

LINCOLNWOOD SCHOOL DISTRICT 74  
 BOARD OF EDUCATION  
 FACILITIES COMMITTEE MEETING AGENDA  
 TUESDAY, SEPTEMBER 20, 2022 AT **6:00 PM**

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

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, September 20, 2022.*

*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
- Elaina Geraghty (BOE), Co-Chair
- Rupal Shah Mandal (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 - **AUGUST 16, 2022**

3

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. INFORMATION/DISCUSSION/ACTION: StudioGC architecture+interiors Project(s) Update
  - I. Sitework
  - II. Todd Hall Parking Lot Fencing
  - III. General Work
  - IV. Rutledge Hall Specials Furniture
  - V. Solar Panels

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VI. Summer 2023 Project Planning

- b. INFORMATION/DISCUSSION/ACTION: 2023 Roofing of the Administration Building, Rutledge Hall & Todd Hall
- c. INFORMATION/DISCUSSION/ACTION: Summer 2023 Masonry Restoration Project
- d. INFORMATION/DISCUSSION: Sound Dampening Between Lincoln Hall Room #205 and Gr. 7 STEM Lab

5. OLD BUSINESS

6. NEW BUSINESS

7. INFORMATION/DISCUSSION: District Facilities Update

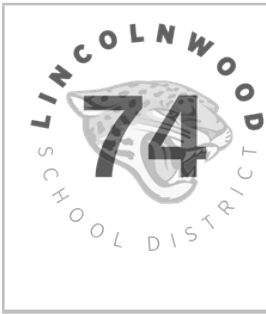
- a. Final Plat of Consolidation Resolution and Drawings (two attachments)
- b. \$50,000 School Maintenance Project Grant
- c. Campus Benches/Gates
- d. Lincolnwood Baseball & Softball Association Facilities Usage
- e. Lincolnwood Police Department Facilities Usage
- f. Kidzone Camp Facilities Usage
- g. Campus Signs (attachment)

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.*



LINCOLNWOOD SCHOOL DISTRICT  
74  
BOARD OF EDUCATION  
Facilities Committee Meeting  
Minutes  
Tuesday, August 16, 2022 at **6:00  
PM**

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

**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, August 16, 2022*

1. CALL TO ORDER/ROLL CALL

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

FACILITIES COMMITTEE MEMBERS PRESENT

- John P. Vranas (BOE) Chair
- Elaina Geraghty (BOE), Co-chair
- Rupal Shah Mandal (BOE)
- Wendy Grano, Community Member
- Emily McCall, Community Member

FACILITIES COMMITTEE MEMBERS NOT PRESENT

- Zade Tagani, Community Member

ADMINISTRATORS/STAFF PRESENT

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

OTHERS PRESENT

- Athi Toufexis, Studio GC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **JULY 19, 2022**

A motion was made, seconded and passed to approve the July 19, 2022 Facilities Committee meeting minutes.

#### 4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

##### a. StudioGC architecture+interiors Project(s) Update

Athi Toufexis, Studio GC and Courtney Whited, Business Manager/CSBO gave updates on the District projects.

##### I. Sitework/Murphy Update

###### 1. Paving/Striping

The Todd Hall Parking Lot paving and striping has been completed. The Committee asked if the Village of Lincolnwood would be notified to change the location of the street signs in relation to the new parking lot configurations. Courtney proposed signs to indicate NO PARKING along the island relative to the fire lane.

###### 2. Fencing

The Todd Hall parking lot fencing is anticipated to ship on September 5th. There will be no fencing in place when school starts. The fence will be installed during hours when school is not in session. The fence is scheduled to be complete by November 1st. Plastic snow fencing will be temporarily installed while waiting for the permanent fencing.

###### 3. Bollards

The caps to the bollards will arrive on Monday.

###### 4. Parking Lot Trees

The perimeter trees have been planted. Additional trees for the island have been purchased and will be installed soon.

###### 5. Rutledge Hall Playground

The Rutledge Hall Playground equipment has been installed. The District is waiting on surfacing to arrive. The surfacing may be installed the week of August 22nd.

###### 6. Parking Lot Lighting

The Parking Lot Lighting is anticipated to arrive mid September. Bases and wiring for the lights has been installed.

###### 7. Running Track & New Track Signage

The track measures .238 miles. Administration asked the Committee for a recommendation on the language for signage that would prioritize the students' use during school hours. Administration will check with other community tracks to compare signage. The Committee recommended any signage be placed at the entrance of campus.

Administration discussed the presence of unleashed dogs on campus and requested direction for signage about leashing dogs. The Committee recommended adhering to the Village of Lincolnwood ordinance concerning unleashed dogs on campus when planning signage.

##### II. General Work/FH Paschen Update

###### 1. Pumps/VFDs

2 pumps were installed late July. The VFDs for Lincoln Hall are delayed.

###### 2. Rooftop Units

All the Rooftop Units have been installed. They were commissioned today and all went well. One unit was shipped without a power exhaust accessory piece, but it will not impact use.

###### 3. Breakers/Pressure Switches

The Breakers/Pressure Switches were completed this week. There was an additional cost of \$900 from ComEd to

shut down power for weekend work.

4. Emergency Lights/Exit Signs

All the Emergency Lights/Exit Signs arrived today. They will be installed by FH Paschen.

5. Grounding

Completed

6. RH STEM Privacy Film

The Rutledge Hall STEM Privacy Film is scheduled to be installed August 17th.

7. Gutter Repair

A gutter on the front of Todd Hall was bent with a ladder when they were doing soffit work. This will be replaced by the company that damaged it.

III. Rutledge Hall Specials Furniture

All the Rutledge Hall Specials Furniture was delivered except the Han storage units. They were expected to ship on August 9th. The rocking chairs will arrive in October.

IV. Solar Panels

The Solar Panels were delivered on Monday and are expected to be installed this week.

V. Projects Impacted by Supply Chain Delays

1. Todd Hall and Rutledge Hall Cafeteria Tables

Todd Hall and Rutledge Hall Cafeteria Tables have been delayed until Thanksgiving.

2. Rutledge Hall Elevator Modernization

The Rutledge Hall Elevator Modernization has been delayed until Winter Break.

3. PreK, East Prairie and CCDC Playgrounds

The PreK, East Prairie and CCDC Playgrounds have been postponed until the Summer of 2023.

b. Summer 2023 Roofing and Tuckpointing Projects

The Roofing Bid Notice will be printed in the Lincolnwood Review Thursday, August 18th. The Bids are due Wednesday, Sept. 7th. The Committee discussed the drawings of the areas of roofing that will be included in the bid. The Committee asked if they should include the Administration Building west portion coating of the roof. StudioGC would include the alternates in the bidding.

The Tuckpointing Bid Notice will be printed in the Lincolnwood Review Thursday, August 18th. The Bids are due Wednesday, Sept. 7th. The Committee discussed the drawings of the areas of tuckpointing that will be included in the bid. Athi discussed the pictures in the packet of recommended areas. The Committee inquired whether Todd Hall should be a full job as it is the same age. Athi explained that it is not showing that it is necessary at this time. The main office area at Lincoln Hall would be addressed. The Chimney cap and other areas of the Chimney as well as a couple of limestone walls will be cleaned and tuckpointed instead of being covered with blue metal. A few areas of spalled brick at the administration Building will also be addressed.

## 5. OLD BUSINESS

The Committee discussed putting off the courtyard renovation at Rutledge Hall and moving the Todd Hall courtyard in its place for the summer or 2023. The Committee agreed to move the Todd Hall courtyard renovation to the summer of 2023.

## 6. NEW BUSINESS

Dr. David L. Russo, Superintendent of Schools, gave an update about the Jaguar Jog as a celebration of the new Track.

Dr. Russo discussed having a “Solarbration” to celebrate the installation of the Solar Panels.

The Lincolnwood Chamber Orchestra inquired about using the Auditorium in November.

### a. Snow Removal Contract with Contour Landscaping, Inc.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration’s recommendation to the Board to approve this Contract from Contour Landscaping, Inc. for snow removal services in the annual amount of \$8,566 from November 1, 2022 through March 31, 2024.

## 7. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 6:50 p.m.

The next Facilities Committee meeting will be held Tuesday, September 20, 2022 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chair

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Elaina Geraghty, Co-chair



## Facilities Committee Meeting

DATE: September 20, 2022  
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. Sitework

The parking lot lighting is scheduled to be completed on Saturday, September 17  
The Rutledge Hall playground's surface was poured the day before Labor Day weekend  
Trees in the parkway and lot islands have been planted and are being watered

#### 2. Todd Hall Parking Lot Fencing

Fencing material expected to arrive at Action Fence by September 21  
Installation may begin as early as September 23

#### 3. General Work

Todd Hall's gutter repair expected to be complete before Columbus Day  
Rooftop units power exhaust  
Variable Frequency Drives (VFDs) are now scheduled to ship October 10 instead of September 7

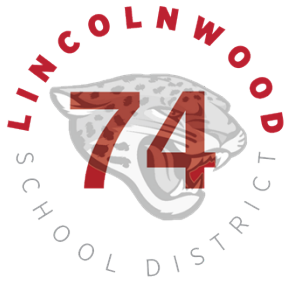
#### 4. Rutledge Hall Specials Furniture

All pieces are on-site and in use  
Minor punch list items remaining

#### 5. Solar Panel installation at Lincoln Hall is scheduled for September 19-21

#### 6. Summer 2023 Project Planning

Administrators met with StudioGC relative to Todd Hall's Courtyard and Lincoln Hall's Plaza; Principals will be seeking input from the Building Leadership Teams  
On September 26, the Administration Team will be visiting Park Ridge School District libraries in preparation for Rutledge Hall's Library renovation  
StudioGC and IMEG were on campus September 13 to review the mechanical and plumbing work in an effort to acquire firsthand knowledge of the existing conditions before starting survey and design work



## Executive Summary Facilities Committee Meeting

DATE: September 20, 2022

TOPIC: 2023 Roofing of the Administration Building, Rutledge Hall & Todd Hall

PREPARED BY: Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

Bids for the 2023 Roofing Projects at Todd Hall, Rutledge Hall and the Administration Building were received at 1:00 p.m. on Wednesday, September 7, 2022. There were seven (7) bidders of record; five (5) bids were received. The cost was originally estimated at \$871,016. The District intends to apply for a School Maintenance Project Grant to be awarded \$50,000 for the Rutledge Hall portion of roofing. StudioGC's bid analysis is attached.

### **Fiscal Impact:**

\$914,450 is the base bid amount which is \$834,450 along with an \$80,000 contingency.

\$979,600 is the base bid amount plus the \$65,150 for Alternate #1.

### **Recommendation:**

The Facilities Committee concurs with the Administration to recommend to the Board of Education to accept the bid WITH Alternate #1 from G.E. Riddiford Company, Inc. for Roofing of the Administration Building, Rutledge Hall & Todd Hall in the amount of \$979,600 for work to commence on/or about June 19, 2023 and conclude August 11, 2023.























