



# Oak Park Elementary School District 97

970 Madison ▪ Oak Park ▪ Illinois ▪ 60302 ▪ ph: 708.524.3000 ▪ fax: 708.524.3019 ▪ www.op97.org

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TO: Dr. Carol Kelley, Superintendent of Schools

FROM: Therese M. O'Neill, Assistant Superintendent for Finance & Operations

RE: Third A/P Listing for Administration Building Costs

DATE: August 11, 2015

Commencing with the August 11, 2015 meeting, the Board will be receiving three A/P Bill Listings; the first two are standard, one for Convenience account payments and the second for the normal District bill payment. The third one will be for relegated payments, per the IGA (between the Village of Oak Park and District 97) for the joint account held at Community Bank for payments associated with the Administration Building.

Each time a payment is to be made, the District must complete Exhibit E (Requisition Form) from the IGA and submit to the Village. Within 5 business days, the Village must approve/not approve such payment. Simultaneous with informing the District, Community Bank is also apprised of this approval and then sets aside such approved dollar amount. This amount will be transferred directly to the District's A/P account at Harris Bank, upon my authority to wire transfer such fund.

Attached are the first two payment requests so that Board members can see the Requisition Form prepared by me with appropriate back up as well as documentation back from Village with authorized signature approving such payments. Also attached is the relegated A/P bill listing.

attachments

DATE - 7/30/15  
TIME - 15:04:01  
PROG - CDS.610

OAK PARK ELEMENTARY DISTRICT 97  
CHECK REGISTER  
BANK - HARRIS A/P CHECKING ACCOUNT 002983542 APCHK  
CHECK DATE: 8/11/15

PAGE 1

P=PRENOTE

Fiscal Year: 16

CHECK	VENDOR - NAME	AMOUNT	DESCRIPTION
837092	** VOIDED FOR PRINTER ALIGNMENT **		
837093	198466 - STR PARTNERS, INC.	227,366.73	NEW ADMINISTRATION BLDG PROJECTS
CHECK REGISTER TOTAL		227,366.73	

\*\*\*\*\*

#1  
Payment  
Approval -  
Rec'd 8/4/15  
4:42 pm

EXHIBIT E  
REQUISITION FORM

State of Illinois )  
                          ) SS  
County of Cook    )

The affiant, Elementary School District 97 of the Board of Education of Oak Park Elementary School District Number 97 ("District"), a school district organized under the Illinois School Code, 105 ILCS 5/1-1 et seq., hereby certifies that with respect to that certain Intergovernmental Agreement between the Board and the Village of Oak Park, dated 12/16/14, 2014, regarding the District's New Administration Building (the Agreement):

A. The following is a true and complete statement of all expenditures for the Administration Building to date:

TOTAL:           \$ \_\_\_\_\_

B. This paragraph B sets forth and is a true and complete statement of all costs of the TIF-Funded construction of the Administration Building reimbursed by the Village to date:

TOTAL           \$ \_\_\_\_\_

C. The District requests reimbursement for the following cost of the TIF-Funded construction of the Administration Building:

TOTAL           \$ 172,930.73

D. None of the costs referenced in paragraph C above have been previously reimbursed by the Village.

E. The District hereby certifies to the Village that as of the date hereof:

1. Except as described in the attached certificate, the representations and warranties contained in the Agreement are true and correct and the District is in compliance with all applicable covenants contained therein.

2. No event of default or condition or event which, with the giving of notice or passage of time or both, would constitute an event of default, exists or has occurred.

3. The District is in compliance with all applicable federal, state and local laws, statutes, ordinances, rules, regulations, codes and executive orders, as well as all policies, programs and procedures of the Board, all as may be in effect or as amended from

time to time, pertaining to or affecting the construction of the Administration Building, or the District as related thereto.

F. Attached hereto are: (1) a cost itemization of the applicable portions of the budget attached as Exhibit D to the Agreement; and (2) evidence of the expenditures upon TIF-Funded construction for which the District hereby seeks reimbursement.

All capitalized terms which are not defined herein have the meanings given such terms in the Agreement.

THE BOARD OF EDUCATION OF THE  
VILLAGE OF OAK PARK, ELEMENTARY  
SCHOOL DISTRICT 97

By: *Therese M. O'Neill*  
[Print Name] THERESE M. O'NEILL  
Title: ASST. Supt. FINANCE & OPERATIONS  
287275\_1

Agreed and Accepted:  
VILLAGE OF OAK PARK

By: *Cara Pavlicek*  
Cara Pavlicek, Village Manager



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THE BOARD OF EDUCATION OF THE  
VILLAGE OF OAK PARK, ELEMENTARY  
SCHOOL DISTRICT 97

By: *Therese M. O'Neill*  
[Print Name] THERESE M. O'NEILL  
Title: ASST. Supt. FINANCE & OPERATIONS  
287275\_1

Agreed and Accepted:  
VILLAGE OF OAK PARK

By: \_\_\_\_\_  
Cara Pavlicek, Village Manager



STR PARTNERS LLC  
 350 WEST ONTARIO STREET  
 SUITE 200  
 CHICAGO IL 60654  
 T 312 464 1444  
 F 312 464 0785  
 www.strpartners.com

**INVOICE**

Oak Park Elementary School District 97  
 Ms. Therese O'Neill  
 Assistant Superintendent - Finance & Operations  
 970 Madison Street  
 Oak Park, IL 60302

February 5, 2015  
 Invoice No: 14120.00 - 2

Project 14120.00 D97 Administration Building NC  
Professional Services from January 1, 2015 to January 31, 2015  
 Fee

Estimated Construction Cost 6,300,000.00  
 Fee Percentage 7.00  
 Total Fee 441,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Previous Fee Billing	Current Fee Billing
SD	15.00	66,150.00	40.00	16,537.50	9,922.50
DD	20.00	88,200.00	0.00	0.00	0.00
CD	40.00	176,400.00	0.00	0.00	0.00
BD	5.00	22,050.00	0.00	0.00	0.00
CA	20.00	88,200.00	0.00	0.00	0.00
<b>Totals</b>				16,537.50	9,922.50
<b>Total Fee</b>					<b>9,922.50</b>

**Reimbursable Expenses**

Reproductions, Printing	108.20
<b>Total Reimbursables</b>	<b>108.20</b>
<b>Total this Invoice</b>	<b>\$10,030.70</b>

PLEASE MAKE CHECKS PAYABLE TO: STR PARTNERS LLC



STR PARTNERS LLC  
 350 WEST ONTARIO STREET  
 SUITE 200  
 CHICAGO IL 60654  
 T 312 464.1444  
 F 312 464 0785  
 www.strpartners.com

**INVOICE**

Oak Park Elementary School District 97  
 Ms. Therese O'Neill  
 Assistant Superintendent - Finance & Operations  
 970 Madison Street  
 Oak Park, IL 60302

March 10, 2015  
 Invoice No: 14120.00 - 4

Project 14120.00 D97 Administration Building NC  
Professional Services from February 1, 2015 to February 28, 2015

**Fee**

Estimated Construction Cost 6,300,000.00  
 Fee Percentage 7.00  
 Total Fee 441,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Previous Fee Billing	Current Fee Billing
SD	15.00	66,150.00	60.00	26,460.00	13,230.00
DD	20.00	88,200.00	0.00	0.00	0.00
CD	40.00	176,400.00	0.00	0.00	0.00
BD	5.00	22,050.00	0.00	0.00	0.00
CA	20.00	88,200.00	0.00	0.00	0.00
<b>Totals</b>				26,460.00	13,230.00
<b>Total Fee</b>					<b>13,230.00</b>

**Reimbursable Expenses**

Reproductions, Printing 106.20  
**Total Reimbursables 106.20 106.20**

**Additional Fees**

Credit from 13197 -18,814.35  
**Total Additional Fees -18,814.35 -18,814.35**

**Total this invoice -\$5,478.15**

PLEASE MAKE CHECKS PAYABLE TO: STR PARTNERS LLC





STR PARTNERS LLC  
 350 WEST ONTARIO STREET  
 SUITE 200  
 CHICAGO IL 60654  
 T 312.464.1444  
 F 312.464.0785  
 www.strpartners.com

**INVOICE**

Oak Park Elementary School District 97  
 Ms. Therese O'Neill  
 Asslstant Superintendent - Finance & Operations  
 970 Madison Street  
 Oak Park, IL 60302

May 12, 2015  
 Invoice No: 14120.00 - 6

Project 14120.00 D97 Administration Building NC  
Professional Services from April 1, 2015 to April 30, 2015  
 Fee

Estimated Construction Cost 6,300,000.00  
 Fee Percentage 7.00  
 Total Fee 441,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Previous Fee Billing	Current Fee Billing
SD	15.00	66,150.00	100.00	66,150.00	0.00
DD	20.00	88,200.00	75.00	8,820.00	57,330.00
CD	40.00	176,400.00	5.00	0.00	8,820.00
BD	5.00	22,050.00	0.00	0.00	0.00
CA	20.00	88,200.00	0.00	0.00	0.00
<b>Totals</b>				<b>74,970.00</b>	<b>66,150.00</b>
<b>Total Fee</b>					<b>66,150.00</b>
<b>Total this Invoice</b>					<b>\$66,150.00</b>

PLEASE MAKE CHECKS PAYABLE TO: STR PARTNERS LLC



STR PARTNERS LLC  
 350 WEST ONTARIO STREET  
 SUITE 200  
 CHICAGO IL 60654  
 T 312.464.1444  
 F 312.464.0785  
 www.strpartners.com

**INVOICE**

Oak Park Elementary School District 97  
 Ms. Therese O'Neill  
 Assistant Superintendent - Finance & Operations  
 970 Madison Street  
 Oak Park, IL 60302

June 11, 2015  
 Invoice No: 14120.00 - 7

Project 14120.00 D97 Administration Building NC  
Professional Services from May 1, 2015 to May 31, 2015

**Fee**

Estimated Construction Cost 6,300,000.00  
 Fee Percentage 7.00  
 Total Fee 441,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Previous Fee Billing	Current Fee Billing
SD	15.00	66,150.00	100.00	66,150.00	0.00
DD	20.00	88,200.00	100.00	66,150.00	22,050.00
CD	40.00	176,400.00	50.00	8,820.00	79,380.00
BD	5.00	22,050.00	0.00	0.00	0.00
CA	20.00	88,200.00	0.00	0.00	0.00
<b>Totals</b>				141,120.00	101,430.00
<b>Total Fee</b>					<b>101,430.00</b>

**Reimbursable Expenses**

Reproductions, Printing 798.18  
**Total Reimbursables 798.18 798.18**

**Total this Invoice \$102,228.18**

PLEASE MAKE CHECKS PAYABLE TO: STR PARTNERS LLC



time to time, pertaining to or affecting the construction of the Administration Building, or the District as related thereto.

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THE BOARD OF EDUCATION OF THE  
VILLAGE OF OAK PARK, ELEMENTARY  
SCHOOL DISTRICT 97

By: *Therese M. O'Neill*  
[Print Name] TERESE M. O'NEILL  
Title: ASST. Supt. FINANCE & OPERATIONS  
287275\_1

Agreed and Accepted:  
VILLAGE OF OAK PARK

By: *Cara Pavlicek*  
Cara Pavlicek, Village Manager

#2  
emailed on  
7/30/15

EXHIBIT E

REQUISITION FORM

State of Illinois )  
 ) SS  
County of Cook )

The affiant, Elementary School District 97 of the Board of Education of Oak Park Elementary School District Number 97 ("District"), a school district organized under the Illinois School Code, 105 ILCS 5/1-1 et seq., hereby certifies that with respect to that certain Intergovernmental Agreement between the Board and the Village of Oak Park, dated 12/16/14, 2014, regarding the District's New Administration Building (the Agreement):

A. The following is a true and complete statement of all expenditures for the Administration Building to date:

TOTAL: \$ \$ 172,930.73

B. This paragraph B sets forth and is a true and complete statement of all costs of the TIF-Funded construction of the Administration Building reimbursed by the Village to date:

TOTAL \$ \_\_\_\_\_

C. The District requests reimbursement for the following cost of the TIF-Funded construction of the Administration Building:

TOTAL \$ 54,436.00

D. None of the costs referenced in paragraph C above have been previously reimbursed by the Village.

E. The District hereby certifies to the Village that as of the date hereof:

1. Except as described in the attached certificate, the representations and warranties contained in the Agreement are true and correct and the District is in compliance with all applicable covenants contained therein.

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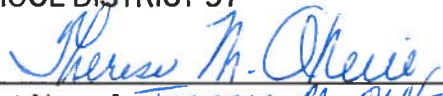
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THE BOARD OF EDUCATION OF THE  
VILLAGE OF OAK PARK, ELEMENTARY  
SCHOOL DISTRICT 97

Agreed and Accepted:  
VILLAGE OF OAK PARK

By:   
[Print Name] TERESE M. O'NEILL  
Title: ASST. SUPT. FINANCE + OPERATIONS  
287275\_1

By: \_\_\_\_\_  
Cara Pavlicek, Village Manager



STR PARTNERS LLC  
 350 WEST ONTARIO STREET  
 SUITE 200  
 CHICAGO IL 60654  
 T 312.464.1444  
 F 312.464.0785  
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INVOICE

Oak Park Elementary School District 97  
 Ms. Therese O'Neill  
 Assistant Superintendent - Finance & Operations  
 970 Madison Street  
 Oak Park, IL 60302

July 28, 2015  
 Invoice No: 14120.00 - 8

Project 14120.00 D97 Administration Building NC  
Professional Services from June 1, 2015 to June 30, 2015  
 Fee

Estimated Construction Cost 6,300,000.00  
 Fee Percentage 7.00  
 Total Fee 441,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Previous Fee Billing	Current Fee Billing
SD	15.00	66,150.00	100.00	66,150.00	0.00
DD	20.00	88,200.00	100.00	88,200.00	0.00
CD	40.00	176,400.00	80.00	88,200.00	52,920.00
BD	5.00	22,050.00	0.00	0.00	0.00
CA	20.00	88,200.00	0.00	0.00	0.00
Totals				242,550.00	52,920.00
<b>Total Fee</b>					<b>52,920.00</b>

**Consultants**

Civil Consultant 1,000.00  
 Roofing Consultants 489.00  
**Total Consultants 1,489.00 1,489.00**

**Reimbursable Expenses**

Reproductions, Printing 27.00  
**Total Reimbursables 27.00 27.00**

**Total this Invoice \$54,436.00**

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Project	14120.00	D97 Administration Building NC	Invoice	8
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