

THE FOLLOWING PROPOSAL SUBMITTED BY JARED GARDNER, DIRECTOR OF PURCHASING, IS RECOMMENDED FOR BOARD APPROVAL

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Superintendent of Schools

July 7, 2015

Superintendent Dr. Martin W. Bates  
Granite School District  
2500 South State Street  
Salt Lake City, Utah 84115

RE: District Communication Automated  
Calling System  
\$66,500.00

Dear Dr. Bates:

The Purchasing Department has received a requisition from the Information Systems Department for the 2015-2016 school year licensing for our current district and school communications automated calling system.

The contract for the system was approved by the Board of Education last year at their July 1, 2014 meeting. The contract has four contract years remaining.

Permission is requested to issue a purchase order to Edulink System for the second year of service in the amount of \$66,500.00. Funds for this expenditure are to come from the Information Systems, Capital Outlay Budget.

Sincerely,



Jared Gardner  
Director of Purchasing

Approved:

David F. Garrett  
Business Administrator/Treasurer

Approved:

Linda Mariotti  
Assistant Superintendent

THE FOLLOWING PROPOSAL, SUBMITTED BY JARED B. GARDNER, DIRECTOR OF PURCHASING, IS RECOMMENDED FOR BOARD APPROVAL.

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Superintendent of Schools

July 7, 2015

Superintendent Martin Bates  
Granite School District  
2500 South State Street  
Salt Lake City, Utah 84115

RE: District-wide Facility Condition  
Assessment  
\$788,394.00

Dear Dr. Bates:

The Support Services Division would like to have a district-wide facility condition assessment performed. The assessment will analyze conditions at all district facilities. The detailed analysis will look at approximately 100 categories. Examples of categories include, structural/seismic, windows, doors/locks, roofing, HVAC, educational adequacy, etc. The assessment will be housed on a web data base. The system will allow a fair and accurate comparison/ranking of major system components and overall health of the schools. The web based system is easily updated and will be kept current by district staff as repairs and remodels are made to our facilities.

The services to conduct the assessment are available from State of Utah contract MA013 with MOCA.

We respectfully request approval to issue a purchase order to MOCA in the amount of \$788,394.00. Funds for this expenditure are to come from the Capital Outlay Budget.

Sincerely,



Jared B. Gardner  
Director of Purchasing

Approved:

David F. Garrett  
Business Administrator/Treasurer

Approved:

Donald L. Adams  
Assistant Superintendent



**Support Services**  
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Salt Lake City, UT 84115

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June 29, 2015

Superintendent Martin W. Bates  
**GRANITE SCHOOL DISTRICT**  
2500 South State Street  
Salt Lake City, Utah 84115

**SUBJECT: Comprehensive District Wide Facility Condition Assessment**

Dear Dr. Bates,

I thought it would be appropriate to have a brief summary accompany the purchase of consultant services and computer programming to create a comprehensive Facility Condition Assessment (“FCA”) for the Districts facilities.

### Study Objectives

As recent discussions between the board and staff have progressed, the need for a comprehensive is readily apparent. Overall the assessments are intended to verify the current building conditions adequacy, future educational goals and impacts to the facility, and associated construction costs to repair or replace the present facility. The assessments will also provide a general history of each facility along with Building Code and ADA Compliance impact summary. This research will yield a numerical value of conditions to major systems and to the school as a whole. This “ranking” will allow us to make timely maintenance / remodel decisions. We will also be able to make short and medium range budget predictions as they relate to capital needs.

The purpose of this program and analysis is to be interactive and to be used as a living document overtime that encompasses the Districts goals and objectives, and establishes a base line for which future decisions can be made. As this FCA continues to be developed and refined, decisions that are made to the initial planned approach, which will go through various revisions and growth, can then be adjusted as the District grows and expands to meet the future needs of their patrons and offerings.

Analysis will include review of existing building plans as well as on site investigations. On site investigations will be preformed at each building during walkthrough that would consist of a building evaluation overview for:

- The general exterior and interior architectural finish conditions.
- The general structural systems design and present condition of the building structure.
- The mechanical and plumbing systems approach review for that facility.
- The electrical and special systems review originally designed for the building.

A supporting narrative will be developed for each building review with a grading system applied to identify the overall condition of the facility per each discipline or element reviewed. This data will populate a web hosted database and dashboard. The database can be easily checked for individual building identification, building systems and an overview comparison between each school and administrative facility.

A rating system will be developed to identify present conditions of each building component, perhaps a score between 1 and 10 (10 being the best condition). Such a valuation will then be applied to each building system with an overall building “score” for each discipline or section.

The consultant team will also review existing District archive drawings that are available as well as District provided floor and site plans to assist the team with the facility conditions review and evaluations. The consultant team onsite observations for each individual facility also included the head custodian and/or custodial staffs to better understand the existing facility’s environmental systems as well as a visual observation of present building conditions.

### Educational Assessment Evaluation

In addition to physical facility evaluations, the program will also analyze the educational adequacy of the facility at each school location per District standards. The grading value of these elements will be developed through a series of workshops with the District stakeholders group and the consultants. Agreed upon criteria is applied to each school to evaluate additional cost impacts to the existing school building in order to bring that facility up to current District programming educational programming needs.

Programming impact needs are graded in the same manner as the facilities conditions survey. Overall educational categories to be reviewed will include:

- The Educational Environment (classroom and group learning space sizes & configurations, colors, furniture etc.)
- Teaching Surfaces (white boards, tack boards, screens, projection systems, interactive technology, etc. Storage (student cubbies, general classroom and auxiliary space storage, books, etc.)
- Environmental Systems (windows, lighting controls, heating/cooling controls, acoustics, sound enhancement, etc.)
- Miscellaneous building criteria (computers, outdoor access, teacher planning spaces, centralized office spaces, etc.).

### Cost Evaluation Criteria

As the analysis and facility conditions survey and grading are completed, the consultant team and District staff will develop cost evaluation information in support of each individual building review, including repair and replacement costs as well as new building construction replacement for the entire facility.

The condition of systems, life span, and replacement costs will allow the system to show annual and long-term budgetary considerations.

### Prior Studies

Granite School District has not conducted a comprehensive study in the past couple of decades. Canyons School District conducted a similar evaluation in 2009. The original work was completed in paper form. They have now opted to update the survey to the web hosted database and dashboard (I believe in 2015/2016). Their analysis consisted of 52 facilities and cost approximately \$475,000. Our analysis will include 102 facilities and is budgeted for \$788,000. The analysis at the Canyons District has become an invaluable tool for maintenance, capital budgeting and prospective bonding needs.

I have attached the proposal in which you will find examples of topics from a facilities conditions summary, an example of UNIFORMAT systems organization for assessment and a couple sample screenshots of the proposed “MOCAPlan” software set up.

Respectfully,



Donald Adams  
Assistant Superintendent, Support Services