



AGENDA

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Julie Timm, Member
John A. Krings, President

May 1, 2023

LOCATION: Board of Education Office, 510 Peach Street, Wisconsin Rapids, WI 54494
Conference Room C

TIME: Immediately following the Educational Services Committee Meeting, but not before 6:15 p.m.

- I. Call to Order
- II. Public Comment

Persons who wish to address members of the Committee may make a statement pertaining to a specific agenda item. The Committee Chair will establish limits for speakers due to time constraints. Comments made by the public shall be civil in content and tone. Speakers bear the personal risk if comments made are defamatory, slanderous, or otherwise harmful to another individual. Please keep in mind that this is a Committee meeting of the Board open to the public, and not a public hearing.

- III. Actionable Items
 - A. WRAMS Auditorium Rigging and Curtain Replacement – Approval
 - B. 66.03.01 Inter-District Agreements – Early Childhood Program Agreement – Approval
 - C. Portage County – Temporary Easement – Approval
 - D. Lincoln High – Sidewalk Project – Approval
- IV. Updates and Reports
 - A. Purchases – Update
- V. Agenda Items
- VI. Future Agenda Items

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at 715-424-6701, at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board president.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 715-424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda **however, no deliberation or action will be taken by other Committees or the full Board of Education.**



BACKGROUND

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Julie Timm, Member
John A. Krings, President

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I. Call to Order

II. Public Comment

III. Actionable Items

A. WRAMS Auditorium Rigging and Curtain Replacement – Approval

The Wisconsin Rapids Area Middle School (WRAMS) Auditorium needs replacement for the overhead rigging and curtains which is the original equipment from when the school was built. Most of the curtains are showing signs of significant deterioration and the floor blocks for curtain draw ropes are also damaged. There is a potential safety and fire risk because of the failing condition of these components.

The District's Performing Arts Center Director Eric Brittnacher reviewed the space with Mainstage, a company that specializes in rigging and curtain replacement, to create a plan to replace the curtains, rigging equipment and any other hardware to provide a safe stage environment. Also, curtains from Lincoln High School that are in usable condition will be used at WRAMS to save on costs. Due to the timeline in completing the project, a purchase order has been created and sent to the vendor (see Attachment A).

The Administration recommends approval of a contract with Mainstage to install replacement curtains, rigging equipment and associated hardware at a cost of \$39,528.00 to be funded from the 2022-2023 Buildings and Ground Budget.

B. 66.03.01 Inter-District Agreements – Early Childhood Program Agreement – Approval

The District's Early Childhood program has attracted a student from the Nekoosa School District. Non-resident students are allowed into the program provided the two Districts enter into a cooperative 66.03.01 agreement.

The Administration recommends the approval of entering into a 66.03.01 cooperative agreement with the Nekoosa School District for the students attending the Early Childhood program.

C. Portage County – Temporary Easement – Approval

The Portage County Highway Department will be doing routine brush and tree removal along County Road WW in the fall of 2023 or winter of 2024. This routine will take place around 500 feet west of Grant Elementary. Portage County is asking permission to clear the road right-of-way to 30 feet from the road centerline. This is a one-time request that will terminate when the work is completed (see Attachment B).

The Administration recommends approval to allow Portage County permission to complete the proposed routine brush and tree removal along County Road WW on District property 30 feet from the road centerline in the fall of 2023 or winter of 2024.

D. Lincoln High – Sidewalk Project – Approval

The District is interested in extending the sidewalk on 16th Street South in front of the Performing Arts Center to the corner of 16th Street South and Highway 54 due to increased pedestrian traffic at Lincoln High School. The District has been working with City Engineer Joe Eichsteadt to develop a plan and the City of Wisconsin Rapids fully supports the proposed sidewalk. However, WRPS is required to pay for the project because the sidewalk extension is a new installation. The District received quotes from three contractors with Jeff Cegielski Concrete submitting the lowest bid (see Attachment C).

The administration recommends approval of the proposal from Jeff Cegielski Concrete at a cost of \$37,200.00 to be funded from the 2022-2023 Fund 46 Budget.

IV. Updates and Reports

A. Purchases – Update

Copies of the following invoices, bid specs, and purchase orders will be reviewed:

- Marshfield - \$12,770.74 - Cafeteria Tables - River Cities
- Miron - \$16,477.00 – River Cities, WRAMS, Grove, Wood, Pitsch – Referendum
- Miron - \$56,559.88 - Lincoln – Referendum
- MN-WI Playground - \$127,971.37 - Playground – Pitsch
- MN-WI Playground - \$403,438.52 - Playground – Woodside
- Omni Glass - \$18,260.00 – Painting – Mead & Washington - Referendum
- Wisconsin DECA - \$21,507.50 – DECA Competition Expenses – Lincoln
- Worthington Direct Inc. - \$12,401.95 – Furniture – River Cities

V. Agenda Items

Committee members will be asked which agenda items from the Committee meeting will be placed on the consent agenda for the regular Board of Education meeting.

VI. Future Agenda Items

No future agenda items of the Business Services Committee were identified.



MainStage

• Wisconsin • Florida • Tennessee • Texas • Louisiana •

April 11, 2023

Wisconsin Rapids Middle School

Project: Curtain and Rigging Upgrade
Quote# 2022001141R2
Attn: Eric Brittnacher

Following is budget pricing, a requote is required prior to purchase. Pricing is based on a site visit conducted by Jeff Chesebro.

Bill of Materials

Base Package – Curtain and Rigging Upgrade

Quantity	Description
2	Main Curtain Panels Sized at 21.417 Feet High x 25 Feet Wide Manufactured From 24oz IFR Charisma Velour sewn with 50% fullness
1	Valance Curtain Panel Sized at 3 Feet High x 46.5 Feet Wide Manufactured From 24oz IFR Charisma Velour sewn with 50% fullness
2	Side Tab 1 Curtain Panels Sized at 16.58 Feet High x 8.5 Feet Wide Manufactured From 22oz IFR Encore Velour sewn with 50% fullness
2	Mid Curtain Panels Sized at 17.58 Feet High x 27.5 Feet Wide Manufactured From 22oz IFR Encore Velour sewn with 50% fullness
2	Rear Curtain Panels Sized at 21.42 Feet High x 25 Feet Wide Manufactured From 22oz IFR Encore Velour sewn with 50% fullness
6	9 Foot 1 1/2" Batten - Legs
1	Lot of Miscellaneous Rigging Hardware for Updated Rigging Terminations

Service

Site Visit

Delivery of Materials to Site

Installation of Curtains

Re-Termination of 7 Line Sets

Base System Package Price: \$ 39,528.00

Note: Lift provided by owner.

Assumptions/Exceptions for Base Bid

- Pricing is firm for sixty (60) days.**
- Sales/Use Taxes are **not shown**.
- Freight costs are **INCLUDED** ground. Expedited shipping may be billed additionally.
- Term: Deposits may be required without established credit. Orders accepted by Mainstage Theatrical Supply, Inc. (P.O.'s, Contracts, Letters of Intent) that incur costs such as submittal preparation, deposits to vendors, meeting attendance will incur cancelation fees. All orders are subject to progress billing over the project duration.
- Generally, the lead-time for delivery of equipment is 5 to 8 weeks from receipt of approved drawings. **Due to nationwide part shortages, we are unable to guarantee lead times.**

6. Generally, lead time for curtains is 12 to 16 weeks upon receipt of approved drawings and color selection.
7. **Proposal assumes adequate structural support for all static and dynamic loads have been reviewed and approved by the structural engineer of record. Structural engineering for any facility members is not included. Approval of attachment means and methods for items provided by MainStage will be sought from the Architect and or engineer of record. Additional structural support steel where required has not been included.**
8. General Liability Insurance included: \$2,000,000 General Aggregate, \$1,000,000 Products & Completed Operations, \$1,000,000 Personal & Advertising Injury, \$1,000,000 Each Occurrence. Umbrella Liability: \$5,000,000 per Occurrence and Annual Aggregate. Contractual liability and standard Additional Insured included. Waivers of subrogation/special provisions are not included and will incur additional cost.
9. Workers Compensation Insurance included: \$1,000,000/accident or disease with a \$1,000,000 limit. Waivers of subrogation/special provisions are not included and will incur additional cost.
10. **Bid Bond and Payment/Performance Bonds are not included or offered unless otherwise stated.**
11. **Any changes after the date of quotation to US import fees or taxes on products included in this quotation will be passed on to purchaser.**

Customer safety is our primary concern; we are an ETCP-recognized employer, and we employ multiple ETCP Certified Technicians. For more information, visit <http://etcp.esta.org>.

If you have any questions, please contact me directly.

Sincerely,
Jeff Chesebro
Midwest Sales Lead
Office: 888-936-7687
Direct Line: 414-831-9989

Land Owner(s) / Easement Grantor(s)	School District – Wisconsin Rapids 510 Peach Street Wisconsin Rapids, WI 54494
<u>Easement Property</u> Address.....	8511 County Road WW
Parcel Identification Number.....	018-22-0730-03
Material(s) to be Removed and Additional Agreements	Portage County Highway Department (County) is granted access to the identified property to mark trees, cut/remove brush, and cut/remove trees within 30’ of the centerline of the paved county road. County will grind/chip brush and woody materials and leave it on the property. Larger wood will be left on the property behind the 30’ cutting boundary at the request of the property owner. If larger wood is not desired by the property owner, it will be hauled away and disposed of by County

The undersigned, record owner(s) of the easement property described above, hereby grants the right, privilege, and easement to the Portage County Highway Department, its employees, agents, and contractors to enter upon and use the above described easement property for the purposes of operations, and permanently removing the material(s) described above with vehicles, construction equipment, tools, and any other necessary items for the purposes set forth herein. This easement shall expire and terminate upon the completion of operations described above for the purposes set forth herein.

Landowner and Easement Grantor

Landowner and Easement Grantor

Date: _____

Date: _____

Printed name:

Printed name:

X

X

Signature

Signature

Portage County Highway Department
Commissioner
Nathan Check

X _____

PROPOSAL

Jeff Cegielski Concrete

6621 Church Avenue, Wis. Rapids, WI 54494

715.325-5406

715-213-9575



• Basements • Garages • Driveways/Flatwork

Proposal Submitted To W.R.S.D. Phone _____ Date 3-26-23

Street 2510 25th Av

City, State & Zip Code W.R. 54495

We hereby submit specifications and estimates for: 6,000 SQ' OF 6' SIDEWALK

5" THICK WITH FIBERGLASS \$ 36,000.00

EXCAVATING APPROX \$1,200.00

W.R. LINCOLN PROJECT

EAST JR. HIGH PROJECT

REMOVE 55' X 8' REPLACE 50' X 8' \$ 2,840.00

REMOVE + REPLACE 7' X 21' AREA, 5'6" X 20' AREA \$ 1,799.00

REMOVE PAV/SPW 12'6" X 6' AREA, 6' X 9' AREA 40' X 3' AREA \$ 1,494.00

We Propose hereby to furnish material and labor—complete in accordance with above specifications, for the sum of: _____ dollars (\$ _____).

Payment to be made as follows: UPON COMPLETION

1/2 down when start. Balance upon completion. A 1 1/2% interest charge will be added to the unpaid balance on all overdue invoices every month. After 20 days a \$3.00 filing fee will be added every month.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. Add 1 1/2% interest on balance past 20 days. Also any additional changes made by the customer will be an additional charge.

Authorized Signature [Signature]

Note: this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above

Signature _____

Signature _____

Date of Acceptance _____

*** THE ABOVE LISTED FEES ARE AN ESTIMATE AND MAY BE SUBJECT TO CHANGE. ***