

# BUILDING & GROUNDS COMMITTEE MEETING

**Meeting Date:** Thursday, February 7, 2013 4:00 p.m.

## MEMBERS:

Mr. Ray Hull  
Mr. Richard Leonard  
Ms. Anita Lewis  
Mr. David Finlay  
Mr. Marty Feltes

## ATTENDANCE

Yes  
Yes  
Yes  
Yes  
Yes

## AGENDA:

1. Architect/Construction Manger Report
2. D131 Construction Manger Report
  - a. Security
  - b. Furniture
  - c. Budget
  - d. Schedule
3. Preferred Vendor Recommendation
4. Additional personnel for warehouse and delivery
5. Vehicle for delivery of janitorial supplies
6. Fire Alarm
7. NIMS
8. DECO grant for motion detectors

## Informational Items:

1. **Architect/Construction Manager Report** – Mr. Chuck Clark (Cordogan Clark & Associates) reported at the Magnet Academy construction on the 2<sup>nd</sup> and 3<sup>rd</sup> floors are nearing completion. Demolition by all trades has been completed for phase 1. He also reported that site work is moving forward with bid opening in March. Mr. Craig Welter reported that the VNA grant is moving forward with bid opening to be scheduled in March.
2. **D131 Construction Manager Report** – Mr. David Finlay reported to Committee Members the following regarding the Fred Rodgers Magnet Academy.
  - a. Alarm Detection Systems will begin rough-in. Cameras will be installed around the exterior of the building soon.
  - b. Furniture has been ordered and is on schedule for delivery and installation over Spring break.
  - c. Mr. Finlay reviewed the Budget with Dr. Roberts and the project seems to right on track.
  - d. Project is right on schedule for this phase of construction.

Mr. Feltes reported that he has been accompanying Mr. Spanu (Aurora Fire Department) with the fire inspections. He also reported that Allen Elementary School's heating system has been repaired with the installation of new steam traps and cleaning. District maintenance has been repairing leaking boiler

feed lines. He informed Committee Members that the Service Center boiler is currently unusable. Cordogan Clark supplied drawings with the installation of new furnaces/heating units that will be installed by R.J. O'Neil in the next week after working hours. He reported that the cost is approximately \$65,000.00 and is being done under emergency repairs. Presently, the rental equipment (\$12,000.00), fuel (\$5,000.00) and policing (\$3,300.00) are at a cost of approximately \$20,000.00 per week. Mr. Hull asked that a cost for a boiler be obtained and compared to the cost of the furnaces. Mr. Feltes and Mr. Leonard will compile information and email to the Board. Mr. Feltes also reported that he would like to develop a daily work report for staff to complete. This will allow for tracking of work orders and projects that have been completed on a daily basis. Mr. Hull asked Mr. Feltes what his priorities were. Mr. Feltes indicated they were; daily work reports, maintenance issues and assessing buildings, meeting staff and a work order system. Mr. Feltes also reported that while in the schools for fire inspections, he noted that the firepersons/engineers were setting up and cleaning after breakfast and lunch. He suggested that this be addressed with the Sodexo contract that will be coming due this current year.

Mr. Hull inquired about the green floor stripper and how it is performing. Mr. Feltes responded that the green stripper requires 2 times the product and 3 times the labor in order to remove the current wax from the floors. The floor stripper that was previously used (Janco's Sizzle brand), required a one-time use and 2 hours per classroom. Mr. Feltes indicated that he will approach Janco and inquire if the green stripper can be exchanged for Sizzle at no charge. Mr. Feltes will investigate and bring back results to Committee.

3. **Preferred Vendor Recommendation** – Mr. Finlay presented to Committee Members the top 2 preferred vendors in Roofing, Plumbing, HVAC and Electrical. These results were part of a sealed proposal opened November 30, 2012. Mr. Leonard indicated that he would like to Table discussion and decisions until Mr. Feltes has time to review. Mr. Finlay did indicate that the vendors on the preferred listing are vendors that the District has been utilizing.
4. **Additional personnel for warehouse and delivery** – Mr. Finlay reported to Committee that due to warehousing, inventory control and deliveries, there is a need for one (1) additional warehouse and one (1) delivery personnel. Ms. Lewis informed Committee that the Board President had sent an email stating that there will be no new positions approved. Mr. Hull suggested that these positions be put on hold until Mr. Feltes has more time access staffing needs.
5. **Vehicle for delivery of janitorial supplies.** – Mr. Finlay reported that there is a need for an additional vehicle for deliveries. Currently the delivery vehicles are in need of repair at a cost of \$11,000.00 to \$12,000.00. The cost of a new vehicle would be approximately \$20,000.00. The committee voted that this be put on hold and Mr. Finlay will obtain actual pricing on a new vehicle.
6. **Fire Alarm** – Mr. Finlay reported that Fox Valley Fire and Safety performed testing on the fire alarm panels and five (5) panels were not properly labeled. Quotes have been obtained to correct the panels.
7. **NIMS** – Mr. Finlay reported to Committee Members that all classrooms are lockable to NIMS standards.

8. **DECO grant for motion detectors** – Mr. Finlay reported that there is currently a DECO grant for motion detectors available to the district. He is working with the same group that provided services for the lighting grant. The group provided an evaluation on four (4) locations and indicated that there would be a 2 year payback. The grant is available early May and the cost is \$680,000.00 with 1/3 provided by the DECO grant and 2/3 provided by the District. The Committee agreed and would like to move forward with the grant.

The next Buildings and Grounds meeting will be held on Thursday, March 7, 2013 at 4:00 p.m. at the McKnight Service Center, 417 Fifth Street, Aurora, IL 60505.