



# Oak Park Elementary School District 97

## Capital Expense Request, Suggestion, or Proposal

Project Name:

Name:  (submitter's name) Date:    (dropdown)

Primary Spend Category:  (dropdown)

Secondary Spend Category (if applicable):  (dropdown)

Request Number:  (update last 3 digits)

### Narrative Description of the project:

Adoption & implementation of new K-5 Science kits.

### Narrative Statement of why the project/spending is needed:

To replace outdated science materials which do not align with new Illinois science learning standards.

### Anticipated impact/result of the spend:

To provide teachers with materials that align to the new Illinois science learning standards.

### Who and how many will be impacted or benefited?

K-5 students and staff.

Building or Location(s):

### Narrative Statement of what alternatives exist, if any, to the spend:

The only alternative would be the continued use of outdated science materials.

## Evaluation/Scoring Section

Name of Scorer:  Date:    (dropdown)

Date by which the spend would occur:    (dropdown)

Unit dollar amount:  Number of units:  Total dollar amount:

Expected annual impact (+/-) to operating expense:

### Impact of spend on operating budget:

Increasing 2016-17 operating budget by \$300,000.

### Anticipated/potential offsets (i.e. grants, revenues, etc.):

Value of offsets:

### Level

|  |   |    |
|--|---|----|
| 1 Category - What is the opportunity or problem?             | <input type="text" value="Strategic Priority"/> (dropdown)            | 10 |
| 2 Failure Expectancy - What is the frequency of the problem? | <input type="text" value="Probable/High/Poor"/> (dropdown)            | 19 |
| 3 Consequence - What is the impact/result?                   | <input type="text" value="Instruction/Investment Return"/> (dropdown) | 9  |
| 4 Users Impacted   | <input type="text" value="High Impact/District-wide"/> (dropdown)     | 25 |

**Total Score (out of possible 100) 63**

Possible  
spend  
category

| Level 1  |    | Category - What is the opportunity or problem? (25 Possible Points)  |        | Additional context                                   |  |
|--|----|--|--------|--|--|
| Life Safety and Health   | 25 | Required to reasonably prevent or respond to known or projected risks, e.g., educational environment or indoor air quality     | LS     | e.g. Life Safety Priority A item                     |  |
| Compliance   | 20 | Required for code/regulatory, contract compliance, required upgrades, end-of-life  | LS     | e.g. Life Safety report items                        |  |
| System Failure/Upgrade   | 20 | A system has failed or is reaching its useful life and is in need of replacement now or in the immediate future                | CF     |  |  |
| Component Failure/Upgrade  | 15 | A component of a system has failed or is reaching its useful life and is in need of replacement now or in the immediate future | CF     |  |  |
| District Growth  | 15 | Infrastructure or applications required to enable growth in school, teaching, student, data                                    | CF, DI |  |  |
| Required Infrastructure  | 10 | Required infrastructure improvement/enhancement to enable other projects   | DI, EN |  |  |
| Strategic Priority   | 10 | System or application needed to enable achievement of District strategic goals and/or ends                                     | EN     | Spend is pursuant to District goals, mission, values |  |
| Preferred, Desired   | 7  | Customers would prefer a new or different product, system or equipment to that which is currently working                      | EN     |  |  |
| Political Expedience   | 3  |  | EN     |  |  |
| No Problem   | 0  | Review and no problem found  |        |  |  |
| <b>Level 2 Failure Expectancy - What is the frequency of the problem? (25 Possible Points)</b> |    |  |        |  |  |
| Immediate/Emergency/Very Poor  | 25 | The system has failed or is expected to fail in less than 1 year   | LS, CF |  |  |
| Probable/High/Poor   | 19 | Failure and/or replacement need within 1 to 3 years  | LS, CF |  |  |
| Eventual/Medium/Fair   | 13 | Failure and/or replacement need within 3 to 5 years  | LS, CF |  |  |
| New/Low/Good   | 7  | The system, component or technology currently does not exist; or failure and/or replacement need is greater than 5 years       | DI     |  |  |
| No Problem   | 0  | There is no critical problem or identified need with the system  | EN     |  |  |
| <b>Level 3 Consequence - What is the impact/result? (25 Possible Points)</b>                   |    |  |        |  |  |
| Safety/Health  | 25 | Student and/or staff safety or health is or has lost potential to be compromised   | LF     | e.g. Life Safety Priority A item                     |  |
| Outage/Closure   | 21 | Upon failure, a production outage or a partial or complete facility closure will occur   | LF     |  |  |
| Potential Damage   | 17 | Potential or significant damage to District instruction, assets or reputation  | LS, CF |  |  |
| Legal/Financial  | 13 | Significant legal or financial penalties   | LS, CF |  |  |
| Instruction/Investment Return:   | 9  | Generates high return on instruction and/or investment (ROI as measured by test scores, NPV, or other)                         | CF, DI |  |  |
| Staff Productivity:  | 6  | Significantly increases staff productivity (as measured objectively)   | DI, EN |  |  |
| Loss Opportunity/Minor Consequences:   | 3  | Opportunity lost to improve process or reporting, or minor consequences  | EN     |  |  |
| No Failure:  | 0  | No failure is expected   |        |  |  |
| <b>Level 4 Users Impacted (25 Possible Points)</b>   |    |  |        |  |  |
| High Impact/District-wide  | 25 |  |        |  |  |
| Medium Impact/Feeder-wide  | 17 |  |        |  |  |
| Lower Impact/School-wide   | 8  |  |        |  |  |
| Minimal Impact/Class level impact  | 0  |  |        |  |  |
| 100 Possible points  |    |  |        |  |  |



| Project Name             | Request #                | Primary Spend Category | Secondary Spend Category | Building or Location(s) | Estimated Dollar Amount | Start Date of Spend | Score | Annual Impact to OpEx | Anticipated Offsets |   |
|--------------------------|--------------------------|------------------------|--------------------------|-------------------------|-------------------------|---------------------|-------|-----------------------|---------------------|---|
| K-5 Science Kit Adoption | 20160304 - DI - CK - 003 | DI                     | DI                       | K-5 Schools             | \$300,000               | 07/05/2016          | 63    | 300000                | 0                   | (COPY AND PASTE VALUES INTO MASTER CAPEX) |