

LITTLE MIAMI LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
AUGUST 22, 2007
6:00 P.M.

The Little Miami Board of Education of the Little Miami Local School District, Warren County, Ohio met in special session on August 22, 2007 at 6:00 p.m. at the Little Miami High School Media Center, 3001 U.S. 22 & 3, Morrow, Ohio.

Call to Order and Roll Call

Mrs. Cress called the meeting to order at 6:03 p.m.

ROLL CALL:

Mrs. Cress	Present
Mr. Cremeans	Present
Ms. Grice	Present
Mr. Stern	Present
Mrs. Hamburg	Present

Adopt the Agenda

Mr. Stern moved and Mr. Cremeans seconded a motion to adopt the agenda as amended.

ROLL CALL VOTE:

Mrs. Cress	Yes
Mr. Cremeans	Yes
Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 07-115 Contracts

Ms. Grice moved and Mrs. Cress seconded a motion to approve the following contract:

	<u>Company</u>	<u>Amount</u>	<u>Period</u>	<u>Type</u>	<u>Purpose</u>
07-21-08	BCI	\$294,058	Construction	State Term	HS HVAC

ROLL CALL VOTE:

Mr. Cremeans	Yes
Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes

MOTION CARRIED.

Resolution 07-116 Board of Education Meetings

Mr. Cremeans moved and Ms. Grice seconded a motion to declare that all future Board of Education meetings will begin at 6:00 p.m. unless otherwise noted.

ROLL CALL VOTE:

Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

Resolution 07-117 Personnel

Mrs. Hamburg moved and Mr. Stern seconded a motion to approve the following personnel issues for the 2007-2008 school year. Employment is contingent upon the school system receiving the results of the mandated criminal records background check as required by O.R.C. 3319.311 which indicates that no conviction or pleas of guilty were entered into by any persons being employed:

Certified Personnel--Resignations

Chris Becker—Junior High School Math Teacher submitted resignation effective as of the end of the current school year.
Sue Abernathy—Half-time Intermediate School Title I Teacher submitted resignation effective at the end of the current school year.

Certified Personnel--Employment

Amy Kelley—Half-time Morrow Elementary Title I teacher effective for the 2007-2008 school year at step 8 of the Masters/Qualified Educator column of the newly negotiated salary schedule.
Amy Stevens—Half-time Butlerville Elementary Title I teacher effective for the 2007-2008 school year at step 1 of the Bachelors/Educator column.

Classified Personnel--Employment

Robin Griggs—Secretary at Morrow Elementary School effective 08/16/07 at step 2 of the secretarial salary schedule.
Kathy O'Callahan—Special Education Aide for the MD/Preschool classroom effective for the 2007-2008 school year at step 0 of the appropriate salary schedule. Employment to begin 08/28/2007.
Donna McKenzie—Part-time Special Education Aide at Morrow Elementary School for one child on an as needed basis effective 08/28/2007 at step 0 of the appropriate salary schedule.
Gary Wade—Full-time bus driver effective 08/23/2007 at step 0 of the appropriate salary schedule.
Earl Boston—Full-time bus driver effective 08/23/2007 at step 0 of the appropriate salary schedule.
Mychael LaFon—Full-time bus driver effective 08/23/2007 at step 0 of the appropriate salary schedule.
Deborah Nichols—Full-time bus driver effective 08/23/2007 at step 0 of the appropriate salary schedule.
Joanie Holbein—changing classifications from an aide at Morrow Elementary School to secretary at Butlerville Elementary School at step 2 of the appropriate salary schedule effective 08/22/2007.
Connie Gaylor—Secretary at Intermediate School at step 0 of the appropriate salary schedule effective 08/22/2007.

Classified Personnel--Substitute Employment

Rose Flynn—substitute bus aide effective 08/23/2007 at step 0 of the appropriate salary schedule.
April Toups—substitute special education aide
Jennifer Henderson—substitute special education aide

Supplemental Contracts--Resignations

Rob Rockey—resigns as Head Junior High Football Coach

Supplemental Contracts--Employment

All available supplemental contract positions have been offered and advertised and that no qualified licensed individual has accepted the position or that a person holding a license is not qualified to serve in the designated position and the position may be offered to a non-licensed person.

Rob Rockey—Assistant Freshman Football Coach

ROLL CALL VOTE:

Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Mr. Cremeans	Yes
Ms. Grice	Yes

MOTION CARRIED.

Resolution 07-118 Construction/Early Sitework

Mr. Cremeans moved and Mrs. Hamburg seconded a motion to approve the following resolutions:

1) WHEREAS, the Little Miami Local School District Board of Education, County of Warren, Ohio, has approved at a regular meeting of the Board of Education a detailed estimate of construction costs and draft construction documents for Little Miami Junior High School, Bid Packages 2.02, General Trades; 2.03, Casework; 2.05, Fire Protection; 2.06, Plumbing; 2.07 HVAC; 2.08, Electrical; and 2.11, Technology (hereafter the “Project”) and authorized the commencement of the bidding process, including the advertisement for bids, for the Project, all actions done in accordance with all applicable Ohio Revised Code provisions;

WHEREAS, Quandel/Dugan & Meyers, LLC (hereinafter called the “Construction Manager”) with the assistance of Steed Hammond Paul Architects (hereafter called the “Architect”) commenced the competitive bidding for said Project in accordance with the provisions of Ohio Revised Code §3313.46;

WHEREAS, the Construction Manager, with the assistance of the Architect, upon reviewing the respective bid proposals, recommended the following contracts for approval by the Board of Education, in accordance with the companies’ bid proposals received by the Board of Education on July 17, 2007;

WHEREAS, attached to this resolution is a tabulation of bids received for the Project prepared by the Construction Manager; and

WHEREAS, attached to this resolution are correspondences dated July 30, 2007 from the Construction Manager specifically recommending to the Board that the following bids for the Project be accepted;

WHEREAS, the Superintendent of the School District, the Construction Manager, with the assistance of the Architect, have also reviewed all bids received for the Project and conducted a responsibility investigation of the apparent low bidders’ compliance with all applicable documents contained in the above referenced Bid Packages and the applicable sections of the Ohio Revised Code, including, but not limited to, Revised Code §§153.12, 3313.46(A)(6) and 3318.10.

NOW, THEREFORE, BE IT RESOLVED, by the Little Miami Local School District Board of Education, after careful consideration and evaluation of the information before it:

Section 1. The Board of Education hereby accepts the recommendation of the Construction Manager to award the bids for the Project to the bidders as provided below as the lowest responsible bidders in compliance with all applicable provisions of the Ohio Revised Code contingent upon compliance of all conditions precedent to contract execution.

Bid Package #2.02, General Trades

Endeavor Construction

Base Bid	\$8,891,000.00
Alternate #5, Acoustical Wall Panels in Cafeteria	\$ 14,000.00
Total Award	\$8,905,000.00

Bid Package #2.03, Casework

Farnham Equipment Company

Base Bid	\$170,600.00
Total Award	\$170,600.00

Bid Package #2.05, Fire Protection

Central Fire Protection

Base Bid	\$212,337.00
Total Award	\$212,337.00

Bid Package #2.06/2.07 Combination Plumbing and HVAC

TP Mechanical Contractors

Base Bid	\$2,675,777.00
Alternate #6, Aerco Boilers	\$0
Total Award	\$2,675,777.00

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Bid Package #2.08, Electrical

Beacon Electrical Contractors

Base Bid \$1,658,776.00

Total Award \$1,658,776.00

Bid Package #2.11, Technology

Crossbow Systems, Ltd.

Base Bid \$172,551.00

Total Award \$172,551.00

- Section 2. The Board hereby authorizes the Construction Manager, on its behalf, to forward a Notice of Intent to Award Contract for said Project with the appropriate Contract Forms, to the lowest responsible bidders referenced in Section 1. The Construction Manager shall simultaneously notify the surety and agent of the surety of the lowest responsible bidders of the intent to award a contract pursuant to Ohio Revised Code §9.32.
- Section 3. Subject to the approval of Board's construction counsel, and upon compliance with all conditions precedent to Contract execution, the Board hereby authorizes the President and Treasurer to sign said Contracts.
- Section 4. The Board hereby authorizes the President, Treasurer and Superintendent to sign the Certificate of Available Resources and the Treasurer to sign the Certificate of Funds, upon execution of said Contracts, and attach to said Contracts a copy of said Certificate, along with a copy of this resolution.
- Section 5. The Board hereby authorizes the Construction Manager, after the Construction Manager's receipt of said Contract signed by each of the Contractors, to forward a Notice to Proceed.
- Section 6. The Board hereby authorizes the Treasurer, at the appropriate time and with the assistance of the Construction Manager, to prepare, and make available upon request, a Notice of Commencement pursuant to Section 3311.252 of the Ohio Revised Code, prior to the performance of any work related to each Contract.
- Section 7. That this Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and its committees, if any, which resulted in formal action, were taken in meetings open to the

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public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 8. This resolution shall be in full force and effect from and immediately after its adoption.

2) **WHEREAS**, the Little Miami Local School District Board of Education, County of Warren, Ohio, has approved at a regular meeting of the Board of Education a detailed estimate of construction costs and draft construction documents for new Little Miami Intermediate School Early Sitework, Bid Package # 3.01, (hereafter the "Project") and authorized the commencement of the bidding process, including the advertisement for bids, for the Project, all actions done in accordance with all applicable Ohio Revised Code provisions;

WHEREAS, Quandel/Dugan & Meyers, LLC (hereinafter called the "Construction Manager") with the assistance of Steed Hammond Paul Architects (hereafter called the "Architect") commenced the competitive bidding for said Project in accordance with the provisions of Ohio Revised Code §3313.46;

WHEREAS, the Construction Manager, with the assistance of the Architect, upon reviewing their respective bid proposals, recommended the following contract for approval by the Board of Education, in accordance with the company's bid proposal received by the Board of Education on August 7, 2007;

WHEREAS, attached to this resolution is a tabulation of bids received for the Project prepared by the Construction Manager; and

WHEREAS, attached to this resolution are correspondences dated August 17, 2007 from the Construction Manager specifically recommending to the Board that the following bid for the Project be accepted;

WHEREAS, the Superintendent of the School District, the Construction Manager, with the assistance of the Architect, have also reviewed all bids received for the Project and conducted a responsibility investigation of the apparent low bidder's compliance with all applicable documents contained in the above referenced Bid Package and the applicable sections of the Ohio Revised Code, including, but not limited to, Revised Code §§153.12, 3313.46(A)(6) and 3318.10.

NOW, THEREFORE, BE IT RESOLVED, by the Little Miami Local School District Board of Education, after careful consideration and evaluation of the information before it:

Section 1. The Board of Education hereby accepts the recommendation of the Construction Manager to award the bid for the Project to the bidder as provided below as the lowest responsible bidder in compliance with all

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applicable provisions of the Ohio Revised Code contingent upon compliance of all conditions precedent to contract execution.

Bid Package #3.01, Early Sitework

Charles H. Hamilton Company

Base Bid	\$1,114,000.00
Total Award	\$1,114,000.00

- Section 2. The Board hereby authorizes the Construction Manager, on its behalf, to forward a Notice of Intent to Award Contract for said Project with the appropriate Contract Forms, to the lowest responsible bidder referenced in Section 1. The Construction Manager shall simultaneously notify the surety and agent of the surety of the lowest responsible bidder of the intent to award a contract pursuant to Ohio Revised Code §9.32.
- Section 3. Subject to the approval of Board's construction counsel, and upon compliance with all conditions precedent to Contract execution, the Board hereby authorizes the President and Treasurer to sign said Contract.
- Section 4. The Board hereby authorizes the President, Treasurer and Superintendent to sign the Certificate of Available Resources and the Treasurer to sign the Certificate of Funds, upon execution of said Contract, and attach to said Contract a copy of said Certificate, along with a copy of this resolution.
- Section 5. The Board hereby authorizes the Construction Manager, after the Construction Manager's receipt of said Contract signed by the Contractor, to forward a Notice to Proceed.
- Section 6. The Board hereby authorizes the Treasurer, at the appropriate time and with the assistance of the Construction Manager, to prepare, and make available upon request, a Notice of Commencement pursuant to Section 3311.252 of the Ohio Revised Code, prior to the performance of any work related to each Contract.
- Section 7. That this Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.
- Section 8. This resolution shall be in full force and effect from and immediately after its adoption.

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3) WHEREAS, the Little Miami Local School District Board of Education (hereinafter called the “Board of Education”), County of Warren, State of Ohio, is bidding and awarding construction contracts related to its construction of a new intermediate school, new junior high school, new elementary school and additions/renovations to its high school (hereinafter called the “Project”); and

WHEREAS, the Board of Education has issued its bond or notes for the payment for the completion of the Project and deposited the proceeds thereof; and

WHEREAS, the Board of Education has contracted with a qualified professional design firm, Voorhis, Slone, Welsh, Crossland Architects (hereinafter called the “Architect”), under Ohio Revised Code sections 153.65 to 153.71, to prepare plans, specifications, estimates of cost, and such data as the Board of Education deems necessary for the completion of a new 5-6 Intermediate School (hereafter the “Portion of the Project”); and

WHEREAS, the Board of Education has retained a qualified construction management firm, Quandel/Dugan & Meyers, LLC. (hereinafter called the “Construction Manager”), under Ohio Revised Code sections 9.33, 9.331 and 9.332, related to constructability, logistics, availability of materials and labor, and time requirements for construction, preliminary budgets and possible economies;

WHEREAS, the Architect has visited the Project sites and provided the Board of Education with an evaluation of the Program of Requirements, schedule and budget requirements, including the Construction Budgets; and

WHEREAS, the Board has adopted a resolution approving a Statement of Probable Construction Cost, Preliminary Project Schedule, and Schematic Design Documents for the Portion of the Project, as prepared by the Architect and the Construction Manager; and

WHEREAS, the Board of Education has obtained, or is in the process of obtaining, any necessary land surveys, tests of surface and subsoil conditions at the site, soil borings and any other test as deemed necessary for said Portion of the Project; and

WHEREAS, the Architect, with the input of the Board of Education and Construction Manager as to constructability, logistics, availability of materials and labor, time requirements for construction, preliminary budgets and possible economies, has prepared Design Development Documents for the Portion of the Project based on the Schematic Design Documents, the Statement of Probable Construction Cost, the Preliminary Project, which consist of architectural drawings and other documents describe the size and character of the Portion of the Project as to architectural, structural, mechanical and electrical systems, materials and other appropriate elements; and

WHEREAS, the Board of Education and Construction Manager have reviewed the Design Development Documents for the Portion of the Project, and met to make, or

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otherwise communicated, comments or suggestions concerning the Design Development Documents to the Architect and the Architect has, as necessary, submitted an amended set of Design Development Documents for the Portion of the Project to the Board of Education for its approval; and

WHEREAS, the Construction Manager, with the assistance of the Architect and Board of Education, has prepared a Detailed Estimate of Construction Cost for the Portion of the Project, including reasonable contingencies for design, bidding, and price escalation and the materials, equipments component systems, and types of construction to be included in the Contract Documents, reviewed any differences between the Statement of Probable Construction Cost and the Detailed Estimate, identified reasons for any difference, recommended means to eliminate the difference and prepared a report describing the agreed upon means and submitted said report to the Board; and

WHEREAS, the Construction Manager, with the assistance of the Architect and the Board of Education, has prepared a Project Schedule for said Portion of the Project indicating milestone completion dates, reviewed any differences between the Preliminary Project Schedule and the Project Schedule, identified reasons for any difference, and recommended means to eliminate the difference; and

WHEREAS, the Board of Education now desires to approve the Detailed Estimate of the Construction Cost, Project Schedule and Design Development Documents pertaining to the Portion of the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education, that after careful consideration and evaluation of the information before it:

Section 1. The Board of Education approves the Detailed Estimate of Cost of the Portion of the Project of \$17,519,492.00 for hard costs plus \$3,772,760.00 soft costs for a total of \$21,292,252.00 and in substantially the form presently on file with this Board of Education.

Section 2. The Board of Education approves the Project Schedule for the Portion of the Project in substantially the form presently on file with this Board of Education.

Section 3. In conjunction with approval of the Project Schedule and Statement of Probable Construction Cost, the Board of Education approves the Design Development Documents dated July 13, 2007 for the Portion of the Project, in substantially the form presently on file with the Board of Education

Section 4. The Board of Education authorizes the Architect, with the assistance of the Construction Manager, to complete Construction Documents for the Portion of the Project setting forth in detail the requirements for the Portion of the Project. The Construction Documents shall be based on

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Scope of Work, Value Engineering, Constructability Reviews, the approved Project Schedule, Statement of Probable Construction Cost, Schematic Design Documents, and Design Development Documents.

Section 5. The Board of Education also authorizes the Architect and Construction Manager to complete all necessary bid documents, subject to the review of the Board of Education's legal counsel. The Architect, with the cooperation of the Construction Manager, shall obtain all necessary governmental approvals.

Section 6. The Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education, and that all deliberation of this Board of Education and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code section 121.22.

Section 7. This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education, which may be inconsistent or duplicative with the provisions of this resolution.

ROLL CALL VOTE:

Mrs. Hamburg	Yes
Mrs. Cress	Yes
Mr. Cremeans	Yes
Ms. Grice	Yes
Mr. Stern	Yes

MOTION CARRIED.

Resolution 07-119 Memorandum of Understanding

Ms. Grice moved and Mr. Cremeans seconded a motion to approve the following Memorandum of Understanding with the Little Miami Teachers' Association:

Due to a significant increase in participation in girls' tennis for the fall, there is a need for a second reserve girls' tennis coach.

The Little Miami Teachers' Association and the Board of Education agree to add a second girls' reserve tennis position at step 10 of the supplemental contract for the 2007-2008 school year.

This Memorandum of Understanding will be revisited as interest in the girls' tennis program dictates.

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The parties acknowledge, agree and understand that nothing contained herein shall be construed or utilized as “past practice” or precedent setting” in the interpretation of any provision contained within the Master Agreement, or in the Board’s handling of any future matters involving a supplemental contract.

ROLL CALL VOTE:

Mrs. Cress	Yes
Mr. Cremeans	Yes
Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes

MOTION CARRIED.

Resolution 07-120 Exempted Employee Handbook

Mrs. Hamburg moved and Mr. Cremeans seconded a motion to adopt the exempted employee handbook as submitted.

ROLL CALL VOTE:

Mr. Cremeans	Yes
Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes

MOTION CARRIED.

Adjournment

Mr. Cremeans moved and Mr. Stern seconded a motion to adjourn the meeting.

ROLL CALL VOTE:

Ms. Grice	Yes
Mr. Stern	Yes
Mrs. Hamburg	Yes
Mrs. Cress	Yes
Mr. Cremeans	Yes

MOTION CARRIED.

The meeting adjourned at 6:22 p.m.

Nona Cress

Shaun Bevan