


**ACKNOWLEDGMENT OF RECEIPT
OF NOTICE OF MEETING**

The undersigned members of the Board of Education of Millard, District #017, Omaha, Nebraska, hereby acknowledge receipt of advance notice of a meeting of said Board of Education and the agenda for such meeting held at _____ 6:30 _____ P.M. on _____ May 9 _____ 2005, at _____ Don Stroh Administrative Center _____ 5606 South 147th Street _____.

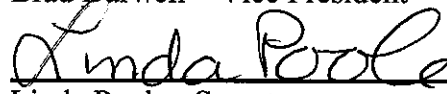
Dated this _____ 9th _____ day of _____ May _____, 2005.



Julie A. Johnson - President

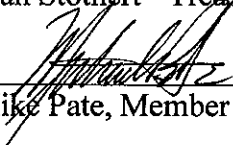


Brad Burwell - Vice President



Linda Poole - Secretary

Jean Stothert - Treasurer



Mike Pate, Member

Mike Kennedy, Member

**NOTICE OF MEETING
SCHOOL DISTRICT NO. 17**

Notice is hereby given of a Board of Education meeting of School District No. 17, in the County of Douglas, which will be held at 6:30 p.m. on **Monday, May 9, 2005** at 5606 South 147th Street, Omaha, Nebraska. There will be approval of construction items.

An agenda for such meetings, kept continuously current are available for public inspection at the office of the superintendent at 5606 South 147th Street, Omaha, Nebraska.

LINDA POOLE,
Secretary

5-6-05

**THE DAILY RECORD
OF OMAHA**
RONALD A. HENNINGSSEN, Publisher
PROOF OF PUBLICATION

UNITED STATES OF AMERICA, }
The State of Nebraska, } ss.
District of Nebraska, }
County of Douglas, }
City of Omaha, }

J. BOYD

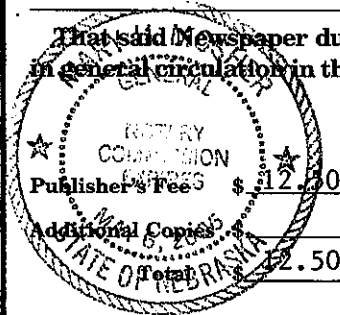
being duly sworn, deposes and says that she is

LEGAL EDITOR

of **THE DAILY RECORD**, of Omaha, a legal newspaper, printed and published daily in the English language, having a bona fide paid circulation in Douglas County in excess of 300 copies, printed in Omaha, in said County of Douglas, for more than fifty-two weeks last past; that the printed notice hereto attached was published in **THE DAILY RECORD**, of Omaha, on _____

May 6, 2005

That said Newspaper during that time was regularly published and in general circulation in the County of Douglas, and State of Nebraska.



Subscribed in my presence and sworn to before

me this 6th day of May 2005

Notary Public in and for Douglas County,
State of Nebraska

BOARD OF EDUCATION MEETING – MAY 9, 2005

NAME:

REPRESENTING:

Christopher Reed

Morrissey Engineering

PAUL NIELSEN

DLR Group.

Todd Marellero

BCDM

STEVE MANWELL

BCDM



BOARD OF EDUCATION
MEETING



MAY 9, 2005

BOARD OF EDUCATION
MILLARD PUBLIC SCHOOLS
OMAHA, NEBRASKA

SPECIAL BOARD OF EDUCATION MEETING STROH ADMINISTRATION CENTER
6:30 P.M. 5606 SOUTH 147th STREET
MAY 9, 2005

AGENDA

- A. Call to Order
- B. Roll Call
- C. Public Comments on agenda items - This is the proper time for public questions and comments on agenda items only. Please make sure a request form is given to the Board President before the meeting begins.
- D. New Business
 - 1. Awarding Contract for Rockwell HVAC Summer Project
 - 2. Awarding Contract for the RMS & MWHS Track Projects
 - 3. Construction Update and Constructware Software Purchase
 - 4. Administrator for Hire
- E. Adjournment

BOARD OF EDUCATION
MILLARD PUBLIC SCHOOLS
OMAHA, NEBRASKA

SPECIAL BOARD OF EDUCATION MEETING
6:30: P.M.

STROH ADMINISTRATION CENTER
5606 SOUTH 147TH STREET
MAY 9, 2005

ADMINISTRATIVE MEMORANDUM

- A. Call to Order
- B. Roll Call
- C. Public Comments on agenda items - This is the proper time for public questions and comments on agenda items only. Please make sure a request form is given to the Board President before the meeting begins.
- D. New Business
 - 1. Motion by _____, seconded by _____, that the contract for the Rockwell Elementary HVAC project be awarded to Ray Martin Company in the amount of \$259,300. (See enclosure.)
 - 2. Motion by _____, seconded by _____, that the contract for the Russell Middle School and Millard West High School track projects be awarded to Midwest Tennis & Track Company in the amount of \$118,543. (See enclosure.)
 - 3. Motion by _____, seconded by _____, that the District contract with Constructware for software to manage and report its construction projects related to the 2005 bond issue. (See enclosure.)
 - 4. Motion by _____, seconded by _____, to approve Administrator for Hire: Craig Whaley, Director of Athletics and Activities, Don Stroh Administration Center. (See enclosure.)
- E. Adjournment

AGENDA SUMMARY SHEET

AGENDA ITEM: Awarding Contract for Rockwell HVAC Summer Project

MEETING DATE: May 9, 2005

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Awarding Contract for Rockwell HVAC Summer Project

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: This project was discussed with the board in December. Bids were received on May 4th. The bid tab and recommendation are attached.

OPTIONS AND ALTERNATIVES: n/a


RECOMMENDATION: It is recommended that the contract for the Rockwell Elementary HVAC project be awarded to Ray Martin Company in the amount of \$259,300.

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: Project to be completed during the summer of 2005.

RESPONSIBLE PERSON: Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT'S APPROVAL: 



m o r r i s s e y
e n g i n e e r i n g

May 4, 2005

Millard Public Schools
5606 So. 147th St.
Omaha, NE 68137

Attn: Kenneth Fossen

Project Name: Rockwell Elementary School HVAC Replacement, Phase I
Project Number: 05009

RE: Bid Proposals dated 05/04/05

Ken:

Attached is a copy of the bid tabulation for bid proposals received May 4, 2005. We recommend you accept the bid proposal submitted by Ray Martin Company in the amount of \$259,300.00.

Sincerely,



Christopher P. Reed, P.E.

enclosure

PROJECT:

Millard Public Schools
Rockwell Elementary School - HVAC Renovation Phase I

**m o r r i s s e y
e n g i n e e r i n g**

BID DATE:

May 4th, 2005

BID TIME:

3:00 p.m.

MEI PROJECT NO.:

05009

BID TABULATION

BIDDERS	BASE BID	Comments
Babel Mechancial, Inc. 3634 South 144th Street Omaha, NE 68144	\$308,900.00	Bid Bond Addendum #1 No Substitutions
Mechanical Systems 7835 F Street Omaha, NE 68127	\$261,740.00	Bid Bond Addendum #1 No Substitutions
Ray Martin Company of Omaha 6201 Center Street Omaha, NE 68106-2919	\$259,300.00	Bid Bond Addendum #1 No Substitutions



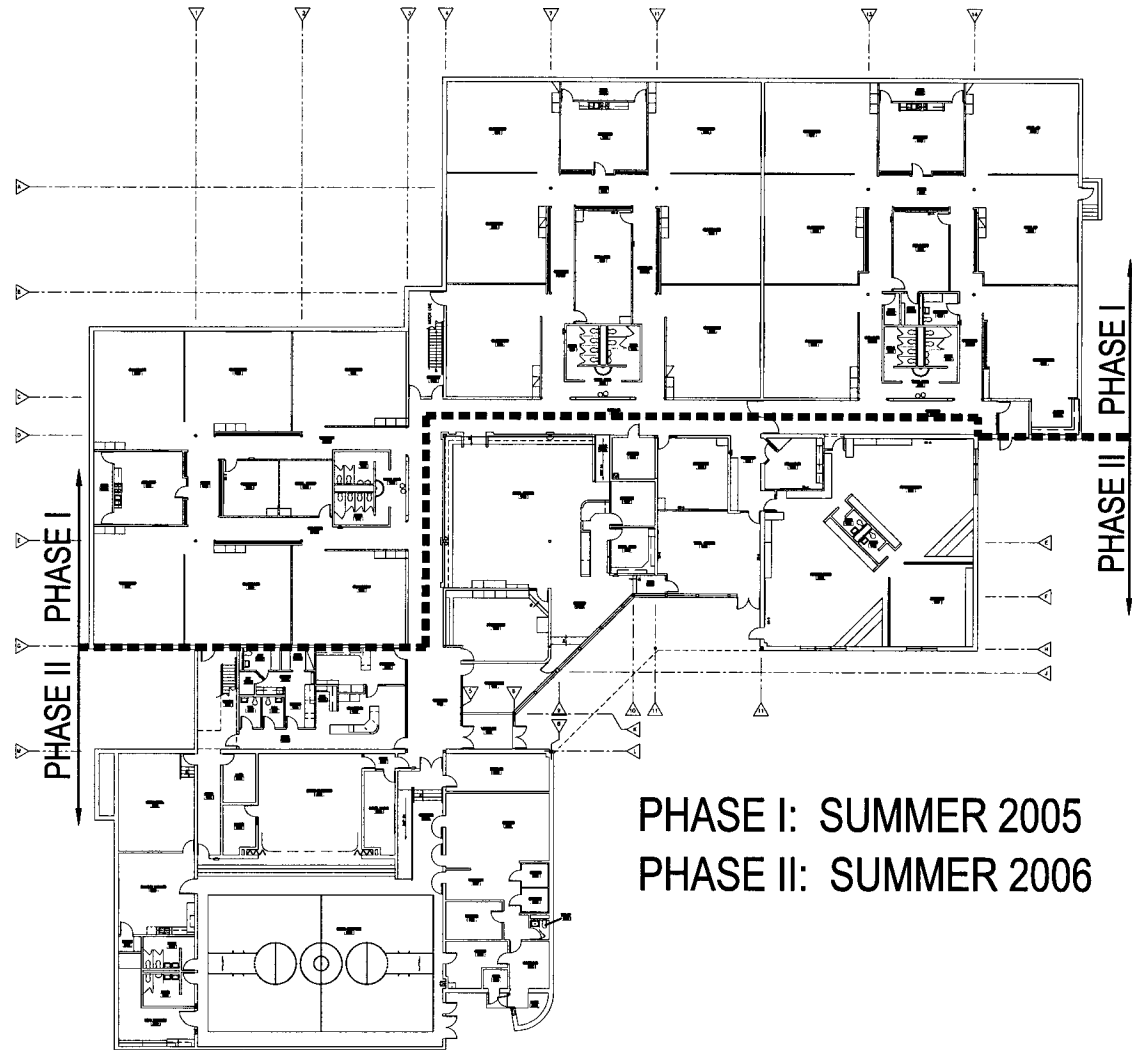
Rockwell Elementary School HVAC Replacement, Phase I

Rockwell Elementary School is a 42,000 sq. ft. elementary school with an existing boiler/tower water source heat pump system. The HVAC replacement project includes the following major elements:

- Replacement of all heat pump units and adding additional heat pumps to accommodate the classroom layout that has changed since the initial construction.
- Provide new thermostats for temperature control in each classroom.
- Provide new heat pump controls for all heat pumps.
- Revise existing HVAC duct and providing new HVAC duct to accommodate new heat pumps, revised classroom layout and HVAC zoning.
- Replace all condensate and heat pump loop piping.

The project will be completed in two phases. The attached sketch shows areas of work for Phase I and Phase II of the project.

- Phase 1 will be completed during the summer break of 2005.
- Phase II will be completed during the summer break of 2006. Construction documents for Phase II will be produced and issued in 2006 prior to bidding and construction.



PHASE I: SUMMER 2005
 PHASE II: SUMMER 2006

m o r r i s s e y
 e n g i n e e r i n g

Rockwell Elementary School
 HVAC Upgrade - Phasing Plan
 Millard Public Schools - Omaha, NE

mechanical · electrical engineers
 3317 north 107th street, omaha, ne 68134
 t: 402.491.4144 f: 402.491.4146

project no: 05009
 date: 05/05/05

drawing referenced:

sketch

AGENDA SUMMARY SHEET

AGENDA ITEM: Awarding Contract for the RMS & MWHS Track Projects

MEETING DATE: May 9, 2005

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Awarding Contract for the RMS & MWHS Track Projects

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: These projects were discussed with the board in December. Bids were received on May 4th. The bid tab and recommendation are attached.

OPTIONS AND ALTERNATIVES: n/a


RECOMMENDATION: It is recommended that the contract for the Russell Middle School and Millard West High School track projects be awarded to Midwest Tennis & Track Company in the amount of \$ 118,543.

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: Project to be completed during the summer of 2005.

RESPONSIBLE PERSON: Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT'S APPROVAL: 



Beringer Ciaccio Dennell Mabrey

5 May 2005

Mr. Ken Fossen
 Millard Public Schools
 5606 South 147th Street
 Omaha, NE 68137

RE: MPS – West High School and Russell Middle School Track Improvements
 BCDM Project No. 4215-00

Dear Mr. Fossen:

On Wednesday, May 4, 2005, at 2:00 p.m., bids were received for the MPS – West High School and Russell Middle School Track Improvements project. (See enclosed bid tabulations.) Bids received were in line with projected budgets.

Our recommendations for award of the bid are as follows:

- The low base bid was received from Midwest Tennis & Track Company in the amount of \$118,543.00. We have been involved with Midwest Tennis & Track on several other track projects including Millard South High School Track Improvements last year, and they have always performed satisfactorily.

We recommend that the contract be awarded to Midwest Tennis & Track Company for the total amount of \$118,543.00 for the base bid amount.

BCDM will be available to attend the May 6, 2005 School Board Meeting to assist in any discussion regarding the award of the contract.

Sincerely,

A handwritten signature in black ink that reads "Todd Maiellaro" with a stylized flourish at the end.

Todd Maiellaro, ASLA
 Beringer Ciaccio Dennell Mabrey

TMM/mms
 Enclosure

architecture
 landscape architecture
 interior design
 construction management

1015 North 98th Street
 Suite 300
 Omaha, NE 68114-2334
 www.bcdm.net

Phone (402) 391-2211
 Fax (402) 391-8721

c: File 4215-00, 2.1



DATE: 5 May 2005

TO: Ken Fossen, Millard Public Schools

FROM: Todd Maiellaro

RE: Millard Public Schools
West High School/Russell Middle School Tracks
BCDM Project No. 4215-00

Project Summary:

This project includes the removal of the existing synthetic surfaces at both Millard West High School and Russell Middle School. A new polyurethane mat with structural spray top coat track surfacing will be installed at West High School. This is the same type of surface that was installed at Millard South High School last year and Millard North High School three years ago.

At Russell Middle School, an asphalt sealer will be placed over the existing asphalt track. No synthetic surfacing will be replaced at this track.

Both tracks will be striped. West High School will be striped per National Federation of High School Associations guidelines and be a certified track, as the other two high schools. Russell Middle School is a short track and will be striped to meet the requirements of the activities director and track coach at the school.

TMM/mms

c: File 4215-00, 2.1

architecture
landscape architecture
interior design
construction management

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Phone (402) 391-2211
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***MPS - MILLARD WEST HIGH SCHOOL AND RUSSELL
 MIDDLE SCHOOL TRACK IMPROVEMENTS***

May 4, 2005
BID TABULATION

BCDM PROJECT NO. 4215-00

	<i>DOSTALS CONSTRUCTION CO.</i>	<i>FISHER TRACKS, INC.</i>	<i>MIDWEST TENNIS & TRACK CO.</i>
Lump Sum Base Bid	\$152,000.00	\$119,250.00	\$118,543.00
Addenda (1)	X	X	X
Bid Security	X	X	X
Voluntary Substitutions	-	add \$4,453 for red	-

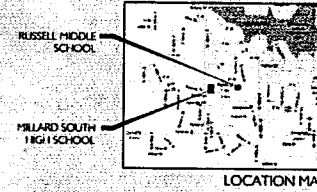
Track Improvements

Millard West High School & Russell Middle School

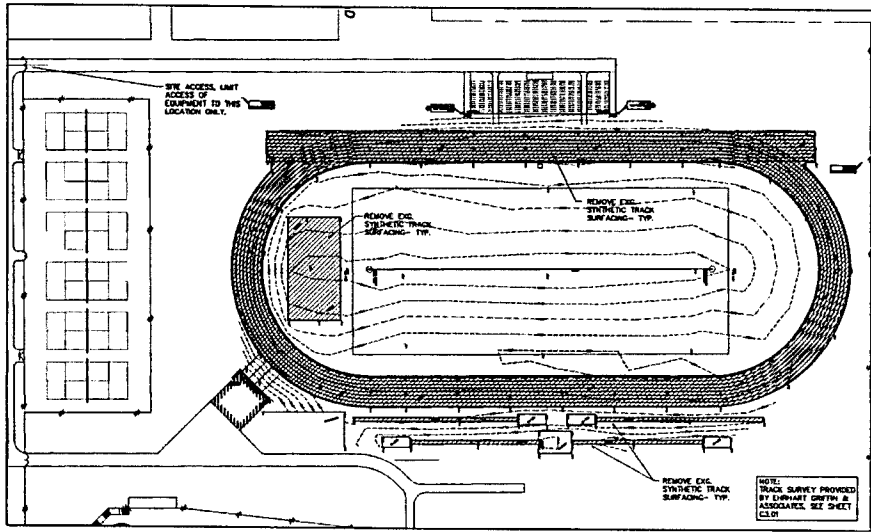


Millard West H.S.
3714 S. 176 Ave.
Omaha, Nebraska

Russell Middle School
3364 S. 172 St.
Omaha, Nebraska

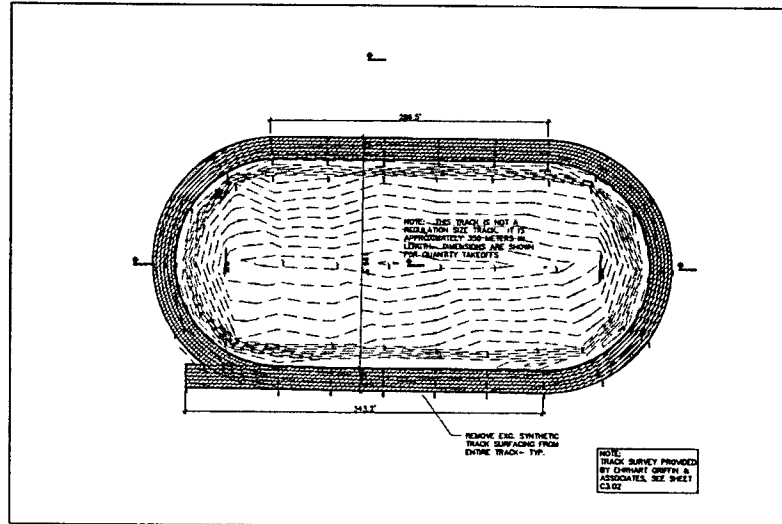


LOCATION MAP



DEMOLITION PLAN @ MILLARD WEST H.S.

1/4\"/>



DEMOLITION PLAN @ RUSSELL MIDDLE SCHOOL

1/4\"/>

GENERAL NOTES - SITE:

- The locations of known utility mains and service lines (e.g. gas, cable TV, telephone, power, water, sewer) have not been indicated on these Drawings. The Contractor is responsible to verify the exact locations and depths of such utility with the appropriate utility company prior to start of construction.
- Remove surfacing as required for construction and replace to original condition. All graded areas disturbed shall be reseeded. All pavement surfaces disturbed shall be repaired.
- Protect all buildings, structures, drives, sidewalks, etc. utility boxes, etc. that are not designated for removal. Any damage caused by the Contractor's operations shall be repaired at the Contractor's expense.
- The Contractor shall furnish and maintain all necessary barriers, warning signs, lights, and flagmen as per the "Manual on Uniform Traffic Control Devices" published by the Federal Highway Administration and the Department of Transportation.
- All construction shall be in accordance with the latest City of Omaha Standard Drawings and Specifications, unless otherwise noted.
- Contractor shall review Contract requirements and procedures outlined in the Specifications. The work outlined in the Drawing and Specifications shall be incorporated into the General Contract. The General Contractor shall be responsible for all materials, methods, and means required to maintain the General Contract and provide a finished product.
- It is the intent of this Contract that all areas affected by construction be a finished and complete product. Therefore, Contractor shall patch, repair, and finish in a manner to restore the finished condition damaged or destroyed to match new construction.
- The use of all tobacco and alcoholic products are prohibited on school grounds and properties.
- Contractor personnel shall not be permitted access to the school building during the course of the project without express authorization from the Owner's Representative.
- District purchased identification badges will be issued at no cost to contractor. Use a permit on site. Contractor is required to complete and return a report of all personnel names and assigned badge numbers. Badges will be returned to the District Project Manager (when final payment is received).

GENERAL DEMOLITION NOTES - SITE:

- Protect all existing features not designated for removal.
- All demolition and/or removal items shall be hauled completely away from the site by the Contractor.
- Contractor shall prevent existing overhead and underground utilities. Any damage to them shall be repaired by the Contractor at no expense to the Owner.
- The Construction Documents were prepared using the most accurate information available. If the Contractor determines that field conditions differ, he shall state construction activities and immediately contact the Architect for action.

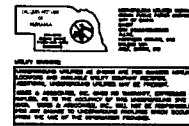
LAYOUT & DIMENSION NOTES - SITE:

- Do not scale these drawings in any manner. Whenever data will vary, dimensions over any other data.
- Contractor shall protect all existing structures and improvements to remain.
- Dimensions indicated with a '±' shall be verified in the field by the Contractor.

SCHEDULE:

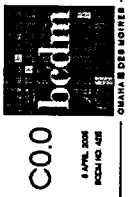
- It should be noted that construction can not begin at West High School until June 11, 2005 due to previous school events. However, it would be possible to begin removal at Russell Middle School on June 6, 2005 in the meantime. All construction at both schools shall be completed by August 15, 2005 as listed in the spec. section.

Make the Location Permit Number for Mill Site Available



Sheet Layout

- Sheet C0.0 Demolition Plan
- Sheet C1.01 Layout Plan for West High
- Sheet C2.01 Layout Plan for Russell Middle
- Sheet C3.01 Existing Survey for West High
- Sheet C3.02 Existing Survey for Russell Middle



MILLARD WEST HIGH SCHOOL AND RUSSELL MIDDLE SCHOOL - MILLARD PUBLIC SCHOOL DISTRICT, OMAHA, NEBRASKA
BERNIEGA CIACCIO DENNELL WAREY - ARCHITECTURE, LANDSCAPE ARCHITECTURE, INTERIOR DESIGN, CONSTRUCTION MANAGEMENT

AGENDA SUMMARY SHEET

AGENDA ITEM: Construction Update and Constructware Software Purchase

MEETING DATE: May 9, 2005

DEPARTMENT: General Administration

TITLE & BRIEF DESCRIPTION: Construction Update and Constructware Software Purchase – A brief verbal construction update report and a recommendation for the District to purchase Constructware for management and reporting of the 2005 bond issue related projects.

ACTION DESIRED: Approval Discussion Information Only

BACKGROUND: In order to accommodate an expedited board meeting on May 16th, Don Mohlman will give a verbal construction update report at this board meeting. The format for the monthly reports has not yet been completed. It should be in place for the June meeting. At that time, Mr. Mohlman will explain the report format to the board.

The “action issue” for consideration at this meeting relates to a software product called Constructware. It is being recommended that the District use this software to manage and report (i.e., public website) on the 2005 bond issue projects. See the attached memo from Mr. Mohlman regarding the issue. The cost would be \$85,000 over the three-year construction schedule.

OPTIONS AND ALTERNATIVES: n/a


RECOMMENDATION: It is recommended that the District contract with Constructware for software to manage and report its construction projects related to the 2005 bond issue.

STRATEGIC PLAN REFERENCE: n/a

IMPLICATIONS OF ADOPTION/REJECTION: n/a

TIMELINE: Immediate.

RESPONSIBLE PERSON: Ken Fossen, Associate Superintendent (General Administration)

SUPERINTENDENT’S APPROVAL: 

MEMO

To: Ken Fossen
 From: Don Mohlman

Ref: Construction Software Application

May 2, 2005

On behalf of Millard Public Schools, and in response to an expressed desire to implement a web-based construction software platform for the current Bond Issue projects and on-going Capital Improvement projects, MRI/HDR has conducted research, solicited proposals from three separate providers, organized an on-site interview with the Bond Construction Committee, and negotiated final pricing from the preferred provider; **Constructware**. The system would be utilized by District personnel, the Project Manager, the Architects and Engineers, and ultimately the Contractors.

The procurement would be direct by MPS and the implementation and administration would be performed by MRI/HDR without additional compensation. The term of the Constructware proposal is for three years. The product may be utilized for an unlimited number of projects with an unlimited number of users (chairs). The cost of Constructware is \$85,000 (approximately \$28,000 / year) which includes licensing fees, nine days of on-site implementation and training, plus an off-site training session for "training the trainer". Expenses related to travel and subsequent project site communication costs are estimated at another \$10,000.

Constructware has been available for eight years and has been utilized by School Clients as well as other professionals for construction related applications. The following references have been contacted with first-hand comments as follows;

Indianapolis Public School (IPS), Indianapolis, IN
Ten year, \$832 million dollar Capital Bond Improvement Program
Steve Young, IPS Facilities Director

..."IPS has used Constructware for the past three years for multiple projects ranging from six to twenty million dollars. We've just completed \$230 million for phase I and are preparing for another \$350 million for phase II.

By utilizing the project summary information in Constructware, if there is an issue I can look at ALL documentation instantaneously and deal with the issue immediately rather than having to take time tracking down all documents and correspondence to come up with a decision. Otherwise, the executive summary information keeps me abreast of what's happening on each project."...

Deb Kunce, IPS Program Manager

..."IPS is furthering it's involvement with Constructware to handle smaller capital improvement projects"

**Freemont Public Schools
Bond Issue Projects 2000-2003
Mark Sheppard, Business Manager**

.....”with Constructware, questions could be answered easily and readily....it served as a great way to track the projects.... our staff was able to follow RFI’s (request for information) and track change order documentation”...

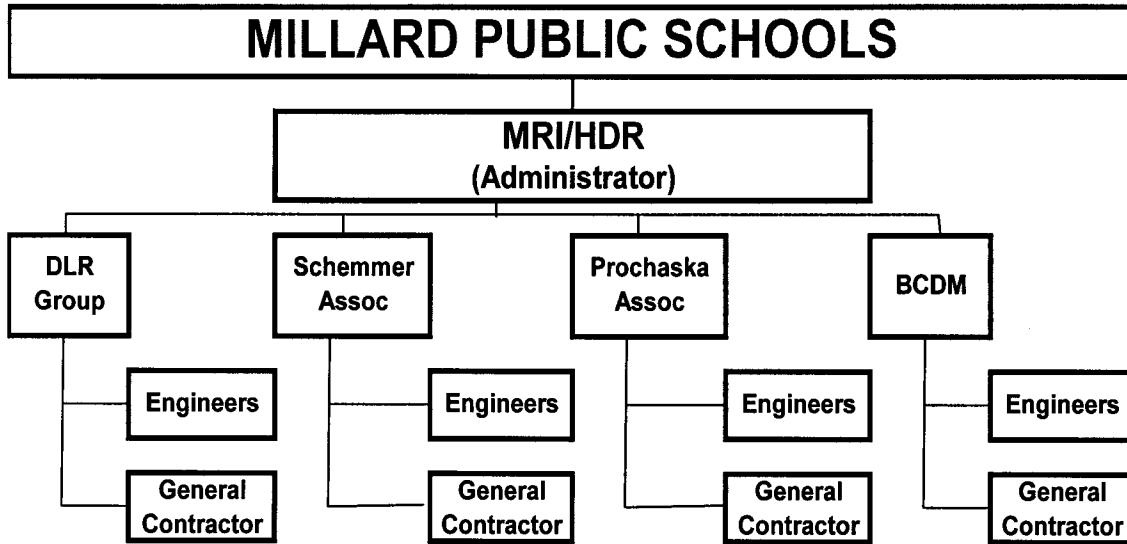
Russ Koch, Facilities Manager

.....”Constructware was an invaluable tool used by the District, the Architect, and the Contractor.... it was easy to track RFI’s and change orders..... at the end of the project, I was able to file all project data on CD’s rather than several file cabinets..... I wish we had it for our on-going capital improvement projects, but we just don’t have enough work since the bond issue; I could really see the benefits for a larger school district like Millard”.....

After careful consideration of a construction software platform, the MPS Bond Construction Committee is recommending the procurement of Constructware for the following reasons;

- **Improving Risk Management** - Reduces claims & litigation by providing a documentation trail. If a legal dispute arose, the cost of the legal dispute could potentially exceed the total investment. Accessibility to project documentation, through a simple search, can prevent or mitigate claims.
- **Accurate Project Communications**- Provides accountability and management of documentation for all project communications. By monitoring on-going projects, more timely and efficient communications between the parties involved translates into increased productivity for completion of projects. Also effectively reducing administrative costs, and improved accountability.
- **Reduces Research Costs** – Reduces the amount of time spent for document creation, filing, and recollection. Communication is standardized. Documentation is standardized and centralized. Everyone is completely accountable. Documents can be exchanged instantaneously. Efficiency Increases – Cost Decreases.
- **Future Projects Utilization** – Cost effective application of Constructware for future Capital Improvement Projects. Once implementation and training is established, the software can be utilized for District capital improvement projects to reduce the amount of IT hardware; file storage; shipping; printing; faxing; office supplies; and overall administrative labor costs.
- **Public Confidence** - Capability to provide progress reports on individual projects through a public website (i.e.; link from MPS website). Providing the public with website access reporting will keep the public informed and gain public confidence in the Bond Construction process.

UTILIZATION



INVESTMENT

Site License Pricing for 3 Years: \$85,000
(plus expenses)

Includes:

- Site Set-up
- Unlimited Licenses
- Unlimited Storage
- Unlimited Access for all Users to toll free Technical Support
- Public Website
- All Constructware modules
- All Product Upgrades
- Consulting / Implementation / Training (9 Dedicated Days)
- Atlanta Based Train the Trainer Program (5 Days for two people)
- 2 Seats at the Annual Constructware Users Conference
- Member of the Constructware Public Educator's Advisory Committee

AGENDA ITEM: Administrator Recommended for Hire

MEETING DATE: May 9, 2005

DEPARTMENT: Human Resources

TITLE & DESCRIPTION: Director of Athletics and Activities, Don Stroh Administration Center

ACTION DESIRED: Approval

BACKGROUND: The position was advertised in Millard's job postings, Omaha World Herald, Careerlink, and NCAA News. Ten applications were received (two from within the district and eight from outside the district.) The applications were reviewed by Dr. Eltiste and Dr. Lutz. Three applicants were selected to interview for the position (two outside the district and one from within the district). The interview teams included Dr. Kirby Eltiste, Dr. Keith Lutz, Dr. Martha Bruckner, Steve Moore, Dr. Rick Kolowski, Dr. Rick Werkheiser, Jon Lopez, June Morrissey, Rex Barker, Dr. Lannie Weak (Parent) and Duane Burkart (Parent). I am recommending the following individual for the position.

Craig Whaley Recommended for Director of Athletics and Activities at DSAC. Craig is currently the Assistant Principal for Athletics and Activities at Sahuaro High School in Tucson, AZ. He has been in this position since August 2002. He has also been Director of Athletics at Flowing Wells School District, Tucson, AZ (1999/2002); Teacher/Coach at Amphitheater Public Schools, Tucson, AZ (1987/1999); Teacher/Coach at Columbine High School, Littleton, CO (1980/1987).

Education: Bachelor's Degree from the University of AZ, Tucson, AZ (1980); Master of Sport Science from United States Sports Academy, Daphne, AL (1998); Educational Leadership Internship for Administrative Certification from Chapman University, Tucson, AZ (1999).

OPTIONS & ALTERNATIVES: N/A

RECOMMENDATION: Approval

PERSON RECOMMENDING: Kirby Eltiste

SUPERINTENDENT APPROVAL: 