



MEMORANDUM

TO: School Board Members

FROM: John B. Gordon III, Superintendent

DATE: June 12, 2025

RE: Northern Shores Addition Project

The City of Suffolk has appropriated a total of \$18,824,500 for this addition project. Initially the project called for 20 new classrooms with a net of 18 additional classrooms. However, at the advice of the architect firm, this was changed to 16 classrooms with a net of 14 additional classrooms due to rising construction costs, the need for a new playground, replacement gym floor, and extension to the parking lot. Additionally, the original design shows a split dining area for the cafeteria. This is not ideal (Elementary cafeterias serve as an auditorium as well and it will require more staff to monitor and serve two different dining areas), so the Request for Proposals in the fall will include an option to move the existing kitchen to the addition in order to keep the dining area intact. The estimated cost is \$1M. This option will need to be considered once the final bid numbers are received late Fall 2025. In April 2025, staff was informed that the mobile units were too close to the construction and would need to be moved. RRMM, has provided the information and specifications on where and what would need to be moved including the electrical, technology cabling, and fire alarms with additional money for new sidewalk, skirting, and ramps at the new location.

On May 8, 2025 the division published an Invitation for Bid (IFB) that went out to 245 companies. On May 22, 2025 the division received two bids for the project. One of the two vendors retracted the bid when he discovered that not all costs were included. The vendor contract that the School Board is considering tonight is the only bid for the removal of 4 units and the relocation of 7 units, new sidewalk, skirting, electrical, fire alarm systems, and ramps. It is extremely time sensitive due to needing these classrooms available by August 1, 2025 with final completion by August 15, 2025.

Discussions with the departments of Instruction, Special Education, School Leadership, and the Principal have determined that there are no spaces in which the students could be relocated even for one year. Ideas considered included: moving Pre-K classrooms, self-contained classrooms, and resource staff which are already in closets and are not taking up classroom space. This is not possible since buildings close by are at capacity and do not have the space.

Therefore, in consideration of the entire project, it is recommended that the new playground and extension of the parking lot will need to be removed from this project, and potentially funded in the future as either a different capital project OR with funds from future operating budgets.