	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Facilities Committee Meeting AGENDA Tuesday, July 16, 2024 at <u>6:00 PM</u></p>	<p>BOARD OF EDUCATION Kevin Daly, President Peter D. Theodore, Vice President John P. Vranas, Secretary Myra A. Foutris Ted Kwon Jay Oleniczak Rupal Shah Mandal</p> <p>ADMINISTRATION Dr. David L. Russo, Superintendent of Schools Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction Courtney Whited, Business Manager/CSBO</p>
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*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, July 16, 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:_____

b. Facilities Committee Meeting Minutes - **MAY 21, 2024**

6

Motion by member:_____ Seconded by:_____

c. Facilities Committee Meeting Minutes - **JUNE 11, 2024**

8

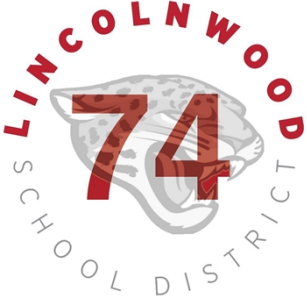
Motion by member:_____ Secpnded by:_____

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors
 - a. INFORMATION/DISCUSSION: Todd Hall Renovation Discussion 10
 - b. INFORMATION/DISCUSSION: Replacement Intrusion Alarm System for Rutledge Hall 28
5. OLD BUSINESS
6. NEW BUSINESS
7. INFORMATION/DISCUSSION: District Facilities Update 29
 - a. Chicago Urban Bicycling Society (C.U.B.S.) Parking Lot Usage
 - b. iPro Skills Soccer Academy Facilities Rental
 - c. Contour Landscaping Campus Tree Recommendations
8. 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 <u>6:00 PM</u></p>	<p>BOARD OF EDUCATION Kevin Daly, President Rupal Shah Mandal, Vice President John P. Vranas, Secretary Maxie Boynton Myra A. Foutris Jay Oleniczak Peter D. Theodore</p> <p>ADMINISTRATION Dr. David L. Russo, Superintendent of Schools Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction Courtney Whited, Business Manager/CSBO</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.

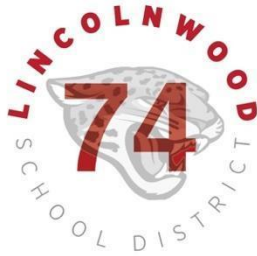
8. ADJOURNMENT

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



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
Facilities Committee Meeting minutes
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

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, May 21, 2024.

1. CALL TO ORDER/ROLL CALL

Co-Chair Shah Mandal called the Facilities Committee meeting to order at 6:01 p.m. Roll call was taken and a quorum was not present. No formal recommendations would be taken, but members continued with their discussion.

FACILITIES COMMITTEE MEMBERS

Rupal Shah Mandal (BOE), Co-Chair
Wendy Grano, Community Member
Emily McCall, Community Member

FACILITIES COMMITTEE MEMBERS NOT PRESENT

John P. Vranas (BOE), Chair
Myra A. Foutris (BOE)
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
Kevin Daly (BOE), President

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

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

The Facilities Committee did not take any action relative to the April 16, 2024 minutes due to the lack of a quorum.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. Todd Hall Renovation Discussion

Dr. Russo discussed the history surrounding evaluating the potential future renovations of Todd Hall. Athi Toufexis, StudioGC presented the suggested Todd Hall renovations. The Committee members in attendance discussed different options for the Multi-Purpose Room (MPR). The Committee members in attendance directed the Administration to continue the planning phase. The Committee members in attendance would also like input from Mr. Harmon about his ideas for alternative plans relative to the Classroom Number 100s wing.

b. Roller Shade Window Treatments for 2nd Floor Classrooms in Rutledge Hall

This completes the work that started last year. The Administration would like to complete the second floor before the fall. This proposal includes only installation. The SD74 team will remove, patch, and paint.

The Committee members in attendance stated their support for 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.

5. OLD BUSINESS

None

6. NEW BUSINESS

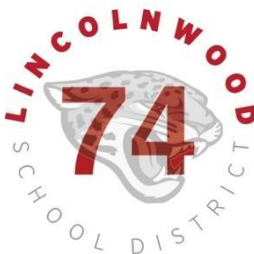
None

7. ADJOURNMENT

The members in attendance stated their support to adjourn the Facilities Committee meeting at 6:50 p.m.

The next Facilities Committee meeting will be held Tuesday, June 11, 2024 at 6:00 p.m. The public is welcome.

Rupal Shah Mandal, Co-chair

	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Facilities Committee Meeting minutes Tuesday, June 11, 2024 at <u>6:00 PM</u></p>	<p>BOARD OF EDUCATION Kevin Daly, President Peter D. Theodore, Vice President John P. Vranas, Secretary Myra A. Foutris Jay Oleniczak Rupal Shah Mandal</p> <p>ADMINISTRATION Dr. David L. Russo, Superintendent of Schools Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction Courtney Whited, Business Manager/CSBO</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, June 11, 2024.

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:03 p.m. Roll call was taken and a quorum was not present. No formal recommendations would be taken, but members continued with their discussion.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair
Rupal Shah Mandal (BOE), Co-Chair
Myra A. Foutris (BOE)

FACILITIES COMMITTEE MEMBERS NOT PRESENT

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
Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

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

The Facilities Committee did not take any action relative to the April 16, 2024 minutes due to the lack of a quorum.

b. Facilities Committee Meeting Minutes - **MAY 21, 2024**

The Facilities Committee did not take any action relative to the May 21, 2024 minutes due to the lack of a quorum.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. Todd Hall Renovation Discussion

Athi Toufexis, StudioGC architect, discussed the proposed Todd Hall Renovations, detailing the areas of focus. The Committee members in attendance expressed concern with the amount of space that is lost in the new Library/STEM room design. They also expressed an interest in putting off the Todd Hall renovation until the summer of 2026 so that the Administration may better assess the space needs as well as the finances available for this project. Jim Caldwell, Director of Buildings and Grounds, expressed serious concerns about the condition of the pipes in the tunnels and was asked if the HVAC updating could be done as a standalone project. He stated that the piping and tunneling work could be completed outside of the scope of the classroom renovations. The Committee directed the Administration to pursue repiping the Todd Hall HVAC System in summer 2025 and consider classroom renovations in summer 2026.

5. OLD BUSINESS

None

6. NEW BUSINESS

a. Partial Fence Around the PreK Playground

The Committee members in attendance stated their support for the Administration's recommendation to the Board of Education to approve the Proposal from Action Fence Contractors, Inc. for a partial fence around the PreK Playground in the amount of \$12,225 to be installed before August 28, 2024.

7. District Facilities Update

a. Tree Removal - Near PreK Playground

Courtney shared the tree experts indicated the tree, bordering the PreK Playground yard, would be completely dead in a year's time. Administration will make plans to remove the tree in an effort to avoid possible breakage during storms or high winds.

b. Rutledge Hall Band/Orchestra Rehearsal Room

It would be possible to use contingency funds in order to reconfigure rooms creating a student band/orchestra rehearsal room to Rutledge Hall while summer renovations occur. The Committee members in attendance stated their support to explore this option.

c. Facilities Rental - KUD Bosna Chicago

KUD Bosna Chicago has requested information on rental options. The District has not heard back from them.

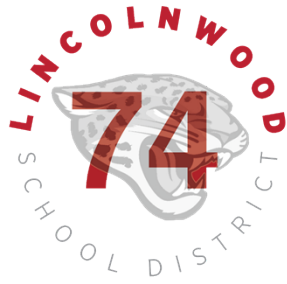
8. ADJOURNMENT.

The members in attendance stated their support to adjourn the Facilities Committee meeting at 6:48 p.m.

The next Facilities Committee meeting will be held Tuesday, July 16, 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: July 16, 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.

Updates have been made since the May 2024 Facilities Committee meeting to show a potential reconfiguration of spaces as follows:

- Existing staff lounge gets subdivided to create a new sensory room and special education room
- Current STEM office and adjacent open area in the library get enclosed and transformed to a new staff workroom with a new door off the main corridor
- Rotunda alcove in the library gets enclosed and converted to a STEM office
- Stage demolished and reconfigured as new Staff Lounge
- New doors to accommodate corridor access to the Library's small rooms for reading, EL, and mothers/changing/miscellaneous

- For an idea of space size/comparisons:

Existing Todd Hall library (not including the STEM office & EL/reading rooms) = 2,250 SF

Proposed smaller library = 1,325 SF

Proposed STEM lab = 750 SF

Proposed STEM office/storage room = 230 SF

Typical classroom at Todd = 750 SF

Rutledge library (not including the classroom) = 2,130 SF

Rutledge STEM lab = 885 SF

Fiscal Impact:

Approximately \$6,500,000

Recommendation:

This summary is for informational purposes.

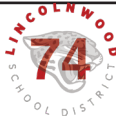

The Administration requests direction from the Facilities Committee on next steps.



TODD HALL PROPOSED RENOVATIONS

June 11th, 2024

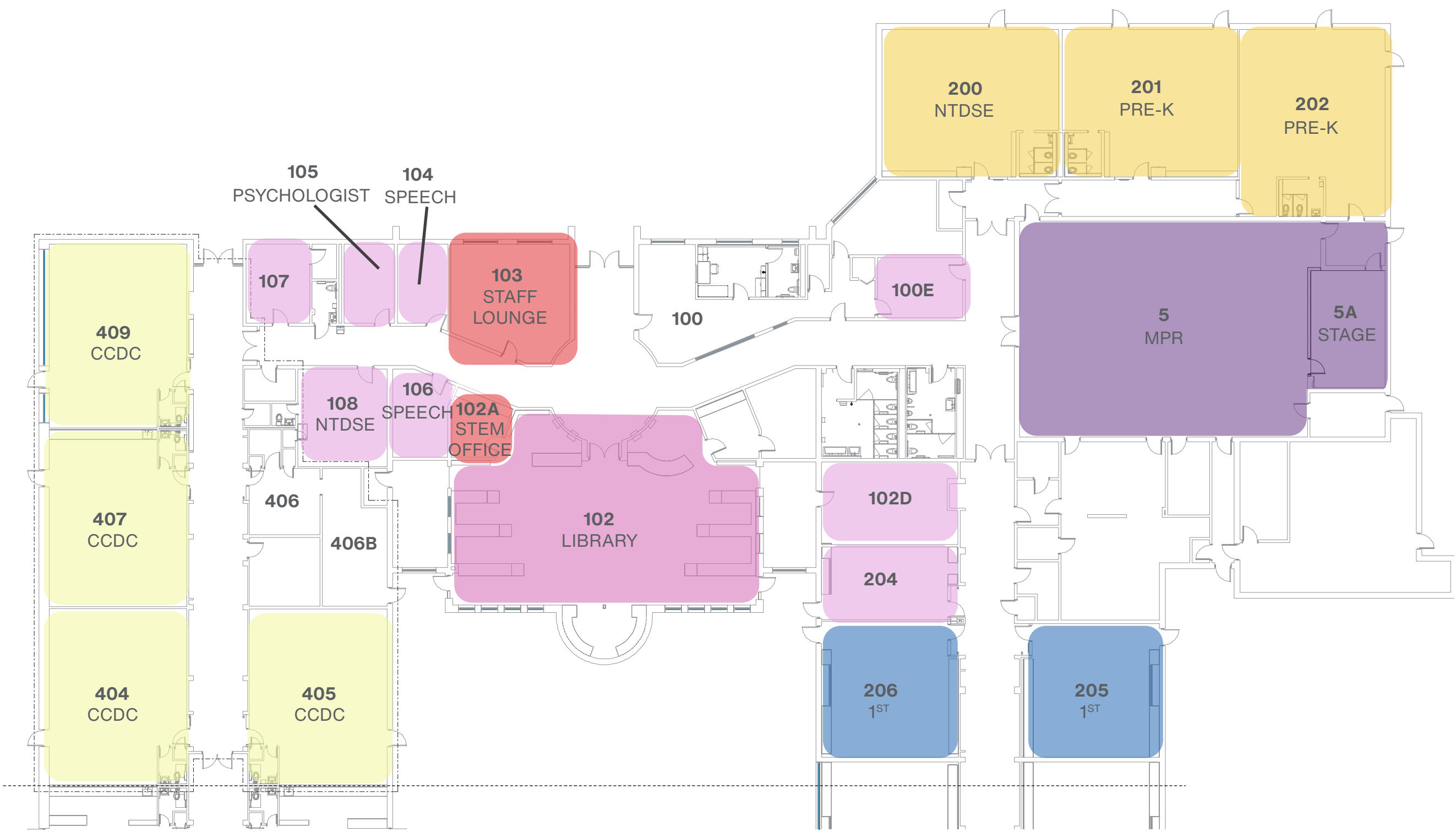
PROPOSED SCOPE OF WORK

	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 READ. ROOM W/ WALL & DOOR; EXPLORE DIVIDING FOR NEW STEM LAB
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

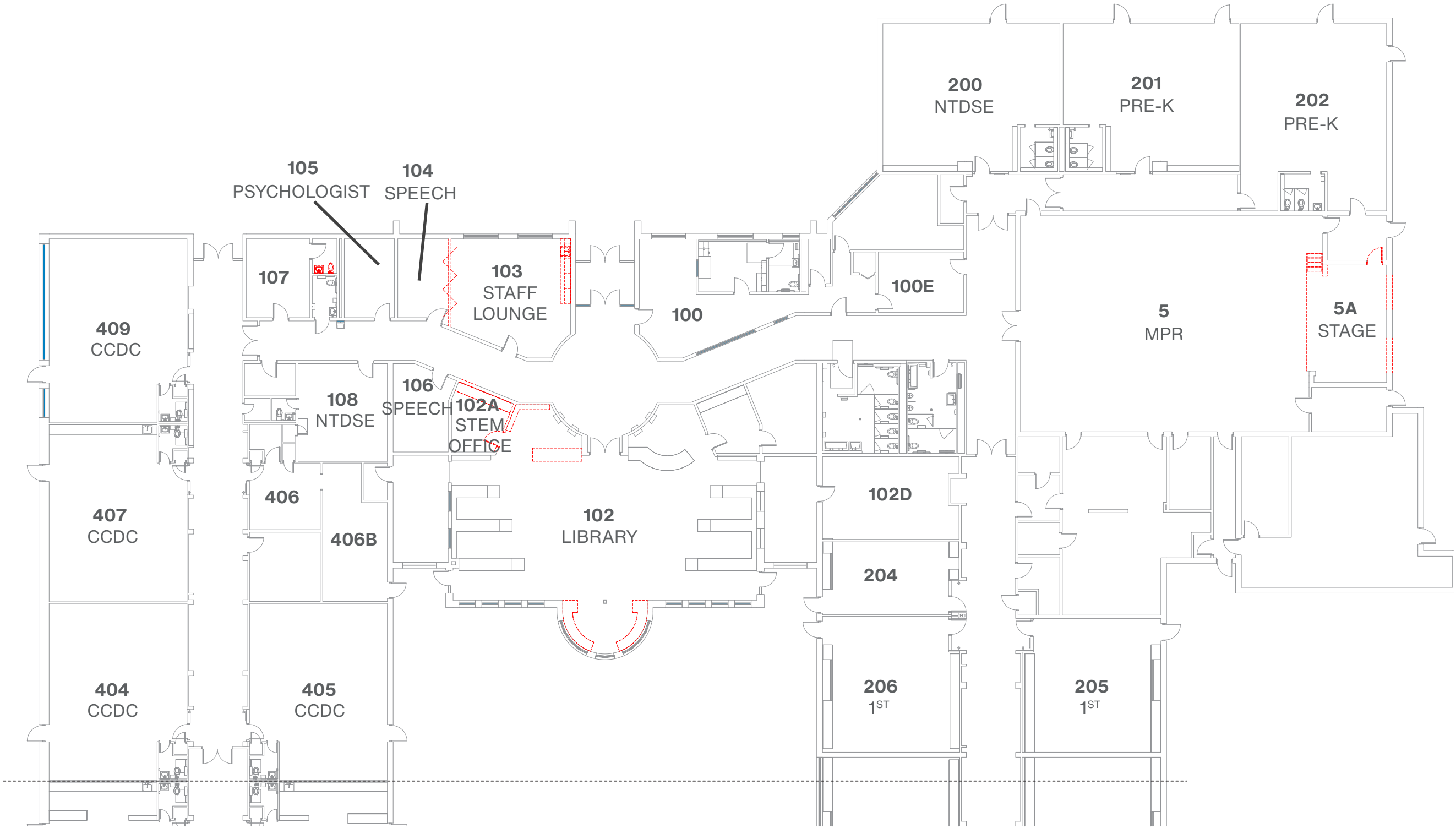
• SOUTH PLAN



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

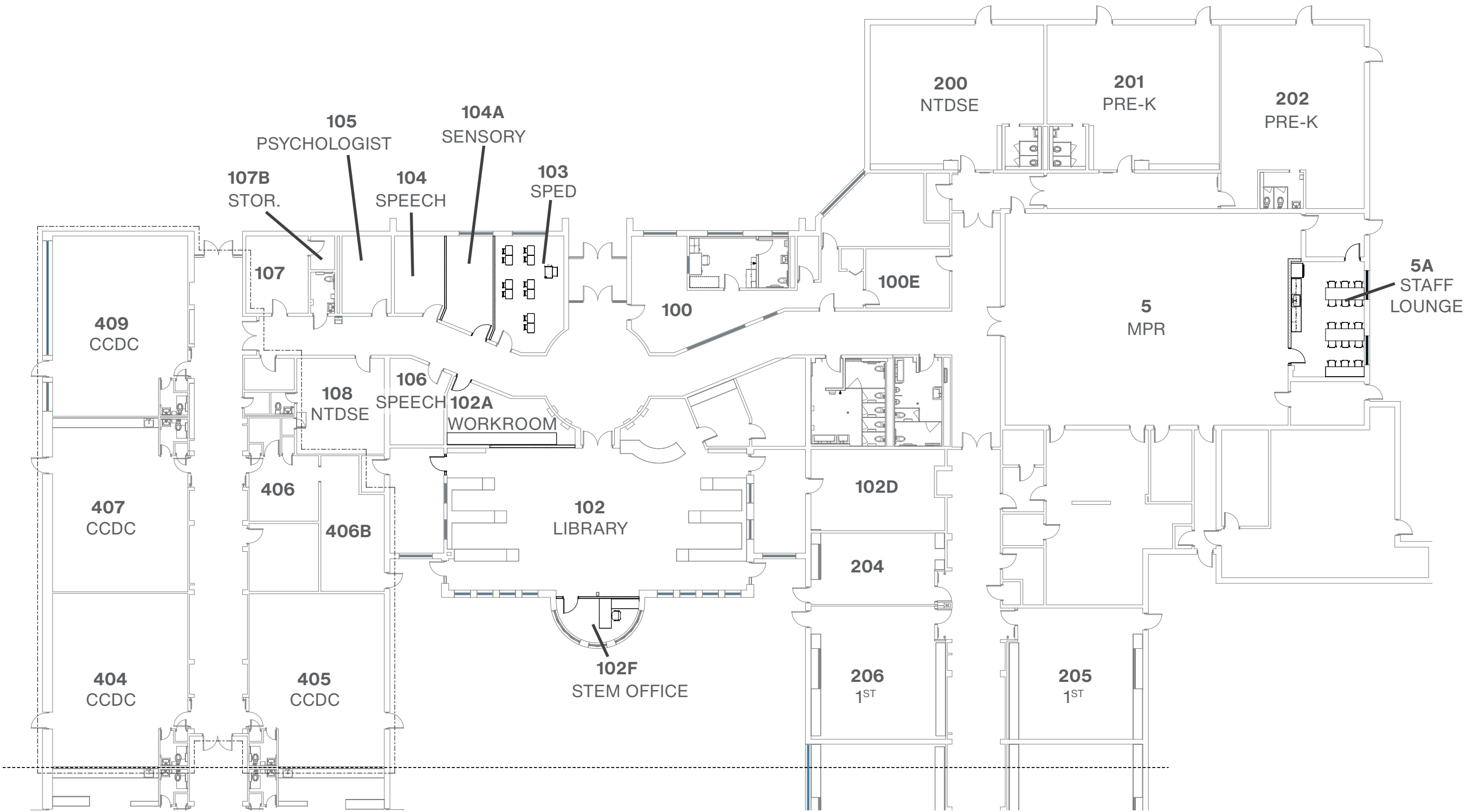
PROPOSED DEMOLITION

• NORTH PLAN



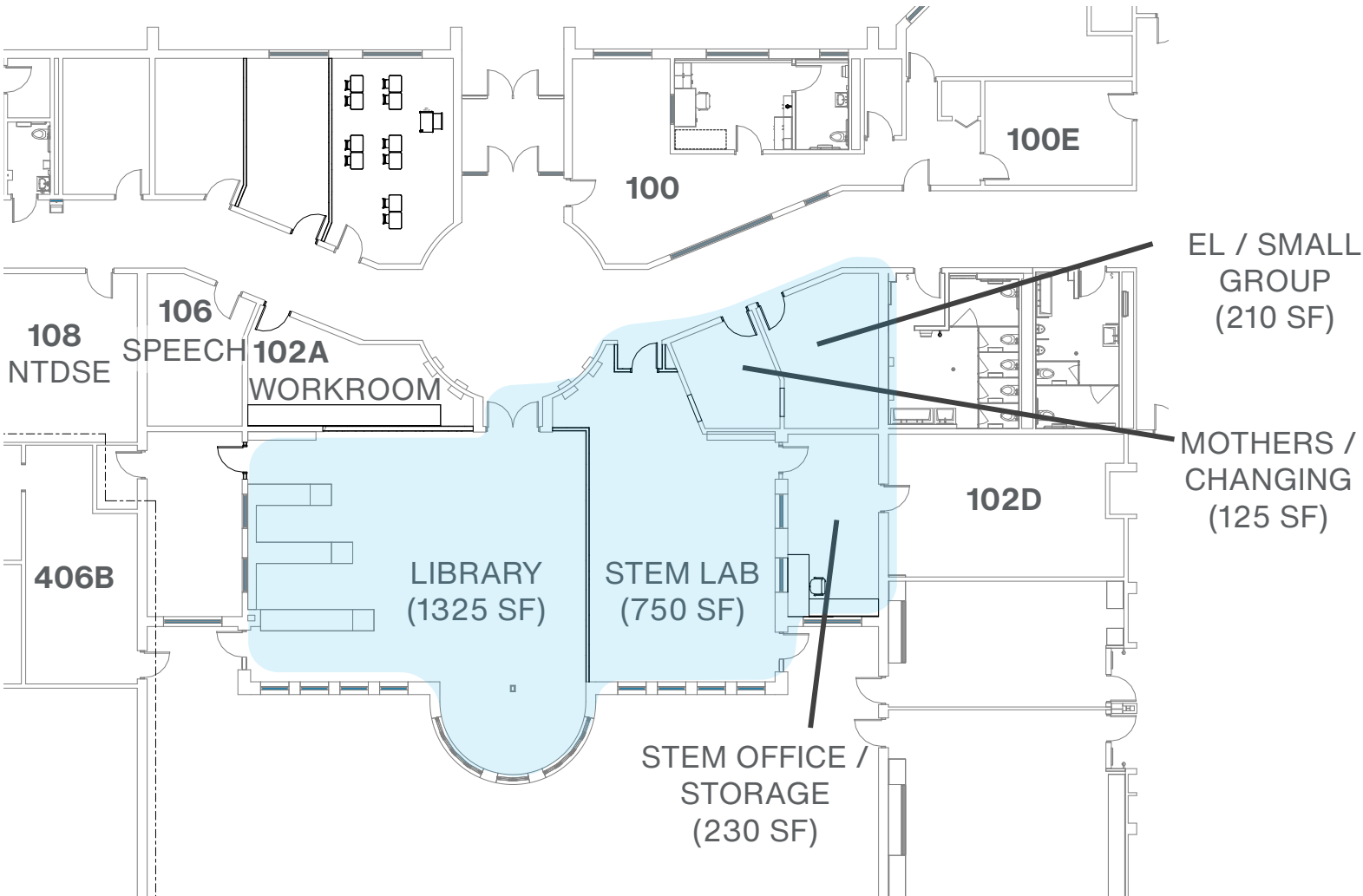
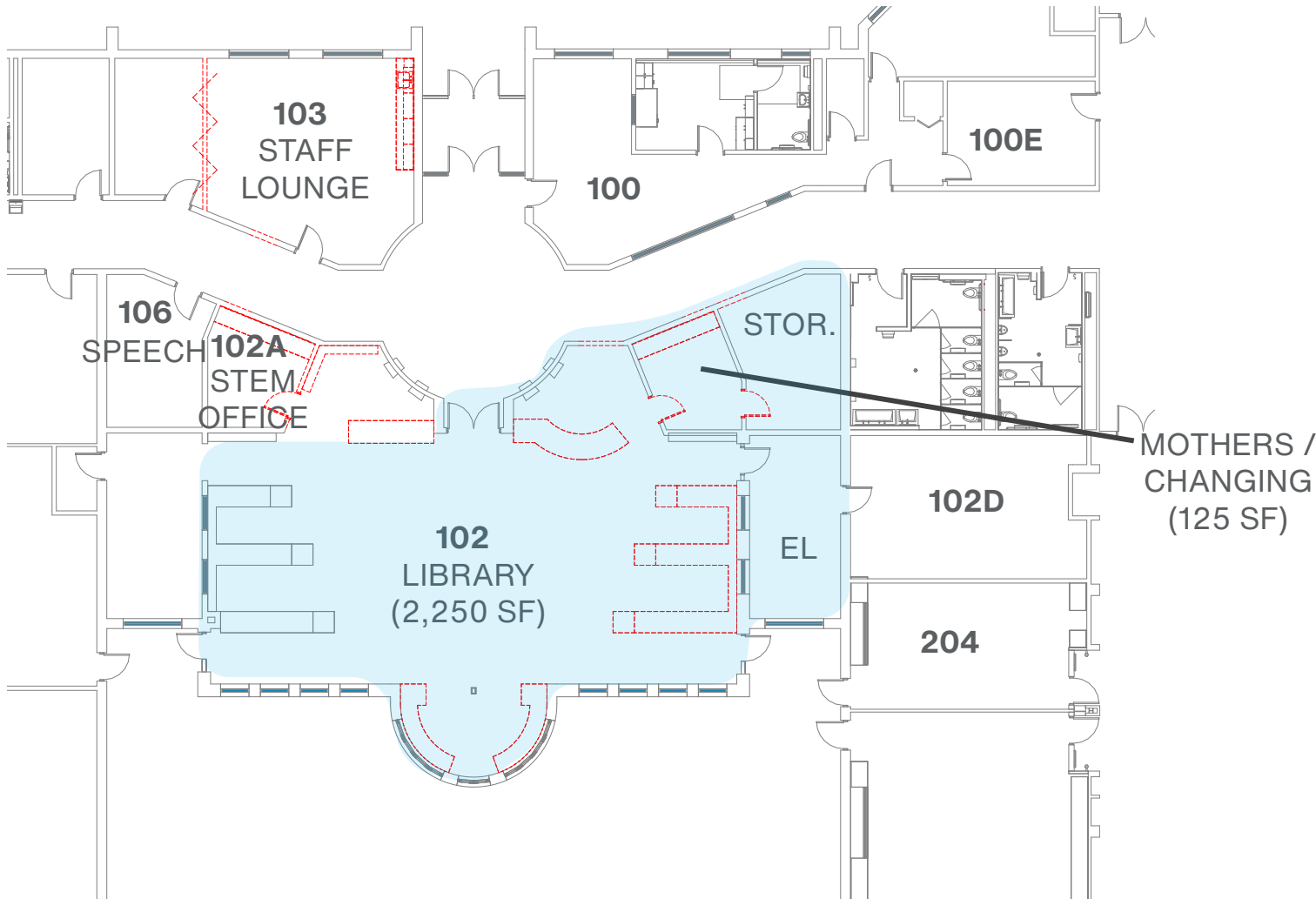
PROPOSED NEW CONSTRUCTION

• NORTH PLAN



LIBRARY/STEM LAB - ALTERNATE CONSIDERATION

- LIBRARY AREA - DEMO & NEW



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

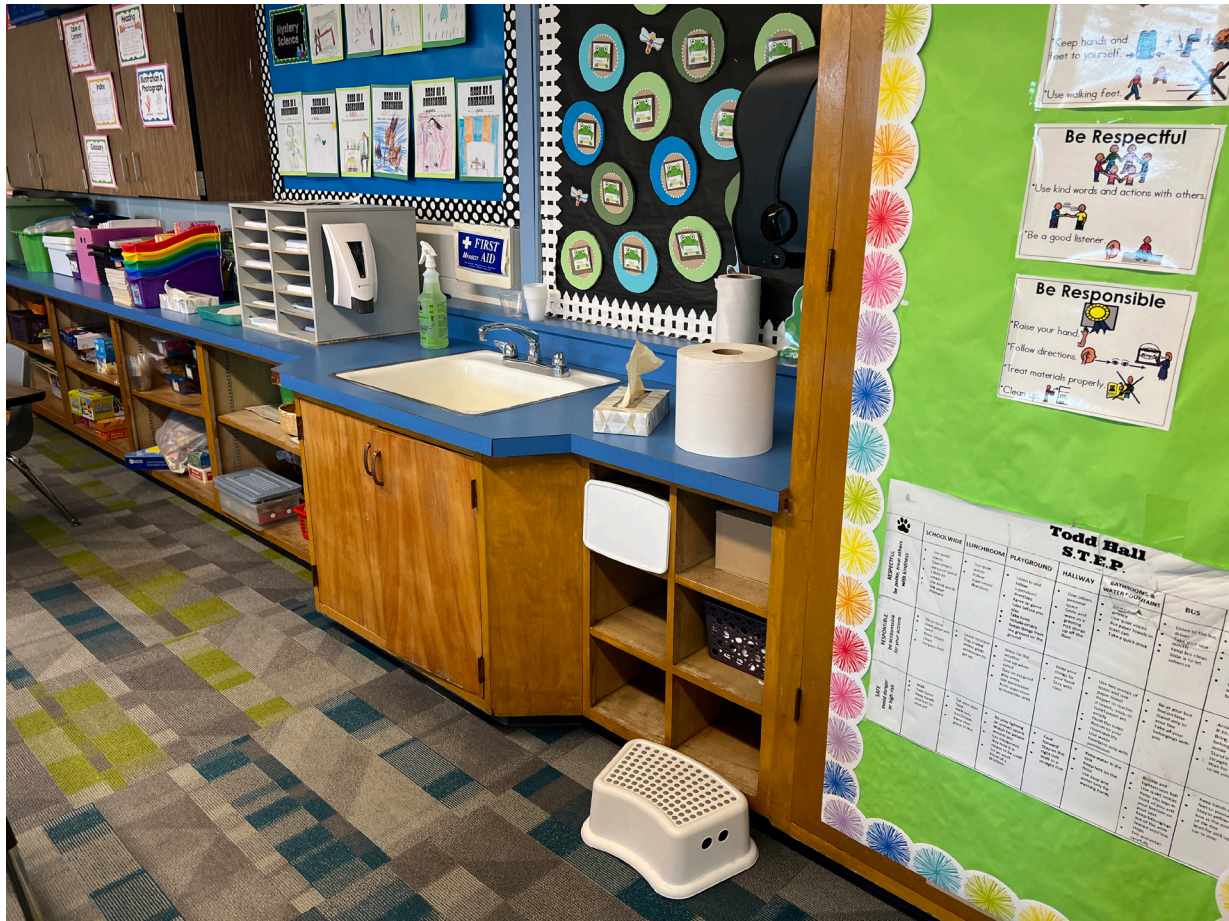
- TYPICAL CLASSROOM C1



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



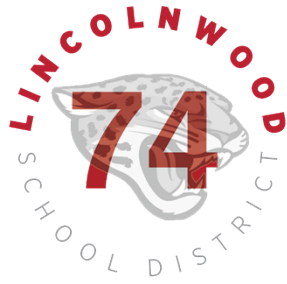
EXISTING CONDITIONS

- STAFF LOUNGE
- STAFF TOILETS



EXISTING STAFF TOILET

THANK YOU!



Executive Summary Facilities Committee Meeting

DATE: July 16, 2024

TOPIC: Replacement Intrusion Alarm System for Rutledge Hall

PREPARED BY: Courtney Whited

Recommended for:

☐ Action

☒ Discussion

☒ Information

Purpose/Background:

During the demolition phase at Rutledge Hall, the security cabling was pulled because it was bundled along with other low voltage cabling that was intended to be removed.

Fiscal Impact:

Unknown; Two (2) quotes will be forthcoming from Security Unlimited, Inc. and Applied Communications Group.

Recommendation:

This summary is for informational purposes.



Facilities Committee Meeting

DATE: July 16, 2024

TOPIC: District Facilities Update

PREPARED BY: Courtney Whited

Recommended for:

Action

☒ Discussion

☒ Information

Purpose/Background:

To provide the Facilities Committee an update on ongoing Districtwide project(s):

1. Chicago Urban Bicycling Society (C.U.B.S.) asked for permission to park approximately 15 cars for 21 riders from July 20-27 as they set out for the bike course in Southern Iowa. Brad P. of CUBS wrote, "We have always been thankful that District 74 has been so gracious to allow us to park our cars each year, and we are asking permission to do that again this year. Thanks for your help in this matter."
2. iPro Skills Soccer Academy has requested the use of two (2) gymnasiums during weekday evenings from November 2024 through March 2025.
3. Contour Landscaping recommends a Caliper Oak tree for the berm north of Lincoln Hall and a Tulip Poplar along Crawford Avenue west of the track. The cost will be \$3,242.