



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
FACILITIES COMMITTEE MEETING AGENDA
TUESDAY, OCTOBER 18, 2022 AT **6:00 PM**

BOARD OF EDUCATION
Kevin Daly, *President*
Rupal Shah Mandal, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Elaina Geraghty
Jay Oleniczak
Peter D. Theodore

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,
Cook County, Illinois, to be held in the Marvin Garlich Administration Building
6950 N. East Prairie Road
Lincolnwood, Illinois 60712,
on Tuesday, October 18, 2022.*

IN-PERSON PARTICIPATION: It is expected that all members of the Facilities Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.

1. CALL TO ORDER/ROLL CALL

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair
Elaina Geraghty (BOE), Co-Chair
Rupal Shah Mandal (BOE)
Wendy Grano, Community Member
Emily McCall, Community Member
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction
Courtney Whited, Business Manager/CSBO
Jim Caldwell, Director of Buildings and Grounds

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Facilities Committee Meeting Minutes - **SEPTEMBER 20, 2022**

3

Motion by member: _____ Seconded by: _____

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. INFORMATION/DISCUSSION/ACTION: StudioGC architecture+interiors Project(s) Update

6

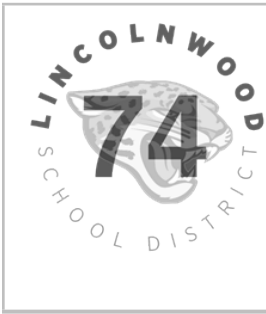
- I. General Work/FH Paschen
II. Todd Hall Gutter Repair/FH Paschen
III. Todd Hall Fence Work
IV. Cafeteria Tables in Todd Hall and Rutledge Hall/Lowery McDonnell
V. Rutledge Hall Elevator Modernization/TKE

VI.	Lincoln Hall Room 205/STEM Sound Dampening Project/FH Paschen	
VII.	Pre-K Playground Summer 2023 (attachment)	8
VIII.	Mechanical, Plumbing and Flooring Projects for Summer 2023 (attachment)	13
5.	OLD BUSINESS	
6.	NEW BUSINESS	
a.	Dead Honey Locust Tree Removal	23
b.	Free Sanitary Product Dispensers	26
c.	School Maintenance Project Grant FY2023	35
7.	<u>INFORMATION/DISCUSSION</u> : District Facilities Update	<u>41</u>
a.	Rutledge Hall Landscaping	
8.	ADJOURNMENT	

Motion by member: _____ Seconded by: _____

Dr. David L. Russo, Superintendent of Schools

Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
Facilities Committee Meeting
minutes
Tuesday, September 20, 2022 at
6:00 PM

BOARD OF EDUCATION
Kevin Daly, *President*
Rupal Shah Mandal, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Elaina Geraghty
Jay Oleniczak
Peter D. Theodore

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Tuesday, September 20, 2022.

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:01 p.m.

FACILITIES COMMITTEE MEMBERS PRESENT

John P. Vranas (BOE) Chair
Elaina Geraghty (BOE), Co-chair
Rupal Shah Mandal (BOE)
Emily McCall, Community Member
Zade Tagani, Community Member

FACILITIES COMMITTEE MEMBERS NOT PRESENT

Wendy Grano, Community Member

ADMINISTRATORS/STAFF PRESENT

Dr. David L. Russo, Superintendent of Schools
Courtney Whited, Business Manager/CSBO
Mark Atkinson, Lincoln Hall Principal

OTHERS PRESENT

Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **AUGUST 16, 2022**

A motion was made, seconded and passed to approve the August 16, 2022 Facilities Committee meeting minutes.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. StudioGC Project(s) Update

- I. Sitework - The lights have been installed in the Todd Hall parking lot.
- II. Todd Hall Parking Lot Fencing - The fencing is anticipated to arrive at the sub-contractor any day, installation will be scheduled after it is received.
- III. General Work - The Todd Hall gutter will be replaced before Columbus Day. The VFD's were delayed to October

10th shipment. The Power Exhaust for the Todd Hall roof top unit is forthcoming

- IV. Rutledge Hall Specials Furniture - There is a minor punch list that is being addressed.
- V. Solar Panels - The project has faced delays; the new estimated installation dates are September 23rd-26th.
- VI. Summer 2023 Project Planning
Administration met with school groups for the Lincoln Hall Plaza and the Todd Hall Courtyard. Monday, September 26th, Administration will be touring Park Ridge School District 64's newly renovated Library spaces. StudioGC and IMEG were on campus September 13 to review the mechanical and plumbing work in an effort to acquire firsthand knowledge of the existing conditions before starting survey and design work.

b. 2023 Roofing of the Administration Building, Rutledge Hall & Todd Hall

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to accept the bid with Alternate #1 from G.E. Riddiford Company, Inc. for Roofing of the Administration Building, Rutledge Hall & Todd Hall in the amount of \$979,600 for work to commence on/or about June 19 and conclude August 11, 2023.

c. Summer 2023 Masonry Restoration Project

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to accept the bid from Otto Baum Company, Inc. for Masonry Restoration on all District buildings in the amount of \$249,500 for work to commence on/or about June 19, 2023 and conclude August 11, 2023.

d. Sound Dampening Between Lincoln Hall Room #205 and Grade 7 STEM Lab

Mark Atkinson, Lincoln Hall Principal, presented the background on using the Grade 7 LGI as a working classroom. The space is currently used as a GATE math and Accelerated math classroom, as it has been in the past. The sound carries over from the STEM lab to the LGI space; with students in both spaces happening at the same time, it presents some challenges with noise carrying over into the LGI space. Mark explained that programs have been expanded necessitating the usage of the LGI on an ongoing basis. The Committee discussed the options that were presented. The Committee recommended carpeting the room with the standard classroom style and removing the operable partition, storing it, then installing a permanent wall between the STEM Lab and LGI, leaving the track in place.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to make the recommended renovations of the Grade 7 LGI space to include carpeting with the standard classroom style, removing the operable partition, storing it, then installing a permanent wall between the STEM Lab and LGI, leaving the track in place, in an amount not to exceed \$20,000.

5. OLD BUSINESS

None

6. NEW BUSINESS

7. District Facilities Update

- a. Final Plat of Consolidation Resolution and Drawings - The project is complete and the District has received all documents.
- b. \$50,000 School Maintenance Project Grant - The District will apply for the FY23 School Maintenance Project Grant. It will be applied to the Rutledge Hall roofing project.
- c. Campus Benches/Gates - The gates and benches are installed.
- d. Lincolnwood Baseball & Softball Association Facilities Usage - The winter facilities rental dates have been requested

by Lincolnwood Baseball & Softball Association.

- e. Lincolnwood Police Department Facilities Usage - The Police Department will be using the Lincoln Hall gym for their police exam in October. The Committee requested that the Administration review the IGA with the Village of Lincolnwood regarding the use of the District's facilities.
- f. Kidzone Camp Facilities Usage - A request from Kidzone Camp was received, however with summer construction and existing programming, the District will be unable to accommodate this request.
- g. Campus Signs - The animal and facility usage signage has been ordered. There will be signage to match Pratt on East Prairie to remind motorists to stop for pedestrians in the crosswalk. The Committee discussed the number of visitor spaces in front of Todd Hall. The Committee recommended not striping the asphalt, instead stenciling the curb with 10-minute visitor parking with an arrow 60 feet apart and a sign to state, "10-minute parking; use hazard lights" Courtney met with the Village regarding Lunt signage and curb colors.

8. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 7:00 p.m.

The next Facilities Committee meeting will be held Tuesday, October 18, 2022 at 6:00 p.m. The public is welcome.

John P. Vranas, Chair

Elaina Geraghty, Co-chair



Facilities Committee Meeting

DATE: October 18, 2022

TOPIC: District Architect of Record - StudioGC architecture+interiors Project(s) Update

PREPARED BY: Courtney Whited, Business Manager/CSBO with

Athi Toufexis, Principal, StudioGC architecture+interiors

Recommended for:

- Action
- Discussion
- Information

Purpose:

To provide the Facilities Committee an update on StudioGC architecture+interiors District Projects:

1. **General Work/FH Paschen**

The ship date for the missing power exhaust on the one RoofTop Unit and the Variable Frequency Drives is currently set for mid-November.

2. **Todd Hall Gutter Repair/FH Paschen**

Work scheduled to be complete by DCG before October 31

3. **Todd Hall Fence Work**

Action Fence is assembling the components; Work dates to occur on days of no attendance or from 9AM-2PM when school is in session; Expected to be fully installed by November 30

4. **Cafeteria Tables in Todd Hall and Rutledge Hall/Lowery McDonnell**

Recent email communication confirmed installation remains as November 18-23

5. **Rutledge Hall Elevator Modernization/TKE**

The point of contact at TKE is no longer with the company. After reaching out to the new salesperson at TKE regarding the December installation, the latest word is "the material is ordered however we do not have a ship date yet. Our manufacturing facility was greatly impacted during COVID and has suffered supply chain issues. I put in a request with them. Once I hear back I will follow up."

6. **Lincoln Hall Room 205/STEM Sound Dampening Project/FH Paschen**

SD74 is able to use the \$16,274.70 of the \$25,000 contingency built into the Summer 2022 General Work project to complete this project. The Board of Education approved of this work during the October meeting.

7. **Pre-K Playground Summer 2023** (attachment)

Options to replace the gazebo element are attached

8. Mechanical, Plumbing and Flooring Projects for Summer 2023 (attachment)

Please refer to the attachment to discuss StudioGC's progress and material options



Pre-K Playground Summer 2023

Gazebo Replacement Options

NOTE: Most of the colors on these elements can be changed

Mini City Chattery Model: MR0887
\$6,643



Mini City Truck Model: MR0881
\$4,245



Mini City Garden Crawl Tunnel Model: MR0883
\$2,545



Burke Play House
\$5,945



Burke Play House w/ Tunnel
\$ 7,135



Burke Serenity Spot NU-3127
\$ 10,100

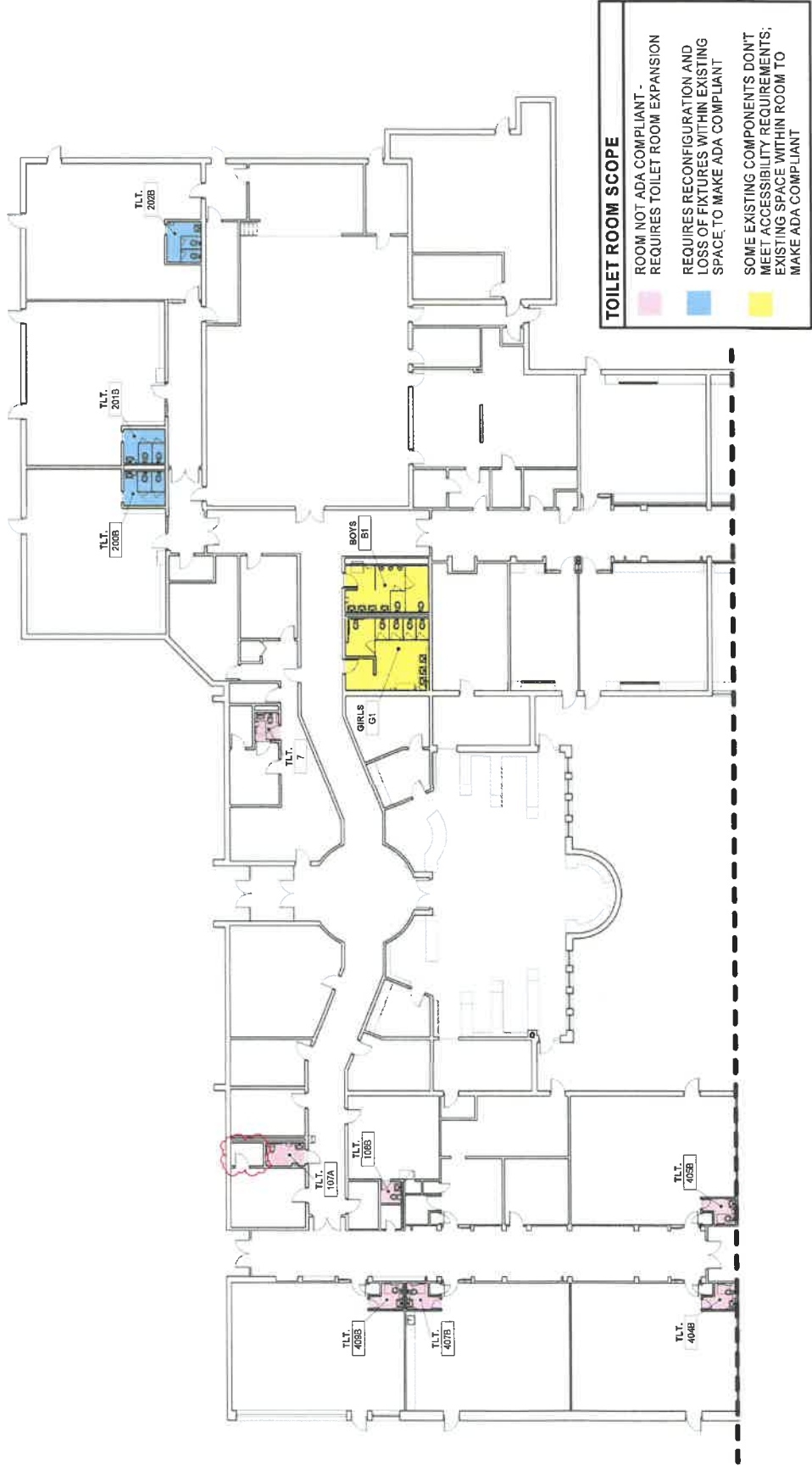


Burke Express Dining Car
\$ 6,225 (May be a tight fit)



Landscape Structures Clubhouse Model #100121
\$ 7,540





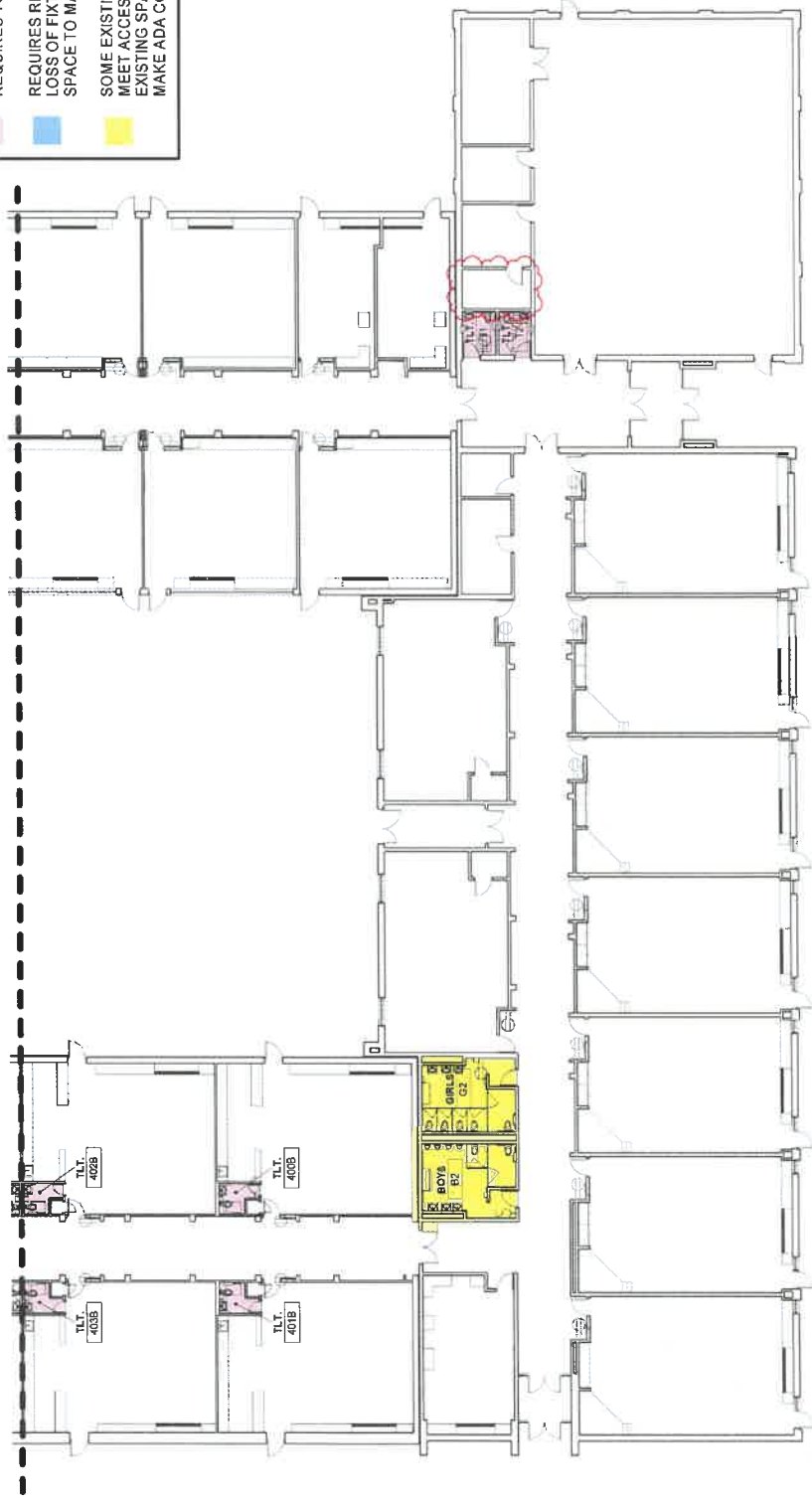
TOILET ROOM SCOPE

- ROOM NOT ADA COMPLIANT - REQUIRES TOILET ROOM EXPANSION
- REQUIRES RECONFIGURATION AND LOSS OF FIXTURES WITHIN EXISTING SPACE TO MAKE ADA COMPLIANT
- SOME EXISTING COMPONENTS DON'T MEET ACCESSIBILITY REQUIREMENTS; EXISTING SPACE WITHIN ROOM TO MAKE ADA COMPLIANT

Toilet Room HLS Scope - Plan, Module A
 Lincolnwood SD 74
 2023 TH RH LH General Work



TOILET ROOM SCOPE	
	ROOM NOT ADA COMPLIANT - REQUIRES TOILET ROOM EXPANSION
	REQUIRES RECONFIGURATION AND LOSS OF FIXTURES WITHIN EXISTING SPACE TO MAKE ADA COMPLIANT
	SOME EXISTING COMPONENTS DON'T MEET ACCESSIBILITY REQUIREMENTS; EXISTING SPACE WITHIN ROOM TO MAKE ADA COMPLIANT



Toilet Room HLS Scope - Plan, Module B
Lincolnwood SD 74
2023 TH RH LH General Work



ROOM NOT ADA COMPLIANT - REQUIRES TOILET ROOM EXPANSION



TYPICAL KINDERGARTEN TOILET ROOMS (MODULE A: 400 WING)



CASEWORK ADJACENT TO TOILET ROOM TO BE MODIFIED IF TOILET ROOM IS EXPANDED TO BE ADA COMPLIANT



TYPICAL STAFF TOILET ROOM (MODULE B: T1 & T2)

REQUIRES RECONFIGURATION AND LOSS OF FIXTURES WITHIN EXISTING SPACE TO MAKE ADA COMPLIANT



TYPICAL PRE-K TOILET ROOMS (MODULE A: 200 WING)



SOME EXISTING COMPONENTS DON'T MEET ACCESSIBILITY REQUIREMENTS; EXISTING SPACE WITHIN ROOM TO MAKE ADA COMPLIANT



TYPICAL GIRLS AND BOYS GROUP BATHROOMS (MODULE A: G1 & B1)



TYPICAL GIRLS AND BOYS GROUP BATHROOMS (MODULE B: B2 & G2)



<p>HLS BUDGETED SCOPE</p> <p>REPLACE GALVANIZED WATER PIPING</p> <p>EXTENT OF REPLACEMENT:</p> <ul style="list-style-type: none"> - HORIZONTALS - VERTICALS <p>REPLACE FIXTURES</p> <p>EXISTING FIXTURES DON'T MEET ACCESSIBILITY REQUIREMENTS</p>
<p>ADDITIONAL CONSIDERATIONS</p> <p>EXISTING CONDITIONS TO REMAIN, OR UPGRADE?</p> <p><i>Anticipated Master Facilities Plan 2027</i></p> <p>FLOORING REPLACEMENT:</p> <p>TODD HALL: MIX OF SMALL MOSAIC TILE LINCOLN HALL: LARGE FORMAT CERAMIC TILE</p> <p>CEILING AND LIGHTING REPLACEMENT:</p> <p>CEILING:</p> <p>TODD HALL: MIX OF GYPSUM AND ACOUSTICAL TILE LINCOLN HALL: MIX OF GYPSUM AND ACOUSTICAL TILE</p> <p>NOTE: COUPLE TODD HALL TOILET ROOMS (GROUP BATHROOMS) ARE VERY LOUD/BOUNCY. CONSIDER REPLACING WITH ACOUSTICAL TILE FOR SOUND AND MAINTENANCE ACCESS ABOVE CEILING, IF REPLACEMENT IS DESIRED?</p> <p>LIGHTING:</p> <p>TODD HALL: SURFACE MOUNTED LINEARS LINCOLN HALL: RECESSED LINEARS</p> <p>WALL FINISH:</p> <p>TODD HALL: MIX OF GLAZED BLOCK AND PAINTED CONCRETE BLOCK LINCOLN HALL: LARGE FORMAT CERAMIC TILE</p> <p>TOILET PARTITION REPLACEMENT:</p> <p>TODD HALL: MIX - BLUE METAL AND BLACK PLASTIC LAMINATE LINCOLN HALL: BLUE PLASTIC LAMINATE CONSIDER HDPE (PLASTIC)?</p> <p>ACCESSORY REPLACEMENT:</p> <p>SET A NEW STANDARD AT TODD HALL? MATCH LINCOLN HALL'S ACCESSORIES?</p>



todd



FLOORING



todd



CEILING AND LIGHTS



lincoln



lincoln



todd



WALL FINISHES



lincoln

PLUMBING FIXTURE & TOILET ACCESSORIES STANDARDS	
TOILET SEATS:	
TODD HALL: MIX - BLACK AND WHITE	
LINCOLN HALL: WHITE	
FLUSH VALVES:	
TODD HALL: MIX - MANUAL AND AUTOMATIC	
LINCOLN HALL: SLOAN AUTOMATIC	
LAVATORIES:	
TODD HALL: INDIVIDUAL LAVATORIES	
LINCOLN HALL: BRADLEY VERGE MULTI-STATION SOLID SURFACE SYSTEM	
FAUCETS:	
TODD HALL: MANUAL	
LINCOLN HALL: AUTOMATIC (SLOAN OPT 1000 EAF-200)	
SOAP DISPENSERS:	
TODD HALL: MANUAL WALL MOUNTED	
LINCOLN HALL: AUTOMATIC (SLOAN VERGE MULTI-STATION)	
HAND DRYER:	
TODD HALL: MIX, MANUAL AND AUTOMATIC (LAVATORIES)	
LINCOLN HALL: AUTOMATIC (TODD H01030)	
PAPER TOWELS: (PROVIDE BY PROVIDER)	
TODD HALL: MANUAL - WALL MOUNTED	
LINCOLN HALL: 350MILLI-RESSES CLOVES PAPER AND WAPRAGE UNIT / (SERIES BY 230)	



todd



todd



todd



lincoln

TOILET SEATS



lincoln

FLUSH VALVES



lincoln

LAVATORIES

PLUMBING FIXTURE & TOILET ACCESSORIES STANDARDS	
TOILET SEATS:	
TODD HALL: MIX - BLACK AND WHITE	
LINCOLN HALL: WHITE	
FLUSH VALVES:	
TODD HALL: MIX - MANUAL AND AUTOMATIC	
LINCOLN HALL: COLOR/AUTOMATIC	
LAVATORIES:	
TODD HALL: INDIVIDUAL LEGATORIES	
LINCOLN HALL: BRASS/STAINLESS STEEL/STATION	
SOLID SURFACE SYSTEM	
FAUCETS:	
TODD HALL: MANUAL	
LINCOLN HALL: AUTOMATIC (SLOAN OPTIMA EAF-200)	
SOAP DISPENSERS:	
TODD HALL: MANUAL - WALL MOUNTED	
LINCOLN HALL: AUTOMATIC - COUNTER MOUNTED (SLOAN ESD-2000)	
HAND DRYER:	
TODD HALL: MIX - MANUAL AND AUTOMATIC (XLERATOR)	
LINCOLN HALL: AUTOMATIC (TOTO HDR130)	
PAPER TOWELS: SHOULD WE PROVIDE?	
TODD HALL: MANUAL - WALL MOUNTED	
LINCOLN HALL: SEMI-RECESSED COMBO PAPER AND GARBAGE UNIT (BRADLEY 236)	



todd



FAUCETS

lincoln



todd



SOAP DISPENSERS

lincoln

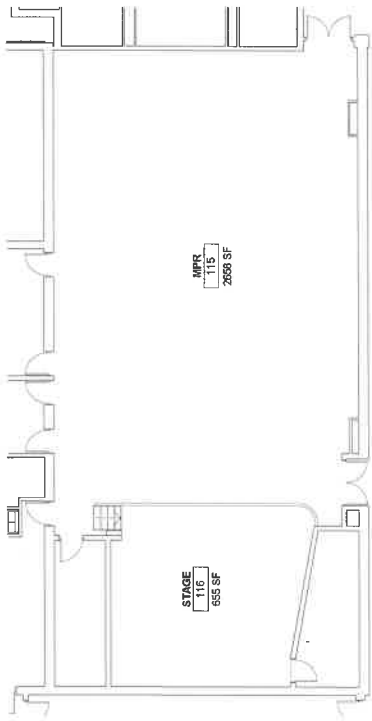


PAPER TOWELS AND HAND DRYER

lincoln

Toilet Room HLS Scope - Fixtures & Accessories
Lincolnwood SD 74
2023 TH RH LH General Work

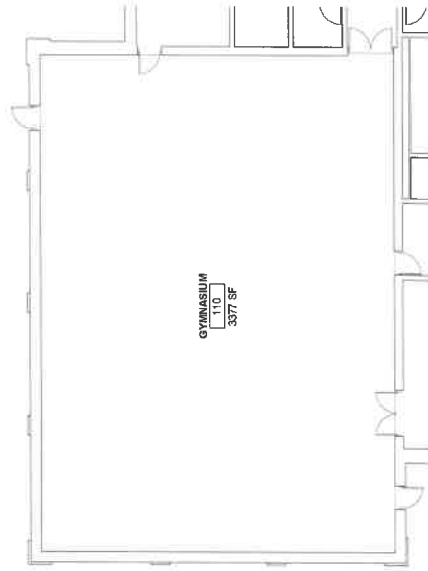




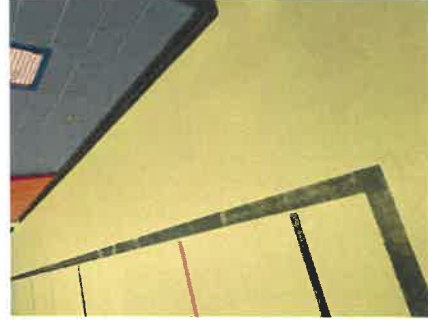
2 MPR Floor Plan
1/16" = 1'-0"



Existing MPR Flooring



1 Gymnasium Floor Plan
1/16" = 1'-0"

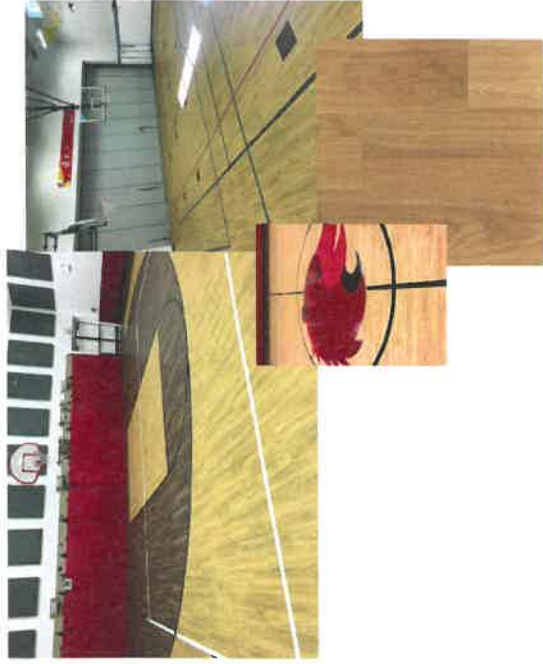


Existing Gymnasium Flooring



Rutledge Hall Gym/MPR Flooring Options
Lincolnwood SD74
2023 TH RH LH General Work





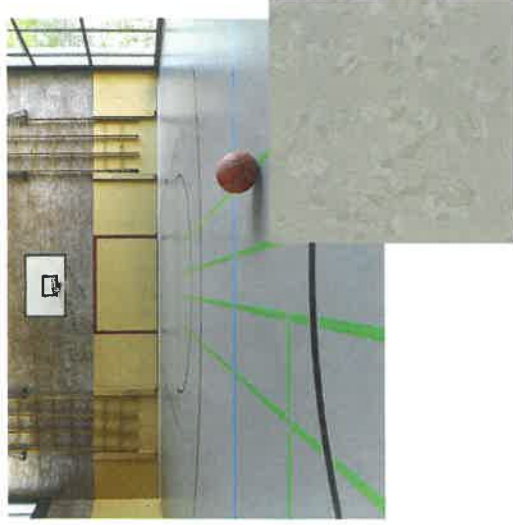
Tarkett: LVT

Material Price: \$4.30/sf | Warranty: 20 yrs

- No wax/low maintenance
- Can have gamelines/logos custom cut
- Can handle rolling loads of tables
- 30mil wear layer

Cons:

- Minimal shock impact/sound absorption



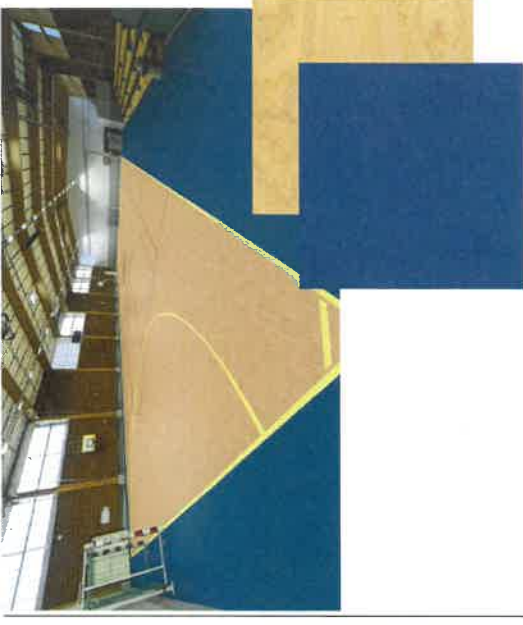
Nora: Rubber

Material Price: \$6.30/sf | Warranty: 15 yrs

- No wax/low maintenance
- Can have gamelines/logos custom cut
- Can handle rolling loads of tables
- PVC free
- Homogenous material, color goes through the entire product
- High sound absorption
- Slip resistance
- Same product used in Rutledge stairwells

Cons:

- Higher cost for higher durability
- Prone to scuffing (can be buffed out)



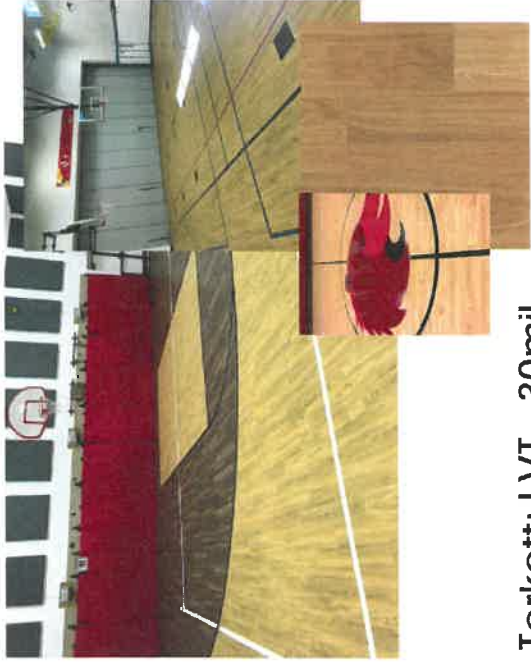
Gerflor: Sport Foam Back

Material Price: \$6.60/sf | Warranty: 15 yrs

- No wax/low maintenance
- Used for all sports/leisure activities
- Can have gamelines/logos custom cut or painted
- Cushion/foam backing for shock absorption and comfort
- Slip resistance
- LEED certified

Cons:

- Higher cost for higher durability and impact



Tarkett: LVT - 30mil

Material Price: \$4.30/sf | Warranty: 20 yrs

- No wax/low maintenance
- Can have gamelines/logos custom cut
- Can handle rolling loads of tables
- 30mil wear layer

Cons:

- minimal shock impact/sound absorption
- Can be scratched easily with wrong furniture glides



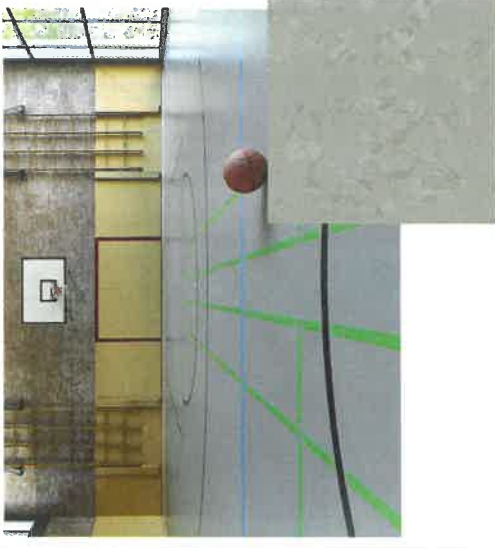
Tarkett: Sheet Vinyl - 2mm

Material Price: \$5.75/sf | Warranty: 20 yrs

- No wax/low maintenance
- Can have gamelines/logos custom cut
- Can handle rolling loads of tables
- Certified asthma & allergy friendly
- Color goes all the way through product

Cons:

- Heat welded seams for sheets - extra labor
- When damaged, extensive replacement



Nora: Rubber - 3mm

Material Price: \$6.30/sf | Warranty: 15 yrs

- No wax/low maintenance
- Can have gamelines/logos custom cut
- Can handle rolling loads of tables
- PVC free
- Homogenous material, color goes through the entire product
- High sound absorption
- Slip resistance
- Same product used in Rutledge stairwells

Cons:

- Higher cost for higher durability
- Prone to scuffing (can be buffed out)



MPR FLOORING OPTIONS
 LincInWood SD74
 2023 TH RH LH General Work





Painted Plywood

- Most cost effective solution
- Easy installation
- Similar material as Lincoln Hall

Cons:

- Requires routine repainting depending on usage/wear



Tarkett: LVT 20mil

Material Price: \$3.00/sf | Warranty: 20 yrs

- No wax/low maintenance
- Good for high traffic areas
- Certified asthma and allergy friendly
- 45% recycled content
- Easily replaceable

Cons:

- minimal shock impact/sound absorption
- Can be scratched easily with wrong furniture glides



Interface: LVT 22mil

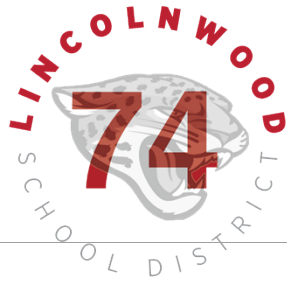
Material Price: \$3.50/sf | Warranty: 15 yrs

- No wax/low maintenance
- Can handle rolling loads of tables
- 30mil wear layer

Cons:

- minimal shock impact/sound absorption
- Can be scratched easily with wrong furniture glides





Executive Summary Facilities Committee Meeting

DATE: October 18, 2022

TOPIC: Dead Honey Locust Tree Removal

PREPARED BY: Jim Caldwell and Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

There are three large, mature trees on the southeast corner of Lunt and Crawford Avenues. One of the trees, a dead honey locust, by the Todd Hall bus entrance needs to be removed. Progressive Tree Service provided a quote to remove the tree, grind the stump, backfill with grindings and dispose of the excess mulch. Progressive indicated this quote from July is still valid. Legal Counsel reviewed this Agreement and found no issue with it.

Fiscal Impact:

\$1,740

Recommendation:

The Facilities Committee concurs with the Administration to recommend to the Board of Education to accept the Agreement from Progressive Tree Service for the removal of one dead honey locust tree in the amount of \$1,740 to occur before the winter season begins.





PROGRESSIVE TREE SERVICE

PROPOSAL

Generated uniquely for
Jim Caldwell
Please sign and return
to the office.

PO Box 6073 Evanston Illinois 60204 | 847-530-1533 | www.progressivetree.com

Lincolnwood School District 74 20:

Tuesday, July 12, 2022

Lincolnwood School District 74
Jim Caldwell
6950 E Prairie Rd
Lincolnwood, IL 60712

Estimator: Diego Martinez

Worksite: 6950 E Prairie Rd
Lincolnwood, IL 60712

Customer #: 857163

#	Item	Description	Qty	Cost
1	Locust (Honey)	Tree Removal Remove dying honey locust on northwest corner. Dispose of debris. Grind stump below grade, backfill hole with grindings and dispose of excess mulch.	0	\$1,740.00
			Subtotal:	\$1,740.00
			Tax:	\$0.00
			Section Total:	\$1,740.00

Subtotal: \$1,740.00

Signature _____

Date _____

Total: \$1,740.00

Acceptance of Proposal I have read and agreed to the work specified above along with the terms and conditions on the backside of this agreement. By signing this agreement you authorize the work specified above.

Job Notes:



It is agreed by and between Progressive Tree Service Inc. and the authorizing party (customer and/or customer's agent) that the following provisions are made as part of this contract:

Insurance by contractor: Progressive Tree Service Inc. warrants that it is insured for liability resulting from injury to person(s) or property. Certificates of coverage are available upon request.

Cancellation fee: Progressive Tree Service Inc. kindly requests that authorizing party provide at least 24 hours of advance notice of any full or partial work cancellation for jobs that have been scheduled in advanced. If a crew has been dispatched to the job site, the customer will be assessed a mobilization fee of \$100.00 for incurred expenses.

Completion of Contract: Progressive Tree Service Inc. agrees to do its best to meet any agreed upon performance dates, but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control; nor shall the customer be relieved of completion for delays.

Tree Ownership: The authorizing party warrants that all trees listed are located on the customer's property, and if not that the authorizing party has received full permission from the owner to allow Progressive Tree Service Inc. to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Progressive Tree Service Inc. for any damages or costs incurred from the result thereof.

Safety: Progressive Tree Service Inc. warrants that all arboricultural operations will follow the latest version of the ANSI Z133.1 industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

Stump Removal: Unless specified in the proposal, stump removal is not included in the price quoted. When included, standard grinding depth is 4-6 inches below ground level, though we will happily grind to a deeper depth upon request if possible. Grindings and shavings from stump removal are not to be hauled away unless specified in this proposal. Surface and subsurface roots beyond the stump are not removed unless specified in this proposal.

Concealed contingencies: Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, the branches, underground, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and material basis. Progressive Tree Service Inc. is not responsible for damages to underground sprinklers, drain lines, invisible fences or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party and a copy is presented before or at the time the work is performed.

Driveways and sidewalks: Progressive Tree Service Inc. will attempt to minimize any damage to driveways and sidewalks. But in the event that our equipment causes settling, cracking, or other damage to driveways and/or sidewalks, then repairs are not included in the contract price.

Clean Up: clean up shall include removing wood, brush, clippings, and raking of the entire area affected by the specified work, unless noted otherwise on this proposal.

Lawn Repair: Progressive Tree Service Inc. will attempt to minimize all disturbances to the customer's lawn lawn repairs are not included in the contract price, unless noted otherwise on this proposal.

Terms of Payment: Unless otherwise noted on this proposal the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of %5.00 per month. Should the customer fail to pay requiring Progressive Tree Service Inc. to file a lawsuit seeking payment, client will pay the costs of collection, not including but not limited to a reasonable attorney's fees.

Choice of Law: should either party sue the other for any reason, the parties agree that venue and jurisdiction are proper in the county and district which the contracted work was performed or was to be performed.

Returned Check Fee: There will be a \$50.00 fee charged for all checks to be returned to our office for non-sufficient funds.

ANSI A300 Tree Care Standard Definitions: The following definitions apply to specifications detailed in this proposal.

Clean: Selective pruning to remove one or more of the following parts: dead, diseased, and /or broken branches.

Crown: The leaves and branches of a tree measured from the lowest branch on the trunk to the top of the tree.

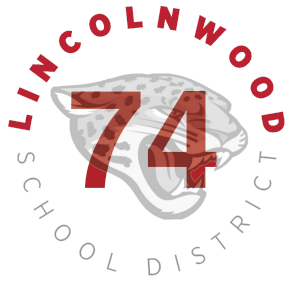
Leader: A dominant or co-dominant, upright stem. **Raise:** Selective pruning to provide vertical clearance.

Reduce: Selective pruning to decrease height and/or spread by removing specified branches.

Restore: Selective pruning to improve structure, form, and appearance of trees that have been severely headed, vandalized, or damaged.

Thin: Selective pruning to reduce density of live branches, usually by removing entire branches.

Vista pruning: Selective Pruning to allow a specific view, usually by crating view "windows" through a tree's crown.



Executive Summary Facilities Committee Meeting

DATE: October 18, 2022

TOPIC: Free Sanitary Product Dispensers

PREPARED BY: Jim Caldwell and Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

Public Act 100-163, effective August 13, 2021, states:

The school district shall make menstrual feminine hygiene products available, at no cost to students, in bathrooms of every school building that are open for student use in grades 4 through 12 during the regular school day the bathrooms of school buildings.

At Lincoln Hall, before the recent renovations, one dispenser was located in the girls' locker room. The dispenser was older and did not operate properly. It was removed. Currently, Rutledge Hall and Lincoln Hall students who need sanitary products would bring their own or visit the school nurses who have supplies to distribute free of charge. After the installation of nine dispensers (3-RH restrooms, 1-RH Nurse, 3-LH restrooms, 1-LH Locker Room, and 1-LH Nurse) students would be able to get the hygiene products easily and discreetly and the District would be in alignment with P.A. 100-163. The vendor highlighted a 90-day lead time on either dispenser model.

Fiscal Impact:

\$1,935, plus ongoing costs to replenish the supplies

Recommendation:

The Facilities Committee concurs with the Administration to recommend to the Board of Education to approve the purchase of nine (9) sanitary product dispensers from Warehouse Direct for Rutledge Hall, Lincoln Hall bathroom installations in the total amount of \$1,935.

Recommended Option A:

Dual No.1 Vendor (D1)

Product Description

- Dual No. 1 Series Dispenser
- Allows women to choose their protection
- Capacity: 15 Sanitary Napkins (No. 4 size box) and 22 tampons with storage
- Available in white metal and Stainless Steel
- Coin mechanisms are available in Free, 10¢, 25¢, 50¢ vend



Free Vend (D1)

↓ SPECS

SKU	D1
Case Depth	28.54
Case Gross Weight	19.15 lbs.
Case Height	11.81
Case Net Weight	0.00
Case Width	9.45
Coin Mech	Free Vend
Color	White
Quantity	1
UPC	075289013409

Option B:

Evogen® EV4 Mini No-Touch Menstrual Care Dual Vendor (EVNT4)

Product Description

Redefining a well appointed public restroom

Another innovative addition to the touch-free restroom. The EVNT4 dispenser provides sanitary napkins and tampons on a complimentary basis – in a completely hygienic, touch-free way!

This compact dispenser is ideal for smaller restrooms.

Holds 9 sanitary napkins and 13 tampons

- Available in free vend only with a 5 second time delay between dispenses to discourage malicious use.
- Modern, streamlined ADA-compliant design facilitates easy loading and re-stocking
- This compact machine dispenses both Maxithins® or Gards® sanitary napkins and Tampax® tampons
- Ideal for restaurants, bars, fast casual dining, coffee shops and more
- Indicator lights for easy maintenance:
 - Empty Indicator: A flashing red light indicates when a channel needs to be refilled
 - Low battery indicator: A solid red light indicates it is time to replace the batteries
- Available in 3 finishes: White Metal, Stainless Steel and Black, All Stainless Steel
- Dispenser requires (4) AA batteries (not included)



White (EVNT4)

[LOGIN](#)

[↓ SPECS](#) [↓ DOCS](#)

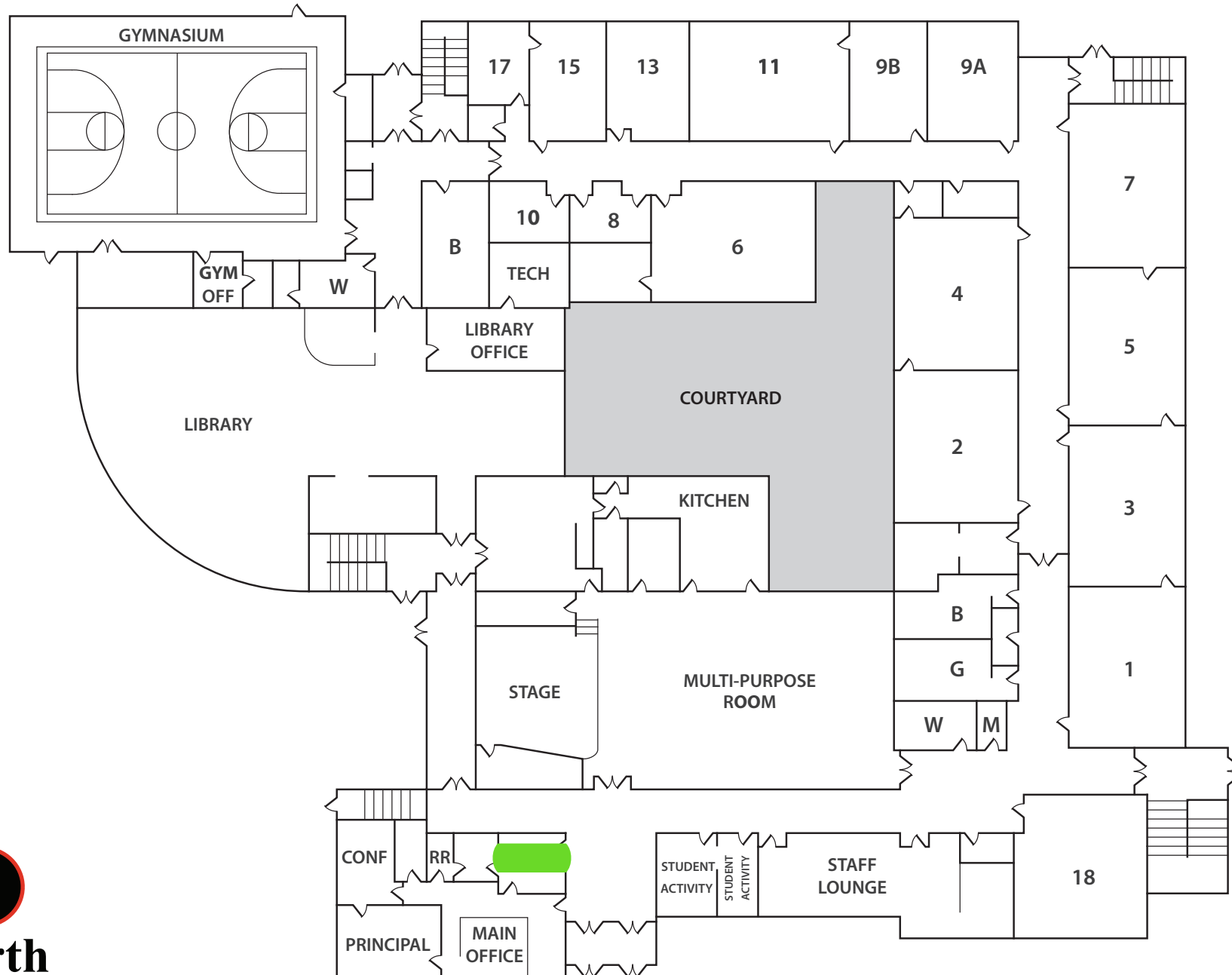
SKU	EVNT4
Case Depth	12.75
Case Gross Weight	16.15 lbs.
Case Height	19.50
Case Width	8.75
Cases Per Pallet	64
Coin Mech	Free Vend
Color	White
Cube	1.26
GTIN ITF 14	10075289040006
Hi Layers Per Pallet	4
Selling Unit	Each
Size	10.75" W x 17.25" H x 6.5" D
Ti Qty Per Layer	16
UPC	075289040009

Pricing provided from Warehouse Direct:

ITEM	DESCRIPTION	UNIT PRICE	QTY	EXT. \$
EVNT4	EVOGEN MINI NO TOUCH DUAL VENDOR, FREE, WHITE	\$267.00	9	\$2,403
D1	DUAL #1 VENDOR FREE , WHITE	\$215.00	9	\$1,935
	Free Shipping on orders over \$1,875 (one location)			

FLOOR PLAN

Rutledge Hall Elementary - Floor 1
6850 E Prairie Rd, Lincolnwood, IL



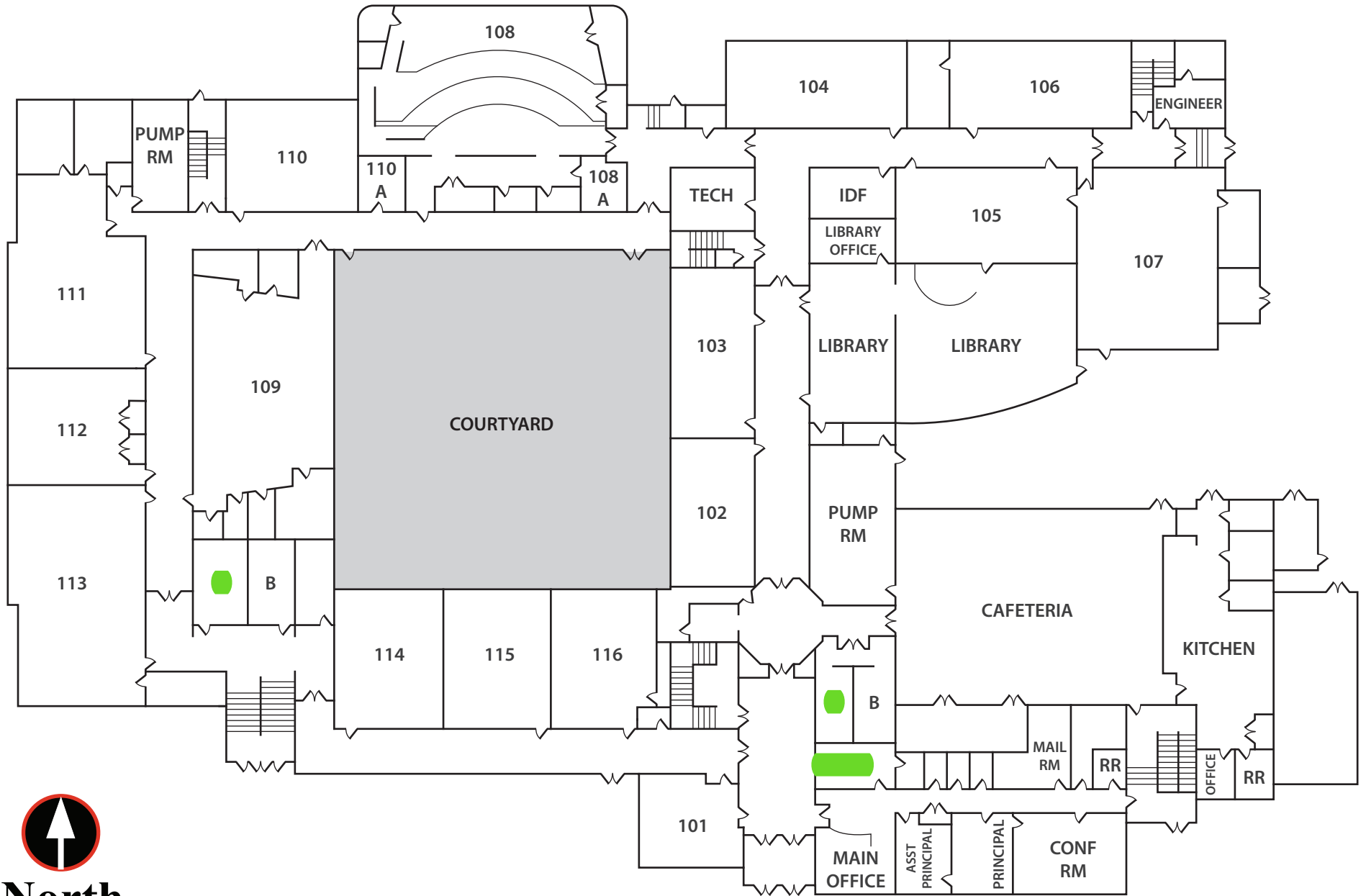
FLOOR PLAN

Rutledge Hall Elementary - Floor 2
6850 E Prairie Rd, Lincolnwood, IL



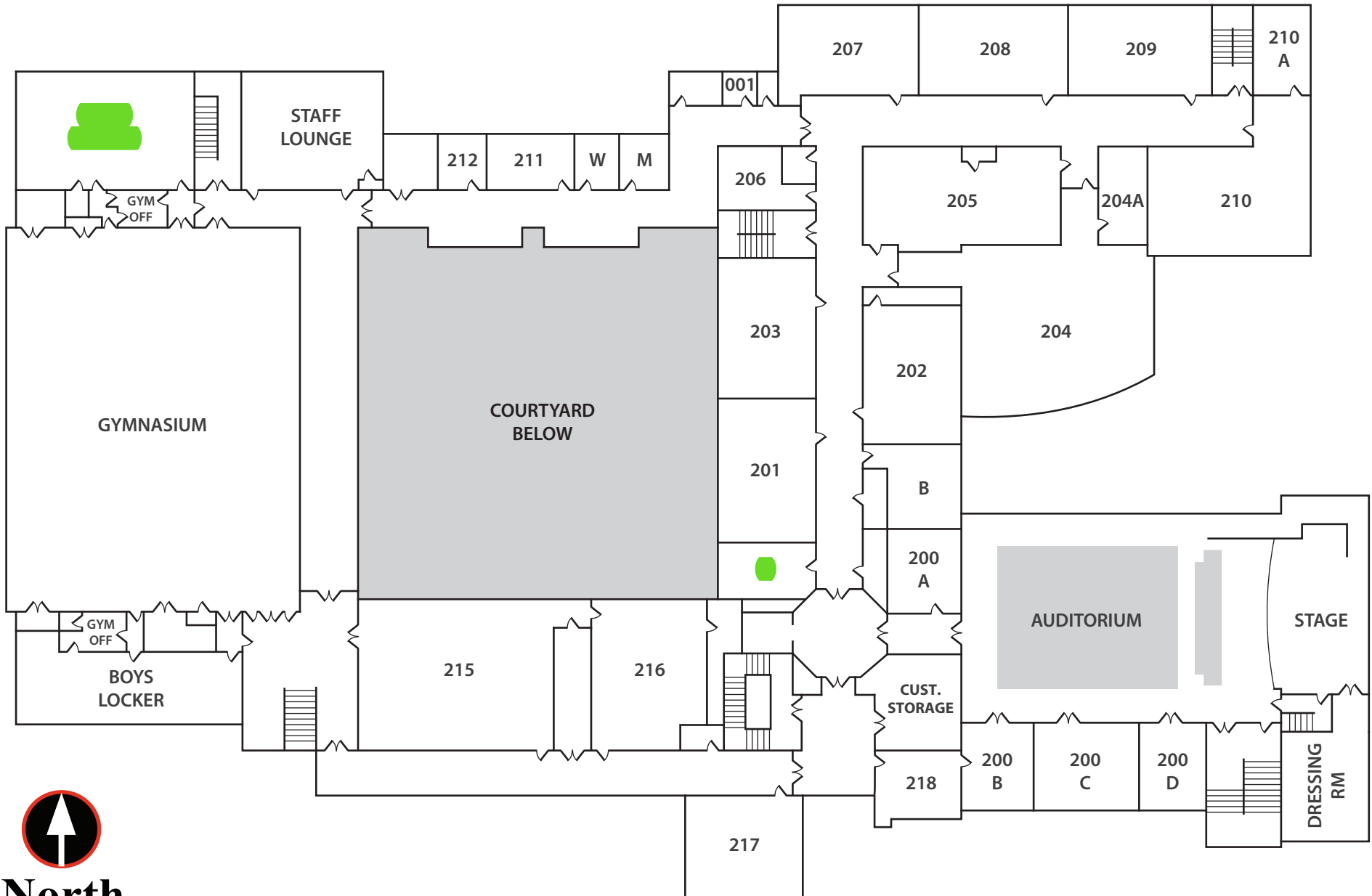
FLOOR PLAN

Lincoln Hall Middle School - Floor 1
6855 N Crawford Ave, Lincolnwood, IL



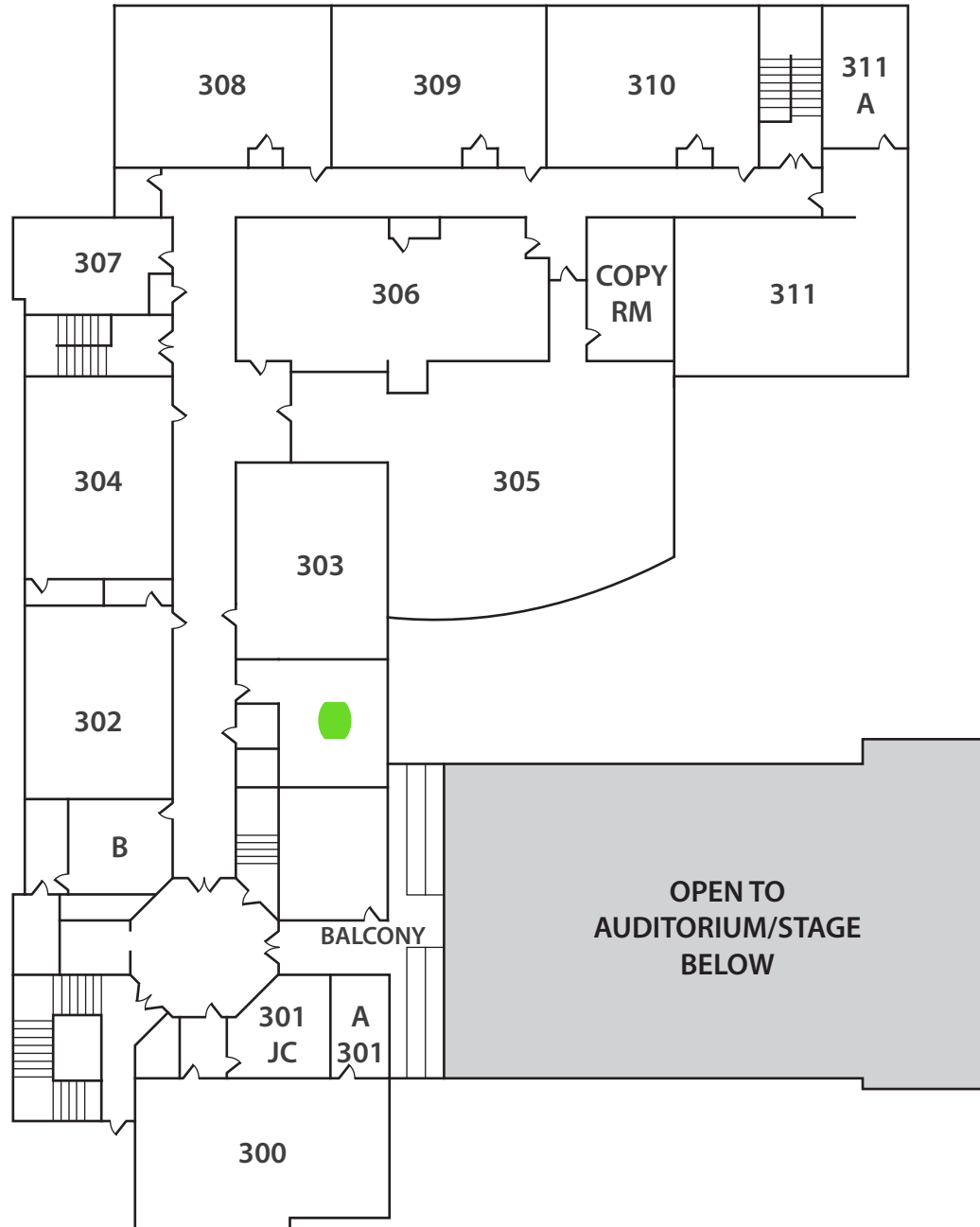
FLOOR PLAN

Lincoln Hall Middle School - Floor 2
6855 N Crawford Ave, Lincolnwood, IL



FLOOR PLAN

Lincoln Hall Middle School - Floor 3
6855 N Crawford Ave, Lincolnwood, IL





Executive Summary Facilities Committee Meeting

DATE: October 18, 2022

TOPIC: School Maintenance Project Grant FY2023

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Background:

The Administration began the ISBE application process in an effort to secure up to \$50,000 of School Maintenance Project Grant funds. The specific roofing project cited on the application pertains to the Summer 2023 Rutledge Hall work approved at the October 6, 2022 Board of Education meeting. One of the steps in this process is to assure the grant application has been authorized by the local Board of Education at a duly convened meeting, and the local Board of Education has reserved local funds in an amount equal to the School Maintenance Project Grant requested to meet the local match requirement. In addition, the District must have not obligated funds or began work on any of the projects listed. These assurances will be in the form of the Board President's signature on two forms; District Certification and Taxpayer Identification Number.

Fiscal Impact:

Up to \$50,000 of State revenue gained, if the grant's maximum is awarded to SD74
\$665,050 is the Rutledge Hall portion of the \$979,600 total Summer 2023 Roofing Project

Recommendation:

The Facilities Committee concurs with the Administration to recommend to the Board of Education to approve the District Certification form and Taxpayer Identification form in order to complete the School Maintenance Project \$50,000 Grant process before the November 18, 2022 deadline.

SCHOOL MAINTENANCE PROJECT GRANT

FY 23 Application Cycle - Round 1

District Certification

Name : Lincolnwood SD 74

RCDT #: 05-016-0740-02

TIN #: 366004292

The submissions made to the Illinois State Board of Education by the applicant and the terms and conditions described in the Grant Application Certifications and Assurances and the Program Specific and Financial Assurances of this application shall constitute the grant agreement between the applicant and the Illinois State Board of Education for the use of the funds to complete the projects described in the "Work Item Listing" section of the School Maintenance Project Grant Application. This grant agreement shall be deemed to be entered into when the application has been approved by the Illinois State Board of Education. This grant agreement constitutes the entirety of the agreement between the parties and supersedes any other agreement or communication, whether written or oral, relating to the award of the grant funds. The person submitting this application on behalf of the applicant certifies and assures the Illinois State Board of Education that he or she has been duly authorized to file this application for and on behalf of the applicant, is the authorized representative of the applicant in connection with this grant agreement, and that he or she is authorized to execute these Certifications and Assurances and Standard Terms of the Grant on behalf of the applicant. Further, the person submitting this application on behalf of the applicant certifies under oath that all information in the grant agreement is true and correct to the best of his or her knowledge, information and belief, that grant funds shall be used only for the purposes described in this agreement, and that the award of this grant is conditioned upon this certification.

The authorized representative of the applicant who will affix his or her signature below certifies that he or she has read, understood and will comply with all of the provisions of the following certifications and assurances.

The person approving these Certifications, Assurances and Standard Terms of the Grant hereby certifies and assures the Illinois State Board of Education that the person submitting the final application on behalf of the applicant (and thereby executing the grant agreement with the Illinois State Board of Education) has the necessary legal authority to do so. (v2.23.2017)

The person approving this application certifies (1) to the statements contained in the list of certifications, and (2) that the statements herein are true, complete and accurate to the best of his/her knowledge. He/she also provided the required assurances titled "Grant Application Certifications and Assurances, and Standard Terms for the School Maintenance Project Grant" and "Program Specific and Financial Assurances for the School Maintenance Project Grant" (found within the application under "Application Certifications and Assurances") and agrees to comply with any resulting terms if an award is accepted. He/she is aware that any false, fictitious, or fraudulent statements or claims may subject him/her to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001). The list of certification and assurances is included below.

By submitting this form, I certify to the above and that the local board of education or other school governing authority has authorized the school maintenance project during a duly convened meeting, and has reserved local funds to meet the local match requirement. In addition, the applicant has not obligated funds or begun work on any of the projects listed on this application prior to the submission of this application. Signing below certifies that he or she has read, understood, and will comply with all the provisions of the following:

- Grant Application Certifications and Assurances, and Standard Terms for the School Maintenance Project Grant, and
- Program-Specific and Financial Assurances for the School Maintenance Project Grant.

Signature of President of Board of Education

Date

Name of Board President (type or print)

A copy of this form signed by the President of the Board of Education AND the Taxpayer Identification Number Form MUST be printed, signed, and attached as a PDF under the Application Required Attachments before your application can be approved. No application will be processed without these two signed attachments, without the ICQ completed through the grantee portal, and the SMPG GATA Risk Assessment completed in IWAS.

(SMPG Dist. Cert. - Rev. 8/2021)

PROGRAM - SPECIFIC/FINANCIAL ASSURANCES FOR SCHOOL MAINTENANCE PROJECT GRANT

SCHOOL DIST 74**RCDT #: 05-016-0740-02****FY 23 Application Cycle - Round 1**

By checking this box, the applicant/award recipient (hereinafter the term "applicant" includes "award recipient" as the context requires) hereby certifies and assures the Illinois State Board of Education that:

The project will be administered by or under the supervision of the applicant and in accordance with the School Construction Law (105 ICLS 230), School Maintenance Project Grant Rules (23 Ill. Adm. Code Section 151, Subpart B), and all other laws and regulations applicable to the grant. There is no limit to the cost of a project; however, grant awards shall not exceed \$50,000 per project, and applicants shall provide a match from local funds equal to the grant amount requested.

The applicant ensures that the School Maintenance Project Grant (SMPG) application has been authorized by the local board of education (in the case of school districts) or other school governing authority at a duly convened meeting and that the local board of education or other school governing authority has reserved local funds in an amount equal to the amount requested in the SMPG application to meet the local match requirement. In addition, the applicant has not obligated funds or begun work on any of the projects listed.

DEFINITIONS

The capitalized word "Term" means the period of time from the project beginning date through the project ending date. For the School Maintenance Project Grant, "Term" is further defined to mean the period of time from grant approval by the Illinois State Board of Education to final project completion or two years after disbursement of the grant award by the state, whichever occurs first.

FINANCIAL TERMS

1. An applicant must not obligate funds or begin work on any of the projects listed on the application prior to submission of the application in the ISBE Web Application Security system. However, submission of the application does not guarantee a grant will be approved or awarded.
2. All project activities must be expended or legally obligated within two years of disbursement by the state. If funds have been obligated by the grantee but not fully expended two years after disbursement, 90 calendar days will be given to liquidate all obligations.
3. The applicant understands that payment of the entire grant award will be made upon approval of the grant. Per 23 Ill. Admin Code 151 Subtitle A, Section 151.140 Terms of the Grant, Subsection B, a final expenditure report will be filed by the applicant at the end of the Term that describes the use of the grant funds and actual project expenditures. If actual project expenditures are less than originally estimated as stated on the grant application so that the amount of the grant is greater than 50 percent of the total project expenditures, the applicant shall refund the amount of the grant that is in excess of 50 percent of actual project expenditures.
4. Grant funds may only be used for the project described in the approved application and cannot be amended. The grant shall be accounted for in compliance with applicable accounting rules set forth at 23 Ill. Admin Code 100 Requirements for Accounting Budgeting, Financial Reporting and Auditing. The applicant must provide local matching funds in an amount equal to the grant.
5. All state grant funds and earned interest shall be subject to the Illinois Grant Funds Recovery Act (30 ILCS 705). Interest earned on state-funded grant programs and grant funds not expended or obligated by the end of the Term must be returned to the Illinois State Board of Education within 45 calendar days. If funds are obligated by the grantee but have not been fully expended two years after disbursement, 90 calendar days will be given to liquidate all obligations.
6. The applicant, in compliance with the provisions of 30 ILCS 105/9.07, will not expend any funds received from the Illinois General Revenue Fund for promotional (Program-Specific and Financial Assurances for the School Maintenance Project Grant – Rev. 6/22) items, including calendars, pens, buttons, pins, magnets, and any other similar promotional items.

FINANCIAL AND PERFORMANCE REPORTS

7. Quarterly expenditure reports are required of all award recipients receiving funds. Quarterly reports must describe the progress of the project or use and the expenditure of the grant funds. The expenditure through dates to be used in reporting expenditures and obligations are from the project beginning date through September 30, December 31, March 31, and June 30 of each fiscal year and the project ending date.
8. Quarterly expenditure reports are required by the Illinois Grant Funds Recovery Act, 30 ILCS 705/4(b) and are due 20 calendar days after the expenditure through date. Failure to file the required reports within the timelines will result in a breach of the Grant Agreement. Upon any such breach, the Illinois State Board of Education may, without limitation, request for the School Maintenance Project Grant funds to be returned. In the event that a grant recipient has failed to remit payment and the debt is 90 calendar days past due, involuntary offset may be applied against Evidence-Based Funding (EBF). Grant recipients that have no further grants with the state for which the debt can be applied will be referred to the Illinois Department of Revenue's Debt Collection Bureau or the attorney general, as appropriate.
9. Per 23 Ill. Admin Code 151 Subtitle A, Section 151.140 Terms of the Grant, Subsection B, a Final Expenditure Report is due after the end of the Term. The Final Expenditure Report must be submitted within 20 calendar days and indicate total project costs for all projects on the approved application. Failure to file the Final Expenditure Report within the timelines will result in a breach of the Grant Agreement. Upon any such breach, the Illinois State Board of Education may, without limitation, request for the SMPG funds to be returned. In the event that a grant recipient has failed to remit payment and the debt is 90 calendar days past due, involuntary offset may be applied against EBF. Grant recipients that have no further grants with the state for which the debt can be applied will be referred to the Illinois Department of Revenue's Debt Collection Bureau or the attorney general, as appropriate.
10. Per 23 Ill. Admin Code 151 Subtitle A, Section 151.140 Terms of the Grant, Subsection B, in cases where the Final Expenditure Report shows that actual project expenditures are less than estimated so that the amount of the grant is greater than 50 percent of the total project expenditures, the applicant shall refund the amount of the grant that is in excess of 50 percent of actual project expenditures. Any overpayment must be returned to the Illinois State Board of Education within 45 calendar days. Failure to return the funds will result in a breach of the Grant Agreement. In the event that a grant recipient has failed to remit payment and the debt is 90 calendar days past due, involuntary offset may be applied against EBF. Grant recipients that have no further grants with the state for which the debt can be applied will be referred to the Illinois Department of Revenue's Debt Collection Bureau or the attorney general, as appropriate.
11. The award recipient will maintain records on project and fiscal activities related to each award for a period of three years following the project ending date for a state-funded project. Such records shall include a fiscal accounting for all monies in accordance with generally accepted governmental accounting principles. If there are outstanding audit exceptions, records will be retained on file until such exceptions are closed out to the satisfaction of the Illinois State Board of Education.
12. The Illinois State Board of Education and other governmental entities with program monitoring authority shall, during the Term and for a period of three years thereafter (or until no outstanding audit exceptions remain, whichever is later), have the right at any time to conduct on-site or off-site inspections of the award recipient's records and project operations for auditing and monitoring purposes. The award recipient shall, during the Term and for a period of three years thereafter (or until no outstanding audit exceptions remain, whichever is later) and upon the request of the Illinois State Board of Education, provide the Illinois State Board of Education with information and documentation (including books, records, or papers related to the project) regarding the award recipient's progress or performance with respect to the administration and operation of the project.
13. If applicable, the applicant shall be required to observe and comply with provisions of the Prevailing Wage Act, 820 ILCS 130/1 et seq., which applies to the wages of laborers, mechanics, and other workers employed in any public works.

ASSURANCE OF USE

14. It is the intent of the state that all or a portion of the costs of this project may be paid or reimbursed from the proceeds of tax-exempt bonds subsequently issued by the state. Therefore, the grantee understands and acknowledges that the grant proceeds must be used only for capital project purposes and that the capital project must be used only for public educational purposes.

[Save Page](#)

(Program - Specific and Financial Assurances for the School Maintenance Project Grant - Rev. 6/22)

School Maintenance Project Grant
FY 23 Application Cycle - Round 1
TAXPAYER IDENTIFICATION NUMBER

As an authorized representative for the applicant, I certify that:

1. The number shown on this form is the correct taxpayer identification number (or the applicant is waiting for a number to be issued).

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

3. Enter the name of the entity as it's listed at the State of Illinois Comptroller's office, the Entities RCDT Number and the FEIN (unless already populated below).

Name: SCHOOL DIST 74

RCDT: 05-016-0740-02

Federal Employer Identification Number (FEIN): 366004292

Legal Status: Governmental/School District

Signature of authorized Representative: _____

Date: _____

(SMPG Taxpayer Identification Form - Rev. 08/2021)



Facilities Committee Meeting

DATE: October 18, 2022

TOPIC: District Facilities Update

PREPARED BY: Courtney Whited

Recommended for:

Action

Discussion

Information

Purpose/Background:

To provide the Facilities Committee an update on ongoing Districtwide project(s)

1. Rutledge Hall Landscaping

