

Buildings & Sites Committee Meeting

Tuesday, April 5, 2022 8:00 AM

Grodsky Administration Building, 700 N Schoenbeck Rd, Prospect Heights, IL
60070

I. Call to Order

II. Discussion Items

II.A. Lost Time - Overtime Report

II.B. Review of Spring Break 2022 Work

II.C. Discussion of Summer 2022 Work

II.D. Joint Construction Committee - Discussion

II.E. Recommendation for Award - Snow Removal
Contract (Extension)

II.F. Recommendation for Award - Whiteboard
Removal, Wall Restoration & Painting Bid

II.G. Recommendation for Award - Whiteboard
Purchase & Installation

II.H. Recommendation for Award - 2022 Seal
Coating, Striping Crack Filling & Concrete
Services

II.I. Recommendation for Award - 2022 Interior
Renovations & Outdoor Learning Structures
(through ARCON)

II.J. 2022-23 Non-Discretionary Allocations for
Furniture - Discussion

III. Old Business

IV. New Business

V. Adjournment

Report -Prospect Heights School District 23
 PERIOD: 03/01/22 -03/30/22

EMPLOYEE	REG	OT1	OT2	VAC	HOL	SIC	OTH	TOTAL
CUSTODIAN DAY SHIFT								
1 Jose Blanco -334306	146:00	9:30		16:00		16:00		187:30
2 JoAnn Brant -1000022	100:00	12:15						112:15
3 Richard Ewanio -665428	123:00			:40			6:00	129:40
4 Miguel Rubio -527342	121:00	68:00		40:00				229:00
Total:	490:00	89:45		56:40		16:00	6:00	658:25
CUSTODIAN NIGHT SHIFT								
1 Janina Babon -1000114	100:45					64:00		164:45
2 Juan Chavez-Munoz -928405	120:00	14:00		40:00		8:00		182:00
3 Ma del Socorro Gonzalez de Ruiz -1000213	168:00	2:30						170:30
4 Brian Hitzeman -348398	161:15	12:30						173:45
5 Jose Marroquin -1000138	135:30	39:00		8:00				182:30
6 Jaime Ramirez Perez -1000290		8:00						8:00
7 Carlos Rubio -628904	120:00			40:00		8:00		168:00
Total:	813:30	68:00		88:00		80:00		1049:30
CUSTODIAN PART TIME								
1 Rodolfo Jimenez -1000194	60:00			24:00				84:00
2 Esaud Mejia Platano -1000250	73:45							73:45
Total:	133:45			24:00				157:45
CUSTODIAN WEEKEND SHIFT								
1 JoAnn Brant -1000022	12:00							12:00
2 Jose Marroquin -1000138	13:45							13:45
3 Miguel Rubio -527342	11:00							11:00
Total:	36:45							36:45
MAINTENANCE								
1 Thomas Vergil -1000165	72:15					8:00		80:15
MAINTENANCE TECHNICIAN								
1 Thomas Vergil -1000165	88:00	2:15						90:15
Grand Total :	1634:15	160:00		168:40		104:00	6:00	2072:55

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JOINT COMMITTEE FOR PURPOSES OF CONSTRUCTION WORK OVERSIGHT

The Board hereby creates the Joint Committee for Purposes of Construction Work Oversight;

The purpose of the Joint Committee for Purposes of Construction Work Oversight is to oversee the authorization of construction payments required by the submission of a change order submitted by the architect, construction manager or any general contractor in order to secure the public trust in the integrity and credibility of the construction process;

The Joint Committee for Purposes of Construction Work Oversight shall be made up of 1 member of the Finance Committee and 1 member of the Buildings and Sites Committee. The member selected from each committee to serve on the Joint Committee for Purposes of Construction Work Oversight shall be determined by the President or his/her designee;

The Joint Committee for Purposes of Construction Work Oversight shall receive monthly cost and expense updates detailing the total project cost. The members of the Joint Committee for Purposes of Construction Work Oversight shall share this information with their respective committees (Finance/Buildings and Sites) as well as with the full Board of Education at the next regularly scheduled meeting

Any and all change orders shall be submitted to the Joint Committee for Purposes of Construction Work Oversight for the purpose of notice and review. The members of the Joint Committee for Purposes of Construction Work Oversight shall share this information with their respective committees (Finance/Buildings and Sites) as well as with the full Board of Education at the next regularly scheduled meeting;

Change orders exceeding 10% of the total contract cost or \$10,000 whichever is less shall require that the Joint Committee for Purposes of Construction Work Oversight authorize acceptance of the change order within 24 hours of notice being sent;

So as not to delay the timeline for completion of construction projects, failure of the Joint Committee for Purposes of Construction Work Oversight to approve the change order by 8:00 am the following day shall be deemed accepted if the CSBO of District 23 determines that the change order is necessary and appropriate;

Construction payments, including change orders, shall only be made once per month and approved by the Board of Education at its regular meeting. If no regular meeting is held during a month, the Board may provide consensus to the District's CSBO that no questions remain on the construction payments, including change orders, and authorize the payment of the current outstanding construction invoices.

BOE Approved: _____, 2019



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

Date: April 13, 2022
Title: Whiteboard Removal, Wall Restoration & Painting Services - Bid
Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations
Mike Ziaja, Director of Operations

BACKGROUND INFORMATION:

In accordance with the ongoing Projector Replacement Project, work will continue this summer at Betsy Ross and Anne Sullivan Schools. Bids were solicited for the removal of the existing whiteboards, chalkboards and tack boards, restoration of the base wall and repainting in preparation for the new whiteboards and projectors in all classrooms. All work is to be completed by June 30, 2022.

Alternate pricing was also requested on five larger painting projects including:

- The MacArthur Middle School Library
- The MacArthur Middle School Front Foyer
- The MacArthur Middle School East Stairwell
- The Ross/Sullivan Gymnasium

ADMINISTRATIVE CONSIDERATIONS:

Bids were received after newspaper advertisement in the Daily Herald. Additionally, bids were sent to 9 vendors. All bids received were opened and evaluated utilizing a rubric based on the required services. ESSER III Funds have been allocated to this project and budgeted through the appropriate equipment accounts.

<u>Vendor</u>	<u>Total Amount (Ross & Sullivan)</u>
Capital Painting & Decorating, Inc. (Naperville, IL)	\$ 27,810.00
PBI Builders, LLC (Schaumburg, IL)	\$ 28,750.00
Tiles in Style, LLC (South Holland, IL)	\$ 68,900.00

Following a review of the base project and the alternate options, the lowest responsible bidder meeting the District's specifications on the base bid only, is being recommended.

RECOMMENDED ACTION:

That the Board of Education accepts the bid from Capital Painting and Decorating, Inc. in the amount of \$27,810.00



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

Date: April 13, 2022
Title: Claridge Whiteboard Purchase & Installation Services - Bid
Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations
Mike Ziaja, Director of Operations

BACKGROUND INFORMATION:

In accordance with the ongoing Projector Replacement Project, work will continue this summer at Betsy Ross and Anne Sullivan Schools. Bids were solicited for the purchase and installation of Claridge whiteboards as a part of this project. The bid required vendors to submit pricing for a predetermined listing of whiteboards, map rails and tack strips for each classroom, based on feedback from staff and administration. All whiteboards were specified to be: Greenguard Certified, LCS Porcelain Deluxe Markerboards, Magnetic, Non-Ghosting and Projectable with Low Reflectivity. They come with a full Lifetime Warranty.

Pricing was requested for replacements at Eisenhower, Betsy Ross and Anne Sullivan Schools. Pricing is to be held firm until June, 2023. Administration recommends moving forward with purchasing the boards for Betsy Ross and Anne Sullivan only and will purchase the boards for Eisenhower during the 2022-23 school year.

ADMINISTRATIVE CONSIDERATIONS:

Bids were received after newspaper advertisement in the Daily Herald. Additionally, bids were sent to 8 vendors. All bids received were opened and evaluated utilizing a rubric based on the required components and services.

ESSER III Funds have been allocated to this project and budgeted through the appropriate equipment accounts.

<u>Vendor</u>	<u>Total Amount (Ross & Sullivan)</u>
Interior Investments, LLC (Lincolnshire, IL)	\$ 57,189.19
Midwest Educational Furnishings (Long Grove, IL)	\$ 66,744.92
Frank Cooney - Educational Environments (Elk Grove Village, IL)	\$ 67,290.00
Larson Equipment and Furniture Company (Schaumburg, IL)	\$ 68,431.00

The lowest responsible bidder meeting the District's specifications is being recommended.

RECOMMENDED ACTION:

That the Board of Education accepts the bid from Interior Investments, LLC in the amount of \$57,189.19



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

Date: April 13, 2022
Title: 2022 Seal Coating, Striping, Crack Filling and Concrete Services - Bid
Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations
Mike Ziaja, Director of Operations

BACKGROUND INFORMATION:

Bids were solicited for the Seal Coating, Striping and Crack Filling Services at the MacArthur, Goodsky, Anne Sullivan and Betsy Ross sites. Areas in need of Concrete Repairs were also identified at all sites, including Eisenhower School. The District has reserved the right to adjust the striping work at Betsy Ross and Anne Sullivan following completion of the traffic study. All work is to be completed by August 1, 2022. We will make every effort to coordinate services to follow the completion of roofing work and removal of required dumpsters at Sullivan and MacArthur.

ADMINISTRATIVE CONSIDERATIONS:

Bids were received after newspaper advertisement in the Daily Herald. Additionally, bids were sent to six vendors. Following the mandatory pre-bid meeting on Tuesday, March 22, 2022, only one bid was received and evaluated.

Funds have been allocated to this project and budgeted through the Capital Projects contracted services accounts.

<u>Vendor</u>	<u>Total Amount (Ross & Sullivan)</u>
Patriot Pavement Maintenance (DesPlaines,IL)	\$ 41,189.89

RECOMMENDED ACTION:

That the Board of Education accepts the bid from Patriot Pavement Maintenance (DesPlaines, IL) in the amount of \$41,189.89.