

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

SPECIAL MEETING HELD APRIL 28, 2023

The Board receives a full agenda several days prior to the Board meeting. The agenda may deal with curriculum, budget, hiring of personnel, facilities, school transportation or long-range planning. The agenda usually includes written supporting material that helps with decision-making. If it appears that quick action has been taken on an item, it may be because the topic has been studied for several weeks or that questions have been answered in advance of the meeting.

Kimberly Sturgill called the meeting to order at 4:05 p.m.

Board Members in Attendance:

Carrie O'Boyle, Devin Stang, Patricia Wakefield, Kimberly Sturgill

Board Members not in Attendance:

Jennifer Maiden

Public Persons in Attendance:

Daniel White, Adam Hines

Those present recited the Pledge of Allegiance to the United States of America.

APPROVAL OF AGENDA #23-04-11

Moved by O'Boyle second by Wakefield, to approve the agenda as presented.

Ayes: O'Boyle, Wakefield, Stang, Sturgill

Motion carried.

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #23-04-12

Moved by Wakefield, second by Stang that the foregoing recommendations be approved.

A. FISCAL YEAR 2023 TRANSFERS

The Treasurer/CFO recommends the following Transfers:

From:	To:	Amount:
1994 Permanent Improvement	OSFC Project Maintenance	\$2,000.00
Fund (003 9001)	Fund (034)	

Ayes: Wakefield, Stang, O'Boyle, Sturgill

Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-04-13

Moved by Stang, second by O'Boyle that the foregoing recommendations be approved.

A. APPROVE SHORT FORM OWNER-CONTRACTOR AGREEMENT FOR PROJECTS OF LIMITED SCOPE WITH RUNYON & SONS ROOFING, INC.

The Superintendent recommends approving the Short Form Owner-Contractor Agreement for Projects of Limited Scope with Runyon & Sons Roofing, Inc. as presented.

Ayes: Stang, O'Boyle, Wakefield, Sturgill

Motion carried.

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-04-14

Moved by O'Boyle, second by Wakefield to adopt the following resolution.

B. APPROVE WAIVING COMPETITIVE BIDDING AND AUTHORIZING CONTRACT WITH RUNYON & SONS ROOFING, INC. FOR THE 2023 MIDDLE SCHOOL ROOF REMEDIATION PROJECT BASED UPON AN URGENT NECESSITY

The Superintendent recommends adoption of the following resolution:

The Superintendent recommends waiving competitive bidding based upon an urgent necessity and authorizing a contract with Runyon & Sons Roofing, Inc. ("Runyon") for the 2023 Middle School Roof Remediation Project (the "Project"). The Superintendent requests authority for the Superintendent and Treasurer to negotiate and enter into an agreement with Runyon in an amount not to exceed \$519,673.00.

Rationale:

1. The District recognized the need to repair the roof at Keystone Middle School.
2. Runyon is an experienced commercial roofing contractor and has provided a proposal for the Project in the amount of \$519,673.00. Based on their experience in procurement, the Superintendent and Treasurer believe Runyon's proposal to be reasonable and of an appropriately competitive nature.
3. The work for the Project needs to be completed prior to the 2023/2024 school year and within the District's budget so as to not negatively impact the District's educational programs. Bidding the work will delay the Project's completion, resulting in higher costs, and will not guarantee that lower bids will be received for the work, especially in light of increases in material costs. This situation presents an urgent necessity for completing the Project and waiving competitive bidding to contract for the work.
4. The Superintendent recommends waiving competitive bidding based upon the urgent necessity exception in ORC Section 3313.46, approving the proposal from Runyon, and authorizing an agreement with Runyon in an amount not to exceed \$519,673.00 (the "Contract Sum") so that Runyon can work with District administrators to complete the work as soon as possible.
5. The Superintendent also requests authority to enter change orders on behalf of the Board in a total amount not to exceed 10% of the Contract Sum with Runyon; change orders in excess of that amount will be brought to the Board for its approval.

The Board of Education resolves as follows:

1. Based upon the information provided and exercising the authority given in ORC Section 3313.46, the Board declares an urgent necessity and waives competitive bidding in order to move forward with the Project.
2. The Board authorizes the Superintendent and Treasurer, to work with legal counsel to negotiate and execute a contract with Runyon and to sign any related documents for the work, including purchase orders, in an amount not to exceed \$519,673.00.

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3. The Board further authorizes the Superintendent and Treasurer to sign change orders related to the Project in a total amount not to exceed 10% of the Contract Sum with Runyon; should a change order exceed this amount individually or as the aggregate of change orders for the work, the change order will be brought to the Board for approval prior to the work being performed.

Ayes: O'Boyle, Wakefield, Stang, Sturgill
Motion carried.

ADJOURNMENT #23-04-15

Moved by O'Boyle, second by Wakefield to adjourn the special meeting at 4:24 p.m.

Ayes: O'Boyle, Wakefield, Stang, Sturgill
Motion carried.

Kimberly Sturgill, President

Adam Hines, Treasurer/CFO