



**PROSPECT HEIGHTS DISTRICT 23  
BOARD OF EDUCATION  
ACTION ITEM**

**Date:** December 14, 2023  
**Title:** Facilities & Finance Update, December 2024  
**Contact:** Don Angelaccio, Superintendent  
 Amy McPartlin, Assistant Superintendent for Finance & Operations

**BACKGROUND INFORMATION:**

As discussed in prior Committee and Board meetings, we continue to work to address our current facility needs and plan for potential funding opportunities. District 23 has maximized currently available funding while also moving forward with our next opportunity for community support through a Spring 2024 referendum effort.

Following December Board action on the March 19, 2024 referendum question, the next question for the Board is whether or not to continue to move forward with the preliminary construction design work, in an effort to further refine the design documents and cost estimates. As we have shared, the current question calls for a tax rate increase that would provide sufficient revenue to address both the issuance of \$25.5M in construction debt certificates as well as the annual \$1.2M operational increase.

<b>Updated Cost Comparison</b>	<b>Original</b>		
<b>Design Starts</b>	N/A	<b>Dec. 2023</b>	<b>April 2024</b>
Solution	8 classrooms 12 offices MPR Office Library Playground Ball Field	8 classrooms 12 offices MPR Office Library Playground Ball Field	8 classrooms 12 offices MPR Office Library Playground Ball Field
Cost	\$20.4 M	\$25.5 M	\$26.4 M
Tax Impact per \$350K Home	\$456	\$456	\$470
Election Date	April 2023	March 2024	March 2024
Construction Starts	N/A	August 2024	March 2025
Building Opens	N/A	August 2025	August 2026

Our long-range planning has identified significant programming and facility needs that we hope to address through additional funding secured through a successful March referendum question. The need to modify our current kindergarten programming to provide for full-day instruction continues to be a pressing issue. With the likely adoption of legislation requiring full-day kindergarten, the District must address both facility/space needs and operational costs. The above chart has previously been shared with the Board and reflects escalating costs based on the formal start of the construction design process. The projected cost of \$25.5M is contingent on design starting in December 2023.

Following several discussions with our partners at both ARCON Associates and Nicholas Associates, we have included a timeframe for both deliverables and payments for construction design services which would total approximately \$610,000 in advance of the March referendum. Funds are currently available in the District's Working Cash Fund and are included in the total construction cost projections. To complete the design and construction document work, post-referendum up to bidding is projected to cost \$381,000.

Conceptually, there are four phases to the process of design that culminate with final blueprints and specifications for Bid Documents:

- 1) **Preliminary Investigation:** This phase consisted of early inquiry into needs assessment and options, including site visits, Board and Admin discussions, community focus groups, and preliminary design renderings. Base cost projections are made using these conceptual drawings. District 23 completed this phase between December 2021 and Spring 2023.
- 2) **Schematic Design:** During the Schematic Design process, the school's program requirements were verified and the floor plan was established. District 23 has started this process already and dedicated \$215,000 toward this work: A site survey and geotechnical report were completed and reviewed. Zoning and code reviews were initiated. Initial building systems concepts were explored and outlined via system narratives and system approaches were selected by the district. Civil drawings establishing grading and stormwater detention were created. Exterior elevations and building sections were provided to establish structure and building materials. This phase is mostly complete, pending MWRD and City approval processes.
- 3) **Design Development:** The Design Development phase documents shall illustrate and describe the development of the approved Schematic Design documents. Deliverables shall consist of progress drawings including plans, sections, elevations, typical construction details and diagrammatic layouts of building systems to fix and describe the size and character of the project as to the architectural, structural, mechanical and electrical systems. Design Development documents shall include outline specifications and identify major materials and systems and establish in general their quality levels.
- 4) **Construction Documents Phase:** The Construction Documents shall illustrate and describe the further development of the approved Design Development documents and shall consist of drawings and specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the work. The construction documents shall consist of: Civil plans, landscape plans, composite and partial floor plans, door and frame schedules, exterior elevations, building sections, wall sections, roof plans and details, exterior details, plan details, interior elevations,

reflected ceiling plans, toilet room plans and details, room finish plans and schedules. The plans as specifications shall reach milestone completion dates at 25%, 50%, 75% and 95% at which time the progress documents will be delivered to the CM for budgeting and will be reviewed with the Owner.

Throughout this process, our Construction Committee will participate in monthly construction meeting discussions and review of progress, then share with the Board/public at each monthly meeting.

**Recommendation:**

Administration recommends approval of the following course of action regarding continued design work and construction preparations in order to complete the project in August 2025 at the current projected costs:

<b>Time Frame</b>	<b>Action</b>	<b>Projected Cost</b>
December 2023 January 2024	ARCON completes Formal Design Development	\$228,375
February	NA distributes Design Development Budget	
	ARCON distributes 25% Construction Documents	\$190,313
March	NA distributes 25% Construction design budget	
	ARCON distributes 50% Construction Documents	\$190,313
March 19, 2024 - Presidential Primary Election - Ballot Question		
April	NA distributes 50% Construction design budget	
	ARCON distributes 75% Construction Documents	\$190,313
May	NA distributes 75% Construction design budget	
	ARCON distributes 95% Construction Documents	\$190,313
	Mechanical Equipment Pre-purchase	TBD
June	NA distributes 95% Construction design budget	
	Out to Bid and Mandatory Pre-Bid Meeting	TBD
July	Bid Opening	
August	Board Approval	
	Construction Commencement	TBD

Further planning would be required based upon the March 2024 referendum results. With a successful referendum in March 2024, but without following the above recommended course of action, Construction design and the remaining steps would begin in April 2024, with an anticipated Construction commencement of Spring 2025 and completion in August 2026, resulting in a one-year delay and approximate \$1M increase in cost.

With an unsuccessful referendum vote, the Board would need to determine if a November 2024 referendum is appropriate and/or identify programmatic cuts and cost-saving measures to provide required full-day kindergarten without additional referendum funding. Project scope, cost, and legislative requirements will all factor into the timeline and program impact.

Administration believes this recommendation is both a practical necessity and a financially prudent step in the process. The up-front investment in design work will save future costs and expedite services and programs to our students. Lastly, alternate configurations based on potential project reductions will be included in this design process to minimize additional expense and duplication of work should changes in scope be necessary.