

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
BUILDINGS & SITES COMMITTEE MEETING**
TUESDAY, APRIL 6, 2021
GRODSKY ADMINISTRATION BUILDING
700 N SCHOENBECK RD
PROSPECT HEIGHTS, IL 60070 at 7:00 AM

Create opportunities that inspire all students to grow as learners, individuals, and citizens.

AGENDA

I. Call to Order

II. Discussion Items

A. Lost Time - Overtime Report 3-1 to 3-29 3

This report captures vacation time taken during spring break, and is heavier on OT than typical reports due to the Saturday, March 6 furniture move in day that everyone worked.

B. Spring Break 2021 Work Review

The Facilities Department was busy over spring break. Many of our custodians took some well-deserved vacation time. Custodians that were present worked on targeted detail cleaning, and even refinished an entire classroom floor at Sullivan. The Maintenance staff worked on small painting projects, repaired and reinstalled a stair hand railing at Ike, replaced emergency lights, and performed miscellaneous preventive maintenance and made room furniture adjustments.

Contractor-performed work included the following:

- Light fixtures in the Eisenhower MPR were replaced with LED fixtures,
- Fire alarm system testing was performed at all schools
- Roof repairs were performed at Sullivan
- Classroom projector replacement electrical upgrades were completed at MAC,
- The operable wall in the Ross/Sullivan Gym had preventative maintenance work done
- Minor door/hardware repairs were completed at Ross & Sullivan.

C. Discussion of Summer 2021 Work

1. HVAC Retrofit 2021

Brian conducted a kick off meeting for the team on March 22nd. Emcor, Honeywell, and eCube were present. Contractors are beginning to assemble schedules, engineering paperwork, product submittals, insurance certificates, bonds, etc.

2. 2021 Roofing Work @ MacArthur Middle School 4

Bids were received and opened on March 11, 2021. A total of eight (8) bids were received. The apparent base bid low bidder at the time of bid opening was L Marshall Roofing. ARCON fully vetted L Marshall and their understanding of the scope of work, schedule, and project details. Brian Rominski also talked with L Marshall project team and reviewed their scope of work.

We recommend approving the 2021 Roofing Work as presented. Please see attached Board Action Item which will also be included in the April Board meeting agenda.

D. Building Graphics Updates 7

Betsy Ross has been awarded a grant from the PTO to enhance their vestibule area with one-way perforated graphics (much like Sullivan) provided by PK List Marketing. In an effort to maintain some consistency in appearance, Sullivan would like to add round decals to their doors. Proposals and drawings have been attached for review. Purchase orders will be issued upon the Committee's approval.

E. ESSERS Discussion 16

As the District has received additional allocations under the Elementary and Secondary Emergency Education Relief (ESSER) Fund, we work to prioritize and categorize needs based on several criteria.

F. District-Wide Furniture Purchases

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
BUILDINGS & SITES COMMITTEE MEETING**

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700 N SCHOENBECK RD
PROSPECT HEIGHTS, IL 60070 at 7:00 AM

Create opportunities that inspire all students to grow as learners, individuals, and citizens.

AGENDA

Following budgetary evaluation, building principals have worked to determine their plans for year-end purchases. Several proposals have been included for the Committee's review.

1. BOE Allocated Furniture Expenditures 17

The approved \$50,000 Board allocation for furniture was released at the end of February and building principals to determine their needs for classroom furniture. Final proposals have been included for the Committee's review. The total cost of these orders is \$77,680 and represents the full BOE allocation as well as remaining funds from the various building budgets.

2. Principal and Main Office Furniture Orders 28

From time to time, principals have the authority to utilize their building allocations to replace furniture in need of repair or replacement due to age, in accordance with their approved building budgets. The principal offices at MacArthur were updated over winter break and the main office Sullivan is currently under review. The Sullivan principal would like to utilize her remaining principal supply allocation as well as funds from her building furniture line item to replace the furniture in the main office. Proposals have been attached for the Committee's review.

3. MacArthur Cafeteria Office Furniture 33

For the past several years, the MacArthur Cafeteria office has been furnished with "classroom cast-offs" that are inefficient and too large for the small workspace. Funds have been identified in the Food Service Equipment line item that will be used to provide new office desk/chairs and storage for the food service staff. The proposal has been attached for the Committee's review.

G. PHYBS Eisenhower Field Maintenance Request 35

Mike Mabry reached out to Brian via email on 3/23/21. PHYBS is planning on minor field maintenance which includes infield edge repairs and new infield dirt. PHYBS has received permission from PHPD to deliver dirt to the PHPD parking lot off Camp MacDonald Road. Administration recommends allowing PHYBS to proceed with these improvements immediately, D23 will coordinate with PHYBS as needed.

III. Old Business

A. Approval of Minutes - Buildings & Sites Committee Meeting of March 2, 2021. 36

Meeting minutes will be emailed in advance of the meeting.

IV. New Business

V. Adjournment

DISTRICT ORGANIZATIONAL GOALS

- **Student Success:** Ensure all students are well rounded and emotionally and academically prepared for success in high school.
- **Teaching, Learning, and Innovation:** Encourage a learning environment that emphasizes excellence and retains high-quality staff.
- **Family and Community Partnership:** Actively engage and communicate with all families to foster collaborative relationships that benefit student learning and understanding of district priorities. 2
- **Sustainable Resources:** Advance effective use of resources to support safe, learner ready facilities that maximize student learning.

Report -Prospect Heights School District 23
 PERIOD: 03/01/21 -03/29/21

EMPLOYEE	REG	OT1	OT2	VAC	HOL	SIC	OTH	TOTAL
CUSTODIAN DAY SHIFT								
1 Jose Blanco -334306	107:00	4:45		40:00		5:00	8:00	164:45
2 JoAnn Brant -1000022	128:00	4:45		14:00		16:00	2:00	164:45
3 Richard Ewanio -665428	114:00	5:00		48:00				167:00
4 Miguel Rubio -527342	120:00	26:30		40:00				186:30
Total:	469:00	41:00		142:00		21:00	10:00	683:00
CUSTODIAN NIGHT SHIFT								
1 Janina Babon -1000114	160:00	4:45						164:45
2 Juan Chavez-Munoz -928405	104:00	5:00		40:00		16:00		165:00
3 Ma del Socorro Gonzalez de Ruiz -1000213	160:00	5:00						165:00
4 Brian Hitzeman -348398	160:00	11:45						171:45
5 Jose Marroquin -1000138	120:00	5:00		40:00				165:00
6 Carlos Rubio -628904	112:00			40:00		8:00		160:00
7 Gordana Zecevic -1000193	120:00	4:45				24:00		148:45
Total:	936:00	36:15		120:00		48:00		1140:15
CUSTODIAN PART TIME								
1 Michael Amelse -1000207	84:30							84:30
2 Rodolfo Jimenez -1000194	64:00							64:00
3 Hunter Macek -999852	24:00							24:00
Total:	172:30							172:30
DAY CUSTODIAL SUBSTITUTE								
1 Hunter Macek -999852	38:30							38:30
PORTER								
1 Thomas Vergil -1000165	144:45	4:45						149:30
Grand Total :	1760:45	82:00		262:00		69:00	10:00	2183:45

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

Date: March 22, 2021
Title: 2021 Roofing Repairs @ MacArthur Middle School
Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations
Brian Rominski, Director of Buildings & Grounds

BACKGROUND INFORMATION:

In accordance with the District capital improvement plan for MacArthur Middle School, a roofing replacement project was designed and publicly bid by ARCON Associates, Inc. Roof areas scheduled for replacement due to age (25+ years old) include roofs in the 8th grade wing, kitchen & cafeteria, and little theatre lobby. Roofing work will begin in mid-June.

ADMINISTRATIVE CONSIDERATIONS:

On March 11, 2021 eight (8) bids were received and evaluated by ARCON Associates, Inc. The low qualified base bid was submitted by L. Marshall, Inc. in the amount of \$485,000.00.

Administration is not recommending proceeding with the alternate bid at this time, and should be packaged with a larger roofing project scheduled for next summer.

Funds have been budgeted in the Capital Projects account.

RECOMMENDED ACTION:

That the Board of Education accept the Base Bid in the amount of \$485,000.00 from L. Marshall, Inc. for the 2021 Roof Repairs @ MacArthur Middle School.



March 23, 2021

Mr. Brian Rominski
Director of Buildings & Grounds
Prospect Heights School District 23
700 N. Schoenbeck Rd.
Prospect Heights, Illinois 60070

RE: **Letter of Recommendation**
2021 Roof Repairs at MacArthur Middle School
Project No. 20137

Dear Brian:

On Thursday, March 11, 2021 at 2:00 pm, eight (8) sealed bids were opened for the 2021 Roof Repairs at MacArthur Middle School. The low qualified Base Bid of \$485,000.00 was submitted by L. Marshall, Inc. of Glenview, Illinois. The Base Bid includes the replacement of Roof Area(s) 15.0, 16.0 and 20.0. See attached Bid Tabulation Sheet for a complete summary of the bids.

On Monday, March 15, 2021, we conducted a scope review of the project with Mike Oswald, Vice-President of Estimating and Tom Gutzwiller, General Manager for L. Marshall, Inc. They confirmed both their Bid and the Scope of the Project. Additionally, L. Marshall, Inc has completed numerous other school related projects of similar scope and size for ARCON Associates, Inc.

Our office recommends that Prospect Heights School District 23 extend a contract to L. Marshall, Inc. of Glenview, Illinois for the 2021 Roof Repairs at MacArthur Middle School, in the amount of \$485,000.00.

Please feel free to contact me if you have any questions regarding this letter.

Sincerely,
ARCON Associates, Inc.

A handwritten signature in black ink that reads "Brian E. McElmeel".

Brian E. McElmeel, RRC, IIBEC
Director of Building Envelope Services

c: Erin M. Miller, ARCON Associates, Inc.
Donna Demarakis, ARCON Associates, Inc.

attachments
BEM

"J:\1 D23\20137 2021 Roof Repairs @ MacArthur Middle School\1 Docs\Corr\20137L001.pdf"

2021 ROOF REPAIRS AT MACARTHUR MIDDLE SCHOOL

Owner: Prospect Heights School District 23

Project No.: 20137

Bid Date/Time: Thursday, March 11, 2021 at 11:00 am



CONTRACTOR	BID BOND	ADDENDA NO. 1	BASE BID ROOF AREA(S) 15.0, 16.0, 20.0	ALTERNATE BID NO. 1 ROOF AREA 17.0, 18.0	TOTAL BSE BID + ALTERNATE BID NO. 1
1 Bennett & Brosseau Roofing Inc.	✓	✓	\$537,700	\$200,000	\$737,700
2 Combined Roofing Services, LLC	✓	✓	\$554,500	\$248,500	\$803,000
3 Elens & Maichin Roofing & Sheet Metal Inc.	✓	✓	\$503,100	\$205,800	\$708,900
4 F&G Roofing Company LLC	✓	✓	\$650,000	\$273,900	\$923,900
5 Knickerbocker Roofing and Paving Co. Inc.	✓	✓	\$532,000	\$251,000	\$783,000
6 L. Marshall Inc.	✓	✓	\$485,000	\$185,000	\$670,000
7 Metalmaster / Roofmaster			NO BID	NO BID	NO BID
8 Preservation Services, Inc.	✓	✓	\$487,300	\$211,000	\$698,300
9 Ridgeworth Roofing Company Inc.	✓	✓	\$561,860	\$198,000	\$759,860

✓

PK List Marketing, Inc
 1321 North Lama Lane
 Mount Prospect, IL. 60056

Confirmatio

Date	3/19/21
Confirmation	pk031921-02

phone (224) 217- 5063
 cell (224) 456-4692

email patrick@pklistmarketing.com

Officially recognized VETERAN OWNED SMALL BUSINESS (VOSB)

Betsy Ross School
 700 N. Schoenbeck Road
 Prospect Heights, IL. 60070

Amy McPartlin amcpartlin@d23.org

PO Number	Job ID	Order Date	Terms
	0321 - BetsyRossFullFoyer		Net 30 days

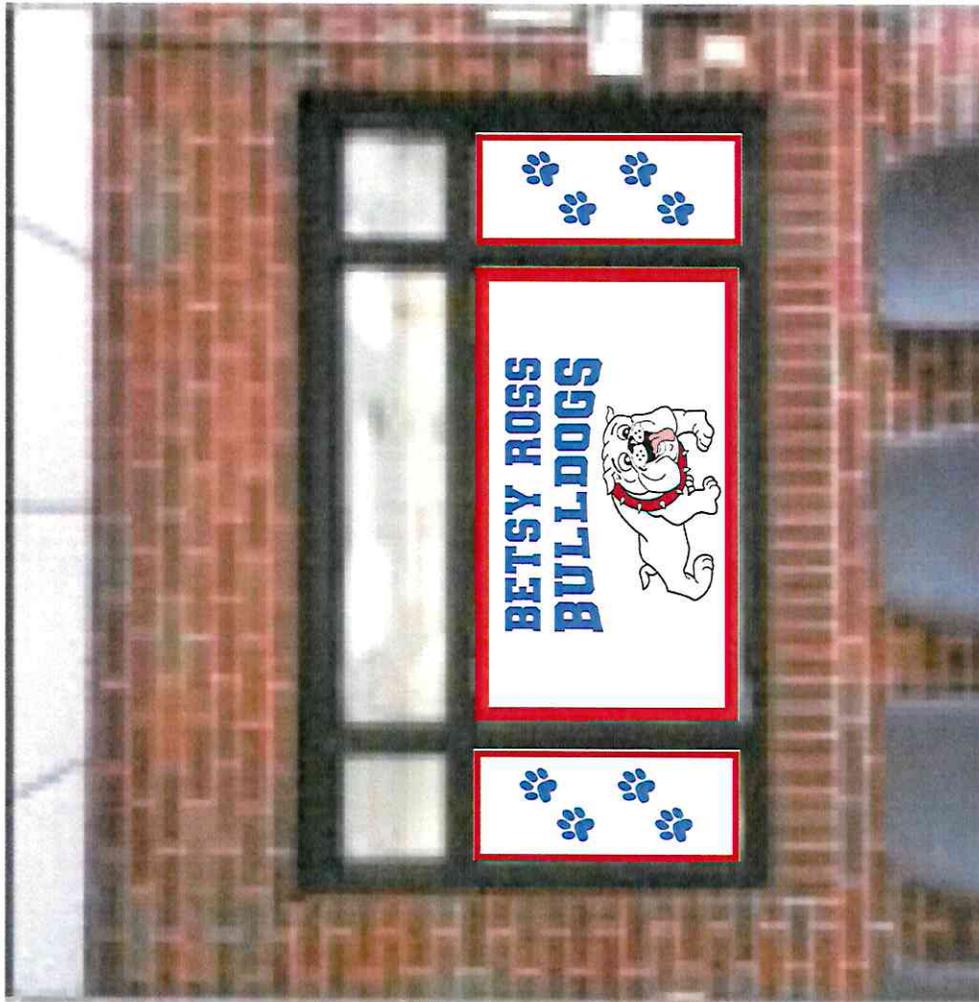
Description	Quantity	Rate	Total
PERFORATED VINYL AND OVERLAMINATE FOR WINDOWS AS FOLLOWS (9 total perforated vinyl and overlamine)::			
Window 1 = 11" wide x 28" high (left) reception window			
Window 2 = 11" wide x 28" high(right) reception window			
Window 3 = 47" wide x 28" high(middle) reception window			
Window 4 = 18" DIAMETER CIRCLE (paw) doorway to office			
Window 10 = 29" wide x 45" high perforated vinyl and overlamine (Welcome – outside entrance)			
Window 5 = 18" DIAMETER CIRCLE (paw) – entrance			
Window 6 = 18" DIAMETER CIRCLE (dog) – entrance			
Window 8 = 18" DIAMETER CIRCLE (dog) – entrance			
Window 9 = 18" DIAMETER CIRCLE (paw) – entrance			
3M 180 (NO WINDOW PERF VINYL AND OVERLAMINATE (10 total 3MIJ180 – not perforated):			
Window 5 = 18" DIAMETER CIRCLE (paw) – inner foyer			
Window 6 = 18" DIAMETER CIRCLE (dog) – inner foyer			
Window 7 = 29" wide x 45" high (Be Respectful) – inner foyer			
Window 8 = 18" DIAMETER CIRCLE (dog) – inner foyer			
Window 9 = 18" DIAMETER CIRCLE (paw) – inner foyer			
Window 5 = 18" DIAMETER CIRCLE (paw) – back side of inner foyer – identical to front side circle			
Window 6 = 18" DIAMETER CIRCLE (dog) – back side of inner foyer – identical to front side circle			
Window 7 = 29" wide x 45" high (Be Respectful) – back side of inner foyer – identical to front side circle			
Window 8 = 18" DIAMETER CIRCLE (dog) – back side of inner foyer – identical to front side circle			
Window 9 = 18" DIAMETER CIRCLE (paw) – back side of inner foyer – identical to front side circle			
Production & Printing all of the above items	7	1	\$ 1,437.50
			\$ 1,437.50

Installation Services all of the above items (PLUS ANNE SULLIVAN INSTALLATION - 2 panthers & COVID POSTER) Due up to 7 days from proof approval Thanks you for your business, it is much appreciated	1	\$ 1,375.00	\$ 1,375.00
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TOTAL	\$ 2,812.50
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Any changes is scope of work such as sizes, materials, surfaces, or any additions or adjustments to the scope of work will result in a new quotation, and may result in a change in pricing and lead times for both production and installation







Identical Graphics
On inside
hallway



PK List Marketing, Inc
 1321 North Lama Lane
 Mount Prospect, IL. 60056

Confirmation

Date	3/19/21
Confirmation	pk031921-01

phone (224) 217- 5063
 cell (224) 456-4692

email patrick@pklistmarketing.com

Officially recognized VETERAN OWNED SMALL BUSINESS (VOSB)

Anne Sullivan Elementary School
 700 North Schoenbeck Road
 Prospect Heights, IL. 60070

Traci Meziere tmeziere@d23.org

PO Number	Job ID	Order Date	Terms
to follow	0321 - AnneSullEntryDoors	3/19/21	Net 30 days

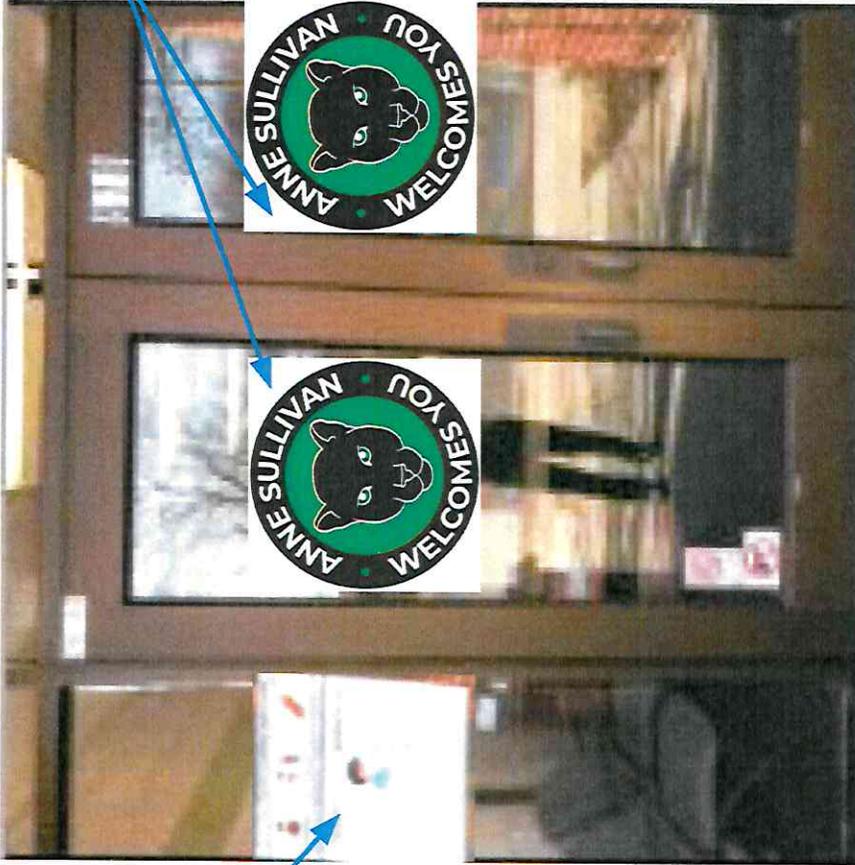
Description	Quantity	Rate	Total
<u>2 -20" diameter panther circles & 1 - 18" x 20" COVID poster</u>	1	\$ 370.00	\$ 370.00
Installation Services	1	\$ -	\$ -
INSTALLATION ADDED TO BR FOYER INSTALLATION			
Due up to 7 days from proof approval			
Thanks you for your business, it is much appreciated			
			TOTAL \$ 370.00

Any changes is scope of work such as sizes, materials, surfaces, or any additions or adjustments to the scope of work will result in a new quotation, and may result in a change in pricing and lead times for both production and installation



CIRCLES ONLY

- NO WHITE BACKGROUND ON LIVE GRAPHICS (white background for mockup only)



COVID INSTRUCTION POSTER
Position right or left of doors
(Sullivan staff will advise)

2021 FEMA & ESSERS Funding Updates

FEMA Approved Covid Expenditures Up to \$75,000			2020-21 ESSERS I (CARES) Allocation - \$125,000		2021-23 ESSER II Allocation - Anticipated Funding \$467,692	
Expenditure	NON-PPE	PPE	Expenditure	Project Cost	Expenditure	Project Estimate
Nitrile Gloves		\$489.12	Forehead Thermometers	\$2,782.10	Large Space AV/Sound System Enhancements	\$175,000.00
Face Masks (N95 & Custom)		\$15,631.41	Student iPads - 350	\$102,900.00	Refresh of iPads at Grade 5	\$58,000.00
Disposable Gloves		\$952.00	iPad Cases - 700	\$18,837.00	Reading Interventions Tier 2 & Tier 3	\$35,000.00
Face Shields		\$674.00	Total	\$124,519.10	After School Tutoring	\$15,000.00
Disinfectant (Virex & Oxivir)	\$910.85				Dedicated Building Subs (2020-21)	\$100,000.00
HVAC MERV 11 Filters	\$1,419.00				2020-21 Personnel (BTSB Committees)	\$20,000.00
Misc. Custodial Supplies	\$6,331.04		Expenditure Grouping		Mask - Order	\$10,000.00
Hand Sanitizer	\$13,195.24		Technology		Full MERV Filter Exchange for All Sites	\$13,870.56
Sanitation Stations	\$4,250.00		Space Modification		Honeywell Programming (Air Damper Controls)	\$8,611.00
Pathosans Generation Unit & Supplies	\$15,702.20		Curriculum/ Programming		PODS for Furniture Storage (Monthly: \$1,665.93)	\$15,000.00
Electrostatic Sprayer	\$772.20		Mitigation Supplies - Equipment		Total:	\$450,481.56
Plexiglass Dividers	\$2,375.00					
Building & Floor Signage	\$4,149.14		2021-24 ESSER III Allocation - Anticipated Funding \$1,049,682			
Total:	\$49,104.67	\$17,746.53				



**PROSPECT HEIGHTS DISTRICT 23
FINANCE & BUILDING AND SITES COMMITTEES
INFORMATION ITEM**

Date: April 5, 2021

Title: Discussion of Board Allocation for Furniture and Plan for Expenditures

Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations

BACKGROUND INFORMATION:

The FY21 Budgetary Guidelines discussed the need for a planned allocation of funds to address furniture replacement at each of the buildings. In order to accomplish that, the Per Pupil Allocation amount of \$188.00/student included an amount equal to 25% of the Cost Per Pupil (\$47/student) to be set aside in each building's 2020-21 budget, as a non-discretionary line item for furniture replacements. These non-discretionary funds total \$68,902. An additional allocation of \$50,000 was also requested as a non-discretionary expenditure for furniture, to be split across all buildings based on a per pupil amount.

Principals were allowed to utilize their building furniture budgets throughout the year. The \$50,000 Board allocation was released at the end of February and they have been working to determine their plans for year-end purchases.

CURRENT SCENARIO:

Final proposals have been included for the Committee's review. The total cost of these orders is \$77,680 and represents the full BOE allocation as well as remaining funds from the various building budgets (Furniture Expenditure line item). Pricing for the Smith Systems items is in accordance with the National Cooperative Purchasing Alliance (NCPA) Contract #NCPA07-44 KI Items have will be purchased through the Sourcewell Contract #121919-KII.

RECOMMENDED ACTION:

Pending approval from the Committee and Board approval in April, purchase orders will be issued for the attached orders, to be billed against the 2021 fiscal year.



Lowery McDonnell Company
A DIVISION OF WAREHOUSE DIRECT

960 Lively Blvd.
Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: March 31, 2021

SUBJECT: Sullivan Elementary School
Classroom Furniture
****FINAL****

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Classroom Furniture by Smith System			
24	Interchange 3-2-1 Desk, #03011 LS, Pewter Mesh Top, Platinum Edge & Leg	\$227.00	5,448.00
2	Interchange Rectangle Table, 30" x 60", #04107, Pewter Mesh Top, Platinum Edge & Leg	340.00	680.00
2	Interchange Half Moon Table, 36" x 72", #04128, Pewter Mesh Top, Platinum Edge & Leg	400.00	800.00
28	Caster Set, 4-Pack, #17576	48.00	1,344.00
2	Café Table, 36"R Top, 36"H Disc Base, #01504/01452, Pewter Mesh Top, Platinum Edge & Base	303.00	606.00
24	Flavors Chair, 18"H, Felt Glides, #11849F, Persian Blue Seat	78.00	1,872.00
24	Flavors Chair, 18"H, Felt Glides, #11849F, Apple Seat	78.00	1,872.00
6	Plato Stool, 24"H, Felt Glides, #00981, Persian Blue Seat	100.00	600.00
2	Cascade Mega-Case, Doors, 15 Totes, #320015000P, Persian Blue	860.00	1,720.00
2	Cascade Mega-Case, Doors, 15 Totes, #320015000P, Apple	860.00	1,720.00
Miscellaneous Furniture			
10	VS Hokki Stools, 18", Black	134.00	1,340.00
2	United Chair, Upswing Task Chair, Soft Wheel Casters, Punchcard Abyss Seat	325.00	650.00
1	KI Instruct All Terrain Mobile Desk, Pressed Linen Top, Warm Grey Edge, Starlight Silver Paint		1,330.00

Total Furniture Cost, Delivered Only: \$19,982.00

Optional Inside Delivery, Assembly and Rubbish Removal \$1,200.00
(Regular Business Hours, In Conjunction with Ike, Mac & Ross Furniture)

Delivery about six weeks after receipt of PO and finish selections.

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____
Title: _____
Date: _____

Presented:

By: 48 *Dave Tatge*
Dave Tatge, Ext. 232
dtatge@lmcinc.net

Prospect Heights SD23 – Sullivan Classroom Furniture Selections

Tag	Description	Image
A	<p>Student Desks</p> <ul style="list-style-type: none"> • “Interchange 3-2-1” Series by Smith System • Model #03011 LS Desk w/ Casters #17576 • Top 35” x 50” x Adjustable Height, 22” – 34” • Finish Selection: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 24</p>	
B	<p>Rectangle Table</p> <ul style="list-style-type: none"> • “Interchange” Series by Smith System • Model #04107 w/ Casters #17576 • Worksurface 30”D x 60”W x 22” – 34”H • Finish Selection: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 2</p>	
C	<p>Half Moon Table</p> <ul style="list-style-type: none"> • “Interchange” Series by Smith System • Model #04128 w/ Casters #17576 • Worksurface 36”D x 72”W x 22” – 34”H • Finish Selection: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 2</p>	
D	<p>Collaboration Station</p> <ul style="list-style-type: none"> • “Cafe” Series by Smith System • Model #01504 Top/01452 Base • 36” Round Top, 36”H Circular Base • Backpack Hooks • Finish Selection: Pewter Mesh Top, Platinum Edge & Base <p>Qty: 2</p>	
E	<p>Student Chairs</p> <ul style="list-style-type: none"> • “Flavors” Series by Smith System • Model #11849F • Chair Height: 18” • Platinum Legs with Felt Glides • Finish Selection: Persian Blue and Apple seat <p>Qty: 48 (24 – Persian Blue, 24 – Apple)</p>	

Prospect Heights SD23 – Sullivan Classroom Furniture Selections

Tag	Description	Image
F	<p>Student Chairs - Bistro</p> <ul style="list-style-type: none"> • “Plato” Series by Smith System • Model #00981F • Chair Height 24”H • Platinum Legs with Felt Glides • Finish Selection: Persian Blue seat <p>Qty: 6</p>	
G	<p>Mobile Storage – Doors</p> <ul style="list-style-type: none"> • “Cascade Mega-Case” by Smith System • Model #320015000P • (15) 3” SW Totes • 19”D x 43”W x 30.4”H • Locking doors (open shown for clarity) • End Panel Selection: Persian Blue & Apple <p>Qty: 4 (2 – Persian Blue, 2 – Apple)</p>	
H	<p>Student Active Seating</p> <ul style="list-style-type: none"> • “Hokki” Series by VS • 18” Stool Height • Color Selection: Black <p>Qty: 10</p>	
I	<p>Teacher Workstation Chair</p> <ul style="list-style-type: none"> • “Upswing” Series by United Chair • Model #UP13-SDW-HA8-G1 • Mesh Back Task Chair, Ht. Adj. Arms • Soft Wheel Casters • Seat Fabric Selection: Punchcard Abyss <p>Qty: 2</p>	
J	<p>Teacher Desk – Mobile</p> <ul style="list-style-type: none"> • “Instruct All Terrain” Series by KI • Model #ATMTD2466-74P • 24”D x 48”W Worksurface w/ Modesty Panel • 18”W x 40”H Right Side Lectern with Storage • Finish Selection: Pressed Linen Top w/ Warm Gray Edge, Starlight Silver Paint <p>Qty: 1</p>	



Lowery McDonnell Company
A DIVISION OF WAREHOUSE DIRECT

960 Lively Blvd.
Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: March 31, 2021

SUBJECT: Ross Elementary School
Classroom Furniture
****FINAL****

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Classroom Furniture by Smith System			
62	Planner Student Desks, #01272, Pewter Mesh Top, Apple Edge, Platinum Legs	\$141.00	\$8,742.00
62	Metal Book Boxes, #17190, Platinum	39.00	2,418.00
62	Caster Set, 4-Pack, #17576	48.00	2,976.00
2	Buffalo Book Truck, #21092, Persian Blue	236.00	472.00
2	Cascade Mega Tower, Combo Unit, #912012000P, Persian Blue End Panels	1,220.00	2,440.00
Total Furniture Cost, Delivered Only:			\$17,048.00

Optional Inside Delivery, Assembly and Rubbish Removal
(Regular Business Hours, in Conjunction with Ike, Mac & Sullivan Furniture) \$1,680.00

Delivery about six weeks after receipt of PO.

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____
Title: _____
Date: _____

Presented:

By: Dave Tatge
Dave Tatge, Ext. 232
dtatge@lmcinc.net

Prospect Heights SD23 – Ross Classroom Furniture Selections

Tag	Description	Image
A	<p>Student Desks</p> <ul style="list-style-type: none"> • “Planner” Series by Smith System • Model #01272 • 20” x 27” Top, Height Adjust 22” – 32” • Equipped with Book Box and Locking Casters • Finish Selection: Pewter Mesh Top w/ Apple Edge, Platinum Legs w/ Chrome Inserts <p>Qty: 62</p>	
B	<p>Book Truck</p> <ul style="list-style-type: none"> • “Buffalo” Series by Smith System • Model #21092 • 14”D x 36”W x 43”H • Three sloping shelves & 4” soft tread casters • Sliding book supports not included • Finish Selection: Persian Blue <p>Qty: 2</p>	
C	<p>Mobile Storage</p> <ul style="list-style-type: none"> • “Cascade” Series by Smith System • Model #912012000P • Open Combination Unit, No Doors • 19”D x 43”W x 61.4”H • Three adjustable shelves, 12 tote trays • End Panels: Persian Blue <p>Qty: 2</p>	



Lowery McDonnell Company
A DIVISION OF WAREHOUSE DIRECT

960 Lively Blvd.
Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: March 31, 2021

SUBJECT: Eisenhower Elementary School
Classroom Furniture
FINAL

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Classroom Furniture by Smith System			
3	Interchange Rectangle Tables, Felt Glides, #04101F, Mission Maple Top, Mint Edge, Platinum Legs	\$278.00	\$834.00
48	Interchange Wing Open Front Desks, Felt Glides, #04503, Mission Maple Top, Mint Edge, Platinum Legs	224.00	10,752.00
60	Groove Chairs, 14'H, Felt Glides, #33847F, Cerulean Seat, Platinum Legs	60.50	3,630.00
2	Cascade Double Bullet Teacher Desk, #26180, Mission Maple Top, Mint Edge, Platinum Base	825.00	1,650.00

Total Furniture Cost, Delivered Only: \$16,866.00

Optional Inside Delivery, Assembly and Rubbish Removal
(Regular Business Hours, in Conjunction with Mac, Ross & Sullivan Furniture) \$1,600.00

Delivery about six weeks after receipt of PO.

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____
Title: _____
Date: _____

Presented:

By: Dave Tatge
Dave Tatge, Ext. 232
dtatge@lmcinc.net

Prospect Heights SD23 – Ike Classroom Furniture Selections

Tag	Description	Image
A	<p>Teacher Work Table</p> <ul style="list-style-type: none"> • “Interchange” Series by Smith System • Model #04101 • Worksurface 24”D x 48””W • Felt Glides • Finish Selection: Mission Maple Top, Mint Edge, Platinum Leg <p>Qty: 3</p>	
B	<p>Student Desks</p> <ul style="list-style-type: none"> • “Interchange Wing” by Smith System • Model #04503F • Open Front Desk • Adjustable Height 22” – 32” • Felt Glides • Finish Selection: Mission Maple Top, Mint Edge, Platinum Leg <p>Qty: 48</p>	
D	<p>Student Chairs</p> <ul style="list-style-type: none"> • “Groove” Series by Smith System • Model #33847F • Chair Height: 14” • Felt Glides • Finish Selection: Cerulean Seat, Platinum Legs <p>Qty: 60</p>	
M	<p>Teacher Desk – Mobile</p> <ul style="list-style-type: none"> • “Cascade” Double Pedestal by Smith System • Model #26180 • 28” x 72” Double Bullet Top • Two Locking Box Box File Pedestals • Finish Selection: Mission Maple Top, Mint Edge, Platinum Base <p>Qty: 2</p>	



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www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: March 31, 2021

SUBJECT: MacArthur Middle School
Special Ed Classrooms
****FINAL****

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Classroom Furniture by Smith System			
30	Elemental Table, 24" x 36", Fixed Height, Felt Glides, #EL2436EG	\$169.00	\$5,070.00
3	Elemental Table, 24" x 36", Fixed Height, Casters, #EL2436EC	216.00	648.00
3	Elemental Table, 24" x 60", Fixed Height, Casters, #EL2460EC	285.00	855.00
All Tables: Pewter Mesh Top, Platinum Edge & Legs			
Classroom Furniture by KI			
30	Intellect Wave Chairs, 18", #IW418, Poppy Red Seat, Starlight Silver Legs, Felt Glides	68.00	2,040.00
3	700 Series Mobile BBF Pedestal, #S7P/1524MBBF, Starlight Silver	466.00	1,398.00
3	United Chair, Upswing Task Chair, Soft Wheel Casters, Black Mesh, Punchcard Crimson Seat	325.00	975.00
Total Cost, Delivered Only:			\$10,986.00
Optional Inside Delivery, Installation & Rubbish Removal (Regular Business Hours, in conjunction with Ike, Ross & Sullivan)			\$1,000.00

Delivery 6-8 weeks after receipt of PO and finish selections

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____
Title: _____
Date: _____

Presented:

By: 25 *Dave Tatge*
Dave Tatge, Ext. 232
dtatge@lmcinc.net

Prospect Heights SD23 – MacArthur Special Ed Furniture Selections

Tag	Description	Image
A	<p>Student Desks</p> <ul style="list-style-type: none"> • “Elemental” Series by Smith System • Rectangle, 24”D x 36”W • 30” Fixed Height w/ Felt Glides • Finishes: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 30</p>	
B	<p>Teacher Work Table</p> <ul style="list-style-type: none"> • “Elemental” Series by Smith System • Rectangle, 24”D x 36”W • 30” Fixed Height w/ Casters • Finishes: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 3</p>	
C	<p>Turn In Table</p> <ul style="list-style-type: none"> • “Elemental” Series by Smith System • Rectangle, 24”D x 60”W • 30” Fixed Height w/ Casters • Finishes: Pewter Mesh Top, Platinum Edge & Leg <p>Qty: 3</p>	
D	<p>Student Chairs</p> <ul style="list-style-type: none"> • “Intellect Wave” by KI • 18”H Seat w/ Felt Glides • Finishes: Poppy Red Seat, Starlight Silver Legs <p>Qty: 30</p>	
E	<p>Mobile Storage - Pedestal</p> <ul style="list-style-type: none"> • “700 Series” by KI • 5-Caster Locking BBF Pedestal • Finish: Starlight Silver <p>Qty: 3</p>	
F	<p>Teacher Workstation Chair</p> <ul style="list-style-type: none"> • “Upswing” Series by United Chair • Mesh Back Chair, Ht. Adj. Arms, Soft Casters • Fabrics: Black Mesh, Punchcard Crimson Seat <p>Qty: 3</p>	



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Wood Dale, IL 60191
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www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: February 27, 2021

SUBJECT: MacArthur Middle School
Conference Room
Revised

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Office Furniture by KI			
1	Serenade Series Credenza, 3-Door, HPL, 22" x 54" x 36"H		\$2,984.00
2	Pirouette Half Round Nesting Tables, 48"W x 24"D	\$569.00	1,138.00
4	Pirouette Rectangle Nesting Tables, 24" x 72"L	699.00	2,796.00
	Optional Inside Delivery, Setup and Rubbish Removal		400.00
	Total Cost, Delivered and Installed:		\$7,318.00

Finish Selections:

Credenza: Sterling Ash Laminate, Straight Silver Pulls

Pirouette Tables: Sterling Ash Top & Edge, Starlight Silver Base

Delivery 6 – 8 weeks after receipt of PO and finish selections

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____

Title: _____

Date: _____

Presented:

By: 27 *Dave Tatge* _____

Dave Tatge, Ext. 232

dtatge@lmcinc.net

10.5.0000.1120.441.04.0000



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A DIVISION OF WAREHOUSE DIRECT

960 Lively Blvd.
Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: November 10, 2020

SUBJECT: MacArthur MS Offices
Revised

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Office Furniture by Groupe Lacasse			
Principal Office			
1	Boomerang Desk w/ Modesty & Sit to Stand Base		\$821.00
1	Desk Return, BBF & FF Ped, Pencil Drawer & Power Module		1,557.00
2	Bookcases, 73"H	\$459.00	918.00
1	Conference Table, 36" x 72" Racetrack, 4-Legs		567.00
6	Shifter Guest Chairs, Casters, Arms, Mesh Back, Gr. 2	237.00	1,422.00
1	Via Seating, Run II High Back Task Chair, Mesh Back, Gr. 1		389.00
Total Principal Office, Delivered Only:			\$5,674.00
Asst. Principal Office			
1	Rectangle Desk w/ Modesty & Sit to Stand Base		\$749.00
1	Desk Return, BBF & FF Ped, Pencil Drawer & Power Module		1,512.00
1	Bookcase, 73"H		459.00
1	Conference Table, 42" Square, X-Base		501.00
4	Shifter Guest Chairs, Casters, Arms, Mesh Back, Gr. 2	237.00	948.00
1	Via Seating Run II High Back Task Chair, Mesh Back, Gr. 1		389.00
Total Asst. Principal Office, Delivered Only:			\$4,558.00
Installation services including inside delivery, install and rubbish removal.			\$768.00
Existing office furniture to be removed by SD23.			
Total Cost, Delivered & Installed:			\$11,000.00

*Furniture - Casagoods ⇒ Totem / Frost
Delivery about eight weeks after receipt of PO.
Upholstery - Crimson*

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

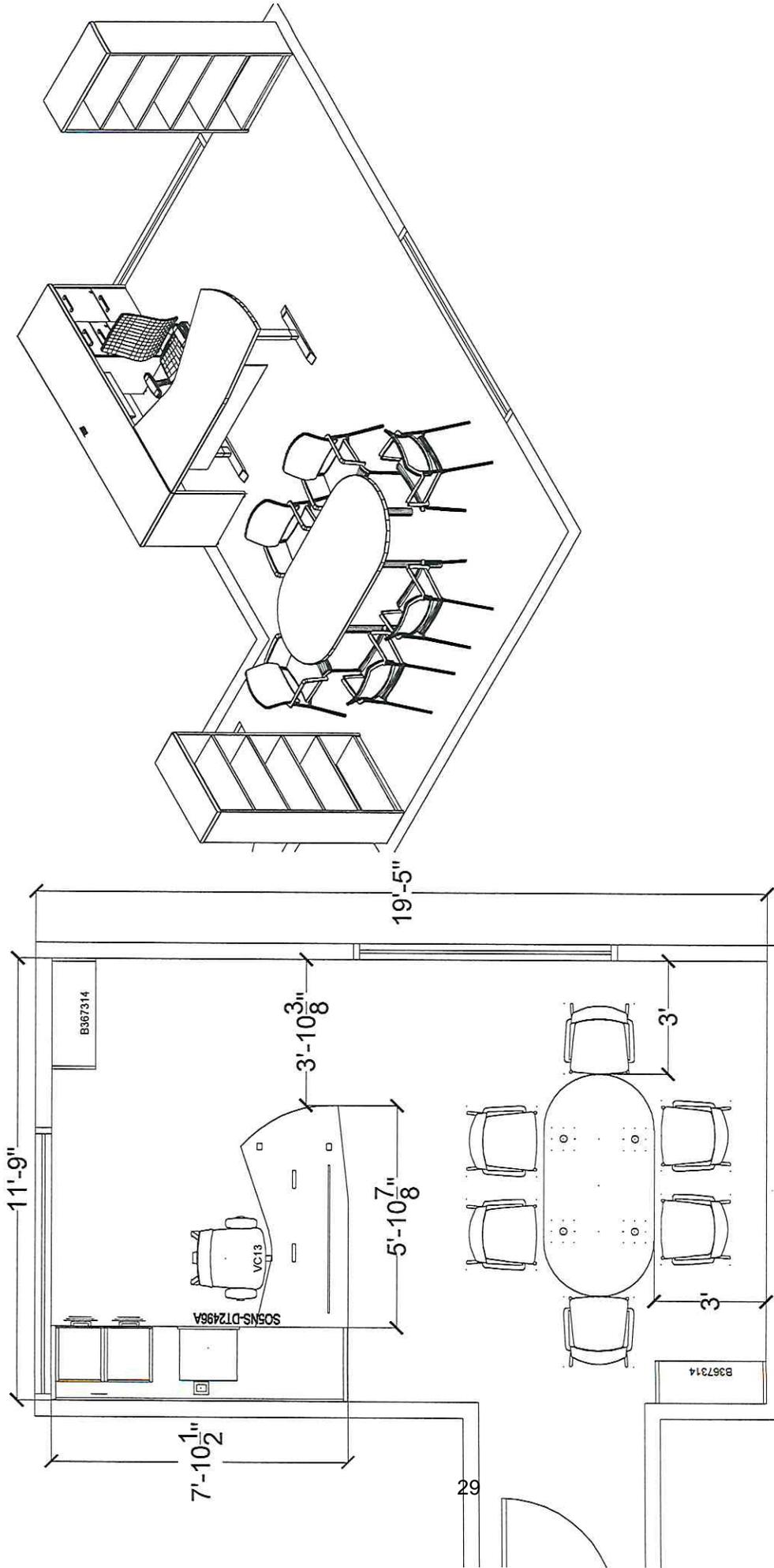
Presented:

By: 

By: ²⁸ *Dave Tatge*

Title: *Asst. Supt. for Finance & Operations* Dave Tatge, Ext. 232

Date: *11-16-2020* dtatge@lmcinc.net



Drawing No.

1



NOTE:
 Drawings and quotations have been done to the best of our ability, but are not guaranteed to be 100% accurate. It is solely the dealer's responsibility to double-check the drawings and quotations against specifications and field measurements, and to make the necessary changes to the specifier before ordering. Sheridan Contract denies any liability of incorrect orders based on these drawings and quotations. This quotation is valid for the next 90 days.

It is fully the responsibility of the dealer and/or designer to check the specifier before placing an order. It is also the dealer's responsibility to check manufacturer's acknowledgments for accuracy. This includes list pricing, finish codes, left/right handedness, etc. Sheridan Contract will not be held liable for these errors.

Project: PHSD23 - MacArthur Middle School Principal
Author: Jensea Chromy
Date: 10/26/2020



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A DIVISION OF WAREHOUSE DIRECT

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Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Traci Meziere
Principal
Sullivan Elementary School
700 N. Schoenbeck Road
Prospect Heights, IL 60191

DATE: February 18, 2021

SUBJECT: Front Office Furniture
Final

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Front Office Furniture by Groupe Lacasse (Per Attached Layout)			
2	Main Desk with Transaction Surround, BBF Pedestal, Pencil Drawer	\$955.00	\$1,910.00
2	Desk Return w/ Surround, (2) FF Pedestals & Surface Power Module	1,388.00	2,776.00
1	Wardrobe/Storage Cabinet, 73"H		889.00
1	Bookcase, 42"H		388.00
1	Storage Cabinet, 2-Door, 2-Drawer, 42"H		722.00
2	Storage Credenza Cabinet, 4-Door, 36"H	910.00	1,820.00
1	Lateral File Cabinet, 4-Drawer, 42W, Filing Rails & Top Cap		1,402.00
1	Mobile Flip & Nest Work Table, 30" x 48"		679.00
4	Brylee Chair, 4-Leg, Arms, Upholstered Back, Gr. 2	201.00	804.00
2	Via Seating Run II High Back Task Chair, Mesh Back, Gr. 1	389.00	778.00
	Inside delivery, installation and rubbish removal service		<u>\$1,040.00</u>
Total Cost, Delivered and Installed:			\$13,208.00

Delivery about 8 weeks after receipt of PO and finish selections

NOTE

Front office to be free and clear of existing furniture prior to installation.
LMC to coordinate timing with school.

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

Presented:

By: _____

By: 31 *Dave Tatge*

Title: _____

Dave Tatge, Ext. 232

Date: _____

dtatge@lmcinc.net



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A DIVISION OF WAREHOUSE DIRECT

960 Lively Blvd.
Wood Dale, IL 60191
630-227-1000
Fax: 630-227-1010
www.lowerymcdonnell.com

TO: Ms. Amy McPartlin
Chief School Business Official
Prospect Heights SD 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

DATE: March 31, 2021

SUBJECT: MacArthur Middle School
Food Service Office
FINAL

PROPOSAL

We are pleased to provide the following quotation for your consideration:

Qty	Description	Unit Price	Extension
Office Furniture by Groupe Lacasse (Per attached layout)			
2	Options Series Double Pedestal Desks, 30" x 72", Pencil Drawer & Pop Up 2AC Power Module, Willow Grey Top, Niagara Base	\$1,325.00	\$2,650.00
2	Options Series Closed Overhead Hutches, 72"W x 44"H, Niagara Laminate, Punchcard Silver Lining Fabric Tackboard	921.00	1,842.00
1	Steel Lateral File, 3-Drawer, 42"W x 42"H, Front to Back Filing Rails, Willow Grey Paint, Niagara Top Cap		1,060.00
1	Options Series Tall Storage Cabinet, 36"W x 24"D x 73"H, Niagara		920.00
2	United Chair Upswing Task Chairs, Soft Casters, Adjustable Arms, Black Mesh, Punchcard Carbon Seat	325.00	650.00
1	United Chair Shifter Guest Chair w/ Arms, Mesh Back, Carbon Seat		<u>225.00</u>
Total Cost, Delivered Only:			\$7,347.00
Optional Inside Delivery, Installation & Rubbish Removal			\$850.00
Delivery 6-8 weeks after receipt of PO and finish selections			

Thank you for this opportunity to be of service. Please call if you have any questions.

TERMS

- Prices are Net 30 days and include tailgate delivery.
- Change in quantity ordered may affect prices.
- Subject to acceptance within 45 days.
- Unit Prices do not include installation.

Accepted:

By: _____
Title: _____
Date: _____

Presented:

By: 33 *Dave Tatge*
Dave Tatge, Ext. 232
dtatge@lmcinc.net



Lowery McDonnell Company

960 Lively Boulevard, Wood Dale, Illinois 60191
Main Phone: 630.227.1000
Fax: 630.227.1010
www.lowerymcdonnell.com

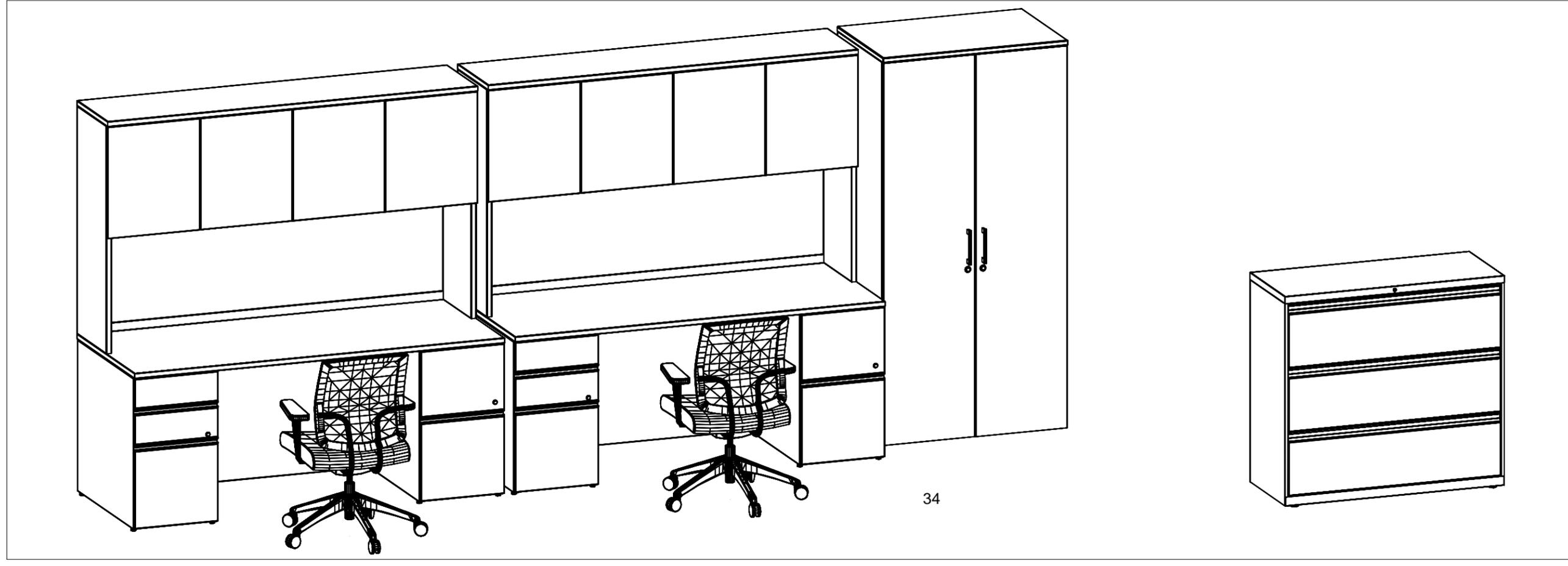
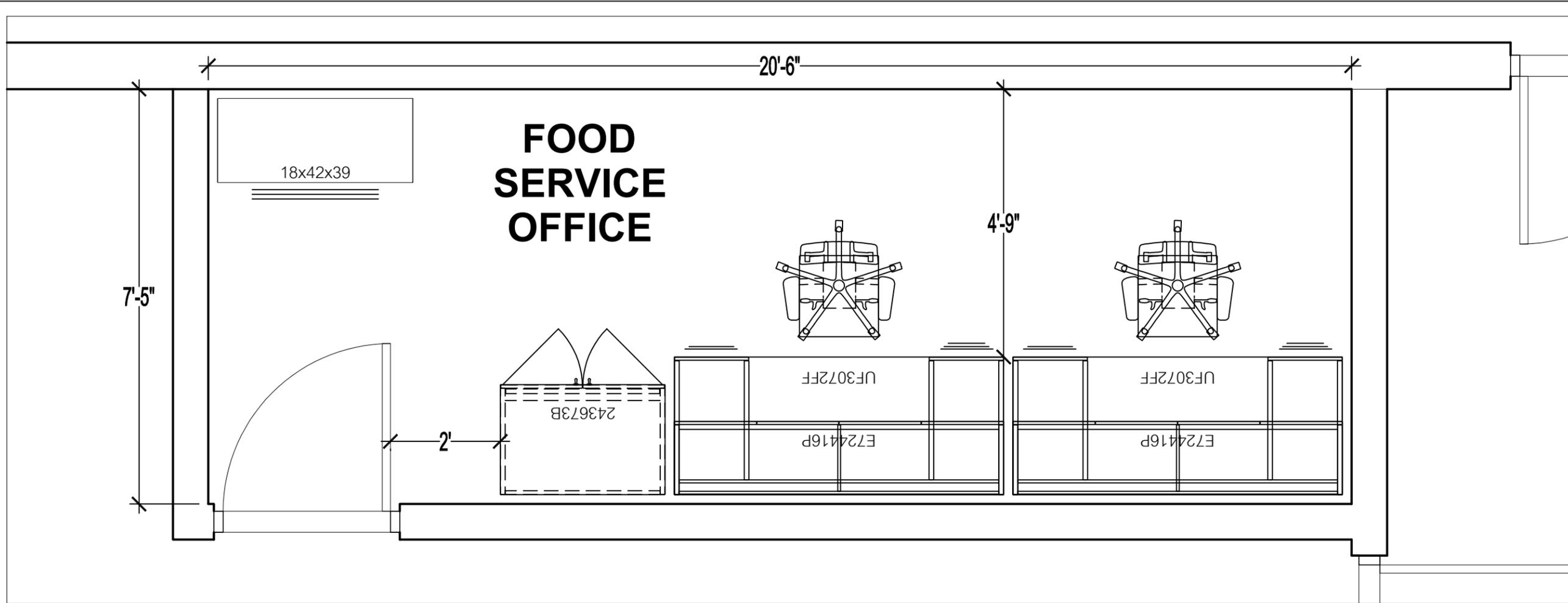
CLIENT:
PROSPECT HEIGHTS SD23
MACARTHUR
MIDDLE SCHOOL

SHEET TITLE:
FOOD SERVICE OFFICE

ACCT EXEC: DAVE TATGE
DESIGNER: S. MARCINIAK
SCALE: NOT TO SCALE
DATE: 03.01.2021

REVISIONS: 00.00.2021

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Brian Rominski <brominski@d23.org>

Eisenhower Baseball Field Dirt

2 messages

Mike Mabry <mabry_mike@yahoo.com>
To: Brian Rominski <brominski@d23.org>

Tue, Mar 23, 2021 at 2:42 PM

Hi Brian,

Hope you are well!

Not sure if you are checking your e-mail over spring break or not.

I'm reaching out to try to coordinate some work that we would like to do on Eisenhower Field. We want to upgrade the dirt and fix some of the grass edges around the infield. The vendor that we are using would like to do the work next week if possible. We have already got permission from the park district to have dirt delivered to the parking lot on Camp McDonald. Just need the ok from D23 to do the work and find out what days/times we can do the work.

Let me know what you need from me to consider the request.

Thank,
Mike
312-961-9947 cell

Brian Rominski <brominski@d23.org>
To: Mike Mabry <mabry_mike@yahoo.com>

Wed, Mar 24, 2021 at 7:58 AM

Hello Mike, thanks for reaching out. Sounds like a great plan. Keep in mind, we need to bring these improvement requests to the Building & Sites Board committee. We're currently creating our agenda for the next meeting on Tuesday, April 6, I'll make sure to add this to the agenda. Once we get this in front of the committee and receive their approval, you'll be able to schedule the work.

The parking planning to receive the dirt is the park District lot, not the D23 circle lot correct?

Brian

Brian Rominski - Director of Buildings & Grounds
brominski@d23.org
Prospect Heights School District 23
700 N Schoenbeck Road
Prospect Heights, IL 60070



[Quoted text hidden]

Minutes of Buildings & Sites Committee Meeting

The Board of Education Prospect Heights School District 23

A Buildings & Sites Committee Meeting of the Board of Education of Prospect Heights School District 23 was held Tuesday, March 2, 2021, beginning at 7:00 AM in the Grodsky Administration Building
700 N Schoenbeck Rd
Prospect Heights, IL 60070.

I. Call to Order – 7:06 AM

A. Present: Members Bednar and Chester; Admin: Angelaccio, Rominski and McPartlin

II. Discussion Items

A. Lost Time - Overtime Report

The attached report runs from 2/1 to 2/21. Typical PTO benefits taken during this report period. 1 day custodian was off for extended sick days due to a non-covid related health issue. This time was covered by a substitute and did not require OT coverage. All other night absences were filled by OT coverage.

B. Summer 2021 HVAC Retrofit Work

As discussed in the February committee meeting, proposals were received and evaluated for the 2021 HVAC Retrofit Work. It is our recommendation that the Board approves the 2021 Retrofit Work per the attached Board Action Item memo.

C. MacArthur 2021 Roofing Work

Summer 2021 roofing work will focus on the 1994 vintage roofs (27 years old) at MacArthur. The construction budget estimate is approximately \$407,940.00. A mandatory pre-bid meeting was held on Monday, March 1 for all interested bidders. Bids will be received, evaluated and presented to the Board for approval at the April Board meeting.

D. Update on Rental Agreements

Amy and Brian have been working to update the current District Rental Agreements with our Polish Schools. Attached are the two DRAFT agreements for the Committee's review. Rates will be added once finalized per the included rate schedule.

Updated Facility Fee Use Schedule

The fee schedule has been updated to reflect custodial salary hourly increases as of July 1, 2021. Updated portions are highlighted in bold font.

E. MacArthur Projector Replacement Project

In accordance with the Educational Technology Plan 3.0, the classroom projectors have been identified as a priority for the remainder of FY21, FY22 and FY23. MacArthur has been selected to receive the first round of replacements in FY21 and early FY22.

F. Eisenhower School - Installation of Raised Garden Bed Boxes

Eisenhower School was awarded a \$3,000 grant during the 2019-20 school year for the purchase of several raised garden beds. Because of the seasonal timing, the desired beds were no longer available. The funds are still available and the principal would like to now proceed with the purchase.

G. Elementary and Secondary School Emergency Relief Fund (ESSER Fund) Update

As shared with the Board, we have been told that the District's allocation of ESSER Funding equates to \$467,000. The anticipated guidelines have been attached for your review. At this point, we are continuing to meet with staff and gather feedback on potential expenditures in the areas of: personnel, physical space modifications, mitigation supplies and equipment, technology, and curriculum and instruction.

H. Honeywell Service Contract

As discussed at the January B&S meeting, we asked Honeywell to provide a 1 year service contract so we can be reflective of their service commitments prior to entering into another long term contract. Attached is the revised service contract from April 1 - June 30, and then a 1 year contract from July 1 2021 - June 30 2022.

I. Summer Worker Hiring

Posting for the summer worker position will occur late March. Current minimum hourly wage rate for workers 18 + regardless of annual hours is \$11.00. Workers less than 18 years of age, and working less than 650 hours per year, current minimum hourly wage is \$8.25. We did not hire any 2020 summer workers. Due to the difficulty we had finding summer worker in 2019 and the current part time job climate, we recommend paying all summer workers and hourly rate of \$11.00. Summer worker salaries are budgeted annually in the operations and maintenance fund. The quantity of summer workers will be reflective of the already budgeted funds.

III. Old Business

A. Approval of Minutes - Buildings & Sites Committee Meeting of 2/2/21

The Building & Sites Committee recommends approval of the minutes from the 2/2/21 meeting as written.

IV. New Business

V. Adjournment – 7:42 am