



**SCHOOL DISTRICT OF MILTON**  
Milton, Wisconsin

**POLICY COMMITTEE MEETING AGENDA**  
**Monday, June 12, 2017 at 5:30 PM**  
**District Office Second Floor Conference Room**

- I. Discussion and Recommendation on Resolution Adopting an Entire Set of New District Policies as Reviewed, Modified and Recommended by NEOLA, the Policy Committee and Administration

The potential exists for a quorum of Board members to be in attendance at this meeting.

This meeting notice may be supplemented in order to comply with Wisconsin's open meetings law. If this notice is supplemented, the final notice will be posted and provided to the media no later than 24 hours prior to this meeting or no later than 2 hours prior to the meeting, in the event of an emergency.



SCHOOL DISTRICT OF MILTON  
Milton, Wisconsin

**BOARD OF EDUCATION MEETING AGENDA**

**Monday, June 12, 2017**

**District Office Second Floor Conference Room 5:45 PM Executive Session**

**District Office Professional Development Center 6:30 PM Regular Meeting**

- I. Motion to go Into Executive Session Pursuant to Wis. Stat. §19.85 (1) (c), for discussion and possible action regarding employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.  
[Former Employee Request for Retirement Benefits]
- II. Motion to Reconvene in Open Session
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Approval of Vouchers
- VI. Public Comment
- VII. Building/Department Announcements
- VIII. Human Resources Committee Report – Betsy Lubke
  - A. Retirement Options – Roth IRA, 403(b) and 457
  - B. Update on Optional Biometric Testing – Fall 2017
  - C. Update on Insurance Rates
- IX. Policy Committee Report – Shelly Crull-Hanke
  - A. Discussion and Possible Action on Resolution Adopting an Entire Set of New District Policies as Reviewed, Modified and Recommended by NEOLA, the Policy Committee and Administration
- X. Discussion and Possible Action on 2017-18 School Fees and Meal Prices – Sheila Price
- XI. Referendum Update
  - A. Construction Management Services Contract Process
  - B. Discussion on Next Steps
- XII. Miscellaneous
  - A. Staffing - Professional and Support Staff Hires, Resignations and Retirements
  - B. Gifts and Donations
  - C. Meeting Dates – Upcoming Board and Committee Meetings

This meeting notice may be supplemented in order to comply with Wisconsin's open meetings law. If this notice is supplemented, the final notice will be posted and provided to the media no later than 24 hours prior to this meeting or no later than 2 hours prior to the meeting, in the event of an emergency.

**SCHOOL DISTRICT OF MILTON**  
**Milton, Wisconsin**

BOARD OF EDUCATION MEETING MINUTES

Monday, May 22, 2017

District Office

Board President, Bob Cullen, called the meeting to order at 6:34 p.m. Board members present: Betsy Lubke, Tom Westrick, Shelly Crull-Hanke, Karen Hall, Don Vruwink and Brian Kvapil. Absent: None. Student representative present: Sean Harvatine.

I. Approval of Agenda

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve agenda as presented. Motion carried.

II. Approval of Minutes

A motion was made by Tom Westrick and seconded by Don Vruwink to approve the minutes for the regular meeting held on May 8, 2017 as presented. Motion carried.

III. Approval of Vouchers

A motion was made by Betsy Lubke and seconded by Tom Westrick to approve Bank of Milton vouchers totaling \$404,176.97 representing Funds 10, 20, 50, 80, and 90. Voids totaling \$87.89. Motion carried.

IV. Public Comment

V. Student Council Report

VI. Legislative Issues

VII. Policy Committee Report – Shelly Crull-Hanke

A. Discussion on NEOLA Update – New/Revised/Replacement Policies

VIII. Discussion and Possible Approval of 2017-18 CESA #2 Contract

A motion was made by Don Vruwink and seconded by Shelly Crull-Hanke to approve the 2017-18 CESA #2 contract as presented. Motion carried.

IX. Discussion and Possible Action on 2017-18 Open Enrollment Applications

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve the recommendations for the 2017-18 open enrollment applications as presented. Motion carried.

X. Referendum Update

A. Presentation From Baird on Potential Financing Options – Lisa Voisin, Baird

B. Discussion and Possible Action on Facilities Needs  
No action was taken.

BOARD OF EDUCATION MEETING MINUTES

Monday, May 22, 2017

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XI. Miscellaneous

A. Staffing

A motion was made by Betsy Lubke and seconded by Karen Hall to approve the revised staffing report as presented, including the contracts/letters of employment Laura Boettcher (2), Cheri Jacobson and Tara Czerwinski; updated contracts for Matthias Biederwolf, Jennifer Cramer, Julie Musgrove and Jonathan Lyon; and the resignation of Maria Garcia. Motion carried.

B. Gifts and Donations

A motion was made by Karen Hall and seconded by Tom Westrick to accept the following gifts and donations with gratitude:

Consolidated School P.I.E.	\$310.44	Bus to Vilas Zoo
P.A.W.S.	\$1,500.00	1 <sup>st</sup> Grade Field Trips
P.A.W.S.	\$1,750.00	2 <sup>nd</sup> Grade Field Trips
P.A.W.S.	\$1,500.00	3 <sup>rd</sup> Grade Field Trips
Handy Art	\$350.00	NAHS Art Show
Jon Fish	<u>\$45.00</u>	Schilberg Park – Tree
	<b>TOTAL</b>	<b>\$5,455.44</b>

Motion carried.

C. Meeting Dates

May 26, 2017	Employee Recognition	2:00 p.m.	Milton High School
June 2, 2017	Human Resources Committee Meeting	1:00 p.m.	District Office-PDC
June 11, 2017	Graduation Ceremony	2:00 p.m.	Milton High School
June 12, 2017	Policy Committee Meeting	5:30 p.m.	District Office
June 12, 2017	School Board Meeting	6:30 p.m.	District Office-PDC

A motion was made by Tom Westrick and seconded Don Vruwink to adjourn the meeting at 8:40 p.m. Motion carried. Meeting adjourned.

Minutes approved June 12, 2017

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Bob Cullen  
President

## POLICY ADOPTION RESOLUTION

RESOLVED, that the comprehensive set of district policies as reviewed, modified and recommended by NEOLA, the Policy Committee, and administration are hereby adopted and that all policies heretofore adopted by the School District of Milton Board of Education (Board) are hereby rescinded, further be it

RESOLVED, that in the event any policy, part or section of a policy is judged to be inconsistent with law, inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining policies and parts of policies shall remain in full effect.

Take notice that the foregoing resolution was adopted by the School District of Milton Board of Education at a public meeting held at School District of Milton District Office, Milton, Wisconsin on June 12, 2017.

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Robert L. Cullen, Board President

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Shelly Crull-Hanke, Board Clerk



**School District of Milton**  
*Opportunity · Achievement  
Community*

**Timothy J. Schigur**  
District Administrator

**Mary Ellen Van Valin**  
Director of Business Services

**Susan L. Probst**  
Director of Pupil Services

**Heather N. Slosarek**  
Director of Curriculum & Instruction

DATE: June 12, 2017

TO: Milton Board of Education  
Tim Schigur, District Administrator  
Mary Ellen Van Valin, Director of Business Services

FROM: Sheila Price, Nutrition Team Supervisor

RE: Proposed Meal Price Increases for 2017-18 School Year

The Milton Nutrition Team is recommending the following meal price increases for the 2017-18 School Year:

**LUNCH**

	<i>16-17</i>	<i>17-18 Proposed</i>	<i>% Increase</i>
• K-3	\$2.50	<b>\$2.60</b>	3.85%
• Northside	\$2.65	<b>\$2.75</b>	3.64%
• Middle/High	\$2.85	<b>\$2.95</b>	3.38%
• Reduced	\$0.40	\$0.40	0.00%
• Adult/Second Meal	\$3.65	<b>\$3.75</b>	2.67%

**BREAKFAST**

• K-12	\$1.30	\$1.30	0.0%
• Reduced	\$0.00	\$0.00	0.0%
• Adult/Second Meal	\$1.95	\$1.95	0.0%

<b>MILK</b>	\$0.40	\$0.40	0.0%
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These recommendations are based on the required Paid Lunch Equity Report completed using October 2016 data. The Healthy Hunger-Free Kids Act of 2010 seeks equity in school lunch prices throughout the country. This act intends to bring full paid meal prices in line with federal reimbursements to school districts for meals provided to students receiving free meals. The paid lunch equity calculation is adjusted annually. For 2017-18, this is a 2% rate increase from the 2016-17 weighted average price requirements plus the Consumer Price Index (CPI) of 2.64%. Failure to raise meal prices in accordance with this mandate will put the District at risk of losing federal funding and reimbursements. The increases are intended to offset ever-increasing food costs as a result of the new nutrition standards and various other economic factors.

This price requirement only applies to paid lunch prices. It is my recommendation to keep paid breakfast prices for 2017-18 unchanged from the 2016-17 School Year in an attempt to preserve breakfast participation rates in the upcoming year. The potential loss of revenue based on current year participation rates for paid students equals just under \$1,100.00, which would be absorbed into the 2017-18 Fund 50 Budget.

**A recommended motion would be: “to approve the 2017-18 school fees and meal prices as presented.”**



# SCHOOL DISTRICT OF MILTON

## 2017-2018 SCHOOL FEES

### 4K Students

General Fees \$15.00

### K-6 Students

General Fees \$30.00  
Milk Break K-6 \$ .40 per carton  
Milk per Carton \$ .40 per carton

### 7-8 Students

General Fees \$58.00  
Sports \$40.00 (max \$120/family)  
Padlocks Available at Dave's Milton Ace Hardware  
Yearbook purchase (optional) \$30.00

### 9-12 Students

General Fees \$58.00  
Course Fees \$10.00 - \$20.00  
Sports User Fee \$50.00 (max \$150/family)  
Athletic Pass \$45.00 (optional)  
Family Athletic Pass \$120.00 (optional)  
Parking Permit \$40.00  
Yearbook Purchase \$70.00 (optional)

### Optional Insurance 5-12 Students

iPad Insurance \$25.00 (deductible applicable)  
Laptop Insurance \$50.00 (deductible applicable)

### Breakfast/Lunch Prices

Breakfast K-12 \$ 1.30 per meal  
                  [Adult/Second Meal] \$ 1.95 per meal]  
Lunch K-3 \$ 2.60 per meal  
          4-6 \$ 2.75 per meal  
          7-12 \$ 2.95 per meal  
          [Adult/Second Meal] \$ 3.75 per meal]

**There may be other fees due and payable during the school year.**

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## ALL FEES PAYABLE AT REGISTRATION

**ONLINE REGISTRATION      JULY 24 – AUGUST 9, 2016**

**ONSITE CENTRAL REGISTRATION      AUGUST 8-9, 2016**

**All students will have the option of purchasing hot lunches in advance.**

**For your family lunch account, a \$25.00 deposit is the optional/suggested minimum.**

**Physical education uniforms may be purchased at Dave's Milton Ace Hardware or Throndsen's.**



## **REQUEST FOR PROPOSALS (RFP) - Construction Management Services**

From: School District of Milton

Project: School District of Milton Master Plan Projects  
School District of Milton  
448 E. High Street  
Milton, WI 53563

PRA Project No. 150084-01

Date: 21 July 2015

Re: Construction Management Services RFP

### **Description of Project**

The School District of Milton has begun the process of developing a district-wide Facilities Master Plan. It is anticipated that this planning exercise will result in the pursuit of a Facilities Referendum in the near future. Specific projects have yet to be identified but all grade levels and District buildings are being considered. It is anticipated that there will be renovation work at most or all District school facilities along with the strong potential for additions and/or new school construction.

### **Scope of Service**

This RFP is for Construction Management Services, as required for the projects to be identified as part of the Facilities Master Plan. Each firm's pre-construction services and construction management professional services, along with traditional construction functions, will be carefully evaluated to ensure that the overall project value can be optimized. It is intended that the Construction Management services contract format will be based on the A133™ - 2009 (Standard Form of Agreement Between Owner and Construction Manager), with a Guaranteed Maximum Price.

Plunkett Raysich Architects, LLP has been engaged by the School District of Milton for Master Planning Services and will serve the District as the Architect for resulting projects. The selected Construction Manager will be expected to assist in price estimating and construction feasibility analysis as part of their pre-construction services.

### **Project Schedule**

Request for Proposals Available:	07/21/15
Responses Due:	08/04/15 @ 12:00PM
Short List of Firms	08/06/15
Interview & Award Process	Week of August 10th – Dates and Times TBD

*Note: An electronic file of this RFP is available upon request*

11000 west park place milwaukee, wisconsin 53224 t 414 359 3060  
2310 crossroads drive suite 2000 madison, wisconsin 53718 t 608 240 9900  
1613 fruitville road suite 3 sarasota, florida 34236 t 941 348 3618

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Partners: Michael P. Brush, Martin P. Choren, Gregg R. Golden, Kim D. Hassell, Mark C. Herr, John J. Holz, Nicholas D. Kent, Steven A. Kieckhafer, Scott A. Kramer, David J. Raysich, Michael H. Scherbel, Michael J. Sobczak



**Owner Contact and Due Date**

Please submit (6) copies of your proposal as follows:

Date Proposals Due: 4 August 2015 @ 12:00PM  
Location: School District of Milton – District Administration Office  
448 East High Street  
Milton, WI 53563

Please direct all questions related to the Request for Proposal to:

Plunkett Raysich Architects, LLP  
209 South Water Street  
Milwaukee, WI 53204  
Phone: 414-359-3060  
E-Mail: skramer@prarch.com

**PROPOSAL FORMAT**

Proposals for Construction Services shall be provided in a letter size (8 1/2" x 11") bound document with sections limited to the requirements below:

**Section 1.0 – Company Description**

- A. **Firm** -- Identify the firm's name and the address of its principal office and any branch offices, and a brief history of the firm. If the firm has more than one office, specify which office will be responsible for the contemplated project (the "Contact Office"). Indicate the year the Contact Office was established.
- B. **Organization** -- Specify the type of organization (partnership, corporation or other), the year established and the Contractor's license number. State the number of years the firm has been involved in ongoing work in the locality or the immediate vicinity of the Project.
- C. **Contact Office** -- State the size and adequacy of the firm's Contact Office to perform the proposed work. List the disciplines represented by your staff and any areas of specialized expertise. Indicate specifically how many full-time staff members are stationed at the Contact Office. If the Contact Office is not the firm's main headquarters, provide the name and title of the most senior manager stationed full-time at the Contact Office.

**Section 2.0 – Proposed Project Team**

- A. List specific personnel proposed for the project team. Indicate the project assignment, role or area of responsibility of each individual. Also state the current assignments for personnel proposed for the Project.



- B. Provide an organization chart graphically indicating how the firm would staff and structure the proposed team for Preconstruction and Construction Phases of the Project. Include delegation of responsibility and assignment for authority.
- C. Provide a resume for each proposed team member, specifically stating the experience and qualifications of individual personnel in providing Preconstruction and/or Construction Services. Include at least three client and three architect references for each proposed team member.
- D. **The selection of the construction firm for this project will be largely based on the proposed team members. Therefore, specifically indicate how you will assure the Owner that the proposed team members will dedicate the proper amount of time to this project and will not be reassigned to another project.**

### **Section 3.0 – Self-Performed Work**

- A. Work with Own Forces -- Indicate which elements of work your firm would propose to perform with its own forces if authorized by the Owner. Describe your experience performing similar self-performed work in the last three years.

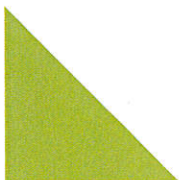
### **Section 4.0 – Volume**

- A. Volume -- For the Contact Office, provide a statement indicating the annual volume of completed construction in the last five years, and present and projected work. Indicate the specific extent of the Contact Office's involvement (prime contractor, joint venture partner, subcontractor, other). Indicate the percent of the total annual dollar volume and the total number of projects the Contact Office secured by 1) Negotiated G/C or Negotiated CM and 2) Competitive lump sum bid.
- B. Include a copy for AIA Document A305, "Contractor's Qualification Statement."

### **5.0 – Similar Project Experience**

- A. Specific Project List -- Provide the following information for a **minimum of five projects completed by the Contact Office in the last five (5) years** that are the most similar to the proposed Project.
1. Building name and address. Contractor's project name if different
  2. Building Owner and Architect, address, contact name and telephone number.
  3. Type of project, size of building components, site, and construction area.
  4. Scope of service performed on the project, including preconstruction services. Differentiate between work performed by your own forces and subcontract work. Indicate whether your contract was prime or involved a joint venture with another firm and whether construction management, general contracting, a combination or other services were involved.
  5. List final project cost. Describe key cost management challenges and how you dealt with these issues.

If the Owner's representative for this project were to be contacted, what would they say regarding the project budget and final cost?



6. List construction schedule duration. Indicate key scheduling challenges and how you dealt with these issues.  
  
If the Owner's representative for this project were to be contacted, what would they say regarding the construction schedule?
7. Construction format (lump sum, GMP, cost plus, etc).
8. Identify the basis on which your firm was selected (bid, negotiated).
9. Indicate the names of your Project Manager and Superintendent on each project.
10. Indicate what percentage of the work was accomplished with your own forces and in what trades.

**Section 6.0 – Fee Proposal**

**Project Fee**

Based on the AIA A133™ - 2009 (Standard Form of Agreement Between Owner and Construction Manager), list your percentage fee for overhead & markup, to be applied to the cost of construction. Fee shall include preconstruction services and any other costs from the firm's principle office (administrative, engineering, accounting, etc) that are not indicated below or otherwise a cost incurred directly on the construction site.

Percentage fee of overhead and mark-up - \_\_\_\_%

**Insurance**

List the percentage to be applied to the contract value for professional and general liability insurance.

Percentage \_\_\_\_%

**Management & Supervision – Construction Phase**

- Reimbursable hourly rate for the Project Manager during the construction phase. Indicate the estimated average hours per week you anticipate will be required for the Project Manager. Any other management, administrative, or engineering personnel shall be considered non-reimbursable and included in the above fee.

Project Manager hourly rate - \$ \_\_\_\_ / hour



Estimated average hours per week - \$ \_\_\_\_ / hours

- Reimbursable hourly rate for a full-time Construction Superintendent.

Construction Supervisor hourly rate - \$ \_\_\_\_ / hour

Note: During the preconstruction phase, at a time specified by the Owner, a fixed limit for project General Conditions shall be submitted to the Owner and Architect for their review and approval. This fixed limit shall then be incorporated into the contract and Guaranteed Maximum Price.

### **Self-Performed Work**

Owner may allow for the submission of cost proposals for self-performed work if they feel it could be in the best interest of the project. Any self-performed work cost proposals shall be submitted in a time-frame and format that is acceptable to the Owner. In the event that, for any reason, the Owner feels self-performance is not in the best interest of the project, all work categories shall competitively bid as directed by the Owner.

In the event that self-performed work is performed, list your rates as follows:

#### Field Labor Rates

Provide the following individual billing labor rates. In each rate, include base rate, union fringes, and all other costs.

Carpenter Foreman	\$ ____ / hour
Carpenter Journeyman	\$ ____ / hour
Laborer Foreman	\$ ____ / hour
Laborer Journeyman	\$ ____ / hour
Equipment Operator	\$ ____ / hour
Cement Finisher Journeyman	\$ ____ / hour
Cement Finisher Foreman	\$ ____ / hour
Mason Journeyman	\$ ____ / hour
Mason Foreman	\$ ____ / hour

#### Equipment



Provide your billable % AED (American Equipment Distributors) rates for any company owned equipment that you may have on the project.

Billable AED % - \_\_\_\_%

Self-Perform Work Mark-up

Provide your percentage mark-up for any self-performed work (including general conditions) provided on a cost-plus-fee basis. Percent mark-up to be applied to the labor and equipment rates above and company provided materials (from your company yard). Any materials or equipment from outside suppliers or subcontractors shall be provided at invoice cost, plus the "project fee" above.

Percentage mark-up for self performed work - \_\_\_\_%

**Section 7.0 – Other Information**

- A. Bond Premium Rates -- Provide a schedule of current bond premium rates. Include your current total bonding capacity and current available capacity. Also identify your current bonding company representative.
- B. Claims -- Please list all pending or past legal action (lawsuits, claims or liens) or arbitration proceedings your firm and your Contact Office has been involved in during the past three (3) years involving an Owner or Architect.
- C. Financial Statement -- Although financial statements are not required to be submitted with the Proposal, the firms selected for further consideration will be required to furnish their latest audited financial statement.

**Section 8.0 - Differentiation**

- A. Specifically indicate how you feel your experience, approach or process differentiates your firm from other construction firms.
- B. Describe your firm's approach to local business involvement in this process. Highlight any experience within the Milton School District or Rock County that you feel will benefit this process.
- C. Indicate why you are interested in this particular project and have the motivation to provide exceptional service.

**SUMMARY OF PRECONSTRUCTION SERVICES TO BE PROVIDED BY THE CONSTRUCTION MANAGER**

**1.00 PRELIMINARY EVALUATION**

The Contractor shall provide a preliminary evaluation of the Owner's program budget requirements.

**2.00 CONSULTATION**

The Contractor shall attend regular meetings with the Owner and the Architect. The Contractor shall consult with the Owner and Architect regarding site use and improvements and the selection of materials, building systems and equipment. The Contractor shall provide recommendations on construction feasibility; actions designed to minimize



adverse effects of labor or material shortages; time requirements for procurement, installation and construction completion; and factors related to construction cost including estimates of alternative designs or materials, preliminary budgets and possible economies.

**3.00 PRELIMINARY PROJECT SCHEDULE**

The Contractor shall prepare, and periodically update, a preliminary construction schedule for the Owner's review and approval. As design proceeds, the preliminary construction schedule shall be updated to indicate proposed activity sequences and durations, milestone dates for receipt and approval of pertinent information, submittal of a Construction Guaranteed Maximum Price proposal, preparation and processing of shop drawings and samples, delivery of materials or equipment requiring long-lead time procurement, Owner's occupancy requirements showing portions of the Project having occupancy priority, and proposed date of substantial Completion.

**4.00 PHASED CONSTRUCTION**

The Contractor shall make recommendations to the Owner and Architect regarding the phased issuance of Drawings and Specifications to facilitate phased construction of the construction work, if such phased construction is appropriate for the project, taking into consideration such factors as economies, time of performance, availability of labor and materials and provisions for temporary facilities.

**5.00 PRELIMINARY COST ESTIMATES**

- .01 When the Owner has sufficiently identified the Project requirements and the Architect has prepared other basic design criteria, the contractor shall prepare for the review and approval of the Owner, a preliminary cost estimate utilizing area, volume or similar conceptual estimating techniques.
- .02 When Schematic Design Documents have been prepared by the Architect, the Construction Manager shall prepare for the review of the Architect and review and approval of the Owner, a more detailed estimate with supporting data. During the preparation of the Design Development Documents, the Contractor shall update and refine this estimate at appropriate intervals as instructed by the Owner.
- .03 When Design Development Documents have been prepared by the Architect; the Construction Manager shall prepare a detailed estimate with supporting data for review by the Architect and the review and approval by the Owner. During the preparation of the Construction Documents, the Contractor shall update and refine this estimate at appropriate intervals as instructed by the Owner.
- .04 If any estimate submitted to the Owner exceeds previously approved estimates or the Owner's budget, the Contractor shall make appropriate recommendations to the Owner.

**6.00 SUBCONTRACTORS AND SUPPLIERS**

The Construction Manager shall seek to develop subcontractor interest in the Project and shall furnish to the Owner and Architect for their information, a list of possible subcontractors, including suppliers who are to furnish materials or equipment fabricated to a special design, from whom proposals will be requested for each principal portion of the Construction Work. The Owner will promptly reply in writing to the Construction Manager if the Architect or Owner know of any objection to such subcontractor or supplier. The receipt of such list shall not require the Owner or Architect to investigate the qualifications of proposed subcontractors or suppliers, nor shall it waive the right of the Owner or Architect later to object to or reject any proposed subcontractor or supplier.



**7.00 LONG LEAD TIME ITEM(S)**

The Construction Manager shall recommend to the Owner and Architect a schedule for procurement of long-lead time items which will constitute part of the Construction Work as required meeting the Project Schedule. If such long lead-time items are procured by the Owner, they shall be procured on terms and conditions acceptable to the Construction Manager. The Construction Manager shall expedite the delivery of long lead-time items.

**8.00 GUARANTEED MAXIMUM PRICE / PROPOSAL AND CONTRACT TIME**

Upon completion of the design development phase, the Contractor shall propose a Construction Guaranteed Maximum Price, which shall be the sum of the estimated Cost of Construction Services and the Contractor's Fee.

**Project Fee**

Based on the AIA A133™ - 2009 (Standard Form of Agreement Between Owner and Construction Manager), list your percentage fee for overhead & markup, to be applied to the cost of construction. Fee shall include preconstruction services and any other costs from the firm's principle office (administrative, engineering, accounting, etc) that are not indicated below or otherwise a cost incurred directly on the construction site.

**Insurance**

List the percentage to be applied to the contract value for professional and general liability insurance.

**Management & Supervision – Construction Phase**

- Reimbursable hourly rate for the Project Manager during the construction phase.  
Indicate the estimated average hours per week you anticipate will be required for the Project Manager. Any other management, administrative, or engineering personnel shall be considered non-reimbursable and included in the above fee.
- Reimbursable hourly rate for a full-time Construction Superintendent.

Note: During the preconstruction phase, at a time specified by the Owner, a fixed limit for project General Conditions shall be submitted to the Owner and Architect for their review and approval. This fixed limit shall then be incorporated into the contract and Guaranteed Maximum Price.

**Self-Performed Work**

Owner may allow for the submission of cost proposals for self-performed work if they feel it could be in the best interest of the project. Any self-performed work cost proposals shall be submitted in a timeframe and format that is acceptable to the Owner. In the event that, for any reason, the Owner feels self-performance is not in the best interest of the project, all work categories shall competitively bid as directed by the Owner.



In the event that self-performed work is performed, list your rates as follows:

Field Labor Rates

Provide the following individual billing labor rates. In each rate, include base rate, union fringes, and all other costs.

Carpenter Foreman

Carpenter Journeyman

Laborer Foreman

Laborer Journeyman

Equipment Operator

Cement Finisher Journeyman

Cement Finisher Foreman

Mason Journeyman

Mason Foreman

Equipment

Provide your billable % AED (American Equipment Distributors) rates for any company owned equipment that you may have on the project.

Self-Perform Work Mark-up

Provide your percentage mark-up for any self-performed work (including general conditions) provided on a cost-plus-fee basis. Percent mark-up to be applied to the labor and equipment rates above and company provided materials (from your company yard). Any materials or equipment from outside suppliers or subcontractors shall be provided at invoice cost, plus the "project fee" above.







# Staffing Updates for June 12, 2017

## 1. Contracts/Letters of Employment:

- Schwengels, Marcia K. – Principal – West Elementary
  - *Replacing Daniel Grady*
- Unterholzner, Nicole M. – Cross Categorical Teacher – Middle School
  - *New Position*
- Clements, Marcelaine A. – 5<sup>th</sup> Grade Teacher – Northside
  - *Replacing Laura Hopkins*
- Keeser, Sandra K. – Reading Teacher – East
  - *Replacing Clarissa Barnett*

## 2. Resignations:

- Debroux, Nancy K. – Teacher's Aide – Northside
  - *Effective: June 7, 2017*

## 3. Retirement Notices:

- 

## 4. Vacancies Posted, Not Yet Filled:

- 7<sup>th</sup> Grade Social Studies Teacher – Middle School
- Long-term Substitute Social Studies Teacher – High School
- Long-term Substitute Cross-Categorical Teacher – High School
- Assistant Cross Country Coach – High School
- PT Evening Custodian - Northside
- 3<sup>rd</sup> Grade Teacher – East
- 3<sup>rd</sup> Grade Teacher - East
- Reading Teacher – East
- Yearbook Advisor (1 Year) – Middle School
- Boys Head Basketball Coach – High School
- Girls Assistant Swim Coach – High School
- Freshman Volleyball Coach – High School

## 5. Leave of Absence:

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**SCHOOL DISTRICT OF MILTON**  
**Milton, Wisconsin**

**2016-2017 SCHOOL YEAR**

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**GIFTS & DONATIONS FOR BOARD APPROVAL/ACCEPTANCE**  
**Monday, June 12, 2017**

<u>From</u>	<u>Amount</u>	<u>For</u>
Shauna Wessely	\$150.00	MHS French Club
Wilson & Kathy Leong	\$100.00	MHS Marching Band
Built to Impress, LLC	\$100.00	MHS FBLA Nationals
Anonymous Donor	\$250.00	MHS Boys' Tennis Apparel
Various Anonymous Donors	\$7,000.00	Turf for Hawk Zone (Bowling Alley)
Kris Agnew Agency	\$150.00	MRec Baseball/Softball Sponsor
Pettit's Lakeview Campground	<u>\$200.00</u>	MRec Baseball/Softball Sponsor
<b>TOTAL</b>	<b>\$7,950.00</b>	

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