



MicroSociety Academy Charter School  
591 West Hollis Street, Nashua, NH 03062  
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## **Facilities Committee Meeting**

Thursday, October 25, 2018 at 9:15 AM

**Attendance:** Barbara Halevi, Amy Bottomley, Tom Dougherty, Nauzar Vimadalal, Tom Malone

RE: Special session to review Plowing Bids for Snow Removal

1. Call to order 9:15am
2. Review of background and needs relative to snow removal services

Previous provider for snow removal services ceased operations, leaving MACS without provider. MACS administration solicited bids from area providers for snow removal services.

Submissions from the following local area service providers

- P&L Landscaping
- Performance Landscaping
- Design Works
- NorthShire Inc.

Facilities committee expressed desire to keep things minimal and simple, and just get plowing secured. Pending outcome of services from provider, we'll entertain greater services for landscape maintenance & services in the spring.

All contracts reviewed from local providers. With one exception, P&L Landscaping, all were local unknown providers.

Committee discussed not going with lowest quotations, as the statement of work agreements were not inclusive of any guaranteed time to complete prior to school session opening, nor details on pre-checklist for staking property, etc.

P&L was a notable recommendation from friends of MACS, and is widely known in the area. Again, no specific language in agreement on timing, and the bid was certainly at the top of the pricing list (highest).

3. Decision and actions from discussion

Committee determined Design Works to be the most complete in describing scope of work, details, and commitment to having driveways, walkways, and parking cleared 30 minutes prior to school opening. Further, committee determined that the best option was option 2, a 1 year commitment for snow, salt and sanding for the year.

**Motion:** Motion to move accept and move forward with Design Works proposal, option 2, and make recommendation to executive board for final approvals. Motion made by Tom Malone, seconded Barbara Halevi. Motion passed unanimously.

**Actions:** Amy to secure new bid from Design Works replacing Haven NNN with Amy Bottomley/MACS as owner/proprietor

**Actions:** Amy to distribute to executive board on receipt for final approvals

**Actions:** Tom M. to call for approvals from executive board via email

**Action:** Tom D provide reminder to Tom M for providing update on decisions from executive board on background and approval at next board meeting

4. Motion to adjourn (at 09:35 AM) Made by: Tom, Seconded by: Barbara Motion passed unanimously

Respectfully submitted,  
Tom Dougherty

