



Oak Park Elementary School District 97

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TO: Board of Education
Dr. Al Roberts, Superintendent of Schools

FROM: Therese M. O'Neill, Asst. Supt. for Finance & Operations

DATE: January 24, 2012

SUBJECT: Landscape Architect Employment

To assist District 97 with its plans for schoolyard upgrades and improvements, a RFP (Request for Proposal) was prepared and an appropriate notice was published in the Oak Leaves requesting submittals. On the first attempt, only one response was received and it was determined, in consultation with members of FAC (Facility Advisory Committee), to publish a second time. That was again done and on the specified due date, December 23, 2012, five responses were received which were provided all FAC members for review and prioritization.

With a weighting factor of 5 points for each respondent who was identified as #1; four (4) points for #2, etc., the top two firms were interviewed by FAC on Tuesday evening, January 17, 2012. These top two firms were: Altamanu, Inc. and Daniel Weinbach & Partners, Ltd. Per guidance from legal counsel, no discussion of fees can occur until a determination of the #1 firm was concluded. We are scheduled to meet with representatives from Altamanu, Inc. on Monday at 4:00 p.m. to discuss anticipated fees for this proposed 3-year project.

I have made reference checks contacting both the Village of Oak Park (Craig Failor in the Planning Department) and the Oak Park Park District (Gary Balling) and Altamanu was viewed by both as an outstanding firm with stellar communication skills, understanding scope of project, ability to work within tight timelines and budgets and ability to "always meet deadlines". Given the scope of work undertaken by this firm, specifically in the Oak Park community, and that several members overseeing this project are Oak Park residents further adds confidence to the success of this firms collaboration with District 97.

FAC supported recommending Altamanu's employment to the District 97 Board of Education and, on Tuesday evening, we can apprise the Board of the proposed fees associated with this project.

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