

LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
Facilities Committee Meeting AGENDA
Tuesday, May 21, 2024 at **6:00 PM**

BOARD OF EDUCATION
Kevin Daly, *President*
Peter D. Theodore, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Jay Oleniczak
Rupal Shah Mandal

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,
Cook County, Illinois, to be held in the Marvin Garlich Administration Building
6950 N. East Prairie Road
Lincolnwood, Illinois 60712,
on Tuesday, May 21, 2024.*

IN-PERSON PARTICIPATION: It is expected that all members of the Facilities Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.

1. CALL TO ORDER/ROLL CALL
FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair
Rupal Shah Mandal (BOE), Co-Chair
Myra A. Foutris (BOE)
Wendy Grano, Community Member
Emily McCall, Community Member
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction
Courtney Whited, Business Manager/CSBO
Jim Caldwell, Director of Buildings and Grounds

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Facilities Committee Meeting Minutes - **APRIL 16, 2024**

3

Motion by member:_____ Seconded by:_____

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. INFORMATION/DISCUSSION: Todd Hall Renovation Discussion
b. INFORMATION/DISCUSSION/ACTION: Roller Shade Window Treatments for 2nd Floor
Classrooms in Rutledge Hall

6

23

5. OLD BUSINESS

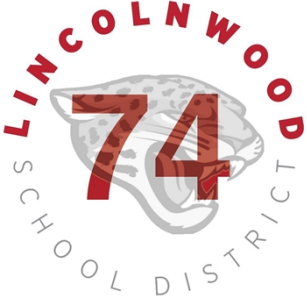
6. NEW BUSINESS

7. ADJOURNMENT

Motion by member: _____ Seconded by: _____

Dr. David L. Russo, Superintendent of Schools

Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.

	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Facilities Committee Meeting Minutes Tuesday, April 16, 2024 at 6:00 PM</p>	<p>BOARD OF EDUCATION Kevin Daly, <i>President</i> Rupal Shah Mandal, <i>Vice President</i> John P. Vranas, <i>Secretary</i> Maxie Boynton Myra A. Foutris Jay Oleniczak Peter D. Theodore</p> <p>ADMINISTRATION Dr. David L. Russo, <i>Superintendent of Schools</i> Dr. Dominick M. Lupo, <i>Assistant Superintendent for Curriculum and Instruction</i> Courtney Whited, <i>Business Manager/CSBO</i></p>
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Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Tuesday, April 16, 2024.

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:00 p.m.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair
Rupal Shah Mandal (BOE), Co-Chair
Myra A. Foutris (BOE)
Wendy Grano, Community Member
Emily McCall, Community Member
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction
Courtney Whited, Business Manager/CSBO
Jim Caldwell, Director of Buildings and Grounds

OTHERS PRESENT

Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **MARCH 19, 2024**

A motion was made, seconded and passed to approve the March 19, 2024 Facilities Committee meeting minutes.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. StudioGC architecture+interiors Project(s) Update

I. Rutledge Hall Furniture - IFB

Athi Toufexis, StudioGC, shared an update on the Rutledge Hall Furniture. Courtney explained that three of the chairs at the reading tables will be the wobble style chairs discussed at a previous meeting.

II. Summer 2024 Construction Allowances

There were two allowance authorizations:

1. \$5,572 for concrete work in the Lincoln Hall courtyard³ in order to make the west entrance ADA compliant.

2. \$5,117 for additional upper cabinets as well as modifying a wall for electrical purposes in RH Room 18.

III. StudioGC Programs - 179D Energy Efficiency Tax Deduction

Athi discussed the 179D Energy Efficiency Tax Deduction program. Athi noted that the deduction is estimated around \$9,700.

IV. Todd Hall and Rutledge Hall Utilization

Athi discussed the Todd Hall and Rutledge Hall Utilization.

The Committee inquired if the Administration is currently satisfied with the utilization numbers. Dr. Russo explained that based upon historical enrollment, if the District were to add square footage, it would be for programming purposes and not enrollment needs. Dr. Russo asked the Committee if there was a desire to start work on some tunnel/HVAC issues or a comprehensive overhaul of the classroom fixtures at Todd Hall in a phased approach. The Committee asked if those improvements were currently in our 2025 and 2026 summer work plans. Athi confirmed that some of these projects were currently outlined in the Master Facilities Plan. The Committee asked the Administration to begin exploring the financial impact of Todd Hall renovations and to work with StudioGC on a comprehensive remodeling of Todd Hall interior instructional spaces in the summer of 2025.

5. OLD BUSINESS

None

6. NEW BUSINESS

a. 2024 Rutledge Hall Cabling Upgrades Bid

Athi explained that there were seven vendors that attended the pre bid meeting and two bids were received.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to accept this bid from Applied Communications Group for the 2024 Rutledge Hall Cabling Upgrades project in the amount of \$733,045.12 to commence June 10, 2024 and be completed by August 16, 2024.

b. Winter 2024-25 & 2025-26 Snow Removal Services Contract with Contour Landscaping Inc.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to accept this Contract from Contour Landscaping, Inc. for annual snow removal services in the amount of \$9,264 from November 1, 2024 through March 31, 2026.

c. Custodial Services Bid

Courtney shared that six bid packets were received. Administration used an extensive evaluation process to show the rationale used to award the contract to the lowest, responsive, and responsible vendor.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to accept the bid from GSF USA, Inc. for three years of District-wide custodial services with the option to renew for two additional one-year periods. The first year cost will be \$506,445.97 commencing August 1, 2024 and ending July 31, 2025.

7. District Facilities Update

a. Lincolnwood Public Library Use of Rutledge Hall's Parking Lot

Courtney explained that the Lincolnwood Public Library requested use of the Rutledge Hall Parking lot for their Summer Reading Kick Off Party.

b. Lincolnwood Baseball and Softball Association Facilities Rental Fee Waiver Request

Courtney explained the Lincolnwood Baseball and Softball Association submitted a request to waive facility rental fees for the upcoming fiscal year beginning July 1, 2024 and ending June 30, 2025.

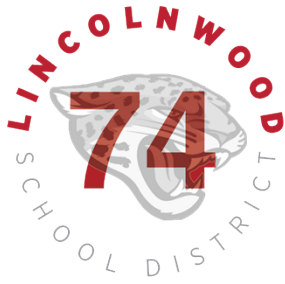
8. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 6:28 p.m.

The next Facilities Committee meeting will be held Tuesday, May 21, 2024 at 6:00 p.m. The public is welcome.

John P. Vranas, Chair

Rupal Shah Mandal, Co-chair



Executive Summary Facilities Committee Meeting

DATE: May 21, 2024

TOPIC: Todd Hall Renovation Discussion

PREPARED BY: Courtney Whited

Recommended for:

☐ Action

☒ Discussion

☒ Information

Purpose/Background:

Now that Rutledge Hall renovations will be completed during the summer of 2024, there may be an opportunity to perform renovations at Todd Hall during the summer of 2025. Studio GC prepared a grid displaying suggested projects by location, a slideshow of current conditions, and a draft of foreseeable expenses.

Fiscal Impact:

Approximately \$6,500,000

Recommendation:

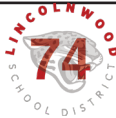

This summary is for informational purposes. The Administration requests direction from the Facilities Committee on next steps.



TODD HALL PROPOSED RENOVATIONS

May 21, 2024

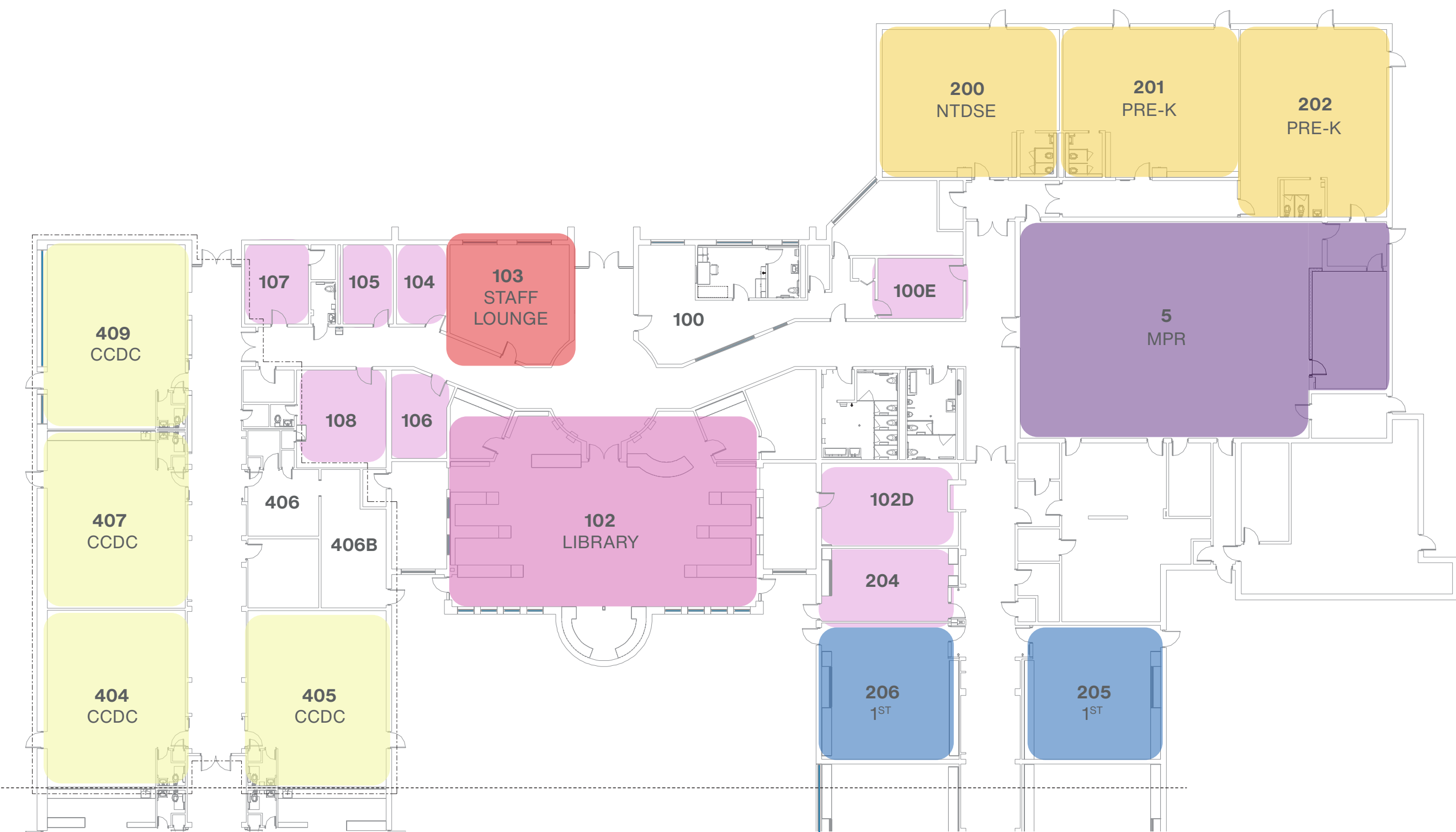
PROPOSED SCOPE OF WORK

	RENOVATE TOILETS FOR ADA COMPLIANCE	REPLACE CASEWORK	REPLACE CEILING & LIGHTS	REPLACE FLOOR	FUR OUT WALLS	PAINT / WALL PANELS	ADD STORAGE (FURN./ CASEW.)	MODIFY OR ELIMINATE STAGE	REPLACE / ADD FURNITURE	PAINT DUCTWORK	REPLACE BASKETBALL HOOPS	MISC. MECH, ELEC, AV	OTHER CHANGES & NOTES
A: PRE-K 200, 201, 202	●	●	●	●	●	●	●		● TCHR DESK/ CHAIR ONLY			●	REPLACE CUBBIES; TOILET ROOMS TO BE RENOVATED
B1: KINDERGARTEN 400, 401, 402, 403	●	●	●		●	●	●		● TCHR DESK/ CHAIR & STOR.			●	TOILET ROOMS TO BE EXPANDED
B2: CCDC 404, 405, 407, 409	●	●	●		●	●	●		●			●	ALTERNATE BID; MECH. IS BASE BID; CONSIDER OPTIONAL ALT. FOR MOTHERS' ROOM
C1: TYPICAL CLASSROOM 301, 303, 305, 307, 309, 311, 313		●	●		●	●		●	● TCHR DESK/ CHAIR ONLY			●	
C2: TYPICAL CLASSROOM 205, 206, 207, 208, 209, 210, 212		●	●		●	●			●			●	REPLACE EXISTING CLASSROOM SINKS
D: MUSIC & ART 300, 302		●	●	●		●			●			●	CONSIDER SECOND SINK IN ART
E: MPR 5				●				●		●	●	● 	REPLACE BASKETBALL HOOPS
F: GYM 215				●		●					●	● 	ADD 2 BASKETBALL HOOPS ON WEST AND REPLACE 2 ON EAST
G: LIBRARY 102			●										ENCLOSE WEST READING ROOM WITH WALL & DOOR, MATCH EAST WALL
H: SMALL GROUP ROOMS 100E, 102D, 104, 105, 106, 107, 108, 204, 211, 213, 315		●	●		●	●			●			●	CASEWORK EXISTS ONLY IN 204, 211, 213, 315
I: STAFF LOUNGE 103		●	●	●		●			●			●	REPLACE FURNITURE; ELIMINATE OPERABLE PARTITION
J: STAFF TOILETS				●		●							ELIMINATE SHOWER IN GYM STAFF TOILET



PROPOSED SCOPE OF WORK

• NORTH PLAN



- A
- B1
- B2
- C1
- C2
- D
- E
- F
- G
- H
- I
- J

PROPOSED SCOPE OF WORK

• SOUTH PLAN



A

B1

B2

C1

C2

D

E

F

G

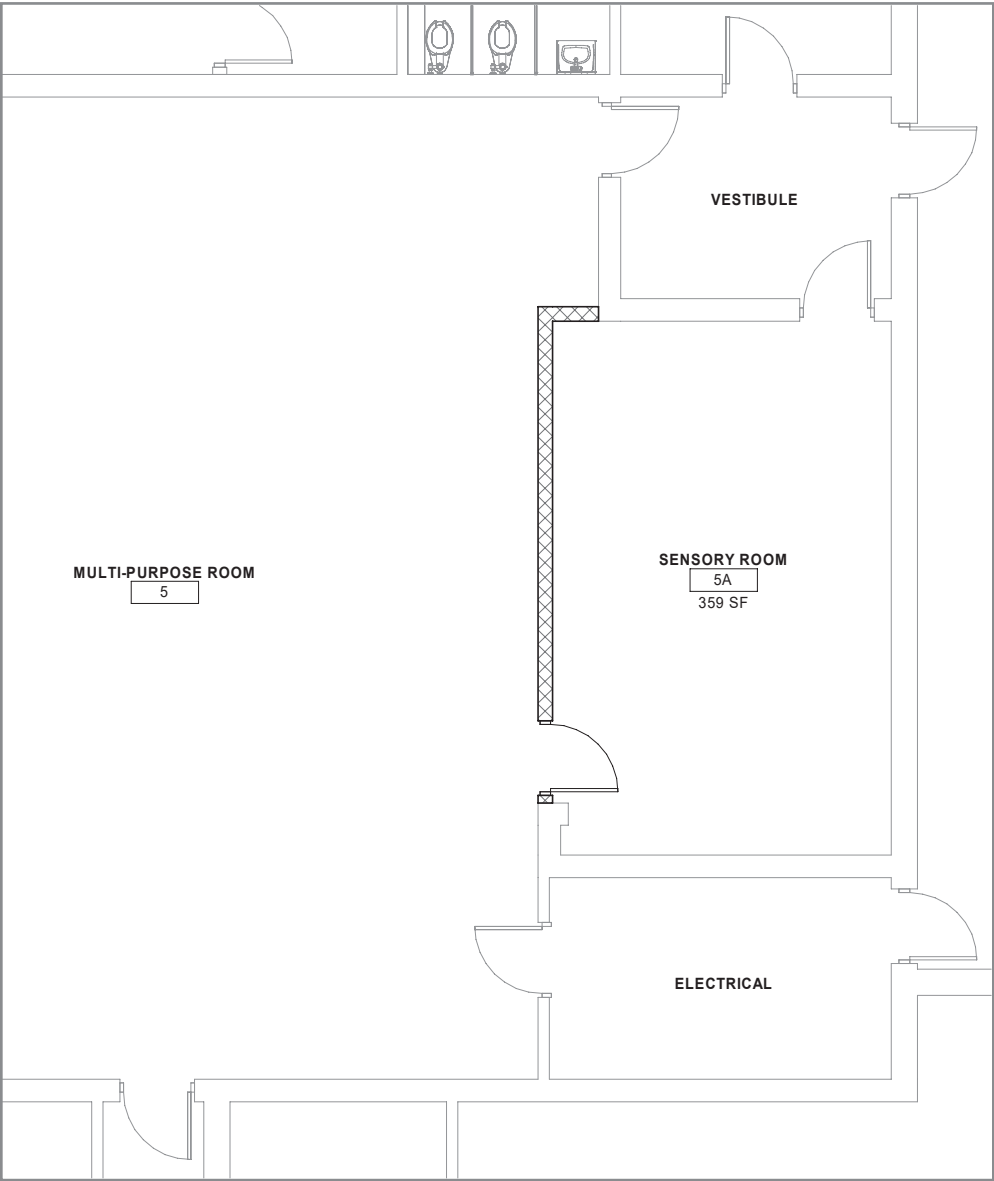
H

I

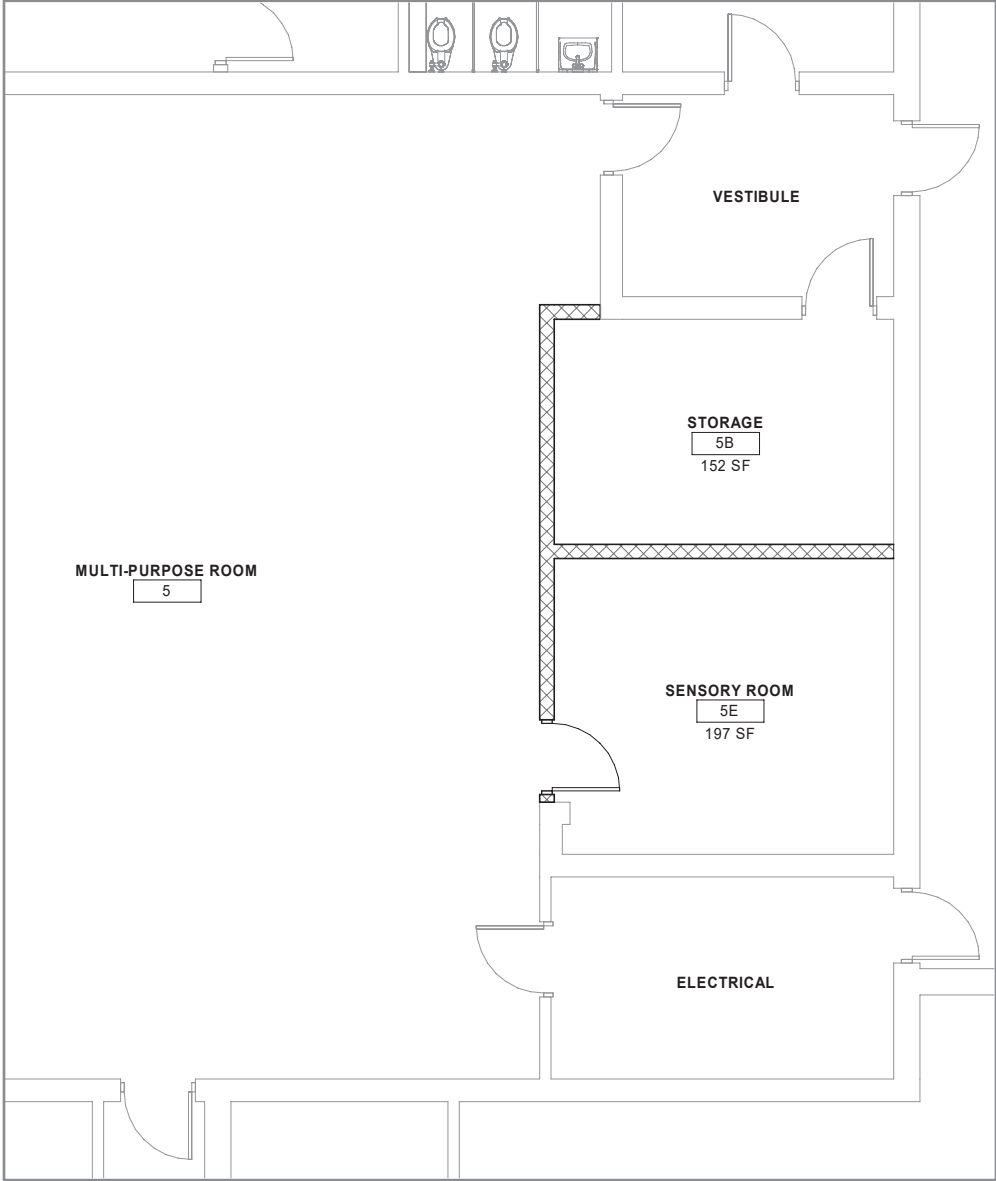
J

PROPOSED SCOPE OF WORK

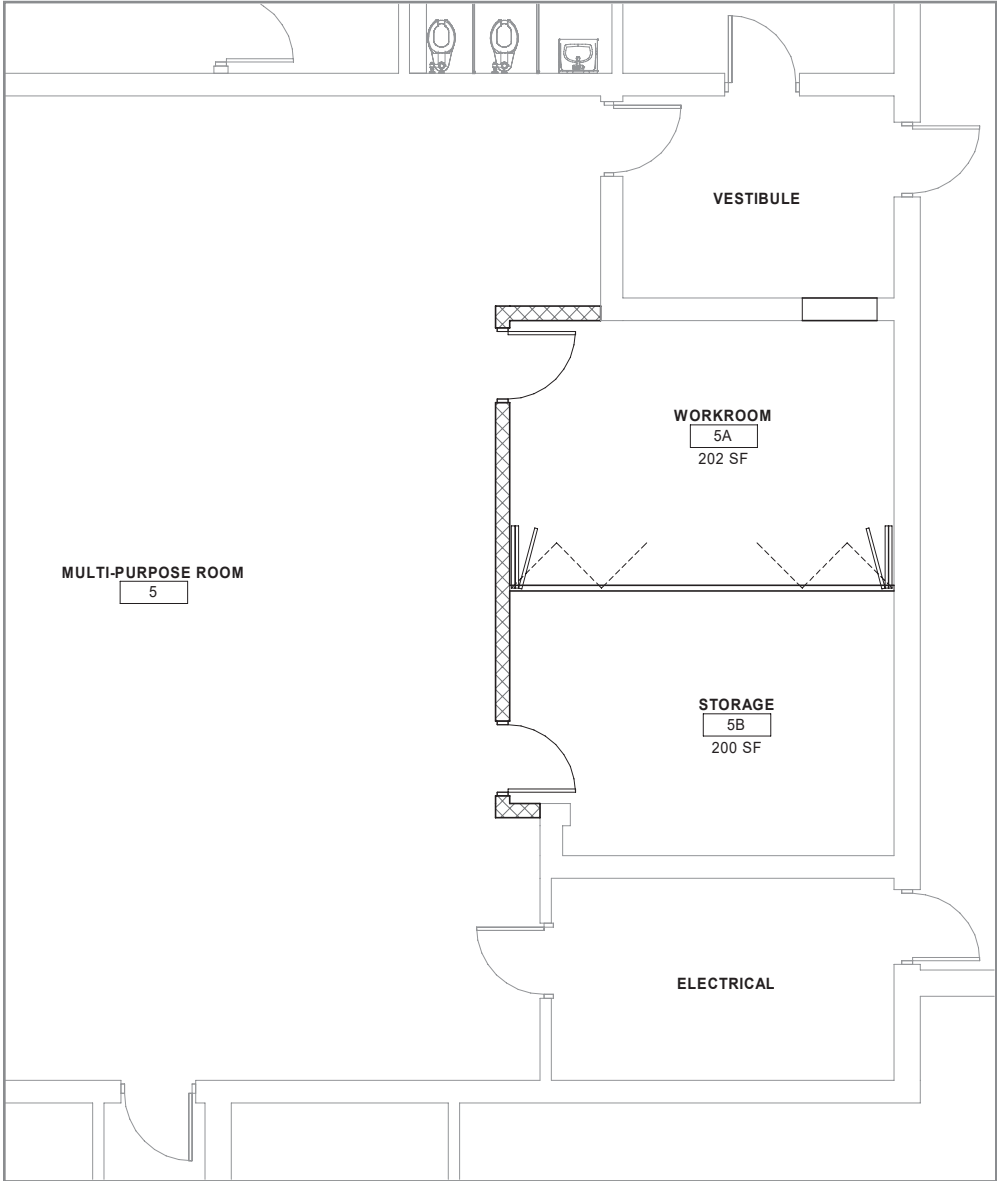
- MPR STAGE OPTIONS



STAGE CONVERTED TO SENSORY ROOM



STAGE CONVERTED TO STORAGE AND SENSORY ROOM



STAGE CONVERTED TO WORKROOM AND STORAGE (UTILIZING LINCOLN HALL LGI PARTITION)

EXISTING CONDITIONS

- PRE-K



TYPICAL EXISTING TOILET ROOM TO BE RENOVATED



EXISTING CUBBIES

EXISTING CONDITIONS

- KINDERGARTEN



TYPICAL EXISTING CASEWORK AND SINK TO BE REPLACED



TYPICAL EXISTING TOILET ROOM TO BE EXPANDED

EXISTING CONDITIONS

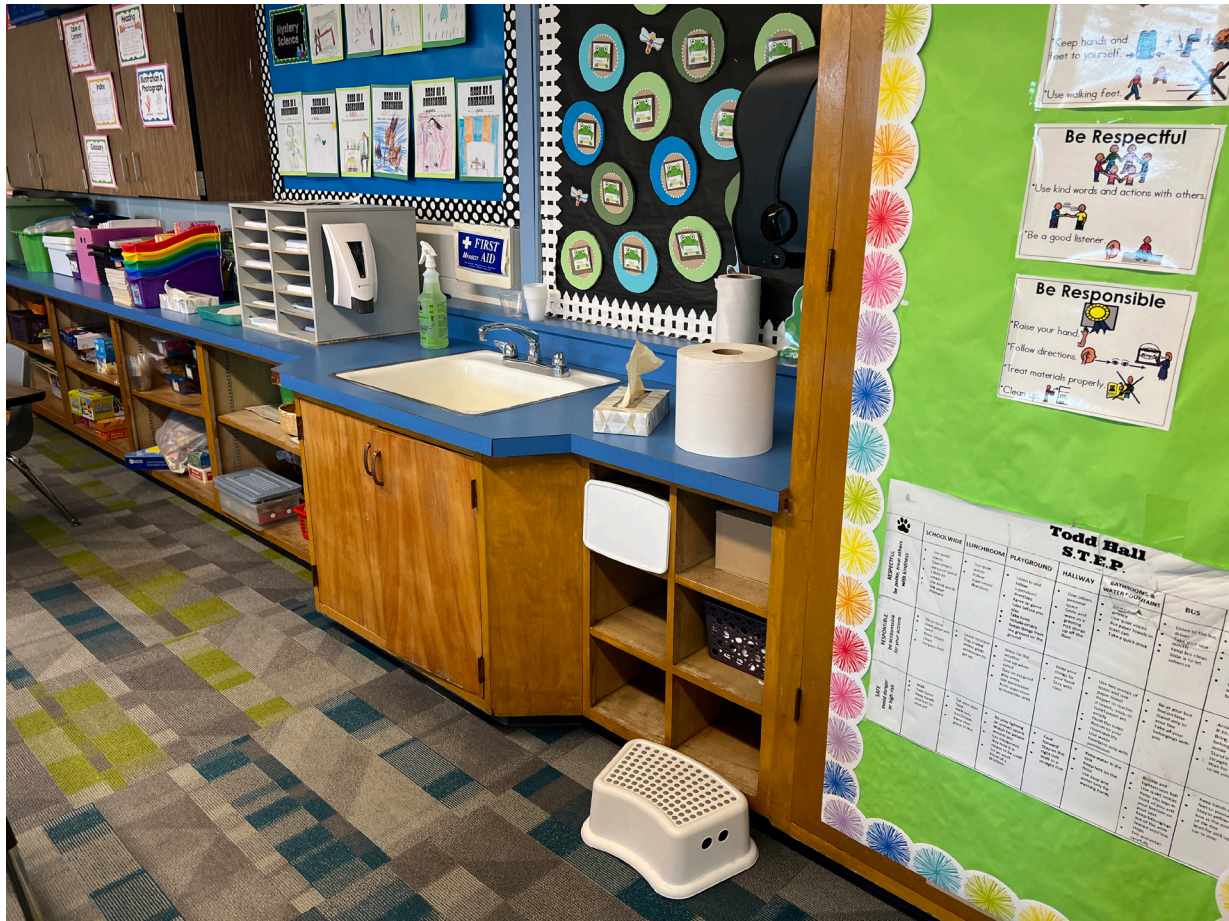
- TYPICAL CLASSROOM C1



TYPICAL EXISTING CLASSROOM STAGE AND CASEWORK

EXISTING CONDITIONS

- TYPICAL CLASSROOM C2



TYPICAL 1ST GRADE, AND (1) 2ND GRADE CLASSROOM SINK AND CASEWORK TO BE REPLACED

EXISTING CONDITIONS

- MUSIC AND ART



EXISTING MUSIC ROOM



EXISTING ART ROOM

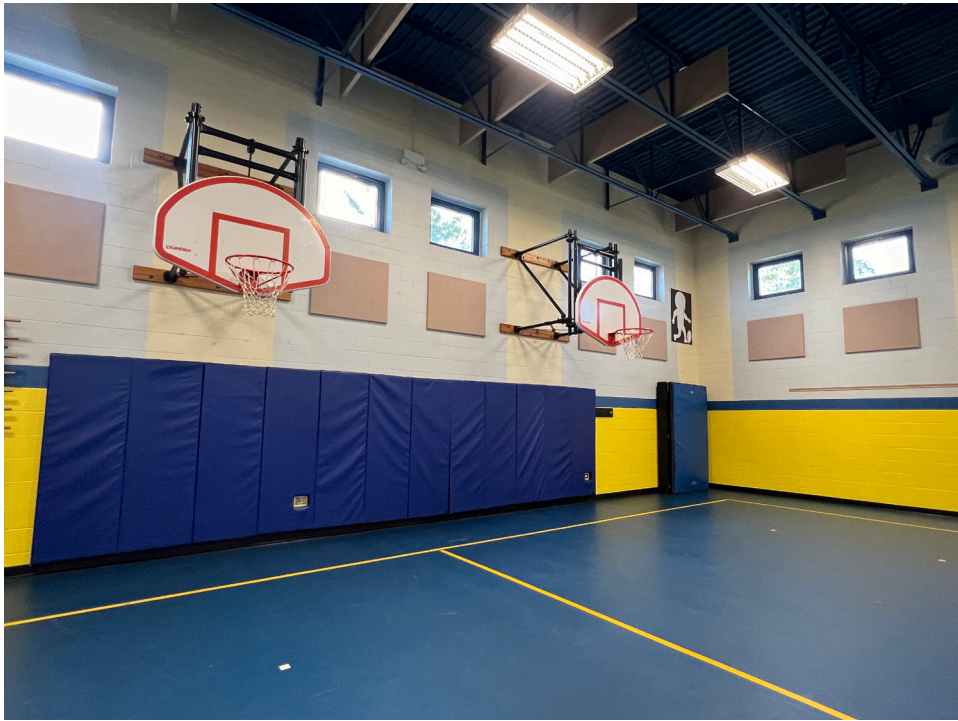
EXISTING CONDITIONS

- MPR



EXISTING CONDITIONS

• GYM



EXISTING CONDITIONS

- STAFF LOUNGE
- STAFF TOILETS



EXISTING STAFF TOILET

THANK YOU!

Lincolnwood School District 74
TODD HALL RENOVATIONS
OPINION OF PROBABLE COST
PRELIMINARY CONCEPT BUDGET
5/14/2024

Construction Costs (Rounded)	Qty.	Units	\$/Unit	Estimated Costs	"X" Indicates Scope on Master Facilities Plan
Casework Replacement					
Core/Grade Classrooms (includes NTDSE, excludes CCDC)	21	ea	\$31,200	\$ 655,200	
Pre-K Classrooms Cubbies (includes NTDSE)	3	ea	\$26,000	\$ 78,000	
CCDC Classrooms (Alternate Bid)	4	ea	\$31,200	\$ 124,800	
Specials/Shared Instruction (Music, Art)	2	ea	\$48,800	\$ 97,600	
Small Group Rooms	4	ea	\$20,000	\$ 80,000	
Subtotal - Casework Replacement				\$ 1,035,600	
Classroom Toilet Room Renovations/Accessibility Upgrades					
Pre-K Classrooms (includes NTDSE)	3	ea	\$15,000	\$ 45,000	
Kindergarten Classrooms	4	ea	\$25,000	\$ 100,000	
CCDC Classrooms (Alternate Bid)	4	ea	\$25,000	\$ 100,000	
Subtotal - Classroom Toilet Room Renovations/Accessibility Upgrades				\$ 245,000	
Lighting & Controls Replacement (New 2x4 LED; dimming; sensors)					
Core/Grade Classrooms (includes NTDSE, excludes CCDC)	21	ea	\$8,855	\$ 185,955	
CCDC Classrooms (Alternate Bid)	4	ea	\$8,855	\$ 35,420	
Specials/Shared Instruction (Music, Art, Library)	3	ea	\$11,533	\$ 34,598	
Small Group Rooms	11	ea	\$7,070	\$ 77,770	
Subtotal - Lighting Replacement				\$ 333,743	
Ceiling Replacement (Replace 2x4 ceiling to 2x2)					
Core/Grade Classrooms (includes NTDSE, excludes CCDC)	21	ea	\$7,863	\$ 165,132	
CCDC Classrooms (Alternate Bid)	4	ea	\$8,708	\$ 34,830	
Specials/Shared Instruction (Music, Art, Library)	3	ea	\$11,559	\$ 34,677	
Small Group Rooms	11	ea	\$2,765	\$ 30,411	
Subtotal - Ceiling Replacement				\$ 265,050	
Flooring Replacement					
Core/Grade Classrooms incidental patching as necessary	1	ls	\$10,000	\$ 10,000	
Pre-K Classrooms (including NTDSE) (carpet)	3,031	sf	\$13	\$ 39,403	
Music (carpet)	840	sf	\$13	\$ 10,920	
Art (epoxy)	840	sf	\$21	\$ 17,640	
Multipurpose Room (rubber)	3,000	sf	\$24	\$ 72,000	
Gym (sport floor)	3,000	sf	\$33	\$ 99,000	X
Staff Toilet Rooms	200	sf	\$28	\$ 5,600	
Subtotal - Flooring Replacement				\$ 254,563	
Painting/Wall Finishes					
Core/Grade Classrooms (includes NTDSE, excludes CCDC)	21	ea	\$1,800	\$ 37,800	
CCDC Classrooms (Alternate Bid)	4	ea	\$1,800	\$ 7,200	
Specials/Shared Instruction (Music, Art)	2	ea	\$1,800	\$ 3,600	
Multipurpose Room (ductwork only)	1	ea	\$3,500	\$ 3,500	
Gym (walls and acoustical panel replacement)	1	ea	\$5,500	\$ 5,500	
Small Group Rooms	11	ea	\$1,400	\$ 15,400	
Staff Toilet Rooms	3	ea	\$1,100	\$ 3,300	
Subtotal - Painting/Wall Finishes				\$ 76,300	
Partition Wall Furring (Recess wiremolds & raceways)					
Lump sum, extents TBD	1	ls	\$225,000	\$ 225,000	
Subtotal - Partition Wall Furring				\$ 225,000	
Low Voltage & Technology Infrastructure Replacement/Upgrades					
Lump sum, extents TBD (Data, Servers, Intercom, Security)	1	ls	\$600,000	\$ 600,000	
Subtotal - Low Voltage & Technology Infrastructure Replacement/Upgrades				\$ 600,000	
Misc. Mechanical, Electrical, Plumbing Renovations					
Replace classroom unit ventilators	1	ls	\$819,000	\$ 819,000	X
Replace cabinet unit heaters	1	ls	\$47,000	\$ 47,000	X
Replace fan coil units	1	ls	\$22,000	\$ 22,000	X
Replace tunnel piping	1	ls	\$200,000	\$ 200,000	X
Subtotal - Misc. Mechanical, Electrical, Plumbing Renovations				\$ 1,088,000	
Stage Area Renovation					
Concept TBD	500	sf	\$400	\$ 200,000	
Subtotal - Stage Area Renovation				\$ 200,000	
Staff Lounge Renovation					
Casework, flooring, lighting replacement, paint	525	sf	\$150	\$ 78,750	
Furniture Replacement	1	ls	\$12,000	\$ 12,000	
Subtotal - Staff Lounge Renovation				\$ 90,750	
	21				

Furniture					
Core/Grade Classroom Teacher chairs & desks (inc. NTDSE)	21	ea	\$2,000	\$	42,000
Specials/Shared Instruction Teacher chairs & desks	2	ea	\$2,000	\$	4,000
Small Group Rooms Teacher chairs & desks, & add' student	11	ea	\$5,000	\$	55,000
Art student tables & stools	1	ls	\$26,000	\$	26,000
1st Grade Classrooms	6	ea	\$22,000	\$	132,000 X
Subtotal - Furniture				\$	259,000
Gym Equipment					
Add 2, replace 2 basketball hoops in Gym (not-motorized)	4	ea	\$12,000	\$	48,000
Add 1, replace 2 basketball hoops in Gym (not-motorized)	3	ea	\$12,000	\$	36,000
Subtotal - Gym Equipment				\$	84,000
Construction Costs Total (All Scope Items)				\$	4,757,006

Soft Costs	Factor	Estimated Costs
General Conditions	7.5%	\$ 356,775
Overhead and Profit	7.5%	\$ 356,775
Contingencies	Factor	Estimated Costs
Design Variance	5.0%	\$ 273,528
Construction Contingency	5.0%	\$ 273,528
Soft Costs Total		\$ 1,260,606
PRELIMINARY ESTIMATED CONSTRUCTION BUDGET (ALL SCOPE ITEMS)		\$ 6,017,612

Architectural/Engineering Fees	Factor	Estimated Costs
Architectural/Engineering Fees	7.25%	\$ 436,277
Fees Total		\$ 436,277
OPINION OF PROBABLE COST (ROUNDED; ALL SCOPE ITEMS)		\$ 6,460,000



Executive Summary Facilities Committee Meeting

DATE: May 21, 2024

TOPIC: Roller Shade Window Treatments for 2nd Floor Classrooms in Rutledge Hall

PREPARED BY: Courtney Whited

Recommended for:

- ☒ Action
- ☒ Discussion
- ☒ Information

Purpose/Background:

The Board approves expenditures over \$10,000.

Roller shade window treatments were installed in Rutledge Hall's first floor classrooms in the Summer of 2023. The attached proposal addresses the second floor classrooms.

Legal counsel noted the proposal should state "Includes installation in compliance with the Prevailing Wage Act" and Indecor Inc. willingly made that adjustment.

Fiscal Impact:

\$24,941.67

The District paid \$22,350 in 2023-24 with Indecor Inc. for 1st Floor Roller Shades in Rutledge Hall classrooms.

Recommendation:

The Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve this Proposal from Indecor Inc. for Summer 2024 installation of new roller shade window treatments inside Rutledge Hall's second floor classrooms in the amount of \$24,941.67.

Customer

Indecor Inc.
8222 Lehigh Ave
Morton Grove, IL
60053, US
(773) 561-7670

Prepared By:
Adam Campisano
(312) 315-3784
adam@indecorinc.com

Lincolnwood School District 74
6950 E Prairie Rd
Lincolnwood, IL
60712, US

Jim Caldwell
(224) 636-3370
jcaldwell@sd74.org

Project: **Rutledge Hall - 2nd Floor**

Scope of Work

84 SWF Manual Clutch Roller Shades

- Standard Controls
- Fabric: Crosshatch S300 (3% Open) Color: Fog
- Includes White Fascia
- Includes Prevailing Wage Installation
- Tax Exempt

Take-Down of Existing by Others

Excluded (-)

1. New Safety Standards from the Consumer Products Safety Commission have been passed into law, and will become effective on June 1, 2024. This proposal includes corded products that meet current ANSI/WCMA A100.1 safety standards, and does not include costs to furnish and install window treatments that will comply with manufacturing requirements after June 1, 2024. .
Pricing is valid for 30 days

Notes

Summary

Subtotal	\$24,941.67
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\$24,941.67

Accepted By

Date