



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
Facilities Committee Meeting Minutes  
Tuesday, April 16, 2024 at **6:00 PM**

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

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, 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 courtyard 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.

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John P. Vranas, Chair

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Rupal Shah Mandal, Co-chair