AGENDA

1. Roll Call

2. Playing of O Canada

3. Adoption of Agenda

4. Celebrating Excellence

   Caswell Community School - *ArtsSmart*

5. Comments/Concerns/Questions from the Public
   (Maximum 5 minutes per speaker; 20 minutes total)

6. Consent Items

   The Chair will ask for a motion to receive the items, which are starred (★), and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request a star(s) be removed.

7. Reports from Administrative Staff
   a. Core Strategy Update: Collegiate Renewal
   ★  b. New School Bundling Project Update

8. ★ Approval of Minutes from Last Meeting: April 21, 2015
9. Delegations

10. Business Arising from the Minutes

11. Unfinished Business
   a. Items Arising from the Committee of the Whole

12. Correspondence
   ★ (a-b) Individual Items

13. Reports of Committees and Trustees

14. New Business

   Decision
   a. Supply of Boiler Treatment Chemical
      Request for Tender T1415-0030
   b. Supply of Air Filters and Air Filter Media
      Request for Tender T1415-0031
   c. Replacement of Heating Boilers – Hugh Cairns V.C. School
      Request for Tender T1415-0039
   d. Replacement of Rooftop Cooling Units – Evan Hardy Collegiate
      Request for Tender T1415-0040

15. Notices of Motion

16. Questions by Trustees

Next Regular Meeting:
At the call of the Chair or
Tuesday, May 19, 2015
7:00 p.m.
MEETING DATE: MAY 5, 2015

TOPIC: CELEBRATING EXCELLENCE: CASWELL COMMUNITY SCHOOL - ArtsSmart

FORUM     AGENDA ITEMS                     INTENT
[✓] Board Meeting        [ ] Correspondence                   [✓] Information
[    ] Committee of the Whole  [    ] New Business                  [ ] Decision
[    ]                [    ] Reports From Administrative Staff       [ ] Discussion
[✓] Other: Celebrating Excellence                   

BACKGROUND

Strengthening Our Learning Community- Strategic Direction: Our Students’ Learning goal states: “Our students will engage in relevant and challenging learning opportunities to enhance their academic, personal, and social/cultural growth.” Our People goal states: “Our people will be committed to a constructive educational culture that values people, excellence, and life-long learning.” Our Community goal states: “We seek to build with our community shared ownership and responsibility for the well-being and education of our children and youth.” Our Organization goal states: “Our organization will be principled, innovative, collaborative, accountable, and effective.”

CURRENT STATUS

Caswell Community School and SUM Theatre, supported by an ArtsSmart grant from the Saskatchewan Arts Board, are working for the second year on a drama investigation into identity using the stories from the Caswell community and the Open Door Society. The ArtsSmart initiative is used to supplement curricular outcomes with Caswell staff and students.

Ms. Susan Pattison, Principal, Ms. Shanna Strueby, Vice Principal, Ms. Sarah Meyers, Teacher, Caswell Community School, Mr. Joel Bernbaum, Sum Theatre, and students from Caswell Community School will talk about the power of a successful partnership and the positive effects on students and learning.

PREPARED BY          DATE          ATTACHMENTS
Mr. Barry MacDougall, Deputy Director of Education    April 29, 2015    None
Mr. Dean Newton, Superintendent of Education
Entering its eighth year, the overall goal of Collegiate Renewal reads as follows: All collegiate students will be engaged in their learning so they graduate as competent, active participants in life-long learning and as responsible, caring, culturally responsive citizens in the community, nation, and world. In pursuit of this goal, we will focus intensively on the engagement, achievement and graduation rates of First Nations, Inuit and Métis students.

CURRENT STATUS

Ministry, division and individual school A3 strategic work has placed a strong focus on analyzing data and setting goals as it relates to student demographics and achievement. In response, each collegiate has formed a secondary data team. Individual school data teams have meetings during the school year and also come together centrally three times to collaborate and share practices. Following is a process that has been used by our secondary data teams:

- Collect and summarize data
- Analyze and prioritize most pressing school needs
- Create short term goals
- Decide what’s next (commit to actions you will take)
- Determine if we met our target goal

Members of the Tommy Douglas Collegiate secondary data team will share their journey and provide evidence of the ways they have used this process to support students and staff. Representing the Tommy Douglas Collegiate data team will be:

- Mr. Rick Iverson, Principal
- Mr. Chris Roy, Counsellor and First Nation, Inuit and Métis Learning Leader
- Ms. Lara Grismer, Resource Room Teacher

PREPARED BY

Mr. Barry MacDougall, Deputy Director of Education
Mr. Dean Newton, Superintendent of Education

DATE

April 29, 2015

ATTACHMENTS

None
BACKGROUND
Trustees have requested that Administration provide regular updates for the New School Bundling Project.

CURRENT STATUS
The three shortlisted proponents submitted proposals for technical review on April 16, 2015. The evaluation committees began design evaluations on April 21, 2015 and expect to be completed by approximately May 1, 2015. Financial submissions are due May 21, 2015. Financial evaluations are scheduled for May 19-29, 2015. The selection of the preferred proponent(s) is expected to be announced in early June 2015.

PREPARED BY DATE ATTACHMENTS
Mr. Stan Laba, Superintendent of Facilities April 28, 2015 None

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the New School Bundling Project update for information.
MEETING DATE: MAY 5, 2015

TOPIC: APPROVAL OF MINUTES FROM LAST MEETING: APRIL 21, 2015

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | | [ ] Information
[ ] Committee of the Whole | | [✓] Decision
| [ ] New Business | | [ ] Discussion
| [ ] Reports From Administrative Staff | | 
| [✓] Other: Approval of Minutes from Last Meeting | |

BACKGROUND

CURRENT STATUS

Attached are the minutes from the April 21, 2015 Board meeting.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Mr. Garry Benning, Chief Financial Officer | April 28, 2015 | Board Meeting Minutes

RECOMMENDATION

Proposed Board Motion (if removed from consent items)
That the Board approve the minutes of the Committee of the Whole and Regular Board meeting held April 21, 2015.
MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, April 21, 2015 at 4:00 p.m.

MEMBERS PRESENT: Ms. Donna Banks, Ms. Kathleen Brannen, Mr. Dan Danielson, Ms. Bronwyn Eyre, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Ray Morrison, Darrell Utley, Mr. Kevin Waugh

Mr. Waugh excused himself from the meeting at 5:29 p.m.

Following discussions in Committee of the Whole, Ms. MacPherson moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 6:12 p.m.
MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, April 21, 2015, at 7:00 p.m.

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Kathleen Brannen, Mr. Dan Danielson, Ms. Bronwyn Eyre, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Darrell Utley, Mr. Kevin Waugh

Agenda: Mr. Danielson moved approval of the agenda. CARRIED (10)

Celebrating Excellence: Princess Alexandra School Cadet Program: Mr. Bruce Bradshaw, Superintendent of Education, provided the Board with information about our partnership with the Saskatoon Police Service and in particular, the cadet training program at Princess Alexandra School. Constables Matt Maloney, David Gee and Derek Chesney spoke of the value of the program in building relationships with the students, their families and the community. Cadet students Zoe, Daysha and Ralph shared what they have learned from the program.

Agenda

Consent Items: Ms. Banks moved that the following consent agenda items be received and recommendations be approved as presented. CARRIED (10)

★ 7c) New School Bundling Project Update
★ 7d) Facilities for Learning Update
★ 7e) Financial Results for the Period September 1, 2014 to March 31, 2015
★ 8) Approval of Minutes from Last Meeting – March 31, 2015
★ 12) Correspondence
★ 16a) Response to Trustee Utley’s Questions Regarding Window Repair

Reports from Administrative Staff: Reports were received, for information, on the following issues:

• Core Strategy Update: Literacy for Life: Mr. Barry MacDougall, Deputy Director of Education, introduced Ms. Lisa Fleming, Superintendent of Education, and Mrs. Lori Kindrachuk, Coordinator: Literacy for Life and Curriculum and Instruction K-8 who highlighted the Saskatchewan Reads provincial document which is a companion document to the provincial curriculum. They also updated the Board on events associated with the upcoming Literacy for Life conference in May 2015.
Transportation Options for South East Schools: Mr. Barry MacDougall, Deputy Director of Education and Mr. Shane Skjerven, Superintendent of Education highlighted Administration’s proposal to help alleviate some of the growth challenges at schools in the south east sector of the city.

Reports of Committees and Trustees:

- Trustee Kelleher reported on her attendance at a steak night fundraising event for City Park Collegiate grade 12 graduation.
- Trustee Linklater reported on attendance at the Saskatchewan School Boards Association Spring Assembly meetings in Regina on March 16th and 17th.
- Trustee Banks reported on her attendance at the Serious About Hockey open house, Kidsport breakfast, Saskatchewan School Boards Association Spring Assembly, and the Contact conference hosted by the Saskatoon Industry Education Council.
- Trustee MacPherson spoke on her plans to attend the upcoming School Community Council assembly meeting on April 23rd where Minister Morgan will be present to speak to families.
- Trustee Brannen reported on her involvement in recent meetings of the Saskatoon Public Schools Foundation and planning the final details for the celebrity roast event on May 7th.
- Trustee Eyre reported on her latest submission to the Hugh Cairns V.C. School newsletter. She also attended the city wide science fair and commended all students for their hard work.
- Trustee Utley reported on his attendance at the circus arts event at North Park Wilson School on April 10th. He also attended Saskatchewan School Boards Association Public Section meetings in Regina and reminded Board members of staff member Michael Bradford’s upcoming book launch at McNally Robinson.
- Trustee Waugh reported on his attendance at the Kidsport breakfast, Saskatchewan School Boards Association executive meetings and the Saskatchewan Schools Boards Association Spring Assembly in Regina.
- Board Chair Morrison reported on his attendance at the Saskatchewan School Boards Association Spring Assembly, a financial literacy event and the Student Art grand opening at the Mendel Art Gallery.

Roofing Replacement Tenders for Various Schools: Ms. Eyre moved that roofing replacement tenders be awarded as follows:

1. Fairhaven Elementary School – sections 1A, 1B, 1C, 2 and 3 to Clark Roofing in the amount of $1,027,114 plus GST
2. Lawson Heights Elementary School – sections 2A, 2B, 2C, 3, 4, 5 and 6 to Transcona Roofing Ltd. in the amount of $702,850 plus GST.
3. City Park Collegiate – sections 2, 2A, 4, 4A and 5 to Flynn Canada Ltd. in the amount of $566,294 plus GST.
4. Brevoort Park Elementary School – section 2, 2A, 6 and 6A to Clark Roofing in the amount of $577,103 plus GST.
5. Pleasant Hill Elementary School – sections 2, 4, and 7 to Clark Roofing in the amount of $192,444 plus GST.

CARRIED (10)
City Park Collegiate Interest Rate Approval Request For Proposal T1415-0024: Ms. Kelleher moved that the Board accept the proposal from Bank of Montreal for the loan not to exceed $2,568,179 over a term of ten years at a fixed interest rate of 2.47% for the purpose of funding the costs associated with Phase One of the repurposing project at City Park Collegiate, subject to the approval of the Ministry of Education.

CARRIED (10)

Employee and Family Assistance Plan Request For Proposal T1415-0027: Mr. Linklater moved that the Board award the contract for employee and family assistance services to Penny Murphy & Associates for an initial term of three years with an option to extend at the end of the initial term for an additional two years up to a maximum total of five years.

CARRIED (10)

Questions By Trustees: Trustee Eyre asked Administration to investigate how we ensure children are protected through Occupational Health and Safety standards when assisting in the clean up of school grounds and city parks and land.

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Board meeting of Tuesday, May 5, 2015 at 3:00 p.m.

CARRIED (10)

The meeting adjourned at 8:30 p.m.

__________________________________________  __________________________________________
Secretary of the School Division  Board Chair
MEETING DATE: MAY 5, 2015
TOPIC: CORRESPONDENCE

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [✓] Correspondence | [✓] Information
[ ] Committee of the Whole | [ ] New Business | [✓] Decision
[ ] | [ ] Reports From Administrative Staff | [ ] Discussion
[ ] | [ ] Other: | |

BACKGROUND

The following correspondence is included in this file for the information of the Board:

(a) Correspondence from Honourable Jim Reiter, Minister of Government Relations and Minister Responsible for First Nations, Métis and Northern Affairs, regarding 2015 confirmed education property tax mill rates.
(b) Correspondence from Judy Ferguson, Acting Provincial Auditor, regarding political donations – practices and policies.

PREPARED BY DATE ATTACHMENTS
Mrs. Avon Whittles, Director of Education April 29, 2015 Correspondence Documents

RECOMMENDATION

Proposed Motion:

That the Board receive the correspondence as listed.
APR 28 2015

To: All Chairpersons of Boards of Education and Directors of Education

Re: 2015 Confirmed Education Property Tax Mill Rates

Further to my correspondence of March 26, 2015, this is to advise you the 2015 education property tax (EPT) mill rates have now been formally confirmed by Order in Council; these are to be levied with respect to every school division and every property class for the 2015 taxation year, as follows:

- Agricultural Property: 2.67 mills
- Residential Property: 5.03 mills
- Commercial/Industrial: 8.28 mills
- Resource (oil and gas, mines and pipelines): 11.04 mills

Municipalities will continue to collect education property taxes and remit them directly to school divisions.

If you require additional information, please call Norm Magnin, Director, Property Assessment and Taxation at (306) 787-2895.

Sincerely,

[Signature]

Jim Reiter
Minister of Government Relations and
Minister Responsible for First Nations, Métis and Northern Affairs

cc: Norm Magnin, Property Assessment and Taxation, Government Relations
April 14, 2015

Mr. Ray Morrison
Chair
Saskatoon School Division No. 13
310 - 21st Street East
SASKATOON, SK S7K 1M7

Dear Mr. Morrison:

Re: Political Donations – Practices and policies

We have reviewed practices and policies of various government agencies for providing donations to political parties (political donations). In our review, we regarded political donations as monetary contributions (e.g., membership fee, premier’s dinner, party sponsored golf tournament), or in kind contribution (e.g., free use of staff, office space, other material). Our review consisted of inquiry and discussion with management about allowing or making any such donations, and obtaining a copy of the agencies’ approved policies regarding political donations.

We noted that although Saskatoon School Division No. 13 did not provide any political donations in the period in which we enquired, it did not have policies regarding political donations. Documented policies provide clear and ready direction to staff on what is expected. A policy over political donations would provide such direction to staff when considering and approving or denying external requests for donations.

We suggest that Saskatoon School Division No. 13 update its policies to include direction regarding political donations consistent with other government policies, and communicate such direction to staff. You may wish to consider direction included in the Financial Administration Manual (www.finance.gov.sk.ca/fam/toc), or ask the Crown Investments Corporation of Saskatchewan about its policy regarding political donations.

If you have any questions, please contact me (ferguson@auditor.sk.ca, 306-787-6372) or Mr. Kelly Deis, Deputy Provincial Auditor (deis@auditor.sk.ca, 306-787-0027).

Yours truly,

[Signature]

Judy Ferguson, FCPA, FCA
Acting Provincial Auditor

/mk

cc: Ms J. MacRae, Deputy Minister, Ministry of Education
    Ms C. Isman, Deputy Minister, Ministry of Finance
    Mr. B. Swystun, Acting President and Chief Executive Officer, Crown Investments Corporation of Saskatchewan
    Ms A. Whittles, Director of Education, Saskatoon School Division No. 13
The request for tender was issued on March 30, 2015 for the supply of boiler treatment chemicals used in our schools and office boiler heating systems on a contract basis for a term of three years with an option to extend the contract for an additional two years. Historical data shows that Saskatoon Public Schools spends about $45,000 per year on this type of product.

The request for tender was posted on Saskatoon Public Schools’ website as well as the SaskTenders site where it was accessed by 15 firms.

The request closed on April 21, 2015 with only one tender from Pace Chemicals Ltd. being received.

Pace Chemicals is the incumbent company and has had the current contract since 2010.

As there was only one tender received and competitive pricing was not received, the Manager of Purchasing Services completed an evaluation of the pricing to determine that Saskatoon Public Schools had received fair and reasonable pricing.

Currently, boiler treatment chemicals are supplied by Pace Chemicals Ltd. The existing contract will expire June 30, 2015.

Proposed Board Motion:
That the Board award the contract for supply of boiler treatment chemicals to Pace Chemicals Ltd. for an initial term of three years with an option to extend at the end of three years for an additional two-year term.
Request for Tender T1415-0030
Supply of Boiler Treatment Chemicals

**Review of pricing**
Pace Chemicals has had the current contract for supply of boiler chemicals since 2010. We have not had a price increase since 2013.

- The pricing offered for the next three years is exactly the same as we have been paying since 2013 with no increase.
- The pricing “cost plus a markup” formula used to determine our pricing is the same as was used in 2010.
- SPS receives “contractor’s pricing” from Pace Chemicals. This is their best pricing category reserved for their largest contracted clients. Small customers receive a price based on delivery of a quantity of 1 pail per purchase. SPS’ receives the “10 pail” pricing regardless of how many are delivered in any one order.

The product offered by Pace Chemicals is consistently good quality. They visit each site a number of times each year to test the effectiveness of the treatment products.

Based on this analysis the Manager of Purchasing Services would conclude that we have received fair and reasonable pricing for a very good product.
BACKGROUND

The request for tender is for the supply of air filters and filter media used in our schools and office HVAC and heating systems for a term of three years with an option to extend the contract for an additional two years. Historical data shows that Saskatoon Public Schools spends about $40,000 per year on this type of product.

The request for tender was posted on Saskatoon Public Schools’ website as well as the SaskTenders site where it was accessed by fifteen firms.

The request for tender closed on April 21, 2015 with only one tender from Cypress Sales Partnership being received.

Cypress Sales is the incumbent company and has had the current contract since 2010.

As there was only one tender received and a competitive pricing option was not received, the Manager of Purchasing Services completed an evaluation of the pricing to determine that Saskatoon Public Schools had received fair and good pricing.

CURRENT STATUS

Currently, filters are supplied by Cypress Sales. The existing contract will expire June 30, 2015.

RECOMMENDATION

Proposed Board Motion:
That the Board award the contract for supply of air filters and filter media to Cypress Sales Partnership for an initial term of three years with an option to extend at the end of three years for an additional two-year term.
Request for Tender T1415-0031
Supply of Air Filters and Filter Media

Review of pricing
A review of pricing of the most ordered 8 sizes of filters showed the following:

- Cypress Sales has had the contract for the supply of air filters since 2010. Pricing has remained firm since 2010. Prices offered in this tender for these eight filters are 7.4% higher than the 2010 pricing.
- A comparison of the pricing we received on this tender for these 8 filters and the standard pricing received by other organizations (including a school division) showed the pricing we received is 12% lower. Our pricing includes delivery to individual schools where the standard pricing has added extra for delivery.

The product offered by Cypress Sales carries a written guarantee that it will last twice as long as any competitor’s product of the same filter type. The maintenance and operations department have installed air flow monitors in heating systems that monitor this guarantee and have verified that our use exceeds that claim. Where other companies suggest a filter change every 3 months with the monitors in place we can typically go 8-12 months between filter changes.

Based on this analysis the Manager of Purchasing Services would conclude that we have received fair and reasonable pricing for a very good product.

<table>
<thead>
<tr>
<th>Estimated Quantity</th>
<th>Filter Size and model</th>
<th>2010 Unit Price</th>
<th>Extended Cost</th>
<th>2015 unit Price</th>
<th>Extended Cost</th>
<th>Standard Pricing</th>
<th>Extended Cost</th>
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<tbody>
<tr>
<td>300</td>
<td>16x20x2 FA 024</td>
<td>$6.10</td>
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<td>$1,959.00</td>
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<td>$9.95</td>
<td>$2,985.00</td>
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</table>

7.4% higher than 2010 pricing includes delivery extra
A request for tender was issued on April 16, 2015 for the replacement of two boilers at Hugh Cairns V.C. School.

The request for tender was posted on Saskatoon Public Schools’ website as well as the SaskTenders site where it was accessed by nineteen firms.

The request closed on April 27, 2015 with four tenders received.

The lowest priced option was tendered by MNS Ltd. of Saskatoon with a price of $189,248.98, all taxes included.

The current units were installed in the 1960’s. They are well past their life expectancy. The funding for the two boilers will come from the 2014-2015 operating budget.

Proposed Board Motion:
That the Board award the contract for replacement of two boilers at Hugh Cairns V.C. School to MNS Ltd. at a cost of $189,248.98 all taxes included.
## Request for Tender T1415-0039  Replace Boilers at Hugh Cairns V.C. School

<table>
<thead>
<tr>
<th></th>
<th>MNS Ltd</th>
<th>NexGen Mechanical</th>
<th>ProService Mechanical</th>
<th>Black &amp; McDonald</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Model of Boilers offered:</strong></td>
<td>Aerco Benchmark</td>
<td>Aerco BMK 1000</td>
<td>Aerco BMK1000</td>
<td>Aerco BMK1000</td>
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<tr>
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<td>$134,950.20</td>
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<td>$102,192.00</td>
<td>$232,618.92</td>
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<tr>
<td><strong>Total cost with applicable taxes</strong></td>
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<td>$271,266.97</td>
<td>$237,142.20</td>
<td>$343,136.47</td>
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</tbody>
</table>
MEETING DATE:   MAY 5, 2015

TOPIC:   REPLACEMENT OF ROOFTOP COOLING UNITS - EVAN HARDY COLLEGIATE - REQUEST FOR TENDER T1415-0040

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [ ] Correspondence | [ ] Information
[ ] Committee of the Whole | [✓] New Business | [✓] Decision
[ ] Reports From Administrative Staff | [ ] Discussion
[ ] Other:

BACKGROUND

A request for tender was issued on April 16, 2015 for the supply and installation of three rooftop cooling units at Evan Hardy Collegiate.

The request for tender was posted on Saskatoon Public Schools’ website as well as the SaskTenders site where it was accessed by twenty-four firms.

The request closed on April 27, 2015 with four tenders received.

The lowest priced option was tendered by Pro Service Mechanical Ltd. of Saskatoon with a price of $125,906.55 all taxes included.

CURRENT STATUS

The current units were installed in the 1960’s. They are well past their life expectancy and are no longer operating at full capacity.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Mr. Garry Benning, Chief Financial Officer | April 28, 2015 | Pricing Summary
Mr. Randy Holfeld, Manager of Maintenance and Operations
Mr. Gordon Mortson, Manager of Purchasing Services

RECOMMENDATION

Proposed Board Motion:
That the Board award the contract for supply and installation of three rooftop cooling units at Evan Hardy Collegiate to Pro Service Mechanical Ltd. at a cost of $125,906.55 all taxes included.
### Request for T1415-0040 - Rooftop cooling units at Evan Hardy Collegiate

<table>
<thead>
<tr>
<th></th>
<th>Pro Service Mechanical</th>
<th>Pro Service Mechanical</th>
<th>Black &amp; McDonald</th>
<th>Airtron Canada</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total cost, taxes included for supply &amp; installation of 3 rooftop units</td>
<td>$125,906.55</td>
<td>$147,478.00</td>
<td>$144,203.15</td>
<td>$187,822.00</td>
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<tr>
<td>Model of units installed:</td>
<td>ICP</td>
<td>Trane</td>
<td>Carrier</td>
<td>Carrier</td>
</tr>
</tbody>
</table>