

**PROSPECT HEIGHTS SCHOOL DISTRICT 23  
BUILDINGS & SITES COMMITTEE MEETING**  
TUESDAY, JANUARY 9, 2024  
GRODSKY ADMINISTRATION BUILDING  
700 N SCHOENBECK RD  
PROSPECT HEIGHTS, IL 60070 at 8:00 AM

*Engage ALL students in experiences that inspire EACH to grow as learners, individuals, and community members.*

**AGENDA**

I. Call to Order

II. Discussion Items

A. Security Camera Update - Discussion of Phase 1 Completion (December, 2023) and Phase 2 Proposal for Spring Break

Chris and Raf will provide a brief update on the Phase 1 Security Camera installations which took place at MacArthur and Eisenhower over Winter Break. They will also provide some insights into the Phase 2 work planned for Phase 2.

B. Discussion of Upcoming 2024 Work

Amy and Raf will discuss work currently planned for Spring Break and Summer, 2024.

1. 2024 Spring Break Work

- Eisenhower School - OT/PT Office (Casework Removal & Furniture Replacements)
- Phase 2 Security Camera & Office Monitors
- MacArthur Courtyard Plumbing Repairs (Preliminary Review and Approval of Associated Proposals)

2. 2024 Tentative Summer Work

- Window and Siding Replacements at Ross, Sullivan & Grodsky
- Fence & Concrete Replacements at the rear of Anne Sullivan
- Casework Removals & Painting at:
  - MacArthur (SpEd. Coaches' Room)
  - Betsy Ross (Conference Room)
  - Anne Sullivan (Instructional Coaches' Office in Library)

C. Update on Siemens Review and Recommendations & Discussion of Next Steps Towards Increased Energy Efficiency

Amy and Raf will provide an update on meetings with Siemens providing an overview on the District's building automation and opportunities for potential energy efficiencies.

D. Arlington Heights Park District - Recap of 1/3/2024 Meeting and Discussion

Amy and Don will provide an update on their meeting with Executive Director of the Arlington Heights Park District, Carrie Fullerton and Director of Recreation & Facilities, Brian Meyer regarding Carousel Park.

III. Adjournment

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**AGENDA**

**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.
- **Facilities & Financial Planning:** Advance effective use of resources to support safe, learner ready facilities and to maximize student learning.



<b>For Office Use Only:</b>	
<b>116654</b>	<b>Date Sold:</b> _____ <b>Sales ID:</b> <u>1097</u>
	<b>Sent to Prod:</b> _____ <b>By:</b> _____
<b>Client:</b> <u>3405</u>	<b>Job No:</b> _____ <b>Sched/Crew:</b> _____
<input type="checkbox"/> <b>T&amp;M Rate:</b> _____	<input type="checkbox"/> <b>Per Occ</b>
<b>Monthly Rate:</b> _____	<b>Batch ID:</b> _____
<b>Charge to Credit Card:</b> <b>Y</b> <b>N</b> <b>Branch:</b> <u>1</u>	

October 27, 2023

Rafael Romero  
700 N. Schoenbeck  
Prospect Heights, IL 60070

**Job Site:** Prospect Hts SD 23  
MacArthur School Courtyard  
Prospect Heights, IL. 60070

Project: Prospect Hts. SD 23 Courtyard

Dear Rafael Romero

Milieu Design is pleased to present this proposal for landscape enhancement services.

1 of 2

**Underground Work Preparation**

**\$1,360.00**

- Lift approximately 50 sq ft of existing pavers that block access to underground work that needs to be done by others
- Lift and set aside for future replanting 4 hydrangeas by buildingm 2 weigela by building, 7 ornamental grasses and daylilies as needed to provide access for underground work

**Landscape Restoration**

**\$3,913.68**

- Provide and install 6" compacted gravel base and reset existing pavers
- Install new paver edging as needed
- Provide and install new joint sand
- Re-plant existitng shrubs in similar orientation as prior
- Provide and install 2 cu yds shredded mulch around reinstalled plantings
- Restore lawn with 10 rolls sod over adequate topsoil backfill
- Professionally install plant material with the appropriate soil amendments.
- Watering of plants is critical to vitality. It is the owners responsibility water. Please follow the detailed watering instructions on our website at WWW.milieuland.com.

<b>Proposal Total:</b>	<b>\$5,273.68</b>
<b>Deposit:</b>	<b>\$2,500.00</b>
<b>Due Upon Completion:</b>	<b>\$2,773.68</b>

**Terms and Conditions:**

- This proposal is valid for 30 days.
- The proposed services will be invoiced upon the completion of the service.
- 100% warranty on plant material through November 1st of the installation year. Warranty is contingent upon receipt of all payments within 10 days of creation of invoices and proper watering of the plant material by the client. *Warranty does not extend to sod, seed, annuals, perennials, bulbs, roses, rhododendrons or transplanted items.*

- Watering is critical for establishment, growth and vitality. It is the owner’s responsibility to keep new plantings consistently and evenly moist throughout the establishment process. (New plantings would consist of but not limited to: sod, seed, perennials, shrubs, trees, seasonal color and groundcover.) Guarantee/plant warranty, if applicable, are null and void in the event there is neglect or abuse (such as overwatering or underwatering).
- Milieu limits warranties to November 1 of the installation year due to the extremes of the Chicagoland winter months. Milieu has no control over the winter conditions which can have an adverse impact on newly installed plants.
- Any additional labor requested or labor required due to unforeseen field conditions will be charged at a Time and Material rate of \$80.00 per man per hour (+ disposal fees where applicable).
- All additional work will require a separate authorized proposal or change order and will be invoiced upon completion.
- Milieu Design is not responsible for any damage to wiring that is not marked by the client. This includes but not limited to: decorative (landscape) lighting, dog fences, pumps or non-utility lines (TV/Internet/Irrigation). Milieu Design will be contacting J.U.L.I.E. prior to your installation to mark the property for utilities.
- If permitting is needed for the intended work to be performed it is the responsibility of the owner to obtain those permits and any fees they may incur.
- All invoices are due upon receipt. A \$30.00 Service Charge will be applied for any returned check and a 2% service charge will be added to all open invoices after thirty (30) days.
- Milieu Design reserves the right to photograph areas of your property and use those photographs for publication on the internet or other Marketing media..

**Payment Options:**

\_\_\_\_\_ Deposit due upon approval - by check Only - no credit cards accepted on project work.

\_\_\_\_\_ Final payment due upon completion - by check Only - no credit cards accepted on project work.

If you have any questions concerning this proposal, please feel free to contact us at (847) 465-1160. Please accept this proposal by signing, dating and returning a copy of this proposal with any requested deposit to Milieu Design.

Sincerely,

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_  
Rafael Romero

David Hare  
Client Care Manager  
116654

Email Address: [rromero@d23.org](mailto:rromero@d23.org)  
Can we communicate via Email YES / NO

**525 Enterprise Pkwy, Lake Zurich, IL  
60047**

**Phone: 847-465-1160 Fax: 847-465-1159**

Email: [hello@milieuland.com](mailto:hello@milieuland.com)

<http://milieuland.com>



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Wheeling, IL 60090-2661

[www.taylorplumbing.com](http://www.taylorplumbing.com)  
[Charlie@taylorplumbing.com](mailto:Charlie@taylorplumbing.com)

Phone: 888-572-2955  
Fax: 847-279-8583

IL LIC# PL11366- CCCDI #XC0631

Mr. Rafael Romero  
Prospect Heights School District 23  
700 N Schoenbeck Rd  
Prospect Heights Il. 60070

PROPOSAL #: 3904  
DATE: 10/04/2023  
CUSTOMER #: New  
SITE #: New

EMAIL: rromero@d23.org

RE: Sewer repair

Dear Rafael,

We hereby submit specifications to furnish labor, equipment, and materials to complete the following project:

**BASE BID.....\$11,775.00**

- Excavate and remove approximately 45' of 6" exterior clay sewer line located in courtyard.
- Replace with SDR 35 and re-tie into existing manhole.
- Install full size cleanout and backfill to grade.
- Test for proper operation and put into service
- Others to remove pavers prior to work beginning.
- Landscape restoration not included.

**NOTE:**

- All work to be performed during normal business hours
- Any alteration or deviation from the work described, or any additional work requested beyond the scope of the work described above, will be considered an extra, and will be completed at an additional cost based on the time and material.

**NOT INCLUDED:**

- Permits and Municipal fees.
- Overtime unless noted.
- Landscape restoration

**PAYMENT SCHEDULE**

- Purchase Order to accompany this accepted proposal.
- Full payment upon completion of work.
- 3% processing fee if payment is by credit card.

Thank you for the opportunity to submit this proposal for your approval. This proposal is valid for 30 days.

When accepting this proposal, please encircle the applicable alternative(s), project(s), option(s) or addition(s).

*"Team Taylor" protects your site location with \$5,000,000 in coverage using only licensed professionals. "*

**Please contact Jesse Eyerly at the Taylor Plumbing office to schedule service or with any questions or concerns you may have.**

Jesse Eyerly  
Project Estimator

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Taylor Plumbing Inc. is a Better Business Bureau Accredited company. We continue to hold an A+ rating and have received a 2013 Complaint Free Award.**