

**SCHOOL DISTRICT OF MANAWA
BUILDINGS & GROUNDS COMMITTEE MEETING
AGENDA**

Join with Google Meet

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Join by phone

(US) +1 208-614-3849 PIN: 940 082 509#

Date: May 4, 2021

Time: 6:00 p.m.

Hybrid Meeting Format (In-person Meeting for Board of Education at MES Board Room, 800 Beech Street & Virtual Components)

Board Committee Members: R. Johnson (C), Griffin, Hollman

In Attendance:

Timer: _____ **Recorder:** _____

1. Review MS/HS Paving Project (Information) - Matt McGregor from Hoffman
2. Buildings & Grounds Budget Summary (Information)
3. Consider Remaining Funding in Operational Referendum for Green Space (information / Action)
 - a. Dormant seeding
 - b. Outdoor Classroom - picnic tables and/or benches
4. Review Exterior Bleacher Installation Project (Information)
 - a. Possible final use on Memorial Day weekend for graduation ceremony on May 29.
 - b. Removal of old bleachers by volunteers on May 30 or 31.
 - c. Concrete pad preparation and pouring beginning on June 1 and allowing for 2-3 days for fast cure time.
 - d. Southern Bleacher installation begins on June 7.
5. Review Gym Refinishing Project (Information)
6. Solar Customer Hosted Renewable Solutions Project Update (Information)
7. Pfefferle Project Update (Information)
8. Culligan MS/HS Water Softener Repairs (Information / Action)
9. Consider Endorsement of MS/HS Gym Fans and Cages Replacement - about 6 weeks lead time (Information / Action)
10. Buildings & Grounds Committee Planning Guide (Information)
11. Set Next Meeting Date:
12. Next Meeting Items:
 - a. Consider Building a Storage Building for the MS/HS Property (Information / Action)
 - b. MS/HS Gym Wall Mats (Information / Action)
 - c.
13. Adjourn

BUILDING AND GROUNDS MONTHLY REPORT

Account	Description	2020-21	2020-21	2020-11	Mar 2020-21
		Original Budget	FY Activity	FY %	Monthly Activity
10 E 101 310 253000 000	Personal Services for operations	\$ 435.00	\$ -	0.0%	\$ -
10 E 101 324 254200 000	Repairs to MES grounds/sites	\$ 3,000.00	\$ 2,850.00	0.0%	\$ -
10 E 101 324 254300 000	Repairs to MES building	\$ 17,661.00	\$ 6,175.19	35.0%	\$ 407.00
10 E 101 324 254490 000	Repairs for non-instructional equipment	\$ 839.00	\$ 838.28	99.9%	\$ -
10 E 101 329 253000 000	Service for MES operations (lawncare, monitoring, rugs)	\$ 4,500.00	\$ 3,703.58	82.3%	\$ 659.76
10 E 101 331 253000 000	MES gas for heat	\$ 32,000.00	\$ 19,371.75	60.5%	\$ 2,651.04
10 E 101 336 253000 000	MES electricity	\$ 64,987.00	\$ 34,195.09	52.6%	\$ 6,152.77
10 E 101 337 253000 000	MES water	\$ 4,000.00	\$ 1,239.60	31.0%	\$ 462.45
10 E 101 338 253000 000	MES sewer	\$ 500.00	\$ 1,468.34	293.7%	\$ 536.96
10 E 101 3-- -----	*PURCHASED SERVICES	\$ 127,922.00	\$ 69,841.83	54.6%	\$ 10,869.98
10 E 101 411 253000 000	Custodial supplies for MES	\$ 15,000.00	\$ 12,767.41	85.1%	\$ 1,623.42
10 E 101 440 254300 000	Durable supplies for MES operations	\$ 1,000.00	\$ 972.39	97.2%	\$ 159.99
10 E 101 4-- -----	*NON-CAPITAL OBJECTS	\$ 16,000.00	\$ 13,739.80	85.9%	\$ 1,783.41
10 E 101 551 253000 000	Capital Equipment, new	\$ 1,095.00	\$ 462.00	42.2%	\$ 462.00
10 E 101 5-- -----	*CAPITAL OBJECTS	\$ 1,095.00	\$ 462.00	42.2%	\$ 462.00
10 E 101 --- -----	*ELEMENTARY SCHOOL	\$ 145,017.00	\$ 84,043.63	58.0%	\$ 13,115.39
10 E 200 310 253000 000	Personal Services for operations	\$ -	\$ -	0.0%	\$ -
10 E 200 324 254200 000	Repairs to MMS grounds/sites	\$ 1,000.00	\$ 492.52	49.3%	\$ -
10 E 200 324 254300 000	Repairs to MMS building	\$ 1,000.00	\$ 2,688.51	268.9%	\$ 552.63
10 E 200 324 254490 000	Repairs for non-instructional equipment	\$ 1,000.00	\$ 211.90	21.2%	\$ -
10 E 200 329 253000 000	Service for MMS operations (lawncare, monitoring, rugs)	\$ 4,300.00	\$ 2,259.76	52.6%	\$ 685.03
10 E 200 331 253000 000	MMS gas for heat	\$ 12,900.00	\$ 8,013.58	62.1%	\$ 2,465.49
10 E 200 336 253000 000	MMS electricity	\$ 44,290.00	\$ 27,918.81	63.0%	\$ 3,172.24
10 E 200 337 253000 000	MMS water	\$ 2,150.00	\$ 548.38	25.5%	\$ 215.05
10 E 200 338 253000 000	MMS sewer	\$ 1,290.00	\$ 738.67	57.3%	\$ 277.35
10 E 200 3-- -----	*PURCHASED SERVICES	\$ 67,930.00	\$ 42,872.13	63.1%	\$ 7,367.79
10 E 200 411 253000 000	Custodial supplies for MMS	\$ 7,582.02	\$ 4,734.43	62.4%	\$ 466.55
10 E 200 440 253000 000	Durable supplies for MMS operations	\$ 910.48	\$ 910.48	100.0%	\$ -
10 E 200 4-- -----	*NON-CAPITAL OBJECTS	\$ 8,492.50	\$ 5,644.91	66.5%	\$ 466.55
10 E 200 551 253000 000	Capital Equipment, new	\$ 967.50	\$ -	0.0%	\$ -
10 E 200 5-- -----	*CAPITAL OBJECTS	\$ 967.50	\$ -	0.0%	\$ -
10 E 200 --- -----	*MIDDLE SCHOOL	\$ 77,390.00	\$ 48,517.04	62.7%	\$ 7,834.34
10 E 400 310 253000 000	Purchased services for operations	\$ 1,070.00	\$ -	0.0%	\$ -
10 E 400 324 254200 000	Repairs to HS grounds/sites	\$ 4,000.00	\$ 756.88	18.9%	\$ -
10 E 400 324 254300 000	Repairs to HS building	\$ 16,798.00	\$ 7,013.61	41.8%	\$ 732.56
10 E 400 324 254490 000	Repairs to non-instructional equipment	\$ 202.00	\$ 280.90	0.0%	\$ -
10 E 400 329 253000 000	Services for HS operations (lawncare, monitoring, rugs)	\$ 5,700.00	\$ 3,019.53	53.0%	\$ 908.03
10 E 400 331 253000 000	HS gas for heat	\$ 17,100.00	\$ 10,622.67	62.1%	\$ 3,268.21
10 E 400 336 253000 000	HS electricity	\$ 58,710.00	\$ 37,008.67	63.0%	\$ 4,205.07
10 E 400 337 253000 000	HS water	\$ 2,850.00	\$ 726.94	25.5%	\$ 285.07
10 E 400 338 253000 000	HS sewer	\$ 1,710.00	\$ 979.17	57.3%	\$ 367.64
10 E 400 3-- -----	*PURCHASED SERVICES	\$ 108,140.00	\$ 60,408.37	55.9%	\$ 9,766.58
10 E 400 411 253000 000	Custodial supplies for HS	\$ 9,806.49	\$ 8,182.06	83.4%	\$ 618.44
10 E 400 440 253000 000	Durable supplies for HS operations	\$ 1,701.01	\$ 1,771.92	104.2%	\$ -
10 E 400 4-- -----	*NON-CAPITAL OBJECTS	\$ 11,507.50	\$ 9,953.98	86.5%	\$ 618.44
10 E 400 551 253000 000	Capital Equipment, new	\$ 1,282.50	\$ -	0%	\$ -
10 E 400 5-- -----	*CAPITAL OBJECTS	\$ 1,282.50	\$ -	0%	\$ -
10 E 400 --- -----	*HIGH SCHOOL	\$ 120,930.00	\$ 70,362.35	58.2%	\$ 10,385.02
10 E 800 310 253000 000	Personal Services for operations	\$ 500.00	\$ 1,112.00	222.4%	\$ -
10 E 800 310 254500 000	Personal Services - vehicles	\$ 490.00	\$ 490.00		\$ -
10 E 800 324 254200 000	Site Repairs	\$ 1,000.00	\$ 4,867.50	486.8%	\$ -
10 E 800 324 254300 000	Building Repairs	\$ 250.00	\$ 597.80	239.1%	\$ 247.50
10 E 800 324 254490 000	Other Equipment Repairs	\$ 1,000.00	\$ 297.00	0.0%	\$ -
10 E 800 324 254500 000	Repairs to Kubota, truck, large van	\$ 2,500.00	\$ 3,821.73	152.9%	\$ 390.96
10 E 800 328 255000 000	Rental - Lindsay Park	\$ 2,500.00	\$ -		\$ -
10 E 800 329 253000 000	Garbage/Recycle service, Empty lot lawn service	\$ 12,000.00	\$ 10,535.00	87.8%	\$ 1,380.00
10 E 800 329 253200 000	Snow Removal Service	\$ 25,000.00	\$ 17,919.88	71.7%	\$ 4,177.75
10 E 800 337 253000 000	Water	\$ 115.00	\$ 26.89		\$ -
10 E 800 338 253000 000	Old ES sewer	\$ 100.00	\$ 44.88	44.9%	\$ -
10 E 800 342 253000 000	Custodial staff travel to pick up supplies or training	\$ 100.00	\$ 34.50	34.5%	\$ -
10 E 800 348 254500 000	Fuel for Kubota, truck, large van	\$ 1,500.00	\$ 519.71	34.6%	\$ 97.08
10 E 800 3-- -----	*PURCHASED SERVICES	\$ 47,055.00	\$ 40,266.89	85.6%	\$ 6,293.29
10 E 800 411 253200 000	Salt for snow removal company	\$ 15,000.00	\$ 14,900.00	99.3%	\$ -
10 E 800 440 253000 000	Durable supplies for operations - district	\$ 1,500.00	\$ 616.70	41.1%	\$ 121.54
10 E 800 4-- -----	*NON-CAPITAL OBJECTS	\$ 16,500.00	\$ 15,516.70	94.0%	\$ 121.54
10 E 800 940 253000 000	Permit to operate a boiler - fee	\$ 250.00	\$ -	0.0%	\$ 1,946.96
10 E 800 9-- -----	*OTHER OBJECTS	\$ 250.00	\$ -	0.0%	\$ 1,946.96
10 E 800 --- -----	*DISTRICT WIDE	\$ 63,805.00	\$ 55,783.59	87.4%	\$ 8,361.79
		2020-21	2020-21	2020-21	Mar 2020-21
		Original Budget	FY Activity	FY %	Monthly Activity
10 E 101 --- -----	*ELEMENTARY SCHOOL	\$ 145,017.00	\$ 84,043.63	58%	\$ 13,115.39
10 E 200 --- -----	*MIDDLE SCHOOL	\$ 77,390.00	\$ 48,517.04	63%	\$ 7,834.34
10 E 400 --- -----	*JR./SR. HIGH SCHOOLS	\$ 120,930.00	\$ 70,362.35	58%	\$ 10,385.02
10 E 800 --- -----	*DISTRICT WIDE	\$ 63,805.00	\$ 55,783.59	87%	\$ 8,361.79
	TOTALS	\$ 407,142.00	\$ 258,706.61	64%	\$ 39,696.54



School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 5/4/2021
Re: Non-Recurring Referendum

The School District of Manawa asked the community to support two referenda in November 2018 and both passed. The non-recurring referendum asked the community to spend \$365,000 to demolish the former elementary school and return the location to green space.

Expended	\$342,787.08
Remaining Balance (5/4/2021)	\$22,212.92

School District of Manawa
800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

Little Wolf High School
Manawa Middle School
515 E. Fourth St
Manawa, WI 54949

Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary
800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2238
Fax: (920) 596-5339

ManawaSchools.org



/ ManawaSchools



/ ManawaSchools

OFFICE COPY

<input type="checkbox"/> BILLING ADDRESS <input type="checkbox"/> LANDLORD'S NAME & ADDRESS		SERVICE ADDRESS (IF DIFFERENT THAN BILLING)		CUST CODE
1. BUSINESS NAME School District of Manawa		School District of Manawa		
2. ADDRESS (IF ALINE) 800 Beech Street		515 E. 4th Street		
3. ADDRESS		Manawa WI 54949		
4. CITY Manawa		STATE WI		ZIP 54949
CONTACT Melanie		CONTACT Dan Wolferham		TELEPHONE NUMBER 9205965310
ACCOUNT OF		P.O. NO. 920-596-5300		EXP. DATE
TAX DATA	STATE	CITY	DIST.	TAX EX
KEYLOCKBOX <input type="checkbox"/> YES <input type="checkbox"/> NO	USAGE/DAY	E-MAIL mopper@manawashools.org	LF/EX	FED TAX #
WATER ANALYSIS		MWW		WATER SRC
<input type="checkbox"/> MOVE IN	NAME OF PREVIOUS OCCUPANT	<input type="checkbox"/> REPLACE EQUIPMENT	MAKE	<input type="checkbox"/> NEW CONNECTION
HOW PLUMBED <input type="checkbox"/> FULL LINE <input type="checkbox"/> HOT ONLY	ALL SERVICE AGREEMENTS ARE ON MONTH-TO-MONTH TERMS UNLESS OTHERWISE WRITTEN BELOW		RENTAL PROPERTY ONLY	TENANT HAS PERMISSION TO ALTER PLUMBING

COMMERCIAL AGREEMENT

- 1. **Rental Agreement.** We agree to rent the Equipment for your use at the Equipment Location. Term. The term of your Commercial Rental Agreement will begin on the Agreement Date and will continue for (check the appropriate box): 12 months 24 months 36 months, or other _____, and will be AUTOMATICALLY CHANGED TO A MONTH TO MONTH THEREAFTER, UNLESS EITHER PARTY GIVES NOTIFICATION PRIOR TO THE EXPIRATION DATE. You will be billed monthly. All payments (plus any applicable taxes) are due on the date stated on the billing statement you receive from us. (Refer to the back of this agreement)
 - 2. **Lease Agreement.** We agree to lease the Equipment described below for your use at the Equipment Location. Amount of Lease Payment _____ Term of Lease _____ Months Final Buyout Payment due at end of term \$ _____ Total Price of Equipment \$ _____ (Sales Tax will be added where applicable)(Refer to the back of this agreement)
 - 3. **Purchase Agreement.** We agree to sell the Equipment for your use at the Equipment Location as described below.
 - 4. **Service Agreement.** We agree to provide service for the Equipment listed below at the Equipment Location, Term: _____ months at \$ _____ per month. (Details of coverage are found in the "Description" box below.)
- Termination.** If you terminate your Rental, Lease, or Service Agreement for any reason, including, but not limited to, by default (as described in paragraph C on the back side of this Agreement), or in the case of "Rental Agreement", by failing to provide the notice required, you agree to pay \$ _____ or the balance of all payments due under your Commercial Agreement for the remainder of the term (whichever is greater).

QTY	TYPE UNIT	DESCRIPTION	PRICE
		Rebuild of HCE Apex Control valves	\$1,980.
			\$1,980.00
SALES TAX			
TOTAL INSTALLATION-SEE BELOW			
TOTAL CHARGES			
LESS RECEIVED WITH ORDER			
<input type="checkbox"/> CASH <input type="checkbox"/> CHECK INIT.			

<input type="checkbox"/> AUTOMATIC DELIVERY SERVICE		CUST. INITIAL	INSTALLATION INFORMATION	
<input type="checkbox"/> SALT <input type="checkbox"/> BOTTLED WATER <input type="checkbox"/> CHEMICAL <input type="checkbox"/> REGULAR <input type="checkbox"/> OK TO LEAVE IF CLOSED? YES (LL) NO (DD) <input type="checkbox"/> SALT ECONOMY DROP			Salt _____ Bags _____ lbs @ \$ _____ each _____ Tax (if Applicable) _____ Disposal of existing equipment by: <input type="checkbox"/> Culligan or <input type="checkbox"/> Customer <input type="checkbox"/> Customer responsible for heat taping & insulating. <input type="checkbox"/> Time and materials plus permit, electrical charges, salt and/or taxes.	
			DELIVERY _____ LOAD AND START UP _____ INSTALLATION Incl PERMIT _____ ELECTRICAL _____ TOTAL _____ Plus \$ _____ Per foot over _____ Feet _____	

DELIVERY OR INSTRUCTIONAL DIRECTIONS / COMMENTS **Coordinate work w/**

STERILIZED WATER - CHAIN OF LAKES, LLC
306 FURMAN DR
WAUPACA, WI 54981
PH (715) 258-2242
800-822-8555
FAX (715) 258-0295

Culligan.
Please note the corrections for your records. As above.

By signing this Agreement, (i) you certify to us that the Equipment is not intended primarily for personal, family or household purposes, (ii) you acknowledge that you have read and understood all of the terms and conditions on the front and back side of this Agreement applicable to your particular agreement with us, and (iii) you represent and warrant that the person signing this Agreement has the authority to sign on behalf of and bind the entity entering into this Agreement.

CUSTOMER SIGNATURE Melanie S. Oppor BY REPRESENTATIVE Michael Hanson DATE 04/20/21
 PRINT NAME Dr. Melanie S. Oppor TITLE/RELATIONSHIP District Administrator

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PROPOSAL NUMBER 24445 DATED 04-28-21

MASTER ELECTRICAL SERVICES LLC – FOR ALL YOUR ELECTRICAL NEEDS!

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME: School District of Manawa
Attn: Melanie Oppor
ADDRESS: 800 Beech Street
Manawa, WI 54949

LOCATION: Same

EMAIL: moppor@manawaschools.org

PHONE NO.: 596-2238

We hereby propose to furnish the materials and perform the labor necessary to wire the following;

- Take down six existing 56” fans and replace with six new 56” fans with new cages using existing power.

Thank you for the opportunity to serve you!

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Four thousand five hundred fourteen and 00/100 Dollars (\$ 4,514.00)

Any alteration or deviation from above specification involving extra costs will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our controls. This proposal may be withdrawn by MES if not accepted within 5 days. Acceptance of this proposal provides a Personal Guaranty on behalf of the Acceptor and the above-named Company principals who he/she represents.

Due to the current volatility of the commodity markets (steel, copper, aluminum, brass, plastics, oil, etc.), we are not able to hold firm prices on materials or products for release any further out than factories or suppliers will guarantee. **PRICE IS GOOD AT TIME AND DATE OF ESTIMATE ONLY.** If this proposal is open beyond (30) days, contact us to establish revised pricing.

All materials shall remain the property of Master Electrical Services until paid in full. Customer will be responsible for any and all costs of collection, including, but not limited to, reasonable attorney’s fees and filing fees for court actions.

The information and data contained is provided to you as an instrument of service, and intended for use and reference relative only to the specific project they describe. The information may not be copied, modified or released to a third party without the direct written permission of M.E.S. By acceptance of this information, you agree to this confidentiality clause.

Percentage of completion payments respectfully submitted: MASTER ELECTRICAL SERVICES LLC.
A 1.5% Service Charge will be added to all balances over 30 days.

Per: *Dave Mackowiak*
Dave Mackowiak (sls)

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above.

Signature _____

Date _____

Master Electrical Services LLC
1913 Mill Street, New London, Wisconsin 54961
(920) 982-6467 FAX (920) 982-6484
General e-mail: general@master-electric.net



4/23/2021

The School District of Manawa
800 Beech St
Manawa, WI 54949

Attn: Dr. Melanie Oppor
Re: Manawa High School/Middle School Gymnasium Ceiling Fan Replacement-Rev 1

Dear Dr. Oppor,

Northland Electrical Services is pleased to present The School District of Manawa with a quote of **\$4,474.00** for the electrical work associated with replacing ceiling fans in the Manawa HS/MS gymnasium. Included in this quote is the equipment, material, and labor to complete the project as defined in the scope of work below.

Scope of Work

- Purchase and install (6) new white ceiling fans at existing fan locations using existing circuits.
- Purchase and install (6) new protective cages.
- Purchase and install (3) new fan control switches at existing switch locations using existing wiring.
- Dispose of abandoned fans/switches/cages off site.
- Test fans.
- Coordinate timing and the use of the school district's on-site lift.

Notes

- Removal of existing devices and assembly/installation of new product expected to take 2 days.
- Approval needed to begin work.

Thank you for the opportunity to quote this project. Please contact me with any questions or concerns @ (920)470-6877.

Sincerely,
Dean Burton

Dean Burton

Northland Electrical Services
dburton@northlandes.com