

SAULT STE. MARIE AREA PUBLIC SCHOOLS  
SAULT STE. MARIE, MICHIGAN 49783  
SPECIAL MEETING, BOARD OF EDUCATION  
Phone 906-635-6609

**Minutes – February 1, 2023**

152. ***I. CALL TO ORDER***

President Curtis called the meeting to order at 5:30 p.m. in the Sault Area Middle School, 684 Marquette Avenue.

153. ***A. ROLL CALL OF BOARD***

Board Members Present: Caitlin L. Galer, Kenneth D. Dunton, Christine M. Curtis, Michelle M. Ribant, William E. Odbert, Melissa S. Pingatore

Absent: Daniel L. Smith

154. ***B. ADOPTION OF THE AGENDA***

It was moved by Member Pingatore, supported by Member Dunton, that the Board of Education adopt the agenda.

Yeas: Galer, Dunton, Curtis, Ribant, Odbert, Pingatore

Nays: None

Absent: Smith

Motion Carried.

155. ***C. AUDIENCE PARTICIPATION***

Ted Moore and Tony Hollow of Moore Trosper Construction acknowledged they were in attendance and ready to answer any questions.

156. ***II. BOARD ACTIONS***

***A. APPROVAL OF REQUEST FOR PROPOSALS (RFP)***

Superintendent Scott-Kronemeyer reported on the need to schedule RFPs for Construction Management and Architectural/Engineering to accommodate the modified timeline.

Superintendent Scott-Kronemeyer reported the timeline was reviewed by Thrun, Treasury, and the consultant, and they feel it is rigorous but doable.

Superintendent Scott-Kronemeyer confirmed the district is proposing that two separate companies provide the work of three services (construction management, architectural, and engineering). She noted the district is in the center of the project and the construction management firm must ensure there is cohesiveness among all three areas and give feedback to the district.

Superintendent Scott-Kronemeyer reported pending Board approval, the RFPs would be posted tomorrow morning, companies could begin walkthroughs outside of the normal school hours, and the Building and Grounds Committee could review the bid proposals in two weeks. She noted selected companies would need to work within the district's timeline.

Superintendent Scott-Kronemeyer reported selected companies could present their proposal to the Board at a February 23 meeting with 25 minutes and a brief discussion allotted for each.

Superintendent Scott-Kronemeyer sought confirmation that the Board was in agreement with the timeline and stated a special meeting would need to be held in May.

Superintendent Scott-Kronemeyer reported the team worked hard to ensure the timeline would allow enough time for companies to complete the scope of work for the project.

Upon inquiry from Member Dunton, Superintendent Scott-Kronemeyer reported the referendum would be on the November general election, but the timeline could be pushed back if the Board preferred.

Upon inquiry from Member Galer, Superintendent Scott-Kronemeyer indicated a two-week timeline for companies to submit proposals was sufficient because they already have a sales and marketing schedule and would only need to conduct a walkthrough.

Upon inquiry from Member Ribant, Superintendent Scott-Kronemeyer acknowledged there are different scopes of work for a millage, sinking fund, and capital project outlay. She stated the district can only do the work for what the money in the proposal will actually support.

Upon inquiry from Member Dunton, Superintendent Scott-Kronemeyer reported the Board will be making the decision on prioritizing the work that is to be done.

Member Dunton indicated the Board needs to position itself to get the most work for the money as well as carry a leg forward several years.

Superintendent Scott-Kronemeyer confirmed the district needs to forecast several years out and referenced areas such as students, usage, and location.

Upon inquiry from President Curtis, Superintendent Scott-Kronemeyer reported the project management team would assist in a survey to gather community input on what they'd like to see done. She noted her experience in working with surveys is that if they are not answered within a couple of days, they go unanswered. She recommend a reasonable turnaround time.

President Curtis inquired on additional questions from the Board.

Upon inquiry from Member Dunton, Superintendent Scott-Kronemeyer reported Tom Nelson annually works on a 5-year facilities plan, but the companies involved in the RFP would also need to advise on what the district's needs are.

It was moved by Member Galer, supported by Member Dunton, that the Board of Education approve the Construction Management and Architectural/Engineering Services Request for Proposals.

Upon inquiry from Member Dunton, Superintendent Scott-Kronemeyer confirmed the timeline was part of both RFPs.

Yeas: Galer, Dunton, Curtis, Ribant, Odbert, Pingatore

Nays: Smith

Absent: None

Motion Carried.

157. **III. ADJOURNMENT**

There being no further business to come before the Board at 5:44 p.m., it was moved by Member Dunton, supported by Member Pingatore, that the meeting be adjourned.

Yeas: Galer, Dunton, Curtis, Ribant, Odbert, Pingatore

Nays: None

Absent: None

Motion Carried.

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Christine M. Curtis, President

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Melissa S. Pingatore, Board Secretary

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Judy L. Sirk, Recording Secretary