

**BOARD OF EDUCATION  
HINCKLEY-BIG ROCK COMMUNITY UNIT SCHOOL DISTRICT #429**



**Building, Grounds & Transportation  
October 2, 2024**

This meeting begins at 5:00 pm in the district office conference room.

- 1) **Call to Order - Committee meeting of the Hinckley-Big Rock Board of Education**  
Policy 2:220 Board of Education Meeting Procedures  
The meeting began at 5:00pm
  
- 2) **Roll Call**  
Policy 2:220 Board of Education Meeting Procedure  
Present: Deb Winkle, Darrin Gengler, Dr. Jessica Sonntag, Roger Olsen, Zane Holland & Brandon Kriesch  
Absent: Greg Pritchard
  
- 3) **Approval of Agenda**  
Policy 2:220 Board of Education Meeting Procedure
  
- 4) **Citizens Request to Address the Board**  
None
  
- 5) **Updates and Reports**
  - A. **Buildings & Grounds**  
Roger has let us know that he plans to retire at the end of October. He is passing along his knowledge to Zane and will help train his replacement as they come on board.

The Annual ROE Health/Life Safety Inspection occurred on Sept. 12th. No major infractions were discovered in the walkthroughs but there are smaller tasks that will need to be completed. We have received the report for the elementary school but are waiting for the remaining school reports.

The large shed at the middle school that was deteriorating was removed as a part of the new parking lot work this summer. We need to replace this with a storage space for athletic and outdoor PE equipment. We are exploring options for quality shortage at the MS.

**FFA building:**

Aaron White is working with Richard Blair from Cordogan Clark to update the plumbing and HVAC plans for the building. The plumbing update is to relocate the floor level mop sink to the area where the utility tub is located in the shop. This would eliminate the need for additional plumbing and prevent damage to the in-floor heating system. The updated drawing has been sent for approval. For HVAC, Aaron White received confirmation that a different brand of unit could be used for the building as long as it met specifications. It does not need to be the brand indicated in the plans. There was also a question concerning the need for supplemental heat in the shop area. It was confirmed that this is required by code due to the overhead door. The alumni work continues to move forward.

**Punch List from Engie Project:**

The bulk of the facilities improvement work was complete at the start of the school year. A few items remain including the chiller at the ES which will be installed on October 11th. The system will then

need to be balanced after installation.

The air handler units in need of replacement (AHU1 & 2) at the Middle school will be ordered this month due to the 6-8 month lead time needed. The units will be installed in the summer of 2025 when no students are present. There was a noticeable strain on the system during the intense heat days earlier in the school year.

**B. Transportation**

We have had some driver turn over and have needed to run “crazy bus days”. Darrin Gengler stated that from an end user parent side, the communication has been good and timely in regard to route changes. At this time, we have hired a full time driver and 2 sub drivers; once trained our regular routes should be running more consistently.

We are currently awaiting our new activity bus to add transportation options to our fleet. We should have possession by early January.

6) **Discussion**

A. Purchase of 540 W Lincoln Highway

Sales contract has been signed after being reviewed by our attorney; 10% of the purchase price was wired as earnest money/deposit. This money will be placed in an escrow where it will earn interest prior to closing. Closing is set for no later than December 15.

The district intends to provide continued access to homeowners through the drive with specific easement options to be discussed and vetted by our legal counsel.

Joint Purchasing was discussed as an option for purchasing goods and services in a more efficient timeline with increased competitive bidding.

HBR429’s Purchases and Contracts policy (4:60) provides requirements on how we are to purchase goods and services. There are several references to Illinois Compiled Statutes that further detail our rules for procurement. The law (105 ILCS 5/10-20.21) states that we are “to award all contracts for purchase of supplies and materials or work involving an expenditure in excess of \$35,000 or a lower amount as required by board policy to the lowest responsible bidder, considering conformity with specifications, terms of delivery, quality and serviceability, after due advertisement.” There are several exemptions listed in the law for certain types of purchases.

As we seek contracts, we want to ensure that, even in the case that an exemption applies or in cases for which bidders are scarce, we are still getting competitive pricing and are able to make wise purchasing decisions. One option available to us is Joint Purchasing (or Cooperative Purchasing).

The Governmental Joint Purchasing Act (30 ILCS 525/), allows for us to use the State of Illinois joint master contracts. What this means is that we are able to “piggy back” on another governmental agency’s competitive bid pricing. This not only cuts down the purchasing timeline for us but gives us options and pricing that we may not have had access to had we done our own bidding.

7) **Adjournment**

The meeting ended at 5:50pm

The next scheduled meeting of the HBR 429 Building, Grounds & Transportation Committee will be held at 5:00 PM on February 5th, 2025 in the District Office Conference Room.