a wireless iPad. Three wireless laptop carts will remain in use. Seven wireless iPad carts will be deployed next school year. Approximately 300 wireless connections.
- External buildings: reliable wireless connectivity is required for one portable building adjacent to the north side of the building.

Central Office:

- Wired connections: one per office, board/conference room, and printers. Approximately 30 wireless connections.

- 5.3 Wireless connectivity in all buildings must support the Apple Computer devices we deploy, along with any Windows devices we continue to use. All areas of each building must be covered with spillage outside the building to support use of devices within in close proximity to each building.

We require an Aruba-based solution that provides simplified management of the wireless networks in each building from a single console application.

- 5.4 Existing Ethernet cabling should be used except when doing so would prevent maximum throughput on the network. The existing cabling is CAT5/5e and should be tested.
- 5.5 Warranty: a minimum of one year warranty is requested for products and contractor work for installation.

Section 6 – Other Requirements

- 6.1 A repair and maintenance plan should be included in the project proposal.

Submittal Information

To determine the qualifications of bidders, the Owner must review information about the bidder. The following list is to serve as a guide for the required submittal information outlined in this specification. More information may be included if necessary. Please carefully review these items and submit them to Dr. Charles Chevalier at South Sarpay School District #46, 14801 South 108th Street, Springfield, NE 68059. This information should be submitted with the bidding form or before. Please include these items:

1. Statement of Qualifications for Bidders (Include name of bidder, years in business, years at current business location, any Chapter 7 filed for Bidder or any current Officer or Partner of the Bidder in the last ten (10) years, three references, attest qualification by company owner/partner)
2. Statement of compliance with manufacturer's installation requirements (Include attest that materials comply, and sample of warranty)

BID FORM
SOUTH SARPY SCHOOL DISTRICT #46
TECHNOLOGY INFRASTRUCTURE PROJECT

This bid is offered by _____, hereinafter referred to as the Bidder.

_____ a corporation organized and existing under the laws of the State of _____.

_____ a partnership doing business as _____.

_____ an individual doing business as _____.

Base Bid:

Amount: \$ _____

- The base bid represents all equipment, materials, labor, and fees to complete the scope of work and specifications outlined in the "Invitation to Bid" for the Technology Infrastructure Project.

In response to the bidding requirements for the project identified above by name, the Bidder hereby makes the following representations:

1. Bidder has received the information and specifications for the technology infrastructure project.
2. Bidder has examined the Bidding Documents, visited the site, and otherwise familiarized itself with the local conditions affecting the construction of the project.
3. Bidder agrees to furnish all labor, materials, tools, equipment, services, transportation, and supervision required to complete the re-roofing as specified in the Bidding Documents within the time set forth.

Bid Security: _____

In submitting this Bid, Bidder agrees to the following:

- To hold this Bid open for forty-five days (45) days following the bid date.
- To enter into and execute a contract for the specified work based upon this Bid, if accepted by Owner.
- To perform all work required by the Contract Documents.
- To substantially complete the work not later than July 20, 2012, or forfeit liquidation fee in the amount of \$500.00 per calendar day and \$1,000.00 a day after August 1, 2012.

- That this Bid has been arrived at without collusion with other Bidders and without any effort or activity which might prevent the owner from receiving the lowest possible competitive Bid.
- To comply with Nebraska Fair Employment Practice Act, understanding that a breach of this provision will be regarded as a material breach of contract.

Signature _____

Printed Name _____

Title _____

Dated this _____ day of _____ 2012

Address _____

Telephone Number _____

Fax Number _____

**South Sarpy School District #46
Bid Summary**

Technology Infrastructure Project 4-20-2012

Bids:

<u>Company</u>	<u>Bid Amount</u>	<u>Notes</u>
Computer Cable Connection I	\$118,000.00	See Notes
Communication Services	\$142,657.85	See Notes
Prime Communications	\$153,315.52	See Notes

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2012/13 STATE AID CERTIFICATION

SOUTH SARPY DIST 46 (77-0046-000)

FORMULA RESOURCES CALCULATION

See Learning Community Calculation

STATE AID CALCULATION

See Learning Community Calculation

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES
2012/13 STATE AID CERTIFICATION

SOUTH SARPY DIST 46 (77-0046-000)

FORMULA STUDENTS CALCULATION

(Fall Membership	x	ADM/FM Ratio)	+	Contracted Out	=	Formula Students
(979	x	0.9907228455)	+	2	=	971.92
	KDG Adjustment	(0 students	x .5)			=	0.00
	Early Childhood (002)	(14 students	x 455 hours / 1,032 hours x .6)			=	3.70
	Early Childhood (004)	(15 students	x 455 hours / 1,032 hours x .6)			=	3.97
	<i>Total Formula Students</i>							<i>979.59</i>

FORMULA NEEDS CALCULATION

Basic Funding	7,779,431.50
Poverty Allowance	33,741.00
Limited English Proficiency Allowance	0.00
Elementary Class Size Allowance	452,913.45
Focus School & Program Allowance	0.00
Summer School Allowance	0.00
Special Receipts Allowance	789,274.00
Transportation Allowance	378,011.40
Elementary Site Allowance	0.00
Distance Education & Telecommunications Allowance	22,659.30
Instructional Time Allowance	0.00
Teacher Education Allowance	186,231.94
Averaging Adjustment	0.00
New School Adjustment	0.00
Student Growth Adjustment	0.00
Poverty Allowance Correction	0.00
Limited English Proficiency Allowance Correction	0.00
Local Choice Adjustment	0.00
Student Growth Adjustment Correction	0.00
Non Qualified Poverty Adjustment	0.00
Non Qualified LEP Adjustment	0.00
Total Calculated Formula Needs	9,642,262.60
Formula Needs Stabilization	2,064,571.25
Total Formula Needs	11,706,833.85

Some numbers may be rounded for presentation. For further information, see the "Tax Equity and Educational Opportunities Support Act, April 2012" document available on the FOS/State Aid website at <http://www.education.ne.gov/FOS/SchoolFinance/StateAid/> For questions, contact (402) 471-3323 or (402) 471-4320.

Learning Community of Douglas and Sarpy Counties State Aid for 2012/2013

Agency ID	NAME	Formula Needs	Needs Stabilization	Stabilized Needs	Total Resources	Dist % of Needs
28-0001-000	OMAHA PUBLIC SCHOOLS	477,548,237	-	477,548,237	278,905,292	46.136774%
28-0010-000	ELKHORN PUBLIC SCHOOLS	52,083,463	-	52,083,463	48,963,197	5.031875%
28-0015-000	DOUGLAS CO WEST COMMUNITY SCHS	7,339,610	384,937	7,724,547	9,105,171	0.746282%
28-0017-000	MILLARD PUBLIC SCHOOLS	185,847,238	1,499,057	187,346,295	134,246,661	18.099854%
28-0054-000	RALSTON PUBLIC SCHOOLS	26,401,195	381,902	26,783,097	22,722,199	2.587562%
28-0059-000	BENNINGTON PUBLIC SCHOOLS	14,795,662	-	14,795,662	9,710,860	1.429435%
28-0066-000	WESTSIDE COMMUNITY SCHOOLS	51,312,875	4,486,359	55,799,234	53,196,833	5.390862%
77-0001-000	BELLEVUE PUBLIC SCHOOLS	85,774,074	-	85,774,074	42,177,469	8.286784%
77-0027-000	PAPILLION-LA VISTA PUBLIC SCHS	86,670,270	-	86,670,270	57,277,716	8.373367%
77-0037-000	GRETNA PUBLIC SCHOOLS	28,839,013	-	28,839,013	19,571,619	2.786188%
77-0046-000	SOUTH SARPY DIST 46	9,642,263	2,064,571	11,706,834	13,459,343	1.131018%
		1,026,253,900	8,816,826	1,035,070,726	689,336,360	100.000000%

LC Total State Aid

Equalization Aid (N-R)	345,734,366
Net Option Funding	below
Allocated Income Tax	10,685,489
Non-Equalized Min Levy Adj	-
Retirement Aid	below
Reorganization Incentive	-
Total Aid to Be Distributed Based on Percentage of Formula Need	356,419,855

Explanation of calculation:

For the learning community, the system formula needs were compared to the system formula resources to determine equalization aid. The sum of the learning community's equalization aid and allocated income tax funds were distributed based on each district's percentage of the learning community's total formula needs (Stabilized Needs). Each district's net option funding and retirement aid were then added to the equalization aid to determine the total State Aid for each district.

District	Learning Community Aid	Net Option Funding	Retirement Aid	Total Certified State Aid	Prior year Correction	Total
OMAHA PUBLIC SCHOOLS	164,440,622	-	2,492,074	166,932,696	(862,143)	166,070,553
ELKHORN PUBLIC SCHOOLS	17,934,601	-	237,268	18,171,869	(94,029)	18,077,840
DOUGLAS CO WEST COMMUNITY SCHS	2,659,897	-	43,681	2,703,578	(13,946)	2,689,632
MILLARD PUBLIC SCHOOLS	64,511,475	7,361,243	992,184	72,864,902	(338,226)	72,526,676
RALSTON PUBLIC SCHOOLS	9,222,585	1,594,300	157,805	10,974,690	(48,353)	10,926,337
BENNINGTON PUBLIC SCHOOLS	5,094,790	-	53,099	5,147,889	(26,711)	5,121,178
WESTSIDE COMMUNITY SCHOOLS	19,214,102	10,908,370	309,010	30,431,482	(100,737)	30,330,745
BELLEVUE PUBLIC SCHOOLS	29,535,743	5,347,390	519,067	35,402,200	(154,852)	35,247,348
PAPILLION-LA VISTA PUBLIC SCHS	29,844,342	53,398	409,385	30,307,125	(156,470)	30,150,655
GRETNA PUBLIC SCHOOLS	9,930,526	-	125,156	10,055,682	(52,065)	10,003,617
SOUTH SARPY DIST 46	4,031,172	-	55,344	4,086,516	(21,135)	4,065,381

Estimate

STATE AID / PROPERTY VALUES / PROCEEDS

	State Aid Certification	Aug 2011 Property Values	Aug 2012 Property Values Estimates	Estimated % Increase	95-Cent Levy Proceeds Minus 1%	
4/11/2012	District	04-10-12				
28-0001-000	Omaha	166,070,553	19,232,921,295	19,347,882,679	0.60%	181,966,837
28-0010-000	Elkhorn	18,077,840	3,827,740,195	4,012,076,530	4.82%	37,733,580
28-0015-000	DC West	2,689,632	723,695,170	738,525,685	2.05%	6,945,834
28-0017-000	Millard	72,526,676	9,160,315,269	9,216,655,741	0.62%	86,682,647
28-0054-000	Ralston	10,926,337	1,516,507,365	1,538,322,950	1.44%	14,467,927
28-0059-000	Bennington	5,121,178	750,742,965	796,154,635	6.05%	7,487,834
28-0066-000	Westside	30,330,745	3,241,522,035	3,246,575,285	0.16%	30,534,041
77-0001-000	Bellevue	35,247,348	2,426,175,792	2,442,654,158	0.68%	22,973,162
77-0027-000	P-LV	30,150,655	4,113,352,450	4,205,943,695	2.25%	39,556,900
77-0037-000	Gretna	10,003,617	1,478,906,353	1,530,389,276	3.48%	14,393,311
77-0046-000	So. Sarpy	4,065,381	1,074,296,755	1,092,218,496	1.67%	10,272,315
		385,209,962	47,546,175,644	48,167,399,130	1.31%	453,014,389

PROPERTY TAX FORMULA

District	Needs	State Aid	OAR	Property Tax PT=N-SA-OAR	91.4%	
28-0001-000	Omaha	477,548,237	166,070,553	71,732,640	239,745,044	219,049,426
28-0010-000	Elkhorn	52,083,463	18,077,840	8,236,954	25,768,669	23,544,229
28-0015-000	DC West	7,724,547	2,689,632	1,380,638	3,654,277	3,338,827
28-0017-000	Millard	187,346,295	72,526,676	28,511,117	86,308,502	78,858,055
28-0054-000	Ralston	26,783,097	10,926,337	5,029,047	10,827,713	9,893,028
28-0059-000	Bennington	14,795,662	5,121,178	1,666,808	8,007,676	7,316,426
28-0066-000	Westside	55,799,234	30,330,745	7,705,485	17,763,004	16,229,640
77-0001-000	Bellevue	85,774,074	35,247,348	10,506,000	40,020,726	36,565,999
77-0027-000	P-LV	86,670,270	30,150,655	13,349,315	43,170,300	39,443,691
77-0037-000	Gretna	28,839,013	10,003,617	3,783,102	15,052,294	13,752,928
77-0046-000	So. Sarpy	11,706,834	4,065,381	2,144,826	5,496,627	5,022,139
					495,814,831	453,014,389

TOTALS

District	Property Tax Distribution	State Aid Distribution	10-Cent Levy Proceeds	12-13 Estimates	11-12 Total	%	
28-0001-000	Omaha	219,049,426	166,070,553	19,154,404	404,274,383	392,211,243	103.1%
28-0010-000	Elkhorn	23,544,229	18,077,840	3,971,956	45,594,025	43,732,039	104.3%
28-0015-000	DC West	3,338,827	2,689,632	731,140	6,759,599	6,714,322	100.7%
28-0017-000	Millard	78,858,055	72,526,676	9,124,489	160,509,220	159,450,695	100.7%
28-0054-000	Ralston	9,893,028	10,926,337	1,522,940	22,342,304	22,694,507	98.4%
28-0059-000	Bennington	7,316,426	5,121,178	788,193	13,225,797	11,030,096	119.9%
28-0066-000	Westside	16,229,640	30,330,745	3,214,110	49,774,495	50,653,222	98.3%
77-0001-000	Bellevue	36,565,999	35,247,348	2,418,228	74,231,575	74,054,704	100.2%
77-0027-000	P-LV	39,443,691	30,150,655	4,163,884	73,758,231	72,060,485	102.4%
77-0037-000	Gretna	13,752,928	10,003,617	1,515,085	25,271,631	23,060,455	109.6%
77-0046-000	So. Sarpy	5,022,139	4,065,381	1,081,296	10,168,817	10,196,081	99.7%

LEVY INFORMATION 2011-12

	<u>Total</u>	<u>Gen.</u>	<u>Other</u>	<u>Valuation</u>	<u>P-12 Enroll</u>	<u>Value/Student</u>	<u>Tax per Student</u>
Bellevue	1.0493	1.0493	0.0000	2,426,175,792	9,987	\$ 242,933	\$ 2,549
South Sarpy **	1.0796	1.0500	0.0296	1,074,296,755	1,026	\$ 1,047,073	\$ 11,304
DC West	1.0960	1.0642	0.0318	723,695,170	716	\$ 1,010,747	\$ 11,078
Ft. Calhoun	1.1270	1.0500	0.0770	312,414,148	588	\$ 531,317	\$ 5,988
Blair	1.1858	1.0373	0.1485	1,356,869,500	2,326	\$ 583,349	\$ 6,917
Norris	1.1888	1.0010	0.1878	920,886,205	2,054	\$ 448,338	\$ 5,330
Louisville	1.1972	0.9958	0.2014	385,371,604	550	\$ 700,676	\$ 8,388
Omaha	1.2090	1.0696	0.1394	19,232,921,295	50,371	\$ 381,825	\$ 4,616
Millard	1.2100	1.0400	0.1700	9,160,315,269	23,068	\$ 397,101	\$ 4,805
Waverly	1.2211	1.0393	0.1818	1,193,903,385	1,837	\$ 649,920	\$ 7,936
Conestoga	1.2376	1.0550	0.1826	534,617,818	642	\$ 832,738	\$ 10,306
Lincoln	1.2462	1.0487	0.1975	16,342,181,625	35,530	\$ 459,954	\$ 5,732
Papillion	1.2568	1.0426	0.2142	4,113,352,450	10,339	\$ 397,848	\$ 5,000
Plattsmouth	1.2606	1.0491	0.2115	616,080,402	1,855	\$ 332,119	\$ 4,187
Ralston	1.2628	1.0657	0.1971	1,516,507,365	3,103	\$ 488,723	\$ 6,172
Westside	1.2789	1.1761	0.1028	3,241,522,035	5,964	\$ 543,515	\$ 6,951
Elkhorn	1.3150	1.0400	0.2750	3,827,740,195	6,059	\$ 631,745	\$ 8,307
Gretna	1.3382	1.0474	0.2908	1,478,906,353	3,280	\$ 450,886	\$ 6,034
NE City	1.3659	1.0491	0.3168	718,726,788	1,429	\$ 502,958	\$ 6,870
Bennington	1.3800	1.0490	0.3310	750,742,965	1,490	\$ 503,854	\$ 6,953

** Second lowest total tax levy - 1.64 cents lower than #3.