

# Board of Education Meeting

Liberty School Board Room  
December 9, 2025, at 6:30 PM



## AGENDA

### Mission

*We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.*

### OPENING

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**

*A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will normally be limited to 30 minutes (one-half hour) and will be limited to agenda items. A second public participation portion will be offered at the end of the Agenda to allow for any other comments.*

*Individuals addressing the Board should observe the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.*

### STUDENTS

### OTHER PUBLIC STAKEHOLDERS

### EXTENDED PUBLIC COMMENT

*Ann Friedholm, CEO, Chad Tough*

4. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

<b>AGENDA</b>
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5. **REVISIONS/APPROVAL OF AGENDA**

*(Items may be added or deleted from the meeting agenda, and/or the order of items may be changed, at the request of an individual Board member or the Superintendent. The agendas must be approved before proceeding further.)*

**RECOMMENDED MOTION . . . move to approve the agenda as printed/revised.**

6. **STUDENT SHOWCASE**

*Performance by members of the SHS Chamber Orchestra and Chamber Choir  
**Illuminaire** for choir and orchestra by Elaine Hagenberg  
Directors: Matt Briere (Orchestra) & Sarah Deas (Choir)*

7. **ADMINISTRATION AND BOARD COMMITTEE UPDATES**

Superintendent (Kowalski)  
Student Representative (Hayes)  
Citizens for a Quality Community (McVey/Hanson)  
Chamber of Commerce (Austin)  
Foundation for Saline Area Schools (Steben)  
Board Associations (McVey)  
Sex Education Advisory Board (Gold)  
DEI Advisory Committee (McVey/Gold)  
Wellness (Berwick)  
City of Saline (McVey/Steben)  
CARES (Berwick)  
Miscellaneous

8. **ACTION ITEMS**

A. **RECOMMENDED MOTION ...** to approve the following new courses to be added to the 26/27 Saline HS Course Catalog as submitted by Kara Davis, Executive Director of Teaching & Learning

**Sports Video Production I**  
**Business Law and Ethics**  
**Introduction to Accounting**  
**History Through Film**  
**A World on Fire: Chronicles of Courage Throughout History**  
**Sports Economics: The Money Behind the Game**  
**Mechatronics and Robotics**  
**AP Cybersecurity I and II**  
**Underwater Robotics and ROV Engineering**  
**Introduction to Fitness**  
**Unified Art**

- B. RECOMMENDED MOTION...** to approve the 25/26 Round I distribution of CARES Discretionary Funds in the amount of \$73,239.60 as recommended by the CARES Advisory Council and submitted by Brian Puffer, Director of Community Education. The breakdown is as follows:

Saline Unified Basketball: \$4,000  
New Outboard Engine (SHS Rowing Team): \$2,664  
Memory Kits for our Friends (Dementia Friendly Saline): \$5,050  
Saline Middle School Wrestling Room Mats: \$15,000  
New Drumline Equipment (SHS Marching Band): \$15,000  
Saline Lacrosse Unity Project: \$10,150  
Saline Recreation Center Lobby Enhancement: \$11,950.00  
Saline High School Girls Soccer Uniforms: \$5,000  
Saline Fiddlers Performance Uniforms: \$4,425,60

- C. RECOMMENDED MOTION ...** to approve the technology purchases as submitted by Jay Grossman, Director of Technology in the amount of \$1,398,766.23. The cost breakdown is as follows:

531 MacBooks from Apple totaling \$498,769.00  
160 HP Laptops from InaCompTSG totaling \$115,980.00  
640 Meraki Wireless Access Points totaling \$784,017.23

- D. RECOMMENDED MOTION ...** to approve the recommendation to accept the quote from Interkal for the North & South bleacher replacement at the Saline High School Main Gymnasium in the amount of \$322,897.00 as submitted by Rex Clary, Executive Director of Operations.

- E. RECOMMENDED MOTION ...** to approve the trade contractor award recommendation from Clark Construction to enter into contract with Trane for Mechanical Equipment totaling \$892,679.00 for the Saline Area Schools Heritage STEAM Addition as submitted by Rex Clary, Executive Director of Operations.

- F. RECOMMENDED MOTION ...** to approve the recommendation for furniture and installation at the Saline Senior Center totaling \$205,207.18 as submitted by Rex Clary, Executive Director of Operations. The cost breakdown is as follows:

Interior Environments: \$64,757.42  
ISCG: \$121,373.36  
Freight: \$9,306.54  
Contingency 5%: \$9,770.00

9. **DISCUSSION ITEMS**

- A. Implementation of New Thrun Policies & Timeline  
*Facilitator: President McVey*

10. **CONSENT AGENDA**

*The Consent Agenda is listed in this agenda and will not be read aloud. The motion noted will allow for the authorization of all listed items, without discussion, unless a member of the Board requests that any one or all be considered individually.*

**RECOMMENDED MOTION . . . move to authorize the Consent Agenda as printed / amended:**

- A. **Approval** of the Regular Board of Education Meeting Minutes of November 11, 2025  
B. **Approval** of the Board Policy Committee Meeting Minutes of November 11, 2025  
C. **Approval of Payment** of the General Fund Accounts Payable of December 9, 2025, in the amount of \$6,775,313.88  
D. **Approval of Payment** of the 2021 Bond Series III Accounts Payable of December 9, 2025 in the amount of \$3,353.00  
E. **Approval of Payment** of 2025 Bond Fund Series II Accounts Payable of December 9, 2025, in the amount of \$2,568,319.68  
F. **Receive and File** Human Resources Report  
G. **Approval** of the 2026 Board of Education Regular Meeting Calendar

<b>CLOSING</b>
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11. **ITEMS SCHEDULED ON NEXT AGENDA**

12. **PUBLIC COMMENT**

*A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.*

**STUDENTS**

**OTHER PUBLIC STAKEHOLDERS**

13. **NEXT MEETING**

The next Board of Education Meeting will be held on January 13, 2026 at 6:30 pm.

**14. CLOSED SESSION**

**RECOMMENDED MOTION ...** to enter Closed Session of the Board of Education at \_\_\_\_ pm, with the intent to re-enter Open Session at approximately \_\_\_\_ pm, for the purpose of Superintendent Evaluation Section 8(a). Under Section 8(a) a simple majority vote is sufficient to enter into a closed session.

**15. RECOMMENDED MOTION ...** to re-enter Open Session of the Regular Board of Education Meeting at \_\_\_\_\_.

**16. ADJOURNMENT**

**RECOMMENDED MOTION ...** to adjourn the Regular Board of Education Meeting of December 9, 2025 at \_\_\_\_ PM.

# Saline Area Schools

## Teaching & Learning Team

### MEMORANDUM



**To:** Board of Education  
Superintendent Rachel Kowalski

**From:** Kara Davis, Executive Director, Teaching & Learning

**Date:** December 9, 2025

**Subject:** Approval of New Courses for the 2026–2027 Saline High School Course Catalog

### Recommendation

Approve the following new courses to be added to the 2026–2027 Saline High School Course Catalog, as submitted by the Executive Director of Teaching & Learning.

### Proposed New Courses

- **Sports Video Production I** – Introduces students to the fundamentals of sports media through hands-on experience in filming, editing, directing, broadcasting, and digital content creation, building real-world production, communication, and teamwork skills relevant to careers in sports and media.
- **Business Law and Ethics** – Examines how ethics, legal systems, and evolving areas of law, including contracts, sales, consumer protection, agency and employment law, and technology-related legal issues, shape individual and organizational rights and responsibilities.
- **Introduction to Accounting** – Develops foundational accounting and business skills by guiding students through analyzing transactions, completing the accounting cycle, preparing key financial statements, and applying concepts through real-world examples.
- **History Through Film** – Explores how film interprets, represents, and sometimes reshapes public understanding of major historical events, engaging students in a critical examination of history through the lens of cinema.

- **A World on Fire: Chronicles of Courage Throughout History** – Provides a chronological study of World War II and related historical events, blending strategic analysis with human experience through primary sources and personal narratives.
- **Sports Economics: The Money Behind the Game** – Examines how economic forces, including such things as contracts, NIL deals, stadium funding, and media rights, influence decision-making, competition, culture, and opportunity across the sports industry on and off the field.
- **Mechatronics and Robotics** – Introduces students to mechatronics through hands-on engineering, robotics, automation, and programming projects, culminating in the opportunity to earn an industry-recognized FESTO credential aligned with pathways in robotics and advanced manufacturing.
- **AP Cybersecurity I and II** – Prepares students to analyze vulnerabilities, implement layered defenses, and detect cyberattacks to protect systems, networks, and data, culminating in the opportunity to earn the AP Cybersecurity Credential.
- **Underwater Robotics and ROV Engineering** – Introduces students to marine and terrestrial robotics by designing, building, and operating remotely operated vehicles (ROVs) while developing foundational skills in mechanical and electrical engineering, materials science, fabrication, and the engineering design process.
- **Introduction to Fitness** – Builds students' strength-training foundations by teaching safe lifting techniques, fitness principles, and supporting concepts such as mobility, nutrition, and recovery, enabling students to develop personalized, lifelong fitness routines.
- **Unified Art** – Brings together students with and without intellectual disabilities to collaboratively create meaningful artwork, build communication and leadership skills, and participate in inclusive creative experiences and public art projects.

# Memorandum



**To:** Saline Area Schools Board of Education

**From:** Brian Puffer  
Director, Saline Community Education

**Date:** December 5, 2025

**RE:** Recommendations for CARES Discretionary Funds – Round I 2025/26

Following is a list of grant proposals submitted and reviewed by the CARES Advisory Council for Round I of the discretionary grant cycle:

Project Name	Organization	Amount
Memory Kits for our Friends	Dementia Friendly Saline	\$ 5,050.00
Saline Fiddlers Performance Uniforms	Saline Fiddlers Philharmonic	\$ 4,425.60
Saline Recreation Center Lobby Enhancement	Saline Parks & Recreation	\$11,950.00
Saline Unified Basketball	Saline Unified Sports	\$ 4,500.00
Healthy Seniors Program	Saline Area Social Service	\$15,000.00
New Drumline Equipment	Saline High School Marching Band	\$15,000.00
High School Girls Soccer Uniforms	Saline High School Girls Soccer	\$10,000.00
Saline Lacrosse Unity Project	Saline High School Boys Lacrosse Club	\$15,000.00
New Outboard Engine	Saline High School Rowing Team	\$ 2,664.00
Saline Middle School Wrestling Room Mats	Saline Middle School Wrestling	\$15,000.00
<b>Total</b>		<b>\$98,589.60</b>

The CARES Advisory Council requests Board of Education approval for allocation of funds as follows:

Project Name	Organization	Amount
Saline Unified Basketball	Saline Unified Sport	\$ 4,000.00
New Outboard Engine	Saline High School Rowing Team	\$ 2,664.00
Memory Kits for our Friends	Dementia Friendly Saline	\$ 5,050.00
Saline Middle School Wrestling Room Mats	Saline Middle School Wrestling	\$15,000.00
New Drumline Equipment	Saline High School Marching Band	\$15,000.00
Saline Lacrosse Unity Project	Saline High School Boys Lacrosse Club	\$10,150.00
Saline Recreation Center Lobby Enhancement	Saline Parks & Recreation	\$11,950.00
High School Girls Soccer Uniforms	Saline High School Girls Soccer	\$ 5,000.00
Saline Fiddlers Performance Uniforms	Saline Fiddlers Philharmonic	\$ 4,425.60
<b>Total</b>		<b>\$73,239.60</b>

If you have any questions, please feel free to contact me. Thank you very much.

BP:sld





**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 08/29/2025

Name of Organization: Saline Unified Sports

Address of Organization: 1300 Campus Parkway. Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Meg McClure Position in Organization: Coach

Phone: 517-260-6266 Fax: \_\_\_\_\_ Email: mcclurem1@salineschools.org

Contact Person #2: \_\_\_\_\_ Position in Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION

Approved Amount

Project Name:  
Saline Unified Basketball

Purpose of Grant (one sentence):  
The purpose of the grant is to purchase new jerseys for our Unified Basketball team.

Number of People Served: 40

Amount Requested \$ 4,500.00 Total Project Cost \$ 6,000.00

Project Period Start Date: December 2025 End Date: March 2026

Meg McClure  
Signature of Applicant

Coach  
Title  
10/01/2025  
Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/26/2025

Name of Organization: Saline High School Rowing Team

Address of Organization: 1300 Campus Pkwy, Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Sean Connors Position in Organization: Men's Head Coach

Phone: 313-580-3523 Fax: \_\_\_\_\_ Email: sean14384@gmail.com

Contact Person #2: \_\_\_\_\_ Position in Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION

Approved Amount

Project Name:  
New Outboard Engine

Purpose of Grant (one sentence):  
Purchase an outboard engine to have an additional coach on the water during practices for coaching and safety purposes of 30-40 high school and middle school kids.

Number of People Served: 40

Amount Requested \$ 2,664.00 Total Project Cost \$ 2,664.00

Project Period Start Date: N/A End Date: N/A

Sean Connors  
Signature of Applicant

Men's Head Coach  
Title  
09/26/2025  
Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: \_\_\_\_\_

Name of Organization: Dementia Friendly Saline

Address of Organization: 400 W Russell St Saline 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Jim Mangi Position in Organization: Bd President

Phone: 703-395-3824 Fax: \_\_\_\_\_ Email: jim.dfsaline@gmail.com

Contact Person #2: \_\_\_\_\_ Position in Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION

Approved Amount

Project Name:

Memory Kits For Our Friends

Purpose of Grant (one sentence):

Provide, on a lending basis, a series of Memory Kit Packages containing selected memorabilia type items that will evoke enjoyable distant memories and stimulate pleasant exchanges for persons living with dementia and their care partners

Number of People Served: 300

Amount Requested \$ 5,050.00 Total Project Cost \$ 8,000.00

Project Period Start Date: 1 Jan 2026 End Date: 31 Dec 2026

James I. Mangi

Signature of Applicant

Board President

Title

09/20/2025

Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/30/2025

Name of Organization: Saline Middle School Wrestling

Address of Organization: 7190 N Maple Rd, Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Rocky Palazzolo Position in Organization: Head Wrestling Coach

Phone: 586-872-3835 Fax: \_\_\_\_\_ Email: palazzor@salineschools.org

Contact Person #2: \_\_\_\_\_ Position in Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION

Approved Amount

Project Name:

Saline Middle School wrestling mats

Purpose of Grant (one sentence):

To supply Saline Middle School with new wrestling mats. Their current mats have been deemed unsafe and are to be thrown out. They also do not have a competition mat. these new mats will serve supply both needs.

Number of People Served: 300

Amount Requested \$ 15,000.00 Total Project Cost \$ 22,000.00

Project Period Start Date: ASAP End Date: ASAP

Rocky Palazzolo  
Signature of Applicant

Head Wrestling Coach  
Title  
10/01/2025  
Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/26/2025

Name of Organization: Saline High School Marching Band

Address of Organization: 1600 Campus Parkway, Saline, MI 48197

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Brandon Smith Position in Organization: Drumline Instructor

Phone: 734-945-4452 Fax: \_\_\_\_\_ Email: smithb2@salineschools.org

Contact Person #2: Ben Reed Position in Organization: Director

Phone: 734-401-4420 Fax: \_\_\_\_\_ Email: reedb@salineschools.org

### PROJECT INFORMATION

Approved Amount

Project Name:  
New Drumline Equipment

Purpose of Grant (one sentence):  
These funds will allow us to finish purchasing our new drumline equipment.

Number of People Served: 25

Amount Requested \$ 15,000.00 Total Project Cost \$ 30,763.00

Project Period Start Date: 08/2024 End Date: 12/2025

Brandon C Smith  
Signature of Applicant

Drumline Instructor  
Title  
09/26/2025  
Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/25/2025

Name of Organization: Saline High School Boys Lacrosse Club

Address of Organization: 1300 Campus Parkway, Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Dominick Heath Position in Organization: President

Phone: 734-474-1273 Fax: \_\_\_\_\_ Email: salinelaxclub@gmail.com

Contact Person #2: \_\_\_\_\_ Position in Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION

Approved Amount

Project Name:

Saline Lacrosse Unity Project

Purpose of Grant (one sentence):

As a 100% self funded team, with program costs continuing to grow and evolve, the Saline Boys Lacrosse Club is seeking assistance to help reduce some financial burdens from our families and supporters.

Number of People Served: 70

Amount Requested \$ 15,000.00 Total Project Cost \$ 15,809.85

Project Period Start Date: January 2026 End Date: April 2026

*Sarah Min*

Signature of Applicant

Secretary, Saline High School Boys Lacrosse Club

Title

09/26/2025

Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/23/2025

Name of Organization: Saline Parks & Recreation

Address of Organization: 1866 Woodland Dr.

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Sunshine Lambert Position in Organization: Director

Phone: 734-429-3502 Fax: 734-429-5208 Email: slambert@salinemi.gov

Contact Person #2: Stephanie Ferguson Position in Organization: Recreation Manager

Phone: 734-429-3502 Fax: 734-429-5208 Email: sferguson@salinemi.gov

### PROJECT INFORMATION

Approved Amount

Project Name:

Saline Recreation Center Lobby Enhancement

Purpose of Grant (one sentence):

To restore the Saline Recreation Center's first floor lobby as a welcoming community gathering space by purchasing new furniture to replace what was removed during the pandemic.

Number of People Served: 100,000

Amount Requested \$ 11,950.00 Total Project Cost \$ 13,145.00

Project Period Start Date: December 2025 End Date: January 2026

Sunshine Lambert

Signature of Applicant

Director

Title

09/26/2025

Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 07/16/2025

Name of Organization: Saline Girls Soccer

Address of Organization: 1300 Campus Parkway, Saline, MI, 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Leigh Rumbold Position in Organization: Varsity Head Coach

Phone: 989-450-7532 Fax: \_\_\_\_\_ Email: rummy\_39@hotmail.co.uk

Contact Person #2: Mindy Warden Position in Organization: Program Manager

Phone: 734-355-0286 Fax: \_\_\_\_\_ Email: mindy.warden@gmail.com

### PROJECT INFORMATION

Approved Amount

Project Name:  
High School Girls Soccer Uniforms.

Purpose of Grant (one sentence):  
To provide the growing high school girls soccer program with new uniforms.

Number of People Served: 55

Amount Requested \$ 10,000.00 Total Project Cost \$ 12,000.00

Project Period Start Date: 10/10/2025 End Date: 1/15/2026

Leigh Rumbold  
Signature of Applicant

Girls Soccer Uniforms  
Title  
08/27/2025  
Date





**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/24/2025

Name of Organization: Saline Fiddlers Philharmonic

Address of Organization: 525 E. Michigan Ave #105, Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Melanie Dever Position in Organization: Governance Board Chair

Phone: 734-678-7695 Fax: \_\_\_\_\_ Email: melaniedever@salinefiddlers.com

Contact Person #2: Jens Kretzschmar Position in Organization: Executive Director

Phone: 734-320-2662 Fax: \_\_\_\_\_ Email: jenskretzschmar@salinefiddlers.com

### PROJECT INFORMATION

Approved Amount

Project Name:  
Saline Fiddlers Performance Uniforms

Purpose of Grant (one sentence):  
Purchase uniforms for members of the Saline Fiddlers, to last for 5 years.

Number of People Served: 39

Amount Requested \$ 4,425.60 Total Project Cost \$ 4,723.38

Project Period Start Date: January, 2026 End Date: February, 2026

Melanie Dever  
Signature of Applicant

SFP Governance Board Chair  
Title  
09/26/2025  
Date



**CARES Grant Application**  
7265 North Ann Arbor St, Saline, MI 48176

## COVER SHEET

Date: 09/21/2025

Name of Organization: Saline Area Social Service

Address of Organization: 1259 Industrial Dr., Saline, MI 48176

Mailing Address (if different): \_\_\_\_\_

Contact Person #1: Jamail Aikens Position in Organization: Executive Director

Phone: 734-875-9407 Fax: \_\_\_\_\_ Email: JAikens@SalineSocialService.com

Contact Person #2: Tarah Purvis Position in Organization: Business Manager

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: TPurvis@SalineSocialService.com

### PROJECT INFORMATION

Approved Amount

Project Name:  
Healthy Seniors Program

Purpose of Grant (one sentence):  
To create a transportation program for low income seniors

Number of People Served: 100

Amount Requested \$ 15,000.00 Total Project Cost \$ 30,000.00

Project Period Start Date: 10/1/25 End Date: 12/31/26

Jamail Aikens  
Signature of Applicant

Executive Director  
Title  
09/22/2025  
Date



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## Saline Area Schools - IT Department

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**TO:** Rachel Kowalski, Superintendent  
Miranda Owsley, Assistant Superintendent of Finance  
Board of Education

**FROM:** Jay Grossman, Director of Technology

**DATE:** December 9, 2025

**RE:** Technology Purchases

Please consider the following submissions for approval.

I would like to request approval to purchase laptops in the quantities of 531 MacBooks from Apple in the amount of \$498,769.00 and 160 HP laptops from InaCompTSG in the amount of \$115,980.00. Apple is a single source vendor and cannot be bid. The HP laptops are a part of the REMC consortium contract which awards vendors based on a competitive bidding process. These purchases will be used to replace our staff laptops as well as three student laptop carts at the High School to be used for the start of the 2026/27 school year. Our current laptops were purchased in 2021 and have reached their five year end-of-life period as scheduled in our bond application.

I would also like to request approval to purchase 640 Meraki wireless access points from InaCompTSG in the amount of \$784,017.23 to replace our existing access points. The current devices are seven years old and have reached their end-of-life and end-of-support from Meraki. These devices will be replaced across the district over the summer of 2026. The new devices were competitively bid and awarded to InaCompTSG. All purchases will be paid for with bond funds.

### Brief Scope of Work

- 531 MacBooks from Apple - \$498,769.00
- 160 HP laptops from InaCompTSG - \$115,980
- 640 Meraki Access Points from InaCompTSG - \$784,017.23
  - *Total: \$1,398,766.23*

Please do not hesitate to contact me with any questions at [grossmaj@salineschools.org](mailto:grossmaj@salineschools.org).

Thank you for your consideration.

# Saline Area Schools

## District Office

7265 North Ann Arbor Street

Saline, MI 48176



## Operations Department

December 3, 2025

Superintendent. Rachel Kowalski, Ed.D.  
Saline Area Schools Board of Education

I would like to recommend Interkal for the North & South bleachers for replacement at Saline High School Main Gymnasium in the amount of \$322,897.00 This project was bid through the TIPS Purchasing Cooperative.

The new East & West banks of bleachers at SHS main gym were replaced during the summer of 2025. Feedback received from parents, students & staff has all been positive.

I along with my TEAM of Jeff Pike, Cody Pickard & Chuck MaCalla have worked with Randy Hoyle (A bleacher expert with a passion) from Interkal to design a more spectator friendly bleacher that will be safe and reliable. We have added an additional row to reduce the height of the steps, the handrail system will be integrated into the bleacher and a "front" handrail will be installed.

The existing bleachers system is extremely difficult and labor intensive to operate in its present condition. This age of the bleachers is now over twenty years old and continues to require monthly service calls resulting in significant repair costs.

The new bleacher will be installed during the summer of 2026 limiting loss of revenue from the gymnasium space or loss of use by our students.

[Interkal Proposal](#) (Attached)

Rex Clary  
Executive Director of Operations  
Saline Area Schools



Randy Hoyle  
Michigan Direct Sales  
5981 East Cork Street  
Kalamazoo, MI 49048  
989-486-1788 Voice  
989-488-7797 Mobile  
989-486-1788 Fax  
rhoyle@interkal.com

10/30/2025

## TIPS 2026 Summer Install Quote For End Courts

### TIPS Quotation for Bleacher Seating/Replacement at Saline High School

To: Rex Clary, Executive Director of Operations, Saline Area Schools

**Interkal is a 100% Michigan Made Manufactured in Kalamazoo Michigan.**

Rex, please review this TIPS pricing for replacement of the existing 2 seating of 12 rows including shipping, installation and demolition of the existing bleacher at non prevailing wages. Saline Area Schools will need to hire a licensed electrician/electrical permit to legally hook dismantle and reinstall the wiring for the bleacher motors. Drawings are provided to show seating layouts. Interkal will submit Stamped Drawings for State Approval and obtain the required building permit for final Occupancy.

### **Summer 2026 Special Bleachers Designed to Travel/Stack Under Recess Track**

2 – End Courts, 12 Rows High, 14.22 Rise, 700 Net Seats

- Balcony Access, Extended Closure for 2 Steps to Balcony.
- 10" ESM Low Profile Seating, 208 3 Phase Friction Power Motors.
- 13 Rows with Extended Closure Understructure for Balcony Steps.
- 12 Permanent ADA Notches with Safety Rails, Safety Seat Next to ADA
- ¼ Turn Aisle Rail 22" Row Spacing, **26 "Safety Rail on Complete First Row for Crowd Control.**
- Each Bank 62'-0" Clear Dimension Including Self Storing End Rails/3 Rows Removable End Rails to Travel under Recess.

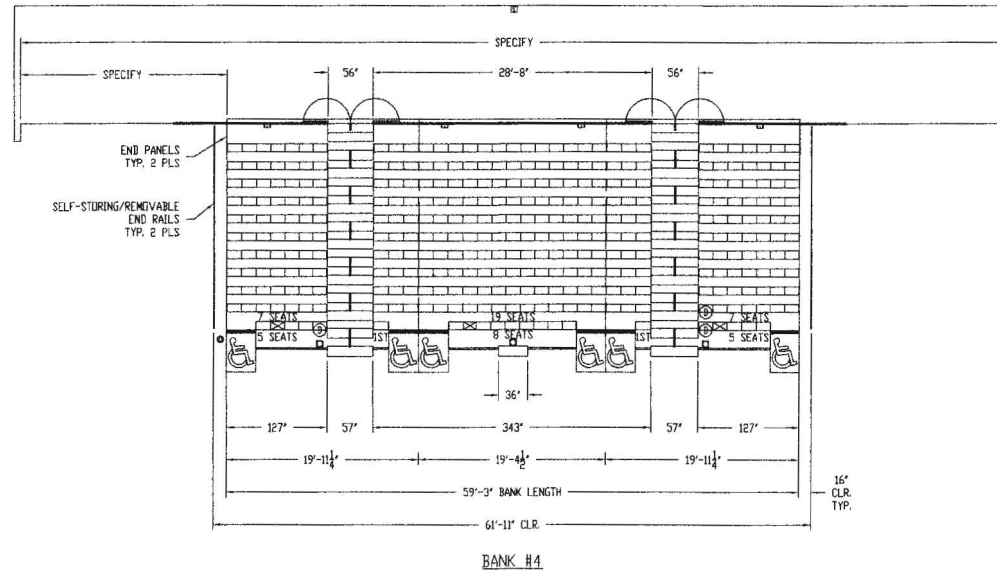
**Total Price Installed Including Shipping/Install and Demolition \$322,897.00**

Please feel free to contact me with any questions. Thank you for this opportunity to quote Interkal Made in Michigan Telescopic Seating.

Sincerely, Randy Hoyle – Michigan Direct Sales, Interkal Spectator Seating  
989-488-7797 Mobile



ALL DIMENSIONS OR NOTES CONTAINING SPECIFY OR VERIFY  
ARE TO BE VERIFIED IN THE FIELD PRIOR TO RELEASE FOR PRODUCTION



- = RECOMMENDED LOCATION OF DESIGNATED AISLE SEAT,  
ASAG 221.4 & 802.4, IBC CHAPTER 11
- Ⓢ = ISA BECAL PROVIDED BY INTERKAL. LOCATE AT ALL  
WHEEL CHAIR SPACES AND DESIGNATED AISLE SEATS

STANDARD INTERKAL POWER REQUIREMENTS:

1. WIRING AND NON-FUSIBLE SAFETY SWITCHES SUITABLE FOR THE  
LINE VOLTAGE TO BE PROVIDED BY ELECTRICAL CONTRACTOR OR OTHERS  
WITH BRANCH CIRCUIT PROTECTION TO EACH NOT EXCEEDING 15 AMPS.  
ALL PLATFORM WIRING FURNISHED BY INTERKAL.
2. BRANCH CIRCUIT PROTECTION DEVICES BY OTHERS TO BE ACCESSIBLE WHEN  
PLATFORMS ARE CLOSED.
3. VERIFY ELECTRICAL INFORMATION:  
CIRCUIT 3 PHASE, 208-230 VOLTS, 60 HERTZ  
EACH 1/2 HORSE POWER MOTOR DRAWS 20-22 AMPS. FULL LOAD.  
MOTORS RUN SIMULTANEOUSLY.
4. ☒ SAFETY SWITCHES LOCATED APPROXIMATE 5'-0"  
ABOVE FINISHED FLOOR OR FF, FOR REVERSE FOLD UNITS)
5. ☒ FRICTION POWER MOTOR
6. ☒ STOP/START REVERSING CONTACTOR (WIRING HARNESS)
7. ☒ PENDANT SWITCH RECEPTACLE

THE MATERIAL BEING SUPPLIED WILL BE PER  
INTERKAL'S STANDARD SPECIFICATIONS AND  
APPLICATIONS AT TIME OF SHIPMENT.

APPROVED BY:

ARCHITECT OR GENERAL CONTRACTOR TO SKETCH IN AND  
DIMENSION ANY WALL OBSTRUCTIONS SUCH AS COLUMNS,  
PIPES, GRILLES, ETC.

ARCHITECT/CONTRACTOR TO SPECIFY:

WALL CONSTRUCTION ----- N/A

WALL THICKNESS ----- N/A

FINISHED FLOOR MATERIAL --- WOOD FLOATING

FINISHED FLOOR TO BE LEVEL PLUS OR MINUS 1/8" IN 8'-0"

THE LAYOUT SHOWN IS DRAWN ACCORDING TO  
INTERKAL'S INTERPRETATION OF NFPA 101 & IBC 2015. (NOTE CODE)  
SHOULD THE APPLICABLE CODE DIFFER FROM  
THAT STATED, PLEASE INDICATE IN THE SPACE PROVIDED:

IF NO OTHER CODE IS INDICATED, IT WILL BE  
ASSUMED THE DISTRIBUTOR / ARCHITECT AGREES  
WITH THE CODE APPLIED AND ITS INTERPRETATION.

SHOULD THE APPLICABLE CODE DIFFER FROM THAT  
STATED INTERKAL SHALL NOT BE HELD  
ACCOUNTABLE FOR ANY DEVIATIONS TO THE LAYOUT SHOWN.

INTERKAL TELESCOPIC SEATING

EXCEL SEAT MODULE

11 ROW SEATING CAPACITY @ 18' PER PERSON = 350

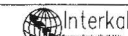
WHEELCHAIR CAPACITY @ 36 1/4' PER PERSON = 6

PRELIMINARY:  
CONSTRUCTION MATERIALS, DIMENSIONS, EQUIPMENT, ETC. MAY VARY  
FROM THAT SHOWN BASED UPON PROJECT SPECIFICATIONS, PARAMETERS  
AND INTERKAL'S STANDARD CONSTRUCTION PRACTICES AT THE TIME OF  
SHIPMENT.

83599-P1

SALINE HIGH SCHOOL

SALINE, MICHIGAN



5981 EAST CORK STREET - KALAMAZOO, MICHIGAN 49008

DRWN JBS 10-15-24

CHKD

APVD

SCALE 1/8" = 1'-0"

SHEET 8 OF 16

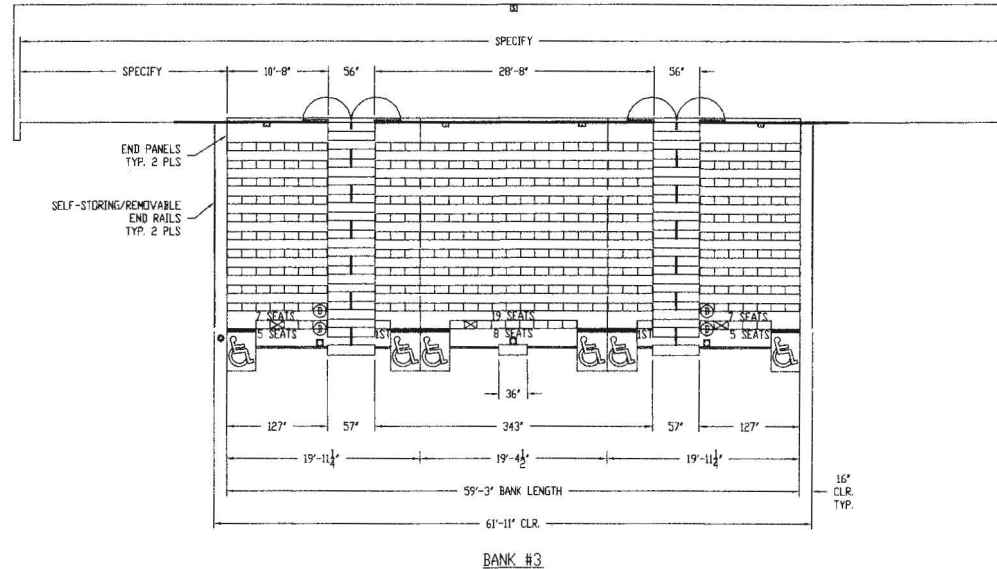
BRGND C-83599-P4

QUANTITY		DESCRIPTION	REV.
1	1	11 ROWS OF UNDERSTRUCTURE	
1	1	13 ROW SELF-STORING/REMOVABLE END RAILS	
1	1	13 ROW END PANELS	
1	1	13 ROW FOOT LEVEL AISLES W/OIR	
1	1	13 ROW INTERMEDIATE STEPS	
1	1	BALCONY ACCESS	
1	1	1 ROW FOOT LEVEL AISLE W/ STEP	
1	1	1 ROW x 36 1/4" RECV. NOTCH-OUTS W/RAIL	
1	1	VERTICAL FILLER x BANK LENGTH	
1	1	BANK RECESSED FRICTION POWER	
1	1	10" x SPECIFY COLOR LP EXCEL SEAT MODULE	
1	1	FLOOR PANELS	
1	1	ACCESSORY LIST	



VERIFY NORTH

ALL DIMENSIONS OR NOTES CONTAINING SPECIFY OR VERIFY  
ARE TO BE VERIFIED IN THE FIELD PRIOR TO RELEASE FOR PRODUCTION.



□ = RECOMMENDED LOCATION OF DESIGNATED AISLE SEAT.  
ADAM 2214 & 8024, IBC CHAPTER 11

Ⓢ = ISA DECAL PROVIDED BY INTERKAL. LOCATE AT ALL  
WHEEL CHAIR SPACES AND DESIGNATED AISLE SEATS

#### STANDARD INTERKAL POWER REQUIREMENTS:

1. WIRING AND NON-FUSIBLE SAFETY SWITCHES(S) SUITABLE FOR THE  
LINE VOLTAGE TO BE PROVIDED BY ELECTRICAL CONTRACTOR OR OTHERS  
WITH BRANCH CIRCUIT PROTECTION TO EACH NOT EXCEEDING 15 AMPS.  
ALL PLATFORM WIRING FURNISHED BY INTERKAL.
2. BRANCH CIRCUIT PROTECTION DEVICES BY OTHERS TO BE ACCESSIBLE WHEN  
PLATFORMS ARE CLOSED.
3. VERIFY ELECTRICAL INFORMATION  
CIRCUIT 3 PHASE, 208-230 VOLTS, 60 HERTZ  
EACH 1/2 HORSE POWER MOTOR DRAWS 2.0-2.2 AMPS. FULL LOAD.  
MOTORS RUN SIMULTANEOUSLY.
4. ☒ SAFETY SWITCHES LOCATED APPROXIMATE 5'-0"  
ABOVE FINISHED FLOOR OR E.F. FOR REVERSE FOLD UNITS)
5. ☒ FRICTION POWER MOTOR
6. ☒ STOP/START REVERSING CONTACTOR (WIRING HARNESS)
7. ☒ PENDANT SWITCH RECEPTACLE

THE MATERIAL BEING SUPPLIED WILL BE PER  
INTERKAL'S STANDARD SPECIFICATIONS AND  
APPLICATIONS AT TIME OF SHIPMENT.

APPROVED BY:

ARCHITECT OR GENERAL CONTRACTOR TO SKETCH IN AND  
DIMENSION ANY WALL OBSTRUCTIONS SUCH AS COLUMNS,  
PIPES, GRILLES, ETC.

ARCHITECT/CONTRACTOR TO SPECIFY:

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WALL THICKNESS ----- N/A

FINISHED FLOOR MATERIAL --- WOOD FLOATING

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THE LAYOUT SHOWN IS DRAWN ACCORDING TO  
INTERKAL'S INTERPRETATION OF NFPA 101 & IBC 2015  
SHOULD THE APPLICABLE CODE DIFFER FROM  
THAT STATED, PLEASE INDICATE IN THE SPACE PROVIDED:

NOTE CODE

IF NO OTHER CODE IS INDICATED, IT WILL BE  
ASSUMED THE DISTRIBUTOR / ARCHITECT AGREES  
WITH THE CODE APPLIED AND ITS INTERPRETATION

SHOULD THE APPLICABLE CODE DIFFER FROM THAT  
STATED INTERKAL SHALL NOT BE HELD  
ACCOUNTABLE FOR ANY DEVIATIONS TO THE LAYOUT SHOWN.

#### INTERKAL TELESCOPIC SEATING

EXCEL SEAT MODULE

12 ROW SEATING CAPACITY @ 18' PER PERSON = 350

WHEELCHAIR CAPACITY @ 36 1/4' PER PERSON = 6

PRELIMINARY:  
CONSTRUCTION MATERIALS, DIMENSIONS, EQUIPMENT, ETC. MAY VARY  
FROM THAT SHOWN BASED UPON PROJECT SPECIFICATIONS, PARAMETERS  
AND INTERKAL'S STANDARD CONSTRUCTION PRACTICES AT THE TIME OF  
SHIPMENT.

83599-P1

SALINE HIGH SCHOOL

SALINE, MICHIGAN



5981 EAST CORK STREET - KALAMAZOO, MICHIGAN 49008

DRAWN JBTB 10-15-24

CHD

APVD

SCALE 1/8" = 1'-0"

SHEET 7 OF 15

83599-P3

#15 ROWS OF UNDERSTRUCTURE	
13 ROW SELF-STORING/REMOVABLE END RAILS	
13 ROW END PANELS	
13 ROW FOOT LEVEL AISLES W/OTR	
13 ROW INTERMEDIATE STEPS	
BALCONY ACCESS	
1 ROW FOOT LEVEL AISLE W/ STEP	
1 ROW x 36 1/4" RECY. NOTCHOUTS W/RAIL	
VERTICAL FILTER x BANK LENGTH	
BANK RECESSED FRICTION POWER	
18" x SPECIFY COLOR* LP EXCEL SEAT MODULE	
FLOOR PINTALS	

QTY ACCESSORY LIST

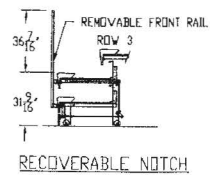
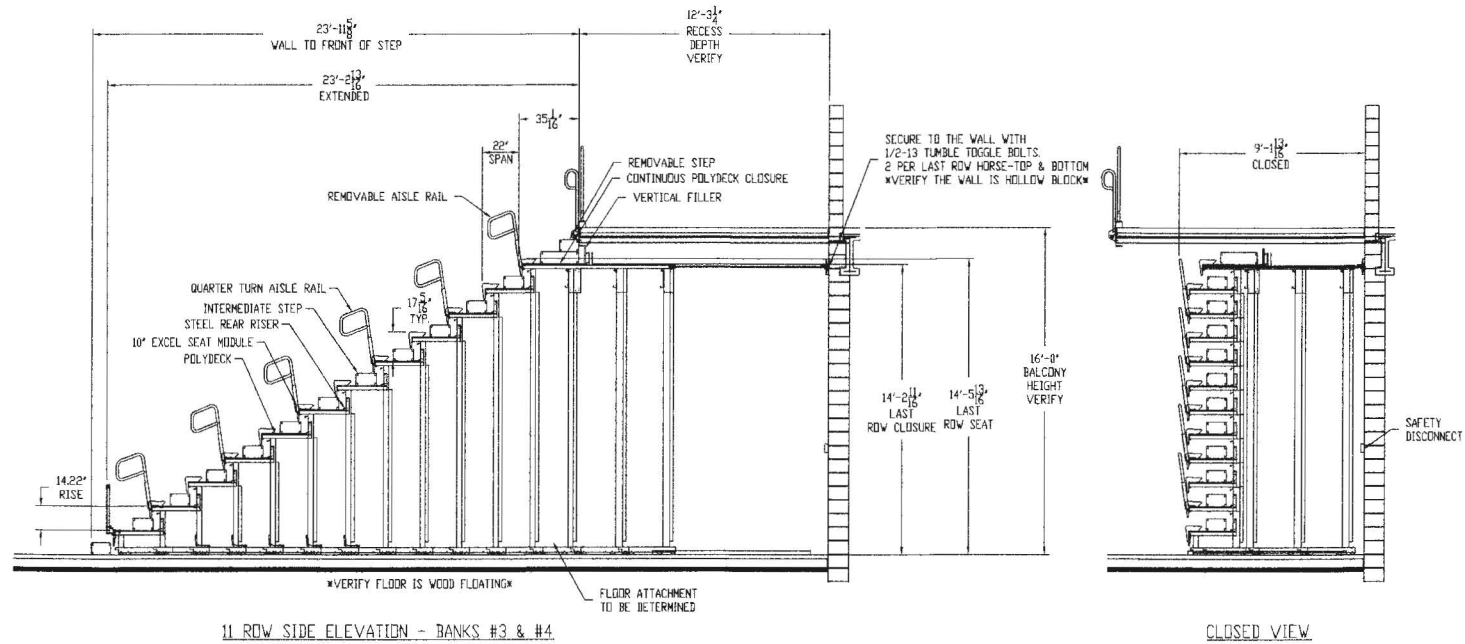
REV.

DRWN CHD APVD DATE



PRELIMINARY:  
CONSTRUCTION MATERIALS, DIMENSIONS, EQUIPMENT, ETC. MAY VARY  
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SHIPMENT.

ALL DIMENSIONS OR NOTES CONTAINING SPECIFY OR VERIFY  
ARE TO BE VERIFIED IN THE FIELD PRIOR TO RELEASE FOR PRODUCTION.



				SALINE HIGH SCHOOL		83599-S1
				SALINE, MICHIGAN		BROWN J.B.S. 10-15-24
						CHKD
						APVD
						SCALE 1/4" = 1'-0"
						SHEET 15 OF 16
						BROWN C-83599-S3
REV.		DRWN.	CHKD.	APVD.	DATE	5981 EAST CORK STREET KALAMAZOO, MICHIGAN 49048





December 3, 2025

Mr. Rex Clary, Executive Director of Operations  
Saline Area Schools  
7265 N Ann Arbor St.  
Saline, MI 48176



Re: Saline Area Schools – 2022 Bond Program  
**Bid Package #5 – Trane Pre-purchase Equipment**  
**Heritage Elementary School – Interior Renovation & Additions**  
**Contract Award Recommendation**

Dear Mr. Clary,

Clark Construction Company recommends Saline Area Schools enter into Contracts with each Trade Contractor listed below.

The pre-purchased equipment proposals as submitted by Trane are attached to this letter. This is per the COOP ID : OMNIA Racine #3341.

**Trade Contractor award recommendations:**

<u>Bid Category/Area of Work</u>	<u>Trade Contractor</u>	<u>Amount</u>
• Mechanical Equipment	TRANE	\$892,679

<b>Board of Education Approved Amount</b>	<b>\$ 892,679</b>
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Sincerely,  
**CLARK CONSTRUCTION COMPANY**

Matt Wielechowski  
Senior Project Manager



# Proposal

Proposal is valid for 15 days.

Customer must obtain credit approval and release order to production within 60 days of proposal date.

**PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.**  
**DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED**

**Prepared For:** All Bidders

**Date:** November 18, 2025

**Job Name:**

Saline Area Schools Heritage STEAM Addition –  
Equipment Proposal

**Proposal Number:** M1-129508-13054-1

**Opportunity ID:** 8146637

**Delivery Terms:**

Freight Allowed and Prepaid - F.O.B. Factory

**COOP Quote Number:** M1-207596-25-005

**COOP or Federal Contract ID:** OMNIA Racine #3341

**Payment Terms:** Net 30 Days

**Tag Data - Temspec VUV's (Qty: 41)**

Item	Tag(s)	Qty	Description	Model Number
A1	VUV-1, 1A	28	Upflow Unit Ventilator	VUD1200
A2	VUV-3, 4, 5	8	Upflow Unit Ventilator	VUD1600
A3	VUV-4, 6, 7	5	Upflow ERV Unit Ventilator	VER1800

**General Items**

- 115V/1/60, ECM supply fan motor for 0-10VDC input signal. Max 50% turndown.
- Internal wiring with unfused lockable disconnect switch, fan relay, door micro-switch and up to 75VA control transformer.
- Electrical / control enclosure.
- Drain pan for cooling coil shall be stainless steel (VER) or formed plastic (VUD).
- Condensate pump (Liberty Pumps) with overflow switch. (VUV-5 only)
- Cabinet lined with closed cell insulation. 18ga with 1/2" insulation for VUD 1200. 14 ga and 1" insulation for VUD 1600 & VER 1800.
- Cabinet Finish: Standard "Light Grey", "Off-White" or "Beige" powder coat finish.
- Hinged access panels secured with torx tamper resistant fasteners.
- Ultra low leakage outdoor air / return air dampers with linkage and standard 2" MERV 13 disposable filters plus **three additional sets** for commissioning.
- Heavy duty front return air grille.
- Integral energy recovery module with AHRI certified desiccant coated wheel and powered aluminum airfoil damper assemblies. Economizer airflow nominal 600 cfm. (VUV-4, 6, 7 only)
- Energy recovery wheel frost protection - timed delay - on/off control via OA dry bulb sensor. (VUV-4, 6, 7)
- Custom OA/RA access panel for VUD units to allow access to outdoor air measuring device (device field installed)
- 5-year warranty parts, 1-year labor warranty.
- Start-up Services

**Accessory Items**

- Top extension (duct shroud) to suit ceiling height.
- Side pipe cover with mounting brackets
- Wall trim pieces to suit ceiling height.

- Rear plenum assembly (insulated) to suit ceiling height.
  - Wall sleeve painted matte black, to suit wall thickness
  - 2" deep flanged aluminum louver with 1/2" birdscreen (VUV-4, 5, 6, 7)
- Louver Finish: Powder coated, color selected from standard chart

**Coil(s)**

- Hot Water coil
- R-454B DX evaporator coil, with TX valve with Refrigerant Detection System (RDS) for A2L refrigerants.
- R-410A DX evaporator coil, with TX valve. **NOTE: Replacement units provided for existing R-410A equipment. Unit to be labelled "For servicing existing equipment only".**

**Internally Mounted Piping Package** NOTE: Combination valves use where possible.

- Manual air vent, drain valve, shut-off ball valves
- Strainer with blow down and shut-off (Nexus).
- Automatic circuit balancing valve (Nexus).
- Belimo 2 way (or 3-way where required) modulating control valve with spring return actuator
- Drain pan overflow switch

**Control Items**

- Refrigerant Detection System (RDS) for A2L Refrigerants
- Modulating spring return O.A./R.A. damper actuator (Belimo)
- Auto reset low limit temperature control, capillary type (JCI or equivalent) - (DPDT)
- Terminal strip for field integration of control items.

**NOTE: Temspec A2L Refrigerant ETL certification is pending. Temspec endeavours to use an 'off the shelf' ETL certified Refrigerant Detection System (RDS) (Johnson Controls or equivalent) that meets std UL 60335-2-40 (and CSA equivalent). This process is ongoing and will require equipment and RDS review and testing by ETL.**

**NOT INCLUDED:**

- Supply and installation of unit controller, thermostat, current sensors, airflow measuring device, temperature sensors.
- CO2 sensor, humidistat, dirty filter switch, Ebtron airflow monitoring system.
- Double wall construction, microchannel CFTM coils, modulating CO2 control for VER.
- Raised base, block-off panels, vibration mat.
- Condensing unit, line sets, refrigerant charge, sight glass, filter/drier.
- Refrigerant detection system (RDS) for VUV-1A
- Powered exhaust for VUD units, key-locks.

**Tag Data - Split System Air Conditioning Units (Small) (Qty: 33)**

Item	Tag(s)	Qty	Description	Model Number
B1	60	4	1.5 - 5 Ton Unitary Split Systems (SSC)	5TTA4060A4
B2	48	26	1.5 - 5 Ton Unitary Split Systems (SSC)	5TTA4048A4
B3	24	3	1.5 - 5 Ton Unitary Split Systems (SSC)	5TTR4024A1

**All Units**

Evaporator defrost control (Field Installed)  
 Crankcase heater kit (Field Installed)  
 Anti-short cycle timer (Field Installed)  
 10-year compressor parts warranty, 5-year parts and labor warranty – whole unit.  
 Start-up Services

**Item: B1 Qty: 4 Tag(s): 60**

5TTA4 - Split System Single Stage Cooling Outdoor Unit, Three Phase, R-454B  
 5 Ton Nominal Cooling Capacity  
 460/60/3

**Item: B2 Qty: 26 Tag(s): 48**

5TTA4 - Split System Single Stage Cooling Outdoor Unit, Three Phase, R-454B  
 4 Ton Nominal Cooling Capacity  
 460/60/3

**Item: B3 Qty: 3 Tag(s): 24**

5TTR4 - Split System Single Stage Cooling Outdoor Unit, R-454B  
 2 Ton Nominal Cooling Capacity  
 200/230/60/1

**NOT INCLUDED:**

- Refrigerant, refrigerant piping and specialties, roof rails, disconnects, isolator pads, controls.

**Tag Data - TR200 Danfoss Drives (Qty: 2)**

Item	Tag(s)	Qty
C1	VFD-1, VFD-2	2

**Item: C1 Qty: 2 Tag(s): VFD-1, VFD-2**

- NEMA 1 compact vertical enclosure
- Main disconnect and drive fuse, 100kA SCCR
- 460V, TR200
- 3 contactor bypass, EMB2 control
- (2) relay contactors
- Standard 3-year parts and labor warranty
- Start-up Services

**Total Net Price (excluding sales tax) ..... \$ 842,150.00**

**Sales Tax Add Price..... \$ 50,529.00**

**Total Net Price (including sales tax) ..... \$ 892,679.00**

Brian Hedman

**Trane U.S. Inc.**

37001 Industrial Road  
 Livonia, MI 48150  
 Office Phone: (248) 521-9052

**This proposal is subject to your acceptance of the attached Trane terms and conditions.**

**TERMS AND CONDITIONS - COMMERCIAL EQUIPMENT**

"Company" shall mean Trane U.S. Inc. for sales in the United States and Trane Canada ULC for sales in Canada.

1. **Acceptance.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the sale of the described commercial equipment and any ancillary services (the "Equipment"). **COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 15 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Equipment in accordance with the Proposal and the Company's terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Equipment will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance

or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability.

**2. Connected Services.** In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

**3. Title and Risk of Loss.** All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.

**4. Pricing and Taxes.** Within forty-five (45) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Equipment are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of Equipment. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If shipment is delayed due to Customer's actions, Company may also charge Customer with storage fees. If a release is not received within 6 months following order acceptance, Company reserves the right to cancel any order. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased. The price of Equipment does not include any present or future foreign, federal, state, or local property, license, privilege, sales, use, excise, value added, gross receipts or other like taxes or assessments. Such amounts will be itemized separately to Customer, who will make prompt payment to Company. Company will accept valid exemption documentation for such taxes and assessments from Customer, if applicable. All prices include packaging in accordance with Company's standard procedures. Charges for special packaging, crating or packing are the responsibility of Customer.

**5. Delivery and Delays.** Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

**6. Performance.** Company shall be obligated to furnish only the Equipment described in the Proposal and in submittal data (if such data is issued in connection with the order). Company may rely on the acceptance of the Proposal and submittal data as acceptance of the suitability of the Equipment for the particular project or location. Unless specifically stated in the Proposal, compliance with any local building codes or other laws or regulations relating to specifications or the location, use or operation of the Equipment is the sole responsibility of Customer. If Equipment is tendered that does not fully comply with the provisions of this Agreement and Equipment is rejected by Customer, Company will have the right to cure within a reasonable time after notice thereof by substituting a conforming tender whether or not the time for performance has passed.

**7. Force Majeure.** Company's duty to perform under this Agreement and the Equipment prices are contingent upon the non-occurrence of an Event of Force Majeure. If the Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid); and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

**8. Limited Warranty.** Company warrants the Equipment manufactured by Company for a period of the lesser of 12 months from initial start-up or 18 months from date of shipment, whichever is less, against failure due to defects in material and manufacture and that it has the capacities and ratings set forth in Company's catalogs and bulletins ("Warranty"). **Equipment manufactured by Company that includes required start-up and sold in North America will not be warranted by Company unless Company performs the Equipment startup.** Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; modifications made by others to the Equipment; repairs or alterations by a party other than Company that adversely affects the stability or reliability of the Equipment; vandalism; neglect; accident; adverse weather or environmental conditions; abuse or improper use; improper installation; commissioning by a party other than Company; unusual physical or electrical or mechanical stress; operation with any accessory, equipment or part not specifically approved by Company; refrigerant not supplied by Company; and/or lack of proper maintenance as recommended by Company. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Company's obligations and liabilities under this Warranty are limited to furnishing replacement equipment or parts, at its option, FCA (Incoterms 2000) factory or warehouse (f.o.b. factory or warehouse for US domestic purposes) at Company-designated shipping point, freight-allowed to Company's warranty agent's stock location, for all non-conforming Company-manufactured Equipment (which have been returned by Customer to Company). Returns must have prior written approval by Company and are subject to restocking charge where applicable. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.** No warranty liability whatsoever shall attach to Company until Customer's complete order has been paid for in full and Company's liability under this Warranty shall be limited to the purchase price of the Equipment shown to be defective. Additional warranty protection is available on an extra-cost basis and must be in writing and agreed to by an authorized signatory of the Company. **EXCEPT FOR COMPANY'S WARRANTY EXPRESSLY SET FORTH HEREIN, COMPANY DOES NOT MAKE, AND HEREBY EXPRESSLY DISCLAIMS, ANY WARRANTIES, EXPRESS OR IMPLIED CONCERNING ITS PRODUCTS, EQUIPMENT OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF DESIGN, MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, OR OTHERS THAT ARE ALLEGED TO ARISE FROM COURSE OF DEALING OR TRADE.**

**9. Indemnity.** To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

**10. Insurance.** Upon request, Company will furnish evidence of its standard insurance coverage. If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive any rights of subrogation.

**11. Customer Breach.** Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement, require payment prior to shipping, or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to the Company for all Equipment furnished and all damages sustained by Company (including lost profit and overhead).

**12. Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, PUNITIVE, EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS), OR CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH



**POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY. In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.**

### **13. CONTAMINANTS LIABILITY**

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION, OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUDING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANTS LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.**

**14. Nuclear Liability.** In the event that the Equipment sold hereunder is to be used in a nuclear facility, Customer will, prior to such use, arrange for insurance or governmental indemnity protecting Company against all liability and hereby releases and agrees to indemnify Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of Company or its suppliers.

**15. Intellectual Property; Patent Indemnity.** Company retains all ownership, license and other rights to all patents, trademarks, copyrights, trade secrets and other intellectual property rights related to the Equipment, and, except for the right to use the Equipment sold, Customer obtains no rights to use any such intellectual property. Company agrees to defend any suit or proceeding brought against Customer so far as such suit or proceeding is solely based upon a claim that the use of the Equipment provided by Company constitutes infringement of any patent of the United States of America, provided Company is promptly notified in writing and given authority, information and assistance for defense of same. Company will, at its option, procure for Customer the right to continue to use said Equipment, or modify it so that it becomes non-infringing, or replace same with non-infringing Equipment, or to remove said Equipment and to refund the purchase price. The foregoing will not be construed to include any Agreement by Company to accept any liability whatsoever in respect to patents for inventions including more than the Equipment furnished hereunder, or in respect of patents for methods and processes to be carried out with the aid of said Equipment. The provision of Equipment by Company does not convey any license, by implication, estoppel, or otherwise, under patent claims covering combinations of said Equipment with other devices or elements. The foregoing states the entire liability of Company with regard to patent infringement. Notwithstanding the provisions of this paragraph, Customer will hold Company harmless against any expense or loss resulting from infringement of patents or trademarks arising from compliance with Customer's designs or specifications or instructions.

**16. Cancellation.** Equipment is specially manufactured in response to orders. An order placed with and accepted by Company cannot be delayed, canceled, suspended, or extended except with Company's written consent and upon written terms accepted by Company that will reimburse Company for and indemnify Company against loss and provide Company with a reasonable profit for its materials, time, labor, services, use of facilities and otherwise. Customer will be obligated to accept any Equipment shipped, tendered for delivery or delivered by Company pursuant to the order prior to any agreed delay, cancellation, suspension or extension of the order. Any attempt by Customer to unilaterally revoke, delay or suspend acceptance for any reason whatever after it has agreed to delivery of or accepted any shipment shall constitute a breach of this Agreement. For purposes of this paragraph, acceptance occurs by any waiver of inspection, use or possession of Equipment, payment of the invoice, or any indication of exclusive control exercised by Customer.

**17. Invoicing and Payment.** Unless otherwise agreed to in writing by Company, equipment shall be invoiced to Customer upon tender of delivery thereof to the carrier. Customer shall pay Company's invoices within net 30 days of shipment date. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Company may at any time decline to ship, make delivery or perform work except upon receipt of cash payment, letter of credit, or security, or upon other terms and conditions satisfactory to Company. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all Equipment to secure payment in full of all amounts due Company and its order for the Equipment, together with these terms and conditions, form a security agreement (as defined by the UCC in the United States and as defined in the Personal Property Security Act in Canada). Customer shall keep the Equipment free of all taxes and encumbrances, shall not remove the Equipment from its original installation point and shall not assign or transfer any interest in the Equipment until all payments due Company have been made. The purchase money security interest granted herein attaches upon Company's acceptance of Customer's order and on receipt of the Equipment described in the accepted Proposal but prior to its installation. The parties have no agreement to postpone the time for attachment unless specifically noted in writing on the accepted order. Customer will have no rights of set off against any amounts, which become payable to Company under this Agreement or otherwise.

**18. Claims.** Company will consider claims for concealed shortages in shipments or rejections due to failure to conform to an order only if such claims or rejections are made in writing within 15 days of delivery and are accompanied by the packing list and, if applicable, the reasons in detail why the Equipment does not conform to Customer's order. Upon receiving authorization and shipping instructions from authorized personnel of Company, Customer may return rejected Equipment, transportation charges prepaid, for replacement. Company may charge Customer any costs resulting from the testing, handling, and disposition of any Equipment returned by Customer which are not found by Company to be nonconforming. All Equipment damaged during shipment and all claims relating thereto must be made with the freight carrier in accordance with such carrier's policies and procedures. Claims for Equipment damaged during shipment are not covered under the warranty provision stated herein.

**19. Export Laws.** The obligation of Company to supply Equipment under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

**20. General.** Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state of New York for Equipment shipped to a U.S. location and the laws of the province to which Equipment is shipped within Canada, without regard to its conflict of law principles that might otherwise call for the application of a different state's or province's law, and not including the United Nations Convention on Contracts for the International Sale of Goods. To the extent the Equipment is being used at a site owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

**21. Federal Requirements.** The Parties shall comply with all United States federal labor law obligations under 29 CFR part 471, appendix A to subpart A. THE FOLLOWING PROVISIONS ARE INCORPORATED HEREIN BY REFERENCE: Executive Order 11701 and 41 CFR §§ 60-250.5(a), 60-300.5; Executive Order 11758 and 41 CFR § 60-741.5(a); U.S. immigration laws, including the L-1 Visa Reform Act of 2004 and the H-1B Visa Reform Act of 2004; and Executive Order 13496. The Parties shall abide by the requirements of 41 CFR 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to protected veteran status or disability. The Parties certify that they do not operate any programs promoting DEI that violate any applicable United States anti-discrimination laws and acknowledge and agree that their compliance with all applicable federal anti-discrimination laws is material to the federal government's payment decisions. The Parties acknowledge and agree that their employment, procurement, and contracting practices shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate United States federal civil rights laws.

**22. U.S. Government Work.**

**The following provision applies only to direct sales by Company to the US Government.** The Parties acknowledge that Equipment ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1).

**The following provision applies only to indirect sales by Company to the US Government.** As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the sale of the Equipment is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

**23. Limited Waiver of Sovereign Immunity.** If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-4 (0225)  
Supersedes 1-26.130-4(1024)

### SECURITY ADDENDUM

This Addendum shall be applicable to the sale, installation and use of Trane equipment and the sale and provision of Trane services. "Trane" shall mean Trane U.S. Inc. for sales and services in the United States, or Trane Canada ULC for sales and services in Canada.

1. **Definitions.** All terms used in this Addendum shall have the meaning specified in the Agreement unless otherwise defined herein. For the purposes of this Addendum, the following terms are defined as follows:  
"Customer Data" means Customer account information as related to the Services only and does not include HVAC Machine Data or personal data. Trane does not require, nor shall Customer provide personal data to Trane under the Agreement. Such data is not required for Trane to provide its Equipment and/or Services to the Customer.  
"Equipment" shall have the meaning set forth in the Agreement.  
"HVAC Machine Data" means data generated and collected from the product or furnished service without manual entry. HVAC Machine Data is data relating to the physical measurements and operating conditions of a HVAC system, such as but not limited to, temperatures, humidity, pressure, HVAC equipment status. HVAC Machine Data does not include Personal Data and, for the purposes of this agreement, the names of users of Trane's controls products or hosted applications shall not be Personal Data, if any such user chooses to use his/her name(s) in the created accounts within the controls product (e.g., firstname.lastname@address.com). HVAC Machine Data may be used by Trane: (a) to provide better support services and/or products to users of its products and services; (b) to assess compliance with Trane terms and conditions; (c) for statistical or other analysis of the collective characteristics and behaviors of product and services users; (d) to backup user and other data or information and/or provide remote support and/or restoration; (e) to provide or undertake: engineering analysis; failure analysis; warranty analysis; energy analysis; predictive analysis; service analysis; product usage analysis; and/or other desirable analysis, including, but not limited to, histories or trends of any of the foregoing; and (f) to otherwise understand and respond to the needs of users of the product or furnished service. "Personal Data" means data and/or information that is owned or controlled by Customer, and that names or identifies, or is about a natural person, such as: (i) data that is explicitly defined as a regulated category of data under any data privacy laws applicable to Customer; (ii) non-public personal information ("NPI") or personal information ("PI"), such as national identification number, passport number, social security number, social insurance number, or driver's license number; (iii) health or medical information, such as insurance information, medical prognosis, diagnosis information, or genetic information; (iv) financial information, such as a policy number, credit card number, and/or bank account number; (v) personally identifying technical information (whether transmitted or stored in cookies, devices, or otherwise), such as IP address, MAC address, device identifier, International Mobile Equipment Identifier ("IMEI"), or advertising identifier; (vi) biometric information; and/or (vii) sensitive personal data, such as, race, religion, marital status, disability, gender, sexual orientation, geolocation, or mother's maiden name.  
"Security Incident" shall refer to (i) a compromise of any network, system, application or data in which Customer Data has been accessed or acquired by an unauthorized third party; (ii) any situation where Trane reasonably suspects that such compromise may have occurred; or (iii) any actual or reasonably suspected unauthorized or illegal Processing, loss, use, disclosure or acquisition of or access to any Customer Data.  
"Services" shall have the meaning set forth in the Agreement.
2. **HVAC Machine Data; Access to Customer Extranet and Third Party Systems.** If Customer grants Trane access to HVAC Machine Data via web portals or other non-public websites or extranet services on Customer's or a third party's website or system (each, an "Extranet"), Trane will comply with the following:
  - a. Accounts. Trane will ensure that Trane's personnel use only the Extranet account(s) designated by Customer and will require Trane personnel to keep their access credentials confidential.
  - b. Systems. Trane will access the Extranet only through computing or processing systems or applications running operating systems managed by Trane that include: (i) system network firewalls; (ii) centralized patch management; (iii) operating system appropriate anti-malware software; and (iv) for portable devices, full disk encryption.
  - c. Restrictions. Unless otherwise approved by Customer in writing, Trane will not download, mirror or permanently store any HVAC Machine Data from any Extranet on any medium, including any machines, devices or servers.
  - d. Account Termination. Trane will terminate the account of each of Trane's personnel in accordance with Trane's standard practices after any specific Trane personnel who has been authorized to access any Extranet (1) no longer needs access to HVAC Machine Data or (2) no longer qualifies as Trane personnel (e.g., the individual leaves Trane's employment).
  - e. Third Party Systems. Trane will provide Customer prior notice before it uses any third party system that stores or may otherwise have access to HVAC Machine Data, unless (1) the data is encrypted and (2) the third party system will not have access to the decryption key or unencrypted "plain text" versions of the HVAC Machine Data.
3. **Customer Data; Confidentiality.** Trane shall keep confidential, and shall not access or use any Customer Data and information that is marked confidential or by its nature is considered confidential ("Customer Confidential Information") other than for the purpose of providing the Equipment and Services, and will disclose Customer Confidential Information only: (i) to Trane's employees and agents who have a need to know to perform the Services, (ii) as expressly permitted or instructed by Customer, or (iii) to the minimum extent required to comply with applicable law, provided that Trane (1) provides Customer with prompt written notice prior to any such disclosure, and (2) reasonably cooperate with Customer to limit or prevent such disclosure.
4. **Customer Data; Compliance with Laws.** Trane agrees to comply with laws, regulations governmental requirements and industry standards and practices relating to Trane's processing of Customer Confidential Information (collectively, "**Laws**").

5. Customer Data; Information Security Management. Trane agrees to establish and maintain an information security and privacy program, consistent with applicable HVAC equipment industry practices that complies with this Addendum and applicable Laws ("**Information Security Program**"). The Information Security Program shall include appropriate physical, technical and administrative safeguards, including any safeguards and controls agreed by the Parties in writing, sufficient to protect Customer systems, and Customer's Confidential Information from unauthorized access, destruction, use, modification or disclosure. The Information Security Program shall include appropriate, ongoing training and awareness programs designed to ensure that Trane's employees and agents, and others acting on Trane's, behalf are aware of and comply with the Information Security Program's policies, procedures, and protocols.
6. Monitoring. Trane shall monitor and, at regular intervals consistent with HVAC equipment industry practices, test and evaluate the effectiveness of its Information Security Program. Trane shall evaluate and promptly adjust its Information Security Program in light of the results of the testing and monitoring, any material changes to its operations or business arrangements, or any other facts or circumstances that Trane knows or reasonably should know may have a material impact on the security of Customer Confidential Information, Customer systems and Customer property.
7. Audits. Customer acknowledges and agrees that the Trane SOC2 audit report will be used to satisfy any and all audit/inspection requests/requirements by or on behalf of Customer. Trane will make its SOC2 audit report available to Customer upon request and with a signed nondisclosure agreement.
8. Information Security Contact. Trane's information security contact is Local Sales Office.
9. Security Incident Management. Trane shall notify Customer after the confirmation of a Security Incident that affects Customer Confidential Information, Customer systems and Customer property. The written notice shall summarize the nature and scope of the Security Incident and the corrective action already taken or planned.
10. Threat and Vulnerability Management. Trane regularly performs vulnerability scans and addresses detected vulnerabilities on a risk basis. Periodically, Trane engages third-parties to perform network vulnerability assessments and penetration testing. Vulnerabilities will be reported in accordance with Trane's cybersecurity vulnerability reported process. Trane periodically provides security updates and software upgrades.
11. Security Training and Awareness. New employees are required to complete security training as part of the new hire process and receive annual and targeted training (as needed and appropriate to their role) thereafter to help maintain compliance with Security Policies, as well as other corporate policies, such as the Trane Code of Conduct. This includes requiring Trane employees to annually re-acknowledge the Code of Conduct and other Trane policies as appropriate. Trane conducts periodic security awareness campaigns to educate personnel about their responsibilities and provide guidance to create and maintain a secure workplace.
12. Secure Disposal Policies. Trane will maintain policies, processes, and procedures regarding the disposal of tangible and intangible property containing Customer Confidential Information so that wherever possible, Customer Confidential Information cannot be practicably read or reconstructed.
13. Logical Access Controls. Trane employs internal monitoring and logging technology to help detect and prevent unauthorized access attempts to Trane's corporate networks and production systems. Trane's monitoring includes a review of changes affecting systems' handling authentication, authorization, and auditing, and privileged access to Trane production systems. Trane uses the principle of "least privilege" (meaning access denied unless specifically granted) for access to customer data.
14. Contingency Planning/Disaster Recovery. Trane will implement policies and procedures required to respond to an emergency or other occurrence (i.e. fire, vandalism, system failure, natural disaster) that could damage Customer Data or any system that contains Customer Data. Procedures include the following
  - (i) Data backups; and
  - (ii) Formal disaster recovery plan. Such disaster recovery plan is tested at least annually.
15. Return of Customer Data. If Trane is responsible for storing or receiving Customer Data, Trane shall, at Customer's sole discretion, deliver Customer Data to Customer in its preferred format within a commercially reasonable period of time following the expiration or earlier termination of the Agreement or, such earlier time as Customer requests, securely destroy or render unreadable or undecipherable each and every original and copy in every media of all Customer's Data in Trane's possession, custody or control no later than [90 days] after receipt of Customer's written instructions directing Trane to delete the Customer Data.
16. Background Checks Trane shall take reasonable steps to ensure the reliability of its employees or other personnel having access to the Customer Data, including the conducting of appropriate background and/or verification checks in accordance with Trane policies.
17. DISCLAIMER OF WARRANTIES. EXCEPT FOR ANY APPLICABLE WARRANTIES IN THE AGREEMENT, THE SERVICES ARE PROVIDED "AS IS", WITH ALL FAULTS, AND THE ENTIRE RISK AS TO SATISFACTORY QUALITY, PERFORMANCE, ACCURACY AND EFFORT AS TO SUCH SERVICES SHALL BE WITH CUSTOMER. TRANE DISCLAIMS ANY AND ALL OTHER EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES WITH RESPECT TO THE SERVICES AND THE SERVICES PROVIDED HEREUNDER, INCLUDING ANY EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR THAT THE SERVICES WILL OPERATE ERROR-FREE OR UNINTERRUPTED OR RETURN/RESPONSE TO INQUIRIES WITHIN ANY SPECIFIC PERIOD OF TIME.

October 2024

Supersedes: November 2023v2



# Saline Area Schools

## District Office

7265 North Ann Arbor Street

Saline, MI 48176



## Operations Department

December 3, 2025

Superintendent. Rachel Kowalski, Ed.D.

Saline Area Schools Board of Education

I would like to recommend the following companies to provide and install furniture in the remodeled Saline Senior Center in March of 2026. Kingscott & Associates have worked with Senior Center Director Nancy Cowen to provide furniture that meets the needs of the Senior Center members and the needs of the staff.

Interior Environments	\$ 64,757.42
ISCG (Interior Systems Contract Group)	\$121,373.36
Freight	\$ 9,306.54
Contingency 5%	<u>\$ 9,770.00</u>
	\$205,207.18

Attached:  
Kingscott Furniture Award Summary  
Interior Environments  
ISCG

Rex Clary  
Executive Director of Operations Saline  
Area Schools



## FURNITURE AWARD SUMMARY

**Project:** Saline Area Senior Center Furniture

**Owner:** Saline Area Schools / Saline Area Senior Center

**Report Date:** December 2, 2025



FURNITURE DEALER	AWARDED BID TAGS	DESCRIPTION	TOTAL AMOUNT	FURNITURE CONTRACTS
<b>Interior Environments</b> 48700 Grand River Ave. Novi, MI <b>Contact:</b> Amy Murray 248-378-3926 amurray@ieoffices.com	LS-2, LS-3, LS-4, LS-5, LS-6, LS-7, SC-3, SC-6, SC-7, SC-8, TC-1, SV-1, FT-1, OT-2, OT-3, T-R54, EG-1	Lounge Seating, Office task & guest chairs, Fitness room chairs, Storage shelving, Activity room flip top tables, Occasional tables, Conference table, and Sit to stand unit at reception desk.	\$64,757.42	Allsteel - Omnia Bourroughs - No Contract, amount below bid threshold (\$1,151.22) Humanscale - Omnia OFS - Omnia Versteel - Omnia
<b>ISCG</b> 612 N. Main St. Royal Oak, MI <b>Contact:</b> Stephannie Chyz 586-899-6299 Schyz@iscginc.com	D-J141, D-J142, D-J143, D-J144, D-J145, LC-1, LS-1, FC-1, LC-2, SC-1, SC-2, CT-1, CT-2, ST-1, FT-2, OT-1, T-6030, TR-HR, TR-42, TS-36, TS-30, BS-1, BS-2, MS-1, PT-1	Private Office workstations and storage, Lounge chairs & sofas, Conference seating, Facility tables, Wood bookshelves, Acoustical screens, and Puzzle table.	\$121,373.36	Beco US - No contract, Under bid threshold (\$159.99) Haworth - MIDEAL Contract #22000000043 Merge Works - TIPS Contract #230301 Pottery Barn Contract - No contract, Under bid threshold (\$7,807.50) Source International - Omnia Contact #07-121

### Overall Saline Middle School Furniture Notes:

*Cosmetology* - Furniture / Equipment included in the construction package due to high level of coordination with mechanical, electrical, & plumbing.

*SMS STEAM Areas* - Furniture currently under design.

Scheduled to order early Spring 2026 for Summer 2026 install.

\$186,130.78 Total Quoted Amount  
 5% Contingency for Final Finish Selections /

\$9,306.54 Final freight adjustments

**\$195,437.32 Total**

\$140,000.00 Bond Budget Senior Center Percent

Overage will be covered by Saline Area  
 -\$55,437.32 Senior Center

PRELIMINARY QUOTE - QUOTE WILL BE REVISED TO  
REFLECT ONLY AWARDED TAGS AND FINAL COLOR  
SELECTIONS

SALINE AREA SENIOR CENTER

November 14, 2025

**interior**  
**environments**

DESCRIPTION	PROPOSED ALTERNATE	TAG	QTY	UNIT PRICING	EXTENDED PRICING
<b>CATEGORY A: DESKING</b>					
ALLSTEEL LAMINATE PRIVATE OFFICE	X	D-J141	1	\$ 6,427.25	\$ 6,427.25
ALLSTEEL LAMINATE PRIVATE OFFICE	X	D-J142	1	\$ 6,887.15	\$ 6,887.15
ALLSTEEL LAMINATE PRIVATE OFFICE	X	D-J143	1	\$ 6,580.94	\$ 6,580.94
ALLSTEEL LAMINATE PRIVATE OFFICE	X	D-J144	1	\$ 4,909.47	\$ 4,909.47
ALLSTEEL LAMINATE PRIVATE OFFICE	X	D-J145	1	\$ 2,502.17	\$ 2,502.17
<b>CATEGORY B: LOUNGE</b>					
SOURCE VEE LOUNGE CHAIR		LC1	11	\$ 1,130.25	\$ 12,432.75
SOURCE VEE THREE SEAT SOFA		LS-1	1	\$ 2,208.25	\$ 2,208.25
OFS COACT DOUBLE SIDED BENCH		LS-2	1	\$ 3,508.26	\$ 3,508.26
OFS COACT BENCH- TRIPLE		LS-3	4	\$ 1,008.35	\$ 4,033.40
OFS COACT LOUNGE SOFA SINGLE ARM		LS-4	1	\$ 2,389.01	\$ 2,389.01
OFS COACT LOUNGE SOFA ARMLESS		LS-5	1	\$ 2,301.57	\$ 2,301.57
OFS COACT SOFA CORNER		LS-6	1	\$ 1,654.49	\$ 1,654.49
OFS COACT LOUNGE SEAT SINGLE ARM		LS-7	1	\$ 1,024.46	\$ 1,024.46
<b>CATEGORY C: SEATING</b>					
ALLSTEEL SEEK, UPH SEAT, ARMS		FC-1	22	\$ 552.27	\$ 12,149.94
SOURCE BLISS CHAIR		LC-2	9	\$ 847.00	\$ 7,623.00
ALLSTEEL LYRIC, SEAT PAD, ARMLESS		SC-1	16	\$ 267.73	\$ 4,283.68
ALLSTEEL LYRIC, SEAT PAD, FIXED ARMS		SC-2	17	\$ 325.13	\$ 5,527.21
OFS GENUS GUEST CHAIR, FIXED ARMS		SC-3	9	\$ 374.92	\$ 3,374.31
ALLSTEEL LYRIC STACKER		SC-5	40	\$ 229.19	\$ 9,167.60
OFS GENUS GUEST CHAIR, ARMLESS		SC-6	4	\$ 319.28	\$ 1,277.11
ALLSTEEL LYRIC, NO SEAT PAD, ARMLESS		SC-7	32	\$ 193.11	\$ 6,179.52
ALLSTEEL LYRIC FIXED ARMS		SC-8	8	\$ 251.33	\$ 2,010.64
OFS GENUS HIGH BACK		TC-1	8	\$ 660.42	\$ 5,283.36
<b>CATEGORY D: STORAGE</b>					
ALLSTEEL CREDENZA	X	CT-1	1	\$ 1,477.67	\$ 1,477.67
HON MOBILE STORAGE	X	CT-2	1	\$ 741.06	\$ 741.06
ALLSTEEL FREESTANDING STORAGE	X	ST-1	4	\$ 548.45	\$ 2,193.80
BURROUGHS INDUSTRIAL SHELVING		SV-1	5	\$ 230.24	\$ 1,151.22

#### CATEGORY D: TABLES

VERSTEEL ROUND TABLE		FT-1	18	\$	822.80	\$	14,810.40
<i>SICO PACER ROUND</i>		<i>FT-1 ALT</i>	<i>18</i>		-		-
ALLSTEEL TRAINING TABLE	X	FT-2	24	\$	764.64	\$	18,351.36
ALLSTEEL LAPTOP TABLE	X	OT-1	5	\$	485.76	\$	2,428.80
OFS WYRE ROUND TABLE		OT-2	6	\$	423.87	\$	2,543.22
OFS KINTRA TABLE		OT-3	2	\$	1,406.89	\$	2,813.78
ALLSTEEL TRAINING TABLE	X	T-6030	4	\$	764.64	\$	3,058.56
ALLSTEEL TRAINING TABLE	X	T-HR	2	\$	1,009.44	\$	2,018.88
OFS BECK TABLE		T-R54	1	\$	1,417.01	\$	1,417.01
ALLSTEEL ROUND TABLE	X	TR-42	7	\$	670.32	\$	4,692.24
ALLSTEEL SQUARE TABLE	X	TS-30	2	\$	473.76	\$	947.52
ALLSTEEL SQUARE TABLE	X	TS-36	4	\$	505.08	\$	2,020.32

#### CATEGORY F: WOOD STORAGE

<i>POTTERY BARN BOOKCASE</i>		<i>BS-1</i>	<i>4</i>		-		-
<i>POTTERY BARN BUFFET</i>		<i>BS-2</i>	<i>1</i>		-		-

#### CATEGORY G: MISC

HUMANSIZE UNDER DESK MOUNT		EG-1	1	\$	539.04	\$	539.04
OFS LECTERN		LEC-1	2	\$	923.66	\$	1,847.32
EGAN MOBILE MARKER BOARD		MB-1	4	\$	1,056.00	\$	4,224.00
MERGEWORKS ECHODECO VILLA WALL		MS-1	8	\$	1,094.63	\$	8,757.04
<i>BECO PUZZLE TABLE</i>		<i>PT-1</i>	<i>1</i>		-		-

FURNITURE SUB-TOTAL \$ 189,768.78

FREIGHT \$ 5,997.20

INSTALLATION \$ 14,950.00

SALES TAX EXEMPT

GRAND TOTAL \$ 210,715.98

PRICING IS BUDGETARY AND WILL BE ADJUSTED BASED ON FINAL DESIGN, FINISH SELECTIONS AND QUANTITIES

#### CONTRACTS:

Allsteel - Omnia

Bourroughs - No Contract, amount below bid threshold (\$1,151.22)

Humanscale - Omnia

OFS - Omnia

Versteel - Omnia

25151 - SALINE RFP (4694263/4694123)

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit	
D-J141								
1	HAW	HAW	ZZFJ-0101-PNFG	Compose Worksurface Support Post	3	\$59.85	\$179.55	<b>CONTRACTS:</b> Becco US - No contract, Under bid threshold (\$159.99)  Haworth - MIDEAL Contract #22000000043  Merge Works - TIPS Contract #230301  Pottery Barn Contract - No contract, Under bid threshold (\$7,807.50)  Source International - Omnia Contact #07-121
	D-J141		,TR-PLS	Smooth Plaster GRD A				
2	HAW	HCC	LSET-5	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 5	1	\$0.00	\$0.00	
	D-J141		,LX-BP	Chrome GRD A				
3	HAW	HAK	TA0M-1372-FP	Planes,Modesty Panel, 13InX72In,Fab,Pwr	1	\$223.46	\$223.46	
	D-J141		(6X) ,6X-FN	Chevron GRD A Fence GRD A				
4	HAW	HAF	JAG-1	Table,Grommet,Small,2", 1 Pc	1	\$9.46	\$9.46	
	D-J141							
5	HAW	HAK	TJBA-3CXB-G	Upside+,Base Only,3-Leg,C -Leg,Single Stage, Standard Paddle,23" D, Non-handed	1	\$824.00	\$824.00	
	D-J141		,TR-PLS	Smooth Plaster GRD A				
6	HAW	HAK	TRCE-4670-LJSNCHN	Upside,Top,90 Deg, Wrap Around Ext,46"X70",Lam,3mm,No Cutout,C- Leg,23" D, RH	1	\$281.20	\$281.20	
	D-J141		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A				
7	HAW	HAF	JLPD-0230-SJ	X Series,27.5"H x 30"W,Lateral File,File,Ptd Drawer Front,Proud,Ptd Lock Bar,Freestanding,J Pull,Glides	1	\$335.10	\$335.10	
	D-J141		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A				
8	HAW	HAF	JSPY-0230-SJ	X Series,2H x 30"W,Closed Cabinet,Two Doors,Ptd Dr Front,Ptd Lock Bar,Freestanding Mount	1	\$347.12	\$347.12	
	D-J141		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A				
9	HAW	HAF	JTPL-1860-JYJYS	X Series, Common Top, Prd Frnt, Lam Top, 18.75Dx60W, 3mm Plstc Usr, 1mm LH,3mm Bck,1mm RH	1	\$172.23	\$172.23	
	D-J141		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A				
10	HAW	HAF	JCTB-18	X Series,Pedestal,Cushion Top Kit, 18"D	2	\$56.15	\$112.30	
	D-J141		(4H) ,4H-YA	Blanket GRD A Yawn GRD A				
11	HAW	HAF	JPMA-18-SJC	X Series,Pedestal,Moblie,B/F,18"D,PtdDrwFrnt, Stl Lkrl,J Pull,Cstr,No Top	2	\$201.83	\$403.66	
	D-J141		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A				
12	HAW	HAW	WURA-2454-LJSC	Worksurface, Rect,24Dx54W,Lam,Edgeband,Std Core,No Cbl Mgt,	1	\$98.39	\$98.39	
	D-J141		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A				
13	HAW	HCC	KUDM-0000-DSSNN	Belong,Dual,Monitor Arm,Desk Mnt,Standard Pole,Standard Base,No Wire Mgr Cvr	1	\$424.20	\$424.20	
	D-J141		,TR-K	Charcoal GRD A				
14		HAW	KUAF-1654	Tackboard,Wall-Mounted,Universal 16In. X 54In.	1	\$68.27	\$68.27	
	D-J141		,RR-469					
15	HAW	HCC	KUSM-GROM	BELONG,GROMMET MNT BASE ASM	1	\$71.40	\$71.40	
	D-J141		,TR-K	Charcoal GRD A				

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
16	HAW	HCC	LUTN-0044-19ULDN	Light, Task, LED,Adapt,44", Stand Alone,18 Watt,9' Cord	1	\$123.32	\$123.32
D-J141							
17	HAW	HAW	UUFS-1654-PWL	Adaptable,Upper Storage,54"W,Painted Front,Wall Mount,Hinge,Locking	1	\$212.65	\$212.65
D-J141							
			,TR-PLS	Smooth Plaster GRD A			
			,TR-PLS	Smooth Plaster GRD A			
			,LR-BP	Chrome GRD A			
Subtotals for: D-J141							\$3,886.31
D-J142							
18	HAW	HCC	KUSM-GROM	BELONG,GROMMET MNT BASE ASM	1	\$71.40	\$71.40
D-J142							
			,TR-K	Charcoal GRD A			
19	HAW	HAF	JLPD-0230-SJ	X Series,27.5"H x 30"W,Lateral File,File,Ptd Drawer Front,Proud,Ptd Lock Bar,Freestanding,J Pull,Glides	1	\$335.10	\$335.10
D-J142							
			,TR-PLS	Smooth Plaster GRD A			
			,LR-BP	Chrome GRD A			
20	HAW	HAF	JBCS-0336	X Series,Bookcase,39.5"H x 36"W,Glides	2	\$294.03	\$588.06
D-J142							
			,TR-PLS	Smooth Plaster GRD A			
21	HAW	HAF	JSPY-0230-SJA	X Series,2H x 30"W,Closed Cabinet,Two Doors,Ptd Dr Front,Ptd Lock Bar,Attached Mount	1	\$347.12	\$347.12
D-J142							
			,TR-PLS	Smooth Plaster GRD A			
			,LR-BP	Chrome GRD A			
22	HAW	HCC	LSET-5	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 5	1	\$0.00	\$0.00
D-J142							
			,LX-BP	Chrome GRD A			
23	HAW	HAF	JAG-1	Table,Grommet,Small,2", 1 Pc	1	\$9.46	\$9.46
D-J142							
24	HAW	HAK	TA0M-1372-FP	Planes,Modesty Panel, 13InX72In,Fab,Pwr	1	\$223.46	\$223.46
D-J142							
			(6X)	Chevron GRD A			
			,6X-FN	Fence GRD A			
25	HAW	HAW	UUFS-1654-PWL	Adaptable,Upper Storage,54"W,Painted Front,Wall Mount,Hinge,Locking	1	\$212.65	\$212.65
D-J142							
			,TR-PLS	Smooth Plaster GRD A			
			,TR-PLS	Smooth Plaster GRD A			
			,LR-BP	Chrome GRD A			
26	HAW	HCC	LUTN-0044-19ULDN	Light, Task, LED,Adapt,44", Stand Alone,18 Watt,9' Cord	1	\$123.32	\$123.32
D-J142							
27	HAW	HAF	JTPL-1860-JYJYS	X Series, Common Top, Prd Frnt, Lam Top, 18.75Dx60W, 3mm Plstc Usr, 1mm LH,3mm Bck,1mm RH	1	\$172.23	\$172.23
D-J142							
			,H-E15	River Cherry GRD A			
			,HP-E15	River Cherry GRD A			
28	HAW	HAF	JTPL-1872-JYJYS	X Series, Common Top, Prd Frnt, Lam Top, 18.75Dx72W, 3mm Plstc Usr, 1mm LH,3mm Bck,1mm RH	1	\$218.44	\$218.44
D-J142							
			,H-KL	Neo Walnut GRD B			
			,HP-KL	Neo Walnut GRD A			
29	HAW	HAW	ZZFJ-0101-PNFG	Compose Worksurface Support Post	3	\$59.85	\$179.55
D-J142							
			,TR-PLS	Smooth Plaster GRD A			
30		HAW	KUAF-1654	Tackboard,Wall-Mounted,Universal 16In. X 54In.	1	\$68.27	\$68.27
D-J142							
			,RR-469				
31	HAW	HAF	JCTB-18	X Series,Pedestal,Cushion Top Kit, 18"D	2	\$56.15	\$112.30
D-J142							
			(4H)	Blanket GRD A			
			,4H-YA	Yawn GRD A			

Item	MFG	CAT	Product	Qty.	Unit	Sell Ext Unit
32	HAW	HAW	WURA-2454-LJSC	Worksurface, Rect,24Dx54W,Lam,Edgeband,Std Core,No Cbl Mgt,	1	\$98.39 \$98.39
	D-J142		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A		
33	HAW	HAK	TRCE-4670-LJSNCEN	Upside,Top,90 Deg, Wrap Around Ext,46"X70",Lam,3mm,No Cutout,C- Leg,23"D, LH	1	\$281.20 \$281.20
	D-J142		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A		
34	HAW	HAF	JPMA-18-SJC	X Series,Pedestal,Moblie,B/F,18"D,PtdDrwFrt, Stl Lkrl,J Pull,Cstr,No Top	2	\$201.83 \$403.66
	D-J142		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A		
35	HAW	HAK	TJBA-3CXB-G	Upside+,Base Only,3-Leg,C -Leg,Single Stage, Standard Paddle,23" D, Non-handed	1	\$824.00 \$824.00
	D-J142		,TR-PLS	Smooth Plaster GRD A		
36	HAW	HCC	KUDM-0000-DSSNN	Belong,Dual,Monitor Arm,Desk Mnt,Standard Pole,Standard Base,No Wire Mgr Cvr	1	\$424.20 \$424.20
	D-J142		,TR-K	Charcoal GRD A		
Subtotals for: D-J142						\$4,692.81
D-J143						
37	HAW	HAF	JSPY-0242-SJ	X Series,2H x 42"W,Closed Cabinet,Two Doors,Ptd Dr Front,Ptd Lock Bar,Freestanding Mount	1	\$425.12 \$425.12
	D-J143		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A		
38	HAW	HAF	JCTB-18	X Series,Pedestal,Cushion Top Kit, 18"D	1	\$56.15 \$56.15
	D-J143		(4H) ,4H-YA	Blanket GRD A Yawn GRD A		
39	HAW	HAF	JPMA-18-SJC	X Series,Pedestal,Moblie,B/F,18"D,PtdDrwFrt, Stl Lkrl,J Pull,Cstr,No Top	1	\$201.83 \$201.83
	D-J143		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A		
40	HAW	HAF	JSPY-0530-SJ	X Series,5H x 30"W,Closed Cabinet,Two Doors,Ptd Dr Front,Ptd Lock Bar,Freestanding Mount	2	\$465.97 \$931.94
	D-J143		,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A		
41	HAW	HAK	TRCE-4658-LJSNCHN	Upside,Top,90 Deg, Wrap Around Ext,46"X58",Lam,3mm,No Cutout,C- Leg,23" D, RH	1	\$259.60 \$259.60
	D-J143		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A		
42	HAW	HCC	KUDM-0000-DSSNN	Belong,Dual,Monitor Arm,Desk Mnt,Standard Pole,Standard Base,No Wire Mgr Cvr	1	\$424.20 \$424.20
	D-J143		,TR-K	Charcoal GRD A		
43	HAW	HAK	TJBA-3CXB-G	Upside+,Base Only,3-Leg,C -Leg,Single Stage, Standard Paddle,23" D, Non-handed	1	\$824.00 \$824.00
	D-J143		,TR-PLS	Smooth Plaster GRD A		
44	HAW	HAW	UUFS-1666-PWL	Adaptable,Upper Storage,66"W,Painted Front,Wall Mount,Hinge,Locking	1	\$281.57 \$281.57
	D-J143		,TR-PLS ,TR-PLS ,LR-BP	Smooth Plaster GRD A Smooth Plaster GRD A Chrome GRD A		
45	HAW	HAW	WURA-2466-LJSC	Worksurface, Rect,24Dx66W,Lam,Edgeband,Std Core,No Cbl Mgt,	1	\$114.18 \$114.18
	D-J143		,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A		
46	HAW	HAW	ZZFJ-0101-PNFG	Compose Worksurface Support Post	1	\$59.85 \$59.85
	D-J143		,TR-PLS	Smooth Plaster GRD A		
47	HAW	HAK	TA0M-1360-FP	Planes,Modesty Panel, 13InX60In,Fab,Pwr	1	\$186.22 \$186.22
	D-J143		(6X) ,6X-FN	Chevron GRD A Fence GRD A		

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
48	HAW	HCC	KUSM-GROM	BELONG,GROMMET MNT BASE ASM	1	\$71.40	\$71.40
D-J143			,TR-K Charcoal GRD A				
49	HAW	HCC	LUTN-0044-19ULDN	Light, Task, LED,Adapt,44", Stand Alone,18 Watt,9' Cord	1	\$123.32	\$123.32
D-J143							
50	HAW	HCC	LSET-999	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 999(Undecided)	6	\$0.00	\$0.00
D-J143			,LX-BP Chrome GRD A				
51	HAW		KUAF-XXXX	Tackboard,Wall-Mounted,Universal,Variable Size,Exact	1	\$95.19	\$95.19
D-J143			,RR-469 406.4 1676.4				
52	HAW	HAF	JAG-1	Table,Grommet,Small,2", 1 Pc	1	\$9.46	\$9.46
D-J143							
Subtotals for: D-J143						\$4,064.03	
D-J144							
53	HAW	HAW	UUFS-1654-PWL	Adaptable,Upper Storage,54"W,Painted Front,Wall Mount,Hinge,Locking	2	\$212.65	\$425.30
D-J144			,TR-PLS Smooth Plaster GRD A ,TR-PLS Smooth Plaster GRD A ,LR-BP Chrome GRD A				
54	HAW	HAW	WUCT-5454-LJSCN34	Worksurface,Corner 90 Deg Wrap Transition,54W,Lam,Edgeband,Std Core,No Cbl Mgt,18,24	1	\$174.56	\$174.56
D-J144			,H-E15 River Cherry GRD A ,HP-E15 River Cherry GRD A				
55	HAW	HAW	WUCT-5454-LJSCN43	Worksurface,Corner 90 Deg Wrap Transition,54W,Lam,Edgeband,Std Core,No Cbl Mgt,24,18	1	\$174.56	\$174.56
D-J144			,H-E15 River Cherry GRD A ,HP-E15 River Cherry GRD A				
56	HAW	HAF	JPAH-24-SJ	X Series,Pedestal,Attached,B/B/F,24"D,PtdDrwFrt, Stl Lkrl,J Pull	2	\$205.53	\$411.06
D-J144			,TR-PLS Smooth Plaster GRD A ,LR-BP Chrome GRD A				
57	HAW		KUAF-1654	Tackboard,Wall-Mounted,Universal 16In. X 54In.	2	\$68.27	\$136.54
D-J144			,RR-469				
58	HAW	HAW	ZZFJ-0101-PNFG	Compose Worksurface Support Post	4	\$59.85	\$239.40
D-J144			,TR-PLS Smooth Plaster GRD A				
59	HAW	HAF	JBCS-0530	X Series,Bookcase,63.5"H x 30"W,Glides	2	\$341.12	\$682.24
D-J144			,TR-PLS Smooth Plaster GRD A				
60	HAW	HCC	LSET-4	HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 4	1	\$0.00	\$0.00
D-J144			,LX-BP Chrome GRD A				
61	HAW	HAF	JAG-1	Table,Grommet,Small,2", 1 Pc	2	\$9.46	\$18.92
D-J144							
62	HAW	HCC	LUTN-0044-19ULDN	Light, Task, LED,Adapt,44", Stand Alone,18 Watt,9' Cord	2	\$123.32	\$246.64
D-J144							
Subtotals for: D-J144						\$2,509.22	

D-J145



Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
63	HAW	HAK	TJRA-2358-LJSNCXG	Upside+, Table, 23"x58", Lam, Eb3, Std, No Co, C-Leg, Single Stage, Simple Paddle	1	\$650.77	\$650.77
D-J145			,H-E15 ,HP-E15 ,TR-PLS	River Cherry GRD A River Cherry GRD A Smooth Plaster GRD A			
64	HAW	HAF	JTPL-1836-JYJYS	X Series, Common Top, Prd Frnt, Lam Top, 18.75Dx36W, 3mm Plstc Usr, 1mm LH, 3mm Bck, 1mm RH	1	\$112.32	\$112.32
D-J145			,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A			
65	HAW	HCC	LSET-2	HW, Lock Set, Keyed Alike, Lock Plug And Key, Qty Of 2	1	\$0.00	\$0.00
D-J145			,LX-BP	Chrome GRD A			
66	HAW	HAF	JCTB-18	X Series, Pedestal, Cushion Top Kit, 18"D	1	\$56.15	\$56.15
D-J145			(4H) ,4H-YA	Blanket GRD A Yawn GRD A			
67	HAW	HAF	JSPY-0236-SJA	X Series, 2H x 36"W, Closed Cabinet, Two Doors, Ptd Dr Front, Ptd Lock Bar, Attached Mount	1	\$405.52	\$405.52
D-J145			,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A			
68	HAW	HCC	KUSM-GROM	BELONG, GROMMET MNT BASE ASM	1	\$71.40	\$71.40
D-J145			,TR-K	Charcoal GRD A			
69	HAW	HCC	KUDM-0000-DSSNN	Belong, Dual, Monitor Arm, Desk Mnt, Standard Pole, Standard Base, No Wire Mgr Cvr	1	\$424.20	\$424.20
D-J145			,TR-K	Charcoal GRD A			
70	HAW	HAF	JPMA-18-SJC	X Series, Pedestal, Mobile, B/F, 18"D, Ptd Drw Frt, Stl Lkrl, J Pull, Cstr, No Top	1	\$201.83	\$201.83
D-J145			,TR-PLS ,LR-BP	Smooth Plaster GRD A Chrome GRD A			
71	HAW	HAF	JAG-1	Table, Grommet, Small, 2", 1 Pc	1	\$9.46	\$9.46
D-J145							
Subtotals for: D-J145							\$1,931.65
LC-1							
72	SOR	SOR	831-SCR	Vee Lounge Club Chair	11	\$1,130.25	\$12,432.75
LC-1			SCR - NAT NO-F1 GRADE C MHM ? ?	Soft Chrome Leg (STD) No Tablet Natural No Selection Fabric Grade C Maharam ----- UNSELECTED ----- ----- UNSELECTED -----			
Subtotals for: LC-1							\$12,432.75
LC-2							
73	SOR	SOR	200-SL-B0	Bliss, Fully Upholstered Chair with Arms Sled Frame. Base Finish Matte Black.	9	\$847.00	\$7,623.00
LC-2			GRADE C MHM ? ? NO-F2 PG	Fabric Grade C Maharam ----- UNSELECTED ----- ----- UNSELECTED ----- No Selection Plastic Glides			
Subtotals for: LC-2							\$7,623.00
LS-1							
74	SOR	SOR	836-SCR	Vee Three Seat Sofa	1	\$2,208.25	\$2,208.25
LS-1			SCR NAT NO-F3 GRADE C MHM ? ?	Soft Chrome Leg (STD) Natural No Selection Fabric Grade C Maharam ----- UNSELECTED ----- ----- UNSELECTED -----			

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
<i>Subtotals for: LS-1</i>							\$2,208.25
LS-2							
75	OFS	OST	78142-MBD	Coact - Mid back double booth - Single textile	1	\$3,506.58	\$3,506.58
LS-2							
			H4N	Round Metal Post			
			~PWD	Undecided			
			X9	None			
			X9	None			
			X9	None			
			~FAB	Undecided Fabric			
			~FAB3	Undecided - Grade 3			
<i>Subtotals for: LS-2</i>							\$3,506.58
LS-3							
76	OFS	OST	78040	Coact - Triple bench - Single textile	4	\$1,007.86	\$4,031.44
LS-3							
			X9	None			
			H4N	Round Metal Post			
			~PWD	Undecided			
			X9	None			
			~FAB	Undecided Fabric			
			~FAB3	Undecided - Grade 3			
<i>Subtotals for: LS-3</i>							\$4,031.44
LS-4							
77	OFS	OST	78043-MA	Coact - Mid back sofa - Single textile	1	\$2,387.86	\$2,387.86
LS-4							
			B9H	Left Facing			
			X9	None			
			X9	No Tablet			
			X9	None			
			X9	None			
			H4N	Round Metal Post			
			~PWD	Undecided			
			H5J	Shelf Height from Floor 29"			
			A2J	Polished Chrome			
			~TFLW	TFL Wood Grain			
			~TFL	Undecided TFL			
			C4	Ganging (Set of 2)			
			~FAB	Undecided Fabric			
			~FAB3	Undecided - Grade 3			
<i>Subtotals for: LS-4</i>							\$2,387.86
LS-5							
78	OFS	OST	78043-M	Coact - Mid back sofa - Single textile	1	\$2,300.46	\$2,300.46
LS-5							
			X9	None			
			H4N	Round Metal Post			
			~PWD	Undecided			
			H5J	Shelf Height from Floor 29"			
			A2J	Polished Chrome			
			~TFLW	TFL Wood Grain			
			~TFL	Undecided TFL			
			C4	Ganging (Set of 2)			
			~FAB	Undecided Fabric			
			~FAB3	Undecided - Grade 3			
<i>Subtotals for: LS-5</i>							\$2,300.46
LS-6							
79	OFS	OST	78145-M	Coact - Corner unit seat - Single textile	1	\$1,653.70	\$1,653.70
LS-6							
			H4N	Round Metal Post			
			~PWD	Undecided			
			X9	No Shelf			
			X9	No Shelf			
			X9	No Shelf			
			C4	Ganging (Set of 2)			
			~FAB	Undecided Fabric			
			~FAB3	Undecided - Grade 3			
<i>Subtotals for: LS-6</i>							\$1,653.70
LS-7							

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
80	OFS	OST	78041-MA	Coact - Mid back lounge - Single textile	1	\$1,023.96	\$1,023.96
LS-7			B9J Right Facing X9 None X9 No Tablet X9 None X9 None H4N Round Metal Post ~PWD Undecided X9 No Shelf X9 No Shelf X9 No Shelf C4 Ganging (Set of 2) ~FAB Undecided Fabric ~FAB3 Undecided - Grade 3				
Subtotals for: LS-7						\$1,023.96	
FC-1 ALT 1							
81	HAW	HAS	X640-0140	X99 Seminar 4Leg, Fab Seat Mesh Bk Loop Arms, Hd Ctrs,	22	\$443.74	\$9,762.28
FC-1 ALT 1			(QV) Undecided Faux Leather GRD A ,QV-A~ Undecided, Please Verify GRD A ,M0-~ Undecided, Please Verify GRD A ,TR-A~ Undecided, Please Verify GRD A				
Subtotals for: FC-1 ALT 1						\$9,762.28	
SC-1: ALT							
82	HAW	HAS	S7S-24-0H	Maari, 4 Leg Side Chair, Fab Seat, Poly Back, No Arms, Plastic Glide	16	\$259.98	\$4,159.68
SC-1: ALT			,TR-A~ Undecided, Please Verify GRD A (6K) Dots GRD C ,6K-BS Basil GRD C ,TR-A~ Undecided, Please Verify GRD A				
Subtotals for: SC-1: ALT						\$4,159.68	
SC-2: ALT							
83	HAW	HAS	S7S-24-1H	Maari, 4 Leg Side Chair, Fab Seat, Poly Back, Fixed Arms, Plastic Glide	17	\$295.19	\$5,018.23
SC-2: ALT			,TR-A~ Undecided, Please Verify GRD A (6K) Dots GRD C ,6K-BS Basil GRD C ,TR-A~ Undecided, Please Verify GRD A ,TR-A~ Undecided, Please Verify GRD A				
Subtotals for: SC-2: ALT						\$5,018.23	
SC-3							
84	OFS	OST	37013	Genus - Guest chair - Three per carton	3	\$1,124.24	\$3,372.72
SC-3			BLX Black Frame CR10 Fixed Arms W48 Black Hard Wheel Caster ~FAB Undecided Fabric ~FAB3 Undecided - Grade 3				
Subtotals for: SC-3						\$3,372.72	
SC-5 ALT							
85	HAW	HAS	S7H-44-0H	Maari Sled Base, Poly Seat, Poly Back, No Arm, Plastic Glide	40	\$176.03	\$7,041.20
SC-5 ALT			,TR-A~ Undecided, Please Verify GRD A ,TR-A~ Undecided, Please Verify GRD A				
Subtotals for: SC-5 ALT						\$7,041.20	
SC-6							
86	OFS	OST	37013	Genus - Guest chair - Three per carton	1	\$934.26	\$934.26
SC-6			BLX Black Frame X9 No Arms - Standard W47 Nylon Glides ~FAB Undecided Fabric ~FAB3 Undecided - Grade 3				

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
87	OFS	OST	37011	Genus - Guest chair - One per carton	1	\$342.24	\$342.24
SC-6			BLX X9 W47 ~FAB ~FAB3	Black Frame No Arms - Standard Nylon Glides Undecided Fabric Undecided - Grade 3			
Subtotals for: SC-6							\$1,276.50
SC-7: ALT							
88	HAW	HAS	S7S-44-0H	Maari, 4 Leg Side Chair, Poly Seat and Back, No Arms, Plastic Glide	32	\$181.45	\$5,806.40
SC-7: ALT			,TR-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: SC-7: ALT							\$5,806.40
SC-8: ALT							
89	HAW	HAS	S7S-44-1H	Maari, 4 Leg Side Chair, Poly Seat and Back, Fixed Arms, Plastic Glide	8	\$216.66	\$1,733.28
SC-8: ALT			,TR-A~ ,TR-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: SC-8: ALT							\$1,733.28
TC-1							
90	OFS	OST	3615T-HVD	Genus - High back	8	\$660.10	\$5,280.80
TC-1			CR11 ALB5 MTCHB BHWC TPM ~FAB ~FAB4 KND	Height Adjustable Arm Lumbar Support System Matching Base Black Hard Wheel Casters Platinum Undecided Fabric Undecided - Grade 4 Knocked Down			
Subtotals for: TC-1							\$5,280.80
CT-1							
91	HAW	HBH	BS22-1624-TTNPWNR	Be_Hold,StrCbnt,22H,16Dx24W,TFL,TFL,No Hnd,Prd Bk,Wing,No Lk,Reg Clse	1	\$461.41	\$461.41
CT-1			,G-WL ,HP-WL ,G-WL ,HP-WL ,TR-K	Linen GRD A Linen GRD A Linen GRD A Linen GRD A Charcoal GRD A			
92	HAW	HBH	BB22N-1618-TTPNN	Be_Hold,Bkcs,22H,No_Conn,16DX18W,TFL,TFL,Prd Bk,No Tr Plt,No Pwr	2	\$249.91	\$499.82
CT-1			,G-WL ,HP-WL	Linen GRD A Linen GRD A			
93	HAW	HBH	BAZS-1660-S32N	Be_Hold,Leg Kit,Sgl Sd,16DX60W,Tri Unt,Two 15W Unt,No Orient,Ptl Stl	1	\$218.27	\$218.27
CT-1			,TR-K	Charcoal GRD A			
94	HAW	HBH	BMAL-1660-YYYYS	Be_Hold,Top,3/4" Thick,HPL,16Dx60W,1mm Edgbd,1mm Edgbd,1mm Edgbd,1mm Edgbd,Std	1	\$65.79	\$65.79
CT-1			,H-E15 ,HP-E15	River Cherry GRD A River Cherry GRD A			
95	HAW	HAW	SURCHARGE	HAWORTH SURCHARGE	1	\$59.72	\$59.72
CT-1							
Subtotals for: CT-1							\$1,305.01
CT-2: ALT							
96	GRO	TRA	MED3844	44.0"H x 18.0"D x 36.0"W GOED Mobile storage cabinet with inset casters and 2 adjustable shelves, 2 doors, UM lock, satin nickel loop pull	1	\$943.66	\$943.66
CT-2: ALT			TBD ~ 112	Select GO Front / Pull Options Standard UM Series Lock-Flat No Selection of Option HW-Putty			
Subtotals for: CT-2: ALT							\$943.66

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
ST-1							
97	HAW	HAF	JSPY-0242-S8	X Series, 2H x 42"W, Closed Cabinet, Two Doors, Ptd Dr Front, Ptd Lock Bar, Freestanding Mount, Linear Pull	4	\$439.83	\$1,759.32
ST-1			,TR-A~ ,LR-~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
98	HAW	HAF	JTPL-1842-JYJYS	X Series, Common Top, Prd Frnt, Lam Top, 18.75Dx42W, 3mm Plstc Ustr, 1mm LH, 3mm Bck, 1mm RH	4	\$127.30	\$509.20
ST-1			,H-A~ ,HP-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: ST-1							\$2,268.52
SV-1: ALT							
99	SAF	SAF	6269	Commercial Steel Shelving 36 x 18", 6 Shelf Kit	5	\$155.63	\$778.15
SV-1: ALT							
Subtotals for: SV-1: ALT							\$778.15
FT-1							
100	VSL	VVT	PEX1 48RDTL	Performance X, 48 Round Tilt	18	\$822.80	\$14,810.40
FT-1			L P2R TBD TBD &gt; TBD ~ CAS57	HP Laminate Surface Table Top 1 1/4" Flat PVC Std Laminate (to be specified) Std PVC Edge (to be specified) Standard Process Std Powder Coat (to be specified) Standard 29" Tbl Height No Bullet End Caps Casters (4) - Dual Wheel Black Soft Wheel			
Subtotals for: FT-1							\$14,810.40
FT-2							
101	HAW	HAK	TCRA-3060-LJSNTH4A	Jive, Tbl, Rect, Lam, 30"x60", Eb3, Std, Co:none, T - Extruded, Cstr/Flip/Diag Nest, 29"h, Ptd	24	\$709.29	\$17,022.96
FT-2			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: FT-2							\$17,022.96
OT-1							
102	HAW	HAK	STP-P26-TH	Pip Table, 26H, Hard Glide, PTD MDF	5	\$286.22	\$1,431.10
OT-1			,PW-AK ,TR-A~	Chalk GRD A Undecided, Please Verify GRD A			
Subtotals for: OT-1							\$1,431.10
OT-2							
103	OFS	OCC	WF-T19RD22H	Wyre - Occasional table	6	\$423.66	\$2,541.96
OT-2			T ~3DL ~3DL ~PWD	3D/HPL Laminate 3D Laminate Undecided 3D Laminate Undecided Powdercoat			
Subtotals for: OT-2							\$2,541.96
OT-3							
104	OFS	KRA	KT2-M4822KMT	Kintra - Magazine table	2	\$1,406.22	\$2,812.44
OT-3			~TFL	Undecided TFL			
Subtotals for: OT-3							\$2,812.44
T-6030							
105	HAW	HPL	TARA-3060-LJSNYC4	Planes, Table, Rt, Lam, 30"x60", Eb3, Std, Co:None, Yleg, Cstr, 29"H	4	\$555.35	\$2,221.40
T-6030			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: T-6030							\$2,221.40

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
T-HR							
106	HAW	HPP	TS00-6HD3	Planes,Table,Hrd,Lam,30"x60",Eb3,Std,Co:None,Yleg ,Cst -Non Flip,29"H	2	\$732.21	\$1,464.42
T-HR			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: T-HR							\$1,464.42
TR-42							
107	HAW	HAK	TCRN-4242-LJSNXG4A	Jive,Tbl,Rd,Lam,42"x42",Eb3,Std,Co:none,X,Gld,29"h ,Ptd	7	\$372.28	\$2,605.96
TR-42			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: TR-42							\$2,605.96
T-R54							
108	OFS	OCC	BK-54RD29V	Beck - Veneer conference table	1	\$1,416.34	\$1,416.34
T-R54			~	Undecided			
Subtotals for: T-R54							\$1,416.34
TS-30							
109	HAW	HAK	TCRQ-3030-LJSNXG4A	Jive,Tbl,Sq,Lam,30"x30",Eb3,Std,Co:none,X,Gld,29"h ,Ptd	2	\$298.70	\$597.40
TS-30			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: TS-30							\$597.40
TS-36							
110	HAW	HAK	TCRQ-3636-LJSNXG4A	Jive,Tbl,Sq,Lam,36"x36",Eb3,Std,Co:none,X,Gld,29"h ,Ptd	4	\$332.64	\$1,330.56
TS-36			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
Subtotals for: TS-36							\$1,330.56
BS-1							
111	ISC	ISC	84-9495400	POTTERY BARN CONTRACT - PORTOLA OPEN BOOKCASE WITH DOORS, SET OF 2	2	\$3,010.00	\$6,020.00
BS-1							
Subtotals for: BS-1							\$6,020.00
BS-2							
112	ISC	ISC	84-1871895	POTTERY BARN CONTRACT - PORTOLA BUFFET	1	\$1,787.50	\$1,787.50
BS-2							
113	ISC	ISC	COMMENT	POTTERY BARN - NO COOPERATIVE CONTRACT AVAILABLE	1	\$0.00	\$0.00
BS-2							
Subtotals for: BS-2							\$1,787.50
PT-1							
114	ISC	ISC	PT-1	Becko US 2 in 1 Jigsaw Puzzle Table	1	\$159.99	\$159.99
PT-1				with 8 Sorting Trays, Foldaway & 3 Tilted Angle for Adjusted Height, Universal Wheels for Moves Shelf Rack for Storage, 30 * 20.1 in for Puzzles Up to 1000 Pieces			
Subtotals for: PT-1							\$159.99
EG-1							

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
115	HUM	HUM	QSUWMFW	QuickStand Under Desk	1	\$539.04	\$539.04
EG-1				Color: - White Monitor Mount: - M/Flex Monitor Arm Mount (Arm Sold Separately, compatible with M2.1 and M8.1 Arm) Monitor Arm Color: - White			
116	HSC	HSQ	X221DSWC	M/Flex M2.1 Dual Monitor Arm, Dynamic Links with Slider, 12" Post, 100x100mm VESA, White, Clamp Mount	1	\$328.32	\$328.32
EG-1							
Subtotals for: EG-1							\$867.36
LEC-1							
117	OFS	EDA	ED1-2444LEC	Layer - Lectern	2	\$923.22	\$1,846.44
LEC-1				~TFL TFL Top ~T Undecided ~T Undecided ~T Undecided RL No Door MSL Luster Grey X9 No Shelf			
Subtotals for: LEC-1							\$1,846.44
MB-1							
118	EGV	EGV	VSF3660EE	Egan Mobiles: V-Series	4	\$1,056.00	\$4,224.00
MB-1				Mobile, Four-Point Base Size: 36"w x 60"h Main Panel Surface Options: EVS / EVS Frame Color: Clear Anodized			
Subtotals for: MB-1							\$4,224.00
MS-1							
119	MER	MER	2X-4272-AA-4-P9TBD-D009-CP-P9TBD	EchoDeco® Villa Wall™	8	\$1,011.92	\$8,095.36
MS-1				4272 42"W x 72"H AA Satin Aluminum 4 4 Wheels P9TBD To be Determined D009 Branches D009 CP Side 1 - Cut in (C), Side 2- Pop Out (P) P9TBD To be Determined			
Subtotals for: MS-1							\$8,095.36
FREIGHT							
120	GRO	GRO	FREIGHT	GREAT OPENINGS - SMALL ORDER FEE	1	\$150.00	\$150.00
FREIGHT							
121	VSL	VSL	FREIGHT	VERSTEEL FREIGHT FEE	1	\$842.50	\$842.50
FREIGHT							
122	MER	MER	FREIGHT	MERGEWORKS FREIGHT FEE	1	\$295.00	\$295.00
FREIGHT							
123	EGV	EGV	FREIGHT	EGAN VISUAL FREIGHT	1	\$500.00	\$500.00
FREIGHT							
124	SOR	SOR	FREIGHT	SOURCE INTERNATIONAL FREIGHT FEE	1	\$665.00	\$665.00
FREIGHT							
Subtotals for: FREIGHT							\$2,452.50
PM FEE							

Item	MFG	CAT	Product	Qty.	Unit	Sell Ext Unit
125	ISC	ISC	PM	ISC PROJECT MANAGEMENT FEE	1	\$400.00 \$400.00
			PM FEE			
<i>Subtotals for: PM FEE</i>						\$400.00
<b>SURCHARGE</b>						
126	HAW	HAW	SURCHARGE	HAWORTH TEMPORARY SURCHARGE	1	\$1,917.77 \$1,917.77
			SURCHARGE	PER MIDEAL SEATING CONTRACT		
127	HAW	HAW	SURCHARGE	HAWORTH TEMPORARY SURCHARGE	1	\$2,973.60 \$2,973.60
			SURCHARGE	PER MIDEAL MODULAR OFFICE CONTRACT		
<i>Subtotals for: SURCHARGE</i>						\$4,891.37
<b>LABOR</b>						
128	PAR	PAR	LABOR	LABOR TO RECEIVE, DELIVER AND INSTALL	1	\$12,100.00 \$12,100.00
			LABOR	DURING NORMAL BUSINESS HOURS NON UNION RATES PER MIDEAL MODULAR OFFICE CONTRACT		
129	PAR	PAR	LABOR	LABOR TO RECEIVE, DELIVER AND INSTALL	1	\$3,220.00 \$3,220.00
			LABOR	DURING NORMAL BUSINESS HOURS NON UNION RATES PER MIDEAL SEATING CONTRACT		
130	PAR	PAR	LABOR	LABOR TO RECEIVE, DELIVER AND INSTALL	1	\$7,050.00 \$7,050.00
			LABOR	DURING NORMAL BUSINESS HOURS NON UNION RATES NON HAWORTH PRODUCT		
<i>Subtotals for: LABOR</i>						\$22,370.00
<b>CONTRACT</b>						
131	ISC	ISC	COMMENT	MERGEWORKS TIPS Contract #230301 Furniture, Furnishings & Services	1	\$0.00 \$0.00
			CONTRACT			
132	OFS	OFS	COMMENT	OFS/ CAROLINA OMNIA CONTRACT	1	\$0.00 \$0.00
			CONTRACT			
133	ISC	ISC	COMMENT	HUMANSIZE OMNIA CONTRACT R221002	1	\$0.00 \$0.00
			CONTRACT			
134	EGV	EGV	COMMENT	EGAN VISUAL OMNIA PARTNERS 07-86 FURNITURE	1	\$0.00 \$0.00
			CONTRACT			
135	VSL	VSL	COMMENT	VERSTEEL OMNIA Contract No. 07-127	1	\$0.00 \$0.00
			CONTRACT			
136	HAW	HAW	COMMENT	HAWORTH STATE OF MICHIGAN MIDEAL CONTRACTS	1	\$0.00 \$0.00
			CONTRACT			
137	SOR	SOR	COMMENT	SOURCE INTERNATIONAL - OMNIA CONTRACT 07-121	1	\$0.00 \$0.00
			CONTRACT			
138	SAF	SAF	COMMENT	SAFCO OMNIA CONTRACT R240114	1	\$0.00 \$0.00
			CONTRACT			



Item	MFG	CAT	Product	Qty.	Unit	Sell Ext Unit
139	GRO	GRO	COMMENT GREAT OPENINGS - TIPS CONTRACT 210305	1	\$0.00	\$0.00
			CONTRACT			
<i>Subtotals for: CONTRACT</i>						\$0.00
CREDIT						
140	ISC	ISC	CREDIT ISCG FULL AWARD CREDIT	1	(\$4,000.00)	(\$4,000.00)
			CREDIT			
<i>Subtotals for: CREDIT</i>						(\$4,000.00)
Totals:						\$200,367.91

## 25151 - SALINE RFP ALTERNATES 4697117, 4697118

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
<b>FC-1 - ALT 2</b>							
1	OFS	OST	50093	Acen - Arms - Three per carton	7	\$882.28	\$6,175.96
FC-1 - ALT 2							
			BLKP W48 ~Mesh ~FAB ~FAB3	Black Frame/Black Plastic Black Hard Wheel Caster - Std Undecided Mesh Undecided Fabric Undecided - Grade 3			
2	OFS	OST	50091	Acen - Arms - One per carton	1	\$318.32	\$318.32
FC-1 - ALT 2							
			BLKP W48 ~Mesh ~FAB ~FAB3	Black Frame/Black Plastic Black Hard Wheel Caster - Std Undecided Mesh Undecided Fabric Undecided - Grade 3			
3	OFS	OFS	COMMENT	OFS/ CAROLINA OMNIA CONTRACT	1	\$0.00	\$0.00
FC-1 - ALT 2							
Subtotals for: FC-1 - ALT 2						\$6,494.28	
<b>FT-2 ALT</b>							
4	HAW	HAK	TCRA-3060-LJSNFO4A	Jive,Tbl,Rect,Lam,30"x60",Eb3,Std,Co:none,T - Rd,Cstr/Flip/InLineNest,29"h,Ptd	24	\$634.11	\$15,218.64
FT-2 ALT							
			,H-A~ ,HP-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
5	HAW	HAW	SURCHARGE	HAWORTH MODULAR OFFICE SURCHARGE	1	\$728.83	\$728.83
FT-2 ALT							
Subtotals for: FT-2 ALT						\$15,947.47	
<b>LC-1 ALT</b>							
6	CAR	CSO	C202141	Dess - Lounge chair - Single textiles	11	\$1,649.10	\$18,140.10
LC-1 ALT							
			MSL ~X9 X9 X9 X9 ~FAB ~FAB3 X9	Luster Grey No Selection of Option No Selection of Option None No Power Undecided Fabric Undecided - Grade 3 No Selection of Option			
Subtotals for: LC-1 ALT						\$18,140.10	
<b>LS-1 ALT</b>							
7	CAR	CSO	C202143	Dess - Sofa - Single textiles	1	\$2,745.28	\$2,745.28
LS-1 ALT							
			MSL ~X9 X9 X9 X9 ~FAB ~FAB3 X9	Luster Grey No Selection of Option No Selection of Option None No Power Undecided Fabric Undecided - Grade 3 No Selection of Option			
Subtotals for: LS-1 ALT						\$2,745.28	
<b>CONTRACT</b>							
8	OFS	OFS	COMMENT	OFS BRANDS OMNIA CONTRACT	1	\$0.00	\$0.00
CONTRACT							
Subtotals for: CONTRACT						\$0.00	
<b>SC-1 ALT</b>							

Item	MFG	CAT	Product	Qty.	Unit	Sell	Ext Unit
9	HAW	HSV	SCS-24-0HE	Very Side Enhanced,Fab Seat,Perforated Bk,Armless,Plstc Gld,	16	\$193.84	\$3,101.44
SC-1 ALT			(6K) ,6K-BS ,TR-A~ ,TR-A~ ,TR-A~	Dots GRD C Basil GRD C Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
10	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	16	\$12.67	\$202.72
SC-1 ALT							
Subtotals for: SC-1 ALT						\$3,304.16	
SC-2 ALT							
11	HAW	HSV	SCS-24-3HE	Very Side Enhanced,Fab Seat,Perforated Bk,Arm,Plstc Gld,	17	\$222.39	\$3,780.63
SC-2 ALT			(6K) ,6K-BS ,TR-A~ ,TR-A~ ,TR-A~	Dots GRD C Basil GRD C Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
12	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	17	\$14.54	\$247.18
SC-2 ALT							
Subtotals for: SC-2 ALT						\$4,027.81	
SC-5 ALT							
13	HAW	HSV	SCH-44-0S	Very Wire Stacker, Plstc Seat, Plstc Bk, Armless, Non Ganging,	40	\$103.07	\$4,122.80
SC-5 ALT			,TR-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
14	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	40	\$7.66	\$306.40
SC-5 ALT							
Subtotals for: SC-5 ALT						\$4,429.20	
SC-7 ALT							
15	HAW	HSV	SCS-44-0H	Very Side,Plstc Seat,Perforated Bk,Armless,Plstc Gld,	32	\$124.11	\$3,971.52
SC-7 ALT			,TR-A~ ,TR-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
16	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	32	\$8.12	\$259.84
SC-7 ALT							
Subtotals for: SC-7 ALT						\$4,231.36	
SC-8 ALT							
17	HAW	HSV	SCS-44-3H	Very Side,Plstc Seat,Perforated Bk,Arm,Plstc Gld,	8	\$152.67	\$1,221.36
SC-8 ALT			,TR-A~ ,TR-A~ ,TR-A~	Undecided, Please Verify GRD A Undecided, Please Verify GRD A Undecided, Please Verify GRD A			
18	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	8	\$9.98	\$79.84
SC-8 ALT							
Subtotals for: SC-8 ALT						\$1,301.20	
TC-1 ALT							
19	HAW	HSV	SCT-20-7115	Very Task Chair,Fab Seat,Mesh Bk,4D Arms,Plstc Bse Hd Ctrs,Bk Lk, W/Lum,	8	\$499.64	\$3,997.12
TC-1 ALT			(1K) ,1K-BL (MS) ,MS-7 ,TR-7 ,TR-LE ,TR-7	Big Diagonale GRD D Balsam GRD D Very Task Mesh GRD A Fog GRD A Fog GRD B Metallic Silver GRD B Fog GRD B			

Item	MFG	CAT	Product		Qty.	Unit	<u>Sell</u>	Ext Unit
20	HAW	HAW	SURCHARGE	HAWORTH SEATING SURCHARGE	8	\$32.66		\$261.28
	TC-1 ALT							
<i>Subtotals for: TC-1 ALT</i>								\$4,258.40
Totals:								\$64,879.26

# Board of Education Meeting

Liberty School Board Room

November 11, 2025, at 6:30 PM



## MINUTES

### Mission

*We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.*

### OPENING

#### 1. CALL TO ORDER

The Saline Board of Education Meeting was called to order at 6:30 pm by President Michael McVey.

**Board Members Present:** Nate Hanson, Darcy Berwick, Lauren Gold, Michael McVey and Jason Tizedes

**Board Members Absent:** Tim Austin & Jennifer Steben

**Central Administration Present:** Superintendent Kowalski, Assistant Superintendent's Baaki Diglio and Owsley, Executive Directors

#### 2. PLEDGE OF ALLEGIANCE

#### 3. PUBLIC COMMENT - None

#### 4. RESPONSE TO PREVIOUS PUBLIC COMMENT

### AGENDA

#### 5. REVISIONS/APPROVAL OF AGENDA

**MOTION** was made by Secretary Berwick, support Trustee Gold **to approve the agenda as printed.**

Ayes - All Present - **MOTION CARRIED 5-0**

6. **STUDENT SHOWCASE**

**Veteran's Day Presentation**

*Presenters: Students from Woodland Meadows*

Principal Laura Washington emphasized the day's significance and highlighted photos from past Veterans Day activities that take place at Woodland Meadows dating back to 2014. This year the students at WM performed for about 40 Veterans at their school in addition to performing at Linden Square. They shared some of their music selections with all those in attendance at the Board meeting.

7. **ADMINISTRATION AND BOARD COMMITTEE UPDATES**

**Superintendent (Kowalski)**

Schools throughout the district are wrapping up the 1st trimester and preparing for the start of the 2nd trimester. Thank you to WM and acknowledgement of our community veterans. Thank you to the community and county for voting in the CTE millage. This will have positive outcomes for all students K-12. Reminder about the upcoming performance of Little Women by the SHS Drama Club. Board members participated in voting for SACC Holiday Parade student poems and artwork. Donation boxes are located throughout the district to collect toys and coats for members of the community in need. Saline Middle Schools recent food drive collected over 870 lbs of food for Saline Area Social Services. The HS Key Club also organized food baskets for local families. We are currently transitioning from fall to winter sports. Members of the Chamber Choir were among eight Michigan Choirs that performed for the MSU Choral Invitational. Tomorrow there is a meet and greet with SEAC (Special Ed Advisory Committee) at Heritage. This begins at 6 pm.

**Student Representative (Hayes)**

Woodland Meadows students recently donated 3000 lbs of food to Saline Area Social Services. Reminder about upcoming exams and the Little Women performances at the high school.

Citizens for a Quality Community (McVey/Hanson) - no report

Chamber of Commerce (Austin) - no report

Foundation for Saline Area Schools (Steben) - no report

Board Associations (McVey) - no report

**Sex Education Advisory Board (Gold)** - Next meeting possibly in early December

**DEI Advisory Committee (McVey/Gold)** - Next meeting November 19th

Wellness (Berwick) - no report

City of Saline (McVey/Steben) - no report

**CARES (Berwick)** - Next meeting December 4th

Miscellaneous

8. **SCHEDULED REPORT**

a. **Audit Report**

*Presenter: Plante Moran, Jeff Higgins, Partner*

Audit Opinion: Unqualified (Clean) opinion - highest assurance level. A clear audit indicates that the district's financial statements are free of material misstatement and comply with applicable standards, confirming the reliability of the subsequent financial data.

**Revenue Breakdown (FY 2025)**

- Total Revenue: \$78.6 million
- State Sources ( $\approx 70\%$ ): \$54 million
- Federal Revenue (special education, etc.): \$1.6 million
- Local Revenue (property taxes): \$9 million

**Expenditure Breakdown (FY 2025)**

- Total Expenditures: \$73.9 million
- Salaries & Benefits:  $\approx$  \$64 million ( $\approx 87\%$  of total)
- Supplies & Other: \$9.5 million ( $\approx 13\%$ )
- Miscellaneous:  $< 1\%$

**Net Fund Balance Change**

- **Revenue – Expenditures = +\$4.9 million** → added to fund balance.
- Positive net income recorded **each year since 2019** (with pandemic-related fluctuations).

9. **ACTION ITEMS**

- A. **MOTION** made by Trustee Tizedes, support Secretary Berwick **to accept the Audit Report as presented and submitted by Assistant Superintendent Miranda Owsley.**

Ayes - All Present - **MOTION CARRIED 5-0**

- B. **MOTION** made by Secretary Berwick, support Trustee Gold **to adopt the Annual Summer Tax Resolution as submitted by Assistant Superintendent Miranda Owsley.**

Ayes - All Present - **MOTION CARRIED 5-0**

- C. **MOTION** made by Trustee Tizedes, support Secretary Berwick **to award Monroe Heating and Cooling Co. a contract in the amount of \$381,500.00 plus a 10% contingency for the District-wide Filter First Fixture Replacement as recommended by Lecole Planners and submitted by Rex Clary, Executive Director of Operations.**

Ayes - All Present - **MOTION CARRIED 5-0**

10. **DISCUSSION ITEMS**

- A. **2026 Board Calendar Discussion**

*Facilitator: President McVey*

Discussion to put back a 2nd meeting in March since it will not be affected by the 2026 Spring Break calendar. Also changing the first August BOE meeting to the 1st Tuesday in order to approve as many new hires as possible prior to the District/HR Onboarding which likely occurs the 2nd week in August. Changes will be indicated and presented at the next meeting for approval through the consent agenda.

**B. Policy Committee Meeting Update**

*Facilitator: Lauren Gold, Chair*

This meeting was held with attorneys from Thrun Law Policy Service so that members of the policy committee could participate in a discussion regarding the changeover to utilizing Thrun Policy Service. It was recommended that committee members could look at other Michigan districts who had recently changed over from Neola to Thrun, locally including Chelsea, Dexter and Milan and other districts like Forest Hills and Grand Rapids. The key objectives are to align district policies with Michigan law, streamline the administration of the policies and in keeping policies student-centered. Most of the discussion was around the incorporation of bespoke policies.

**Next steps:** A discussion item will be placed on the December board meeting agenda for full board discussion and consideration.

**11. CONSENT AGENDA**

**MOTION** made by Trustee Tizedes, support Trustee Gold **to authorize the Consent Agenda as printed:**

Ayes - All Present - **MOTION CARRIED 5-0**

- A. Approval of the Regular Board of Education Meeting Minutes of October 28, 2025
- B. Approval of the Board Policy Committee Meeting Minutes of October 28, 2025
- C. Approval of the Board of Education Retreat Minutes of October 16, 2025
- D. Approval of Payment of the General Fund Accounts Payable of November 11, 2025, in the amount of \$2,575,952.21
- E. Approval of Payment of 2025 Bond Fund Series II Accounts Payable of November 11, 2025, in the amount of \$330,554.63
- F. Receive and File Finance and Human Resources Reports

<b>CLOSING</b>
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**12. ITEMS SCHEDULED ON NEXT AGENDA**



Action Items related to the Bond  
Special Music  
Possible SEAB Public Hearing  
Approval of New HS Courses  
Evaluation (Closed Session)

**13. PUBLIC COMMENT - None**

**14. NEXT MEETING**

The next Board of Education Meeting will be held on December 9, 2025, at 6:30 pm.

- 15. MOTION** made by Trustee Tizedes, support Trustee Hanson **to enter Closed Session of the Board of Education at 7:30 PM, with the intent to re-enter Open Session at approximately 8 PM, for the purpose of the school board to review attorney client privileged communication pursuant to Section 8(h) of the Michigan Open Meetings Act. Under Section 8(h) a 2/3 roll call vote of members elected or appointed and serving is required.**

**Ayes:** Hanson, Gold, Berwick, Tizedes, McVey

**Absent:** Austin & Steben

**16. ADJOURNMENT**

**MOTION** made by Trustee Tizedes, support Trustee Hanson **to adjourn the Regular Board of Education Meeting of November 11, 2025 at 7:46 PM.**

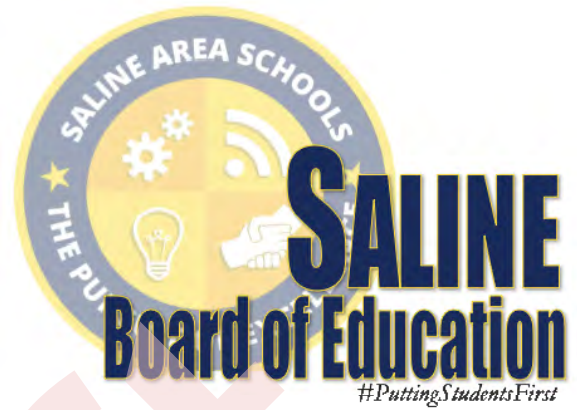
Ayes - All Present - **MOTION CARRIED 5-0**

Respectfully submitted,



Darcy Berwick  
Board Secretary

Recorded by: Betty Jahnke



## POLICY COMMITTEE MEETING

Liberty School Board Room  
Tuesday, November 11, 2025  
5:15 pm

## MINUTES

### Attending:

Lauren Gold, Chair, Darcy Berwick, and Michael McVey  
Superintendent Rachel Kowalski, Recording Secretary Betty Jahnke

### 1. Call to Order

The Policy Meeting was called to order at 5:15 pm by Chair, Lauren Gold

### 2. Public Comment - None

### 3. Discussion Items

#### A. Thrun Policy Services

This meeting was primarily for committee members to have an active discussion with Thrun Law attorneys who specialize in the area of School Board policies. The Policy Committee has been asked by the District Administration to consider changing the policy holder from Neola to Thrun Law. Thrun already is retained by the district as one of its legal partners.

Some key advantages in addition to Thrun already being district counsel are:

- 90% of MI Public Schools are Thrun Law Policy customers and 100% of Michigan ISDs
- Thrun Law Policy Service is now also endorsed by MASB
- Title IX Employee Training included

In addition to the interactive discussion with Thrun attorneys and being presented a timeline of how the changeover would occur, the discussion also included how Saline's unique policies (internally created) would be identified in the Thrun version of the policy manual.

*Board Policy Committee Meeting Agenda  
November 11, 2025*

Part of the timeline in new policy holder adoption process will include:

- Public hearings must be scheduled for the Anti Bullying Policies (2 board meetings)
- Action Item to repeal & replace all policies (except for the anti bullying policies)
- Resolution to replace the anti bullying policies

Discussion will be open at the full board meeting this evening under “Policy Update”

**4. Public Comment**

**Amy Tesolin** - Spoke regarding cost in the changeover, DEI AC Policy

**Susan Estep** - Spoke regarding “student focused” Opt Out community input, DEI AC Policy

**5. Next Meeting - TBD**

**6. Adjourn**

The meeting was adjourned at 6:16 pm.



Darcy Berwick  
Board Secretary

*Recorded by: Betty Jabnke*



## TOPIC: Human Capital Recommendations

The following human capital changes including resignations and new hires are being presented to the Board of Education to receive and file:

### RESIGNATIONS / TERMINATIONS:

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Todd Ingram	Heritage	Custodian	Separation	Resignation	13.Nov.25
Pamela Wiseman	Pleasant Ridge	Paraeducator	Separation	Retirement	09.Jan.26
Kristin O'Keefe	SHS/Woodland Meadows	Psychologist	Separation	Resignation	19.Dec.25
Sarah Poulin	Liberty	GSRP Teacher	Separation	Resignation	25.Nov.25

### NEW HIRES

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE</u>
Emilee Curtis	Middle School	Speech & Language Pathologist	New Hire	MA1	05.Jan.26
Ian Huckabone	High School	Social Studies Teacher	New Hire	BA1	20.Nov.25
Courtney Bell	Pleasant Ridge	Literacy Tutor	New Hire	Step 2	11.Nov.25
Griffin Goetz	Woodland Meadows	Paraeducator	New Hire	Step 1	14.Nov.25
Elizabeth Guttenberg	Pleasant Ridge	Paraeducator	New Hire	Step 1	17.Nov.25
Paul Wellman	High School	Social Studies Teacher	New Hire	MA11	05.Jan.26
Jeslyn Martindale	Heritage	Paraeducator	New Hire	Step 1	01.Dec.25
Tina White	High School	Custodian	New Hire	Step 1	24.Nov.25
Chadd Teets	Middle School	Paraeducator	New Hire	Step 1	01.Dec.25
Bethany Hawkyard	Middle School	Paraeducator	New Hire	Step 1	24.Nov.25
Marcello Arreguin	High School	Marketing CTE Tech	New Hire	Step 1	03.Dec.25

RECOMMENDATION: That the Saline Area Schools Board of Education consents to the personnel report recommendations as presented.

# EMILEE CURTIS

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## EDUCATION

### Master of Arts in Communication Sciences & Disorders

Eastern Michigan University - Ypsilanti, MI  
Expected December 2025

### Bachelor of Science in Communication Sciences & Disorders

Central Michigan University - Mount Pleasant, MI  
Graduated December 2019

## CLINICAL EXPERIENCE

### Speech Language Pathologist- Internship

Woodland Meadows Elementary School- Saline, MI  
September 2025- December 2025

- Delivered individual and small-group speech therapy sessions, under SLP supervision, addressing a wide range of skills including articulation, phonology, receptive/expressive language, AAC, pragmatic language, vocabulary, and listening comprehension.
- Participated in implementation of the Second Step social-emotional learning curriculum in collaboration with the school social worker and clinical supervisor to build students' communication and self-regulation skills.
- Collaborated with classroom teachers and staff to support generalization of communication skills across academic, social, and play settings.
- Assisted with and gradually assumed responsibility for caseload management, including treatment planning, data collection, progress reports, and IEP documentation, with ongoing supervisor feedback.
- Adapted therapy activities to meet individualized education program (IEP) goals, incorporating engaging, developmentally appropriate materials and strategies.
- Co-treated with the school social worker and occupational therapist to provide coordinated, interdisciplinary intervention.
- Met regularly with clinical supervisor to reflect on sessions, receive constructive feedback, and strengthen evidence-based therapy practices.

### Speech Language Pathologist- Internship

Blossom Children Center- Canton, MI  
May 2025-July 2025

- Provided individualized, play-based therapy sessions for children with autism (ages 7 and under) under the supervision of a licensed Speech-Language Pathologist.
- Wrote professional documentation including daily notes, progress updates, evaluations, and reevaluations to track client growth and therapy effectiveness.

- Collaborated with a multidisciplinary team including Behavior Technicians (BTs), a Board-Certified Behavior Analyst (BCBA), and an Occupational Therapist (OT) to support treatment.
- Planned and implemented daily therapy sessions, as well as activities for a weekly social group focused on communication, play, and peer interaction.
- Developed working knowledge of a variety of AAC systems, including LAMP Words for Life, Proloquo2Go, TD Snap, and GRID, to support client-specific communication needs.

#### Graduate Clinician

Eastern Michigan University (EMU) Speech and Hearing Clinic - Ypsilanti, MI  
September 2024 - May 2025

- Collaborate with clinical educators to develop and refine personalized goals for each client based on assessment findings, ensuring that treatment plans are aligned with best practices and tailored to meet individual needs and objectives.
- Conduct comprehensive speech and language assessments using standardized tests, including the Clinical Evaluation of Language Fundamentals- Preschool 3 (CELF-P3), to determine clients' speech and language capabilities.
- Collect and analyze data on client performance to monitor progress and inform future therapy strategies.
- Maintain up-to-date records in compliance with HIPAA regulations, ensuring confidentiality and proper tracking of client progress.

#### Eastern Michigan Autism Project

Eastern Michigan University (EMU) - Ypsilanti, MI  
February 2025 - April 2025

- Selected by application to work alongside faculty and student team to support a small group of young children (ages 4 and under) with autism in a play-based setting.
- Helped plan and lead interactive, play-centered sessions focused on fostering early communication, social engagement, and turn-taking.
- Engaged in problem-based learning and clinical reasoning to create a fun, inclusive environment to encourage participation, imaginative play, and peer interaction.

## WORK EXPERIENCE

#### Behavior Technician

Michigan Learning Community - Ypsilanti, MI  
January 2024 – June 2025

- Deliver Applied Behavior Analysis (ABA) therapy to children with autism spectrum disorders under BCBA (Board Certified Behavior Analyst) supervision.
- Implement behavior intervention plans for individuals with autism spectrum disorder, focusing on skill development and reducing challenging behaviors. Provide direct one-on-one therapy sessions to clients, executing evidence-based strategies and techniques.
- Collect data to track progress and support data-driven treatment planning.

#### Behavior Technician

Central Michigan Care - Mount Pleasant, MI  
February 2022 – December 2023

- Delivered ABA therapy to children with autism spectrum disorders under BCBA supervision.
- Collected data to track progress and support data-driven treatment planning.
- Focused on increasing language, communication, social interaction skills, and task tolerance.
- Documented progress and facilitated insurance billing, ensuring prompt and accurate processing of payments for services rendered.

#### Paraprofessional

Eastern Upper Peninsula Intermediate School District (EUP-ISD) - Rudyard, MI  
May 2020 – June 2020

- Reinforced learning concepts using tailored strategies based on individual needs.
- Assisted classroom management and organized instructional materials.
- Adapted teaching methods to meet diverse student needs with empathy and patience.

#### CERTIFICATIONS

- Automated External Defibrillator (AED) – valid until January 2026
- Cardiopulmonary Resuscitation (CPR) – valid until January 2026
- First Aid – valid until January 2026

Ian Huckabone

**Education:**

Michigan State University, East Lansing, Michigan | Graduate class of 2025

Major: History: Social Studies Education | GPA: 3.909 | RX Certified

**Experience in Education:**

**Substitute Teacher** August 2025-Present

- Followed teacher lesson plans and school guidelines to successfully lead classes throughout the school day.
- Utilized classroom management skills to ensure academic goals and student safety.
- Have subbed in multiple buildings/classrooms/subjects including Saline High School and Saline High School

**Varsity Assistant Coach Boys Cross Country-Saline High School** June 2025-Present

- Work closely with coaches on staff to ensure safety and athletic development of student athletes.
- Responsible for JV boys race plans and co-planning workouts.
- Redcross First Aid/CPR/AED & NFHS Concussion certified

Head Coach: Carl Spina | [REDACTED]

**Student Teacher-Perry Middle & High school** August 2024-May 2025

- Lead classroom instruction for 9th grade world history, 8th grade U.S. History and History through film HS elective courses.
- Worked with a mentor teacher to lesson plan, teach and assess students.
- Catered to the need of students to create an exploratory, rigorous and safe learning environment.

Mentor Teacher: Steve Bentley | [REDACTED]

Perry High School Principal: Dave Myron | [REDACTED]

Michigan State Field Instructor: Tara Jean Mesyn | [REDACTED]

**Student Teacher-Haslett Middle School** January 2024-May 2024

- Worked with mentor teacher and professor to discuss/observe best practices and classroom management strategies.

**Work Experience:**

**Student Landscaper-MSU IPF** May 2024-November 2024

- General upkeep of campus greenery and turf (trimming, edging, mowing, etc.)
- Worked closely with a team to accomplish short and long term projects.
- Safely operated university vehicles and machinery (Golf carts, trucks, push mowers, etc.)

Supervisor: Shaemus Kermiet, Green Zone Gardner I | [REDACTED]

**Student Supervisor-Spartan Greens Turf Complex** September 2023-April 2024

**Member Services-Racquet Club of Ann Arbor** May 2022-August 2023

- First point of contact for members (Checking in, answering phone/email, assisting customer needs.)
- Management of court schedule and bookings.
- Supervision of point-of-sale system.

Supervisor: Lisa Hurbis, Office Manager | [REDACTED]



## Paul R. Wellman



To Whom It May Concern:

Please consider this my official application for the HS Social Studies Teaching position. I believe that I am highly qualified for the position for several reasons and would be a value-added addition to your staff and larger community.

Contributing to a team and achieving have been hallmarks of my personal and professional life - it is core to who I am. As an educator, it has been a privilege to work with some of the most qualified and miracle-making people who have ever existed. At Tecumseh High School, the students and I have been able to grow our proficiency to unparalleled levels on several fronts: 1. SAT growth averaged 51 points on the reading section alone and rose the school's ranking by 148 places in MI. 2. AP Language & Composition students (33 of them) achieved a 97% pass rate and a 98th percentile scoring when accounting for socioeconomic status and projected results. 3. AP enrollment grew from 9 total ELA students two years ago to 124 enrolled this year. These feats have been a combination of being a catalyst to get the most out of people while simultaneously leveraging coworker talents to support the growth from peripheral lenses. At Brewer High School, our English Department was able to, in a 6 year span, go from 47% state proficiency to 67% (each year saw growth). This doesn't happen by accident, and it took a tremendous amount of work and attention to detail to make this happen. The culture there was also improved through my efforts to chair an accreditation committee and write official reports to NEASC.

Effective record keeping, confidentiality, and time management are crucial daily skills that were used each and every day and were also utilized in preparing educational grants. As a platoon sergeant in charge of a Marine Corps infantry Unit (33 members), Iraq in 2007 and 2008 was not a place where an individual could be successful without adhering to a collaborative mindset. Furthermore, knowing how to utilize abductive reasoning to formulate sound plans that mitigate risk and ensure mission success was a crucial skill set. In the Air Force, I currently work as an education and training manager who is responsible for creating Air Force publications, managing service member records, and submitting confidential data through appropriate channels.

Embracing challenges and a continual growth mindset are also invaluable skills to promoting the best learning environment possible. Professionally, I have been able to teach for Washtenaw Community College in a capacity of introductory pedagogical approaches, leadership, and technology (AI) courses. This has been for adult learners of trades unions such as UA and OPCMIA. Furthermore, I have now taken three APSI

courses for AP classes including AP Seminar which I proposed and got adopted in our course of studies at Tecumseh High School. This year I am engaging in the same process for AP Research so we may add the AP Capstone Diploma to our district. Beyond teaching, I also continually attend and apply coaching licensures and clinic endorsements for soccer that are utilized in our local Saline FC.

It is my contention that I can provide tremendous value to any team or climate due to a varied set of experiences both in the classroom and outside of it. Having seen so much of this earth through the military and having worked in so many diverse teams, there is no doubt in my mind that the same positive progression from past experiences will translate to this new opportunity. Thank you so much for your time and please consider me for the teaching position.

Semper Fidelis,

Paul Wellman

## **EDUCATION**

- Master of Education (Instructional Technology) 2018
  - University of Maine
  - 3.91 GPA
  - Helped publish University Research
  - Highly Qualified Status
  
- Bachelor of Arts (Secondary Education) 2012
  - Saginaw Valley State University
  - English & Social Studies Endorsement
  - 3.66 GPA
    - Published in *Cardinal Sins* University Press
    - Sigma Tau Delta member (International English Honor Society)

## **EMPLOYMENT**

- Tecumseh High School (Teacher) 2021- Present
  - AP Language, AP Seminar, ELA 9
  - Student scores of PSAT & SAT increased by 26 percentile over time span.
  - Girls Varsity Soccer Coach
  - Class Advisor/ Key Club Advisor/ FCA Advisor
  - Created & run Fellowship of Christian Athletes
  
- Brewer High School (Teacher) August 2014 - August 2020
  - World History, AP Language, AP Literature, Honors Eng 10, Electives
    - Increased participation each year and scores 4 of 6 years
    - Instructional Assistant for AP Lang at St. Joseph's College (2015)
  - Chaired NEASC Assessment Committee (10 year accreditation cycle)
    - Wrote Official Report for Submission
  
- Cape Elizabeth High School (Teacher)
  - January 2013 - August 2014
  - English and Social Studies
    - 9th Grade Class Advisor
  
- United States Air Force Air National Guard (Base Education Manager)
  - January 2018 - Present

- Base Education & Training Manager
  - Created MOU (Memorandum of Understanding) for a collegiate partnership w/ University of Maine
  - Initiated and published new standard operating procedures for interoffice practices
  - Manage and update service member records (educational, training, etc)
  - Update and monitor compliance in reference to Air Force publications
  
- United States Marine Corps (Machine Gunner)
  - June 2005 - June 2012 (Honorable Discharge)
  - Platoon Sergeant (Iraq)
    - Led 33 Marines in Al-Anbar Province
      - Managed training, compliance, and proficiencies of service members.

## **QUALIFICATIONS/LEADERSHIP**

- Published Author (Military Service Poetry Anthologies)
  - Deadly Writers Patrol (University of Wisconsin)
  - Missouri Humanities Council & Southeast Missouri State University
- Published Author (Educational Research Studies - University of Maine)
- Co-Chaired School Emergency Team (3 years)
  - Implemented school safety responses and actions to crisis events
- Wrote Policy for School Improvement Team (3 years)
  - Presented and initiated transition to proficiency-based education
  - Helped decolonize text set at school
- MS Track Coach (3 years)
- MS Volleyball Coach (1 year)
- Varsity Soccer Head Coach (16 years)
- Varsity Tennis Head Coach (5 years)
- National Honors Society Committee (4 years)
- Maine Teacher of the Year Regional Nominee (2018)

# MEETING SCHEDULE 2026

**NOTICE OF SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF EDUCATION** of Saline Area Schools to be held during the year commencing January 1, 2026, and ending December 31, 2026.

**To all persons** interested in the meetings of the Board of Education of Saline Area Schools of Washtenaw County:



**PLEASE TAKE NOTICE** that the Board of Education of Saline Area Schools, 7265 North Ann Arbor Street, Saline, Michigan 48176, Telephone 734-401-4000, will hold regular meetings at the following dates, times, and places during the year commencing January 1, 2026, and ending December 31, 2026.

Date	Time	Place
January 13, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
January 27, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
February 10, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
February 24, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
March 10, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
March 24, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
April 14, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
April 28, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
May 12 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
May 26, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
June 9, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
July 14, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
August 4, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
August 25, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
September 8, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
September 22, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
October 13, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
October 27, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
November 10, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
December 8, 2026	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street

Draft minutes of each of the meetings listed above shall be available for public inspection during regular business hours at the Superintendent's Office, 7265 North Ann Arbor Street, Saline, Michigan 48176, not more than eight (8) business days after the date of the meeting to which the draft minutes refer; and approved Minutes of each meeting shall be available for public inspection during business hours, at the same location, no later than five (5) business days after the meeting at which the Minutes are approved. Copies of the Minutes shall also be available at the reasonable estimated cost for printing or copying.

Upon oral or written request for a subscription and payment of a fee established by the Board, Minutes shall be mailed to any person or business by First Class Mail. The subscription may be valid for up to six (6) months.

Upon request to the Superintendent's Office, the District shall make reasonable accommodations for a person with disabilities to be able to participate in open meetings.

This notice is given in compliance with the Michigan Open Meetings Act, as amended.

*Approved:*

Darcy Berwick , Secretary