

# BUILDING & GROUNDS COMMITTEE MEETING

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

**Richard Leonard - Chairman**

**MEMBERS:**

**ATTENDANCE**

Mr. Ray Hull	Yes
Mr. Richard Leonard	Yes
Ms. Anita Lewis	No
Mr. David Finlay	Yes
Mr. Marty Feltes	Yes

**AGENDA:**

1. Architect/Construction Manger Report
2. D131 Construction Manger Report
  - a. Magnet Academy
3. Fencing Quotes (B&G location)
4. Security Cameras (B&G location)
5. Lunch Table Bid Recommendation
6. Resolution for Sale of Personal Property

**Informational Items:**

1. **Architect/Construction Manager Report** – Mr. Chuck Clark (Cordogan Clark & Associates) reported at the Magnet Academy Phase 1 has been completed and working on Phase 11 which began last week. Currently in the demolition stage of the 4<sup>th</sup> floor and the existing gym area.

The VNA grant was approved and is currently out for Bid, which are due April 10<sup>th</sup>.

Roof replacements will take place at Simmons Middle School over approximately 9300 sq. ft. of the existing gym and East High School approx. 9300 sq. ft. over the cafeteria. A pre-bid meeting has been scheduled for April 9<sup>th</sup> with bid opening on April 18<sup>th</sup>. Mr. Leonard inquired as to how much more of the roof needs to be replaced. Mr. Clark informed him that 1 section had been completed last year and there are still sections that are in need of replacement. Mr. Hull asked why the roofing is being piece milled? Mr. Finlay indicated that these are summer projects and the budgets were put together late. He also informed the Committee that he met with Mr. Ryder in the Finance Dept. and he indicated that there was \$550,000.00 in the budget to work with this summer. Mr. Finlay stated that the roof is the most critical surface of the building envelope to manage. He also indicated the two roof replacements along with windows in the So. Side Kdgn. area at Gates (currently plastic windows), tuck pointing and terracotta will take up most of this budget. Mr. Leonard inquired why this was not previously a summer project. Mr. Finlay explained that he met with Dr. Roberts in February and March and was informed that there was a \$550,000.00 budget.

Mr. Leonard stated that B&G Committee and the Board were not aware of any budget. Roof replacement bids will be opened soon and will come to May 2<sup>nd</sup> B&G with a recommendation.

2. **D131 Construction Manager Report** – Mr. David Finlay reported to Committee Members the following regarding the following:
  - a. Magnet Academy - Phase 1 was completed on time and furniture was moved in on March 22<sup>nd</sup> and the office area was set up on March 27<sup>th</sup>. Students arrived on Monday, April 1<sup>st</sup> on schedule.
  - b. Mr. Finlay informed committee that 3 quotes for the tuck pointing and terracotta at Waldo, Bardwell and Oak Park will be obtained for summer work.
3. **Fencing Quotes (B&G location)** – Mr. Feltes reported that Buildings and Grounds was broken into by breaking the jam on the service door on the 3 door garage area. Mr. Feltes pointed out that the current 5' fence has several holes and portions that are broken or missing. He indicated that this has probably been the 5<sup>th</sup> time a break-in or theft has occurred since he started in January. Items that have been taken have included vehicle batteries, 60 folding chairs, and vehicle damage. He referred to the 2 quotations from Northern Illinois Fence in the amount of \$20,364.00 and Midwest Fence in the amount of \$28,444.00 (both excluded electric). Both would supply an electronic gate that would work off the current swipe card system. Mr. Hull indicated that he would like a maintenance agreement on the sliding gate. Mr. Hull informed Mr. Feltes that a 3<sup>rd</sup> quote is needed before any decision or recommendation can be made. He also stated that all quotes should be compatible.
4. **Security Cameras (B&G location)** – Mr. Feltes presented a quotation from Alarm Detection for a security system at Hill Avenue. Mr. Feltes stated that there could be \$1,000,000.00 in materials with the vehicles and inventory inside of the building that currently have no protection. Items are taken from the warehouse at times and not recorded. Discussion took place regarding the usage and monitoring of supplies from second shift employees and supervisors. Discussion took place regarding a scanning device that would keep an accurate inventory. Mr. Hull suggested getting an accurate inventory in place. Mr. Leonard informed Mr. Feltes that he will need 2 additional comparable quotes for cameras with discussion regarding the type of system needed. Mr. Hull also indicated that there are several locations that are also in need of additional security due to blind spots and fights. He suggested that safety needs to be prioritized.
5. **Lunch Table Bid Recommendation** – Bid for Pocket Lunch tables and Roll Bench Tables for 5 locations were published in the Beacon News. Lowery McDonnell was the only bidder responding with a bid price of \$128,744.00. Lowery McDonnell was awarded a bid for lunch tables approximately 3 years ago at low bidder. Committee recommended sending bid to Finance for approval. Discussion took place regarding the tables that were ordered 3 years ago and the present bid. The present bid should complete the replacement of all unsafe tables throughout the district.
6. **Resolution for Sale of Personal Property** - Mr. Feltes presented the resolution for sale of personal property and discussion took place regarding the items on the resolution. There was a question regarding a generator, vacuum bags and tractor trailer. Mr. Hull stated that the resolution should outline the proposed items being sold. Mr. Feltes suggested that the District set up an Ebay account and explained the Ebay process for selling the bigger items. Mr. Leonard inquired as to how we would dispose of the generator if it were not placed on Ebay. Mr. Hull

stated that we need to determine if these items are operational. Mr. Feltes informed the Committee that the John Deere tractor runs great and that he would ask the maintenance contractor that services the generator at East High School to stop and see if it is repairable and determine the cost. Mr. Leonard asked Mr. Feltes to research how he will dispose of the items that are non-scrap and report back to the committee. Mr. Hull stated that there may be auctions for these types of items and suggested that possibly once a year the district should look into disposing of items thru an auction.

Mr. Hull stated that he does not understand why building revenue does not go back to the building being utilized instead of general funds. Mr. Feltes stated that obsolete supplies can be placed on Ebay to generate funds for the District. Mr. Hull stated a process needs to be put in order for this to take place. Mr. Leonard asked Mr. Feltes to remove the tractor, generator and vacuum bags from the resolution until we can get a process to dispose of them. Mr. Hull suggested that Mr. Feltes put together an Ebay proposal and present it to Dr. Roberts. Mr. Leonard asked for authorization to include in the resolution the scrap metal, but remove the big items.

The next Buildings and Grounds meeting will be held on Thursday, May 2, 2013 at 4:00 p.m. at the McKnight Service Center, 417 Fifth Street, Aurora, IL 60505.