

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 N. Scoville
Oak Park, IL 60302

Finance Committee Meeting Minutes
December 9, 2014

A Finance Committee meeting was held on Tuesday, December 9, 2014. Mr. Cofsky called the meeting to order at 5:07 p.m. in the Board Room. Committee members present were Thomas F. Cofsky, Dr. Ralph H. Lee, and Jeff Weissglass. Also present were Dr. Steven T. Isoye, Superintendent; Tod Altenburg, Chief School Business Official; David Ruhland, Director of Human Resources; Sheila Hardin, Faculty Senate Representative, and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included, Karin Sullivan, OPRFHS Director of Communications and Community Relations; Robert Zummallen, Director of Buildings and Grounds; Ron Johnson, Director of Purchasing and Transportation, Al Steffler of Henry Bros.; and Terry O'Grady of Valor Technologies.

Minutes

Mr. Cofsky moved to approve the Finance Committee minutes of November 10, 2014; seconded by Dr. Lee. A voice vote resulted in all ayes.

Contracts

The Finance Committee members unanimously supported moving forward the 215 construction bids as presented to the Board of Education for approval at its regular December meeting.

The scope of the work recommended for approval and which will start in May included:

- 1) Replacement of air handling units X1, X2, and S8
- 2) Exterior masonry restoration work
- 3) Replacement of basement level water mains
- 4) Replacement of basement level electrical panels and feeders
- 5) Renovation to Wood Shop dust collection systems
- 6) Replacement of first and second level variable air volume boxes
- 7) Security camera systems cabling work
- 8) Renovations to technology systems levels 1, 2, and 3
- 9) HVAC, electrical lighting and ceiling revisions to Rooms 207, 290, 290A, 290B, 290D, 291, and Corridor 2-1
- 10) Baseboard Heating modifications of school entry offices
- 11) Terrazzo tile floor replacement in Corridor 201
- 12) Replacement of hot water supply and hot water return control valves on level 1, 2, and 4
- 13) Installation of IDF Technology Room split-system cooling systems
- 14) Installation of Classroom door closers
- 15) Owner contracted Asbestos Abatement/removal
- 16) Owner contracted Roofing Replacement Work

It was noted that the low bidder for Bid Package #3 HVAC was not recommended due to past performance concerns. Thus, the next lowest bid from C. Acitelli Heating and Piping was presented.

The contingency was down from 10% to 6.75%. Mr. Cofsky appreciated the multi-year view in order for him to track the progress of activity through the calendar. Mr. Steffler of Henry Bros., after having worked with OPRFHS for 3 years, appreciated how it operates.

TREMCO Roofing Bid

The Finance Committee unanimously recommended that the TREMCO roofing replacement bid be moved forward to the Board of Education for approval at its regular December meeting. TREMCO roofing is the high school's current roofing system and has offered the District, as a total replacement alternative, a new full ten-year warranty to replace and renovate specific areas of the roof that currently do not comply with their specifications. Through infrared testing, TREMCO has identified these areas (see Exhibit A in the packet) and the District has gone out to bid to repair the areas. The contract with TREMCO is \$633,979.

As long as OPRFHS stays with TREMCO and internally saves documents, and continues the conversation, in 10 years the District will need to spend \$8 to \$9 million dollars on the roof. By continuous proactive maintenance, one can extend the life of the roof. All contractors are installing TREMCO solutions.

Valor Asbestos Contract

The Finance Committee recommended 2 to 1 to move the summer 2015 Asbestos Abatement Bid Award forward to the Board of Education for approval at its regular December meeting, as presented. The work will include:

- Floor tile and mastic removal in Room 365C, Wood Shop, 2nd Floor Corridor, Rooms 247 and 303.
- Thermal system insulation removal in Mechanical Room (AHU X-1) Fan Rooms 035 and 041.
- Window caulk in the Wood Shop and Field House
- Transite paneling behind heat registers in Room 208C, D, E, and F.
- Spray-on fireproofing in Corridor 2-1 in Rooms 270 and 271, and in Corridor 1-1.

This work will continue to be less in the future and thus so will the cost. Next year, only the HVAC elbow joints will be removed. While this is not a hazard to students, it is hazardous to the engineers. Mr. Zummallen explained how the process of treating the removal of asbestos has changed over the years and depending on the location it can be a gloved bag with mini enclosure or require a full gross removal. Floor tiles can be removed with heat and full containments do not have to be built. EPA has eased up on their restrictions on removal.

Transfer of Operation and Maintenance Fund to Capital Projects Fund

The Finance Committee members unanimously recommended moving forward to the Board of Education for approval of the Resolution to Transfer Funds from the Operations and

Maintenance Fund to the Capital Projects Fund at its regular December Board of Education meeting. The proposed transfer amount is \$5,348,430.

Summer School Dates & Stipends

The Finance Committee unanimously recommended the following be moved to the Board of Education for approval at its regular December meeting:

Summer school dates: Monday June 8, 2015 – Friday, July 17, 2015.
Tuition: \$185
Budget: As presented, with no tuition increase.

A request was made to raise tuition \$5 per class so as to support additional counseling fees, credit recovery classes, TA salary increase, additional TA, and projected cost increases of the musical, but because there seemed to be a surplus in the new budget, the request was denied. It was noted that Special Education students are entitled to extended summer school as part of their IEP, so there is no revenue and the cost is paid for out of general funds. It is a separate line item.

Resolution to Transfer Funds from the Operating and Maintenance Fund to the Capital Projects Fund

The Finance Committee unanimously recommended that the Resolution to Transfer Funds from the Operating and Maintenance Fund to the Capital Projects Fund be forwarded to the Board of Education for approval at its regular December meeting. The Capital Projects Fund receives monies for construction projects via a transfer from the Operations and Maintenance Fund. This transfer will cover the costs of the uncompleted construction projects at June 30, 2014, the end of the last fiscal year, and the projects for summer 2015.

This is not a change in the budget for summer construction projects for summer 2014 or for summer 2015, rather it is a mechanism to move the funds into the proper account in order to meet the IPAM requirements. The proposed transfer amount is \$5,348,430.

Presentation of Monthly Treasurer's Report

The Finance Committee members unanimously recommended moving forward the Treasurer's Report to the Board of Education for approval at its December 18, 2014 meeting.

Presentation of Monthly Financial Reports

The Finance Committee members unanimously recommended moving forward the Monthly Financial Reports to the Board of Education for approval at its December 18, 2014 meeting.

Closed Session

At 5:55 p.m. Mr. Weissglass moved to enter closed session for the purpose of discussing collective negotiating matters between the District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2); seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.

At 6:24 p.m., the Committee resumed open session.

Adjournment

At 6:25 p.m., Dr. Lee moved to adjourn the Finance Committee Meeting; seconded by Mr. Weissglass. A voice vote resulted in motion carried.

Submitted by Gail Kalmerton
Clerk of the Board