

**PROSPECT HEIGHTS SCHOOL DISTRICT 23**  
**DISTRICT 23 BUILDINGS & SITES COMMITTEE MEETING**  
TUESDAY, AUGUST 5, 2025  
GRODSKY ADMINISTRATION BUILDING  
700 N SCHOENBECK RD  
PROSPECT HEIGHTS, IL 60070 at 8:30 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. Discussion of Summer 2025 Work

1. Garden Project Update 3

The garden area was cleared and leveled in preparation for installation. A border was constructed, and landscape fabric was laid to prevent weed growth. Boy Scouts, led by Eagle Scout candidate Gavin Salefski, assembled and placed the garden boxes, donated in full by the PTO. With support from the maintenance team and summer helpers, the Scouts filled the boxes with soil and spread stone throughout the surrounding area. We are working on securing three proposals for fencing & signage and have attached the current low vendor on the fence. We look forward to the Grand Opening in September!

2. Electrical Install at Ross/Sullivan MP Room for Food Service Equipment

Electrical infrastructure was installed for two steam tables in the Ross/Sullivan MPR. Organic Life will provide the two steam tables at no cost to the District. This will allow for expanded food options at Ross and Sullivan.

3. Low Voltage Wiring (LVS) Project Completion

Replacement of network cabling at MacArthur and Grodsky has been completed in alignment with the original proposal. Some cables were identified as over 30 years old and in dire need of replacements.

4. Sullivan and Grodsky - Door Intercom Replacements 4

Repairs at the Grodsky and Sullivan vestibule intercoms are no longer possible and the Master Station and mullion intercom with camera at each site are in need of replacement. Attached are the two proposals for the entry intercom systems at Grodsky and Sullivan. Ideally, work will be completed prior to the start of school and Committee approval is being requested to proceed.

5. Procom Installation at Grodsky & Sullivan

Repairs at the Grodsky and Sullivan vestibule intercoms are no longer possible and the Master Station and mullion intercom with camera at each site are being replaced. Proposals have been attached for Committee approval.

6. Concrete & Paving Work Update

Work is scheduled to be completed no later than August 10, 2025.

Concrete work will include: Ross, Sullivan, Grodsky sidewalk section replacement where cracks and level changes have developed.

Asphalt Pavement - Re-striping and crack filling Ross, Sullivan, MacArthur. Gaga ball pit asphalt install, and additional section for bus entry at Schoenbeck Road.

7. Review of Summer Custodial Work

- **Deep Cleaning:** Comprehensive cleaning of classrooms, hallways, offices, and common areas, including walls, windows, and light fixtures.
- **Floor Stripping and Waxing:** All tiled floors stripped of old finish and waxed to restore shine and protect surfaces.
- **Carpet Cleaning:** All carpeted areas shampooed and extracted to remove embedded dirt, stains, and allergens.

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**AGENDA**

- **Washroom Deep Cleaning:** Full sanitization of restrooms, including toilets, urinals, sinks, partitions, walls, and floors.
  - **Furniture Moving and Cleaning:** Desks, chairs, tables, and other furniture moved for floor access, cleaned, and repositioned as needed.
  - **HVAC and Vent Cleaning Support:** Assistance with cleaning air vents and replacing filters to improve air quality.
  - **Inventory Management:** Supplies restocked and custodial storage areas reorganized and inventoried.
  - **Exterior Grounds Support:** Assistance with power washing entryways, maintaining walkways, and seasonal outdoor cleanup.
    - 8. Installation of Fire Rated Doors - Grodsky Basement
    - Fire Safety Upgrade:** In response to a recent fire marshal inspection, fire-rated doors will be installed between the basement and first floor to enhance building safety. Doors are expected to be delivered to the contractor in early August, with installation scheduled for mid-August.
    - 9. Review of Top Summer Maintenance Priorities
  - **SAIL Room - Sullivan:** Installed doors and locks on previously open shelving units for enhanced security and organization.
  - **SAIL Room - Mac:** Demolished outdated shelving; installed new floor tile, drywall, and baseboards. Existing open shelving upgraded with secure, lockable doors.
  - **Ross Library:** Accent walls freshly painted to update and modernize the space.
  - **Mac Orchestra Room:** Interior repaint completed to refresh the learning environment.
  - **Mac Music Room:** Whiteboards and projector repositioned to the center of the room for improved visibility and instructional flow.
  - **HVAC Maintenance:** Routine filter exchanges performed to ensure optimal air quality and system efficiency.
  - **Garden and Spigot Repairs:** Walls requiring access were carefully opened, then reconstructed and re-tiled.
  - **General Maintenance:** Various maintenance tasks completed in preparation for the upcoming school year.
- III. New Business
- A. Optional Tour of Facilities
- IV. 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
- **Facilities & Financial Planning:** Advance effective use of resources to support safe, learner ready facilities and to maximize student learning.

J.U.L.I.E

Ticket # \_\_\_\_\_

# Proposal & Contract

# RED CEDAR FENCE Co.

amcpartlin@d23.org

Ph: 847-454-5667

224.437.1904

redcedarfence18@gmail.com

www.redcedarfence.com

760 S. Merle Ln. Wheeling, IL 60090

Date: 8-2-25

Company Name: \_\_\_\_\_

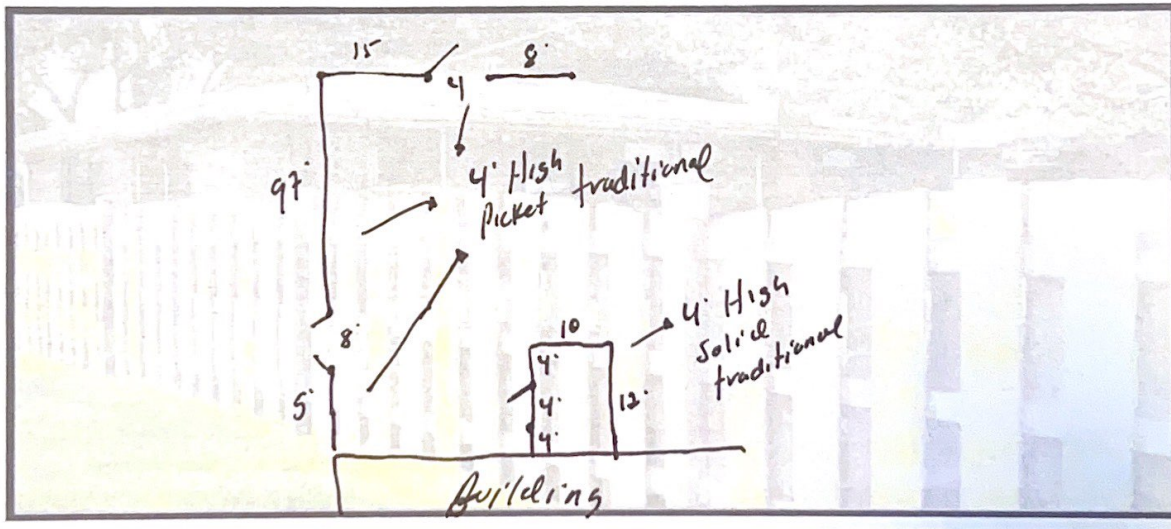
Customer's Name: Amy Mcpartlin

Address, City, State, Zip: 700 N Schoenbeck Rd Prospect Hts

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Cell Phone: 847-867-6019

Date of Project \_\_\_\_\_ Estimate Good Till: 847-870-5552

*Labor and material to install*  
 137' of 4' High Picket traditional with 2" space and 2- 2x4x8 Rails. 1- ~~gate~~ gate 48" wide and 1- double gate 8' wide.  
 34' of 4' High Solid traditional with 2- 2x4x8 Rails. 1- gate 48" wide with Hardware.  
 All posts set in concrete.  
 2 yrs guarantee on labor and material.  
 Wood will be Western Red Cedar  
 Red Cedar Fence Co. will obtain and pay for the Permit.



COMPLETE PRICE <u>5,767.00</u>	DOWN PAYMENT <u>50%</u>	BALANCE <u>upon Completion</u>	TERMS OF SALE <u>Check. C.C. Zelle</u>
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I HAVE READ UNDERSTAND AND HEREBY ACCEPT THE TERMS AND CONDITIONS ON THIS CONTRACT

FENCING ESTIMATE AND CONTRACT SUBMITTED BY [Signature] 8-2-25

PURCHASER'S SIGNATURE \_\_\_\_\_

LICENCED BONDED & INSURED APPROVED AND ACCEPTED FOR RED CEDAR FENCE Co.

DATE \_\_\_\_\_

Estimate# PHSD23\_06272025



COMPANY NAME **Prospect Heights SD23**  
 ADDRESS **700 N. Schoenbeck Rd.**  
 CITY, STATE, ZIP **Prospect Heights, Ill.**  
 CONTACT **Christopher Alms**  
 PHONE

Procom Enterprises, Ltd  
 935 National Pkwy., Schaumburg Ill. 60173  
 Phone 847-545-0101  
[www.usprocom.com/support](http://www.usprocom.com/support)

**COMMENTS**  
 AiPhone Project at Grodsky & Sullivan. Each location to receive (1) Master Station & (1) Door Station. Use existing cabling where applicable, use existing door hardware.

**DATE** 6/27/2025

**PROJECT NAME** PHSD23 AiPhone Phase 1

SCOPE	PARTS DESCRIPTION	Q	PARTS	EXT PARTS
<p><b>Wiring Rough:</b> Plan and design the device placement and wiring routes. Ensure that wiring is concealed or well-protected to prevent tampering. Use appropriate cables and connectors for the specific device model.</p> <p><b>Terminating Wires:</b> Carefully strip and prepare the cable ends for termination. Follow the manufacturer's instructions for connecting wires to the device and power source. Use waterproof and weather-resistant connectors for outdoor installations.</p> <p><b>Mounting Devices:</b> Select suitable mounting locations based on the device's coverage requirements. Securely attach the mounting brackets or housings to the chosen surfaces. Ensure proper alignment and leveling of the devices to cover desired areas effectively.</p> <p><b>Setup and Device Connection:</b> Connect the devices to the central monitoring system or network. Configure device settings and network parameters according to your requirements. Ensure all devices are powered and connected correctly.</p> <p><b>Programming Devices:</b> Access the device's interface or software to adjust settings as needed. Configure operating modes, triggers, and alerts according to security needs. Set up email alerts and notifications for events if desired.</p> <p><b>Testing and Documentation:</b> Test each device to verify its functionality and coverage. Check the performance and response of the devices under different conditions. Document device locations, settings, and test results for future reference.</p> <p><b>Training:</b> Train personnel or users on how to access and use the security device system. Provide instructions on monitoring, controlling, and troubleshooting the devices. Educate users about privacy considerations and legal compliance.</p>	IX-DVF Door Station	2	\$ 1,698.00	3,396.00
	IX-MV7 Master Station	2	\$ 2,038.00	4,076.00
	IX-GW-TGW Gateway	1	\$ 1,800.00	1,800.00
	RY-1824 AiPhone Relay	4	\$ 50.00	200.00
	Labor to install stainless steel door station	3	\$ 160.00	480.00
	Labor to install master station	2	\$ 160.00	320.00
	Labor to install relay	2	\$ 160.00	320.00
	Labor to run network cable	8	\$ 160.00	1,280.00
	Labor to organize existing cable infrastructure	4	\$ 160.00	640.00
	Labor to connect to existing door hardware	2	\$ 160.00	320.00
	Labor to install gateway	1	\$ 160.00	160.00
	Labor to program, configure & test	2	\$ 160.00	320.00
	Misc. Hardware	1	\$ 275.00	275.00

**MONTHLY SUBSCRIPTION** NONE

Lift \$ - P&L SUB \$ 13,587.00  
 TAX \$ -

**S&H** \$ -

**Pre Discount Total** \$ **13,587.00**

**COMPETITIVE DISCOUNT** \$ **(1,131.80)**

**GRAND TOTAL** \$ **12,455.20**

**DEFINITIONS:** "Critical Components" refers to essential system elements including but not limited to: a) Main control panels b) Central processing units c) Primary communication modules.

**PAYMENT:** a) 50% down payment is due upon signing of this agreement. b) Remaining balance is due within 30 days after installation completion. c) Past due payments incur a 3% monthly interest rate. d) Annual fees for yearly subscriptions (if applicable) will be charged in accordance with manufacturer terms.

**TAXES AND FEES:** PROCOM will add any applicable sales taxes, required customer permit fees, required customer license fees, and delivery charges to the amount of each invoice.

**SYSTEM PERFORMANCE AND LIMITATIONS:** a) Inherent System Limitations: i) No security system can guarantee 100% detection accuracy or prevention of all security breaches ii) Video analytics may not detect all movements or objects in all conditions iii) Detectors may have blind spots or be affected by environmental factors iv) Analytical devices may produce false positives or false negatives. b) Performance Requirements: i) System must be operated according to manufacturer operation manual ii) Regular maintenance and calibration are required iii) Environmental factors may affect performance iv) Proper implementation of security protocols is essential. c) Network Security Requirements: i) Customer must maintain secure network environment ii) Regular security updates must be implemented iii) Industry-standard cybersecurity practices must be followed. d) PROCOM shall not be liable for security breaches or missed detections resulting from these inherent limitations.

**WARRANTY AND MAINTENANCE:** a) Coverage Duration: i) Minimum one-year warranty for all hardware components ii) Extended coverage available per manufacturer published terms iii) After first year, parts covered per manufacturer warranty, labor and travel billable unless covered by service agreement. b) First-Year Coverage Includes: i) Replacement parts under manufacturer warranty ii) Labor for diagnosis and repair iii) Travel expenses within service area iv) Next-business-day replacement of Critical Components. c) Maintenance Requirements: i) Monthly system checks required ii) Yearly inspection by PROCOM trained technician required iii) Proper documentation of all maintenance activities iv) Compliance with manufacturer-specified maintenance procedures. d) Warranty Exclusions: i) Misuse or negligence ii) Accidents or natural disasters iii) Unauthorized modifications iv) Normal wear and tear v) Power-related issues vi) Environmental damage vii) Improper maintenance viii) Non-PROCOM parts.

**INSURANCE AND ALLOCATION OF RISK:** a) Customer shall maintain a policy of Comprehensive General Liability and Property Insurance for liability, casualty, fire, theft, and property damage under which Customer is named as insured and PROCOM is named as additional insured. b) Customer shall provide proof of insurance to PROCOM. c) Such insurance shall on a primary and non-contributing basis cover any loss or damage PROCOM's services are intended to detect to one hundred percent of the insurable value or potential risk. d) The parties intend that the Customer assume all potential risk and damage that may arise by reason of failure of the equipment or PROCOM's services and that Customer will look to its own insurance carrier for any loss or assume the risk of loss. e) PROCOM shall not be responsible for any portion of any loss or damage which is recovered or recoverable by Customer from insurance covering such loss or damage or for such loss or damage against which Customer is indemnified or insured. f) Customer and all those claiming rights under Customer waive all rights against PROCOM and its subcontractors for loss or damages caused by perils intended to be detected by PROCOM's services or covered by insurance to be obtained by Customer, except such rights as Customer or others may have to the proceeds of insurance.

**LIMITATION OF LIABILITY:** a) Customer agrees that, except for PROCOM's gross negligence and willful misconduct, should there arise any liability on the part of PROCOM as a result of PROCOM's breach of this contract, negligent performance to any degree or negligent failure to perform any of PROCOM's obligations pursuant to this agreement or any other legal duty, equipment failure, human error, or strict products liability, whether economic or non-economic, in contract or in tort, that PROCOM's liability shall be limited to \$5,000. b) If Customer wishes to increase PROCOM's amount of limitation of liability, Customer may, as a matter of right, at any time, by entering into a supplemental agreement, obtain a higher limit by paying an annual payment consonant with PROCOM's increased liability. c) This shall not be construed as insurance coverage and notwithstanding the foregoing PROCOM's liability shall not exceed its available insurance coverage. d) Customer acknowledges that this agreement contains exculpatory clause, indemnity, insurance, and allocation of risk and limitation of liability provisions.

**CUSTOMER RESPONSIBILITIES:** The Customer is responsible for: a) System operation per manufacturer documentation. b) Notifying PROCOM of system problems immediately, but no later than 24 hours after discovery. Critical system failures must be reported immediately upon discovery. c) Training all system users. d) Maintaining required warranty documentation. e) Scheduling required maintenance inspections. f) Complying with all regulations. g) Implementing required security measures.

**TESTING OF SECURITY SYSTEM:** a) The parties hereto agree that the security equipment, once installed, is in the exclusive possession and control of the Customer, and it is Customer's sole responsibility to test the operation of the security equipment and to notify PROCOM if any equipment is in need of repair. b) PROCOM shall not be required to service the security equipment unless it has received notice from Customer, and upon such notice, PROCOM shall, during the warranty or repair service plan period, service the security equipment to the best of its ability within 36 hours, exclusive of Saturday, Sunday and legal holidays, during the business hours of 9 a.m. and 5 p.m.

**INDEMNIFICATION:** The Customer agrees to indemnify, defend, and hold harmless PROCOM against any claims, damages, or losses arising from the Customer's use of the system, except those resulting directly from PROCOM's negligence. This indemnification extends to any third-party claims related to the system's performance or failure.

**CONFIDENTIALITY:** Both parties shall maintain strict confidentiality of all security system information including specifications, capabilities, vulnerabilities, configurations, and access credentials. No disclosure to third parties without prior written consent, except as required by law.

**FORCE MAJEURE:** a) Neither party shall be liable for any failure or delay in performing its obligations under this Agreement due to circumstances beyond reasonable control, including but not limited to natural disasters, acts of war, terrorism, government restrictions, pandemics, or severe supply chain disruptions. b) The affected party shall notify the other party in writing and take reasonable steps to minimize the impact. c) If such event continues for more than 90 consecutive days, either party may terminate this Agreement upon written notice.

**INTEGRATION CLAUSE:** This Agreement constitutes the entire agreement between the parties and supersedes all prior and contemporaneous agreements, proposals, discussions, understandings, or write-ups between the parties hereto. No modification of this Agreement shall be valid unless made in writing and signed by both parties.

**SEVERABILITY CLAUSE:** If any provision of this Agreement is held to be illegal, invalid, or unenforceable under present or future laws, such provision shall be fully severable; this Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part of this Agreement; and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance from this Agreement.

**GENERAL LEGAL PROVISIONS:** a) Assignment: Neither party may assign this Agreement without the prior written consent of the other party. b) Amendment: This Agreement may only be modified by a written document signed by both parties. c) Notices: All notices must be in writing and delivered by certified mail, courier, or email with confirmation of receipt to the addresses specified in this Agreement. d) No Waiver: Failure to enforce any provision shall not constitute a waiver of any rights. e) Survival: The Confidentiality, Indemnification, Limitation of Liability, and Dispute Resolution provisions shall survive termination of this Agreement.

**TIME LIMITATION ON CLAIMS:** The Customer must bring any claims within six months of the incident giving rise to such claims. This limitation period shall not apply where prohibited by applicable law

## Acceptance

Signature x \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_