

BUILDING & GROUNDS COMMITTEE MEETING

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

Richard Leonard - Chairman

MEMBERS:

ATTENDANCE

Mr. Ray Hull	Yes
Mr. Richard Leonard	Yes
Mr. Marty Feltes	Yes

AGENDA:

1. Architect/Construction Manger Report
2. B&G Supervisor EHS
3. Trash/Recycle Bid
4. Resolution for sale of personal property
5. EHS Stage Lighting
6. Request for additional AED's

1. **Architect/Construction Manager Report** – Mr. Craig Welter, Cordogan, Clark and Associates, reported on the High School Improvements Project. The project is at substantial completion with only a small amount of punch list items outstanding. A change order for the installation of rubber flooring in the multi-purchase room was approved and will be installed over Thanksgiving break.

Roofing bids were taken through US Communities for repairs to 7 District roofs with some tuck-pointing at Allen School. Information was presented to the Board of Education on November 4th. Work is scheduled to begin on November 11th.

Mr. Welter informed committee members that a tour of Oswego kindergarten facilities took place last week. The District is in the process of obtaining property to convert into a full day kindergarten center. Mr. Welter stated that the architects are working to design preliminary drawings.

Mr. Welter informed the Committee that bids were taken to install two new domestic hot water heaters and related piping in the boiler room at EHS. The original bid has been cancelled and the proposal has been revised with bid opening on Nov. 15th.

Mr. Welter reported that the EHS theatrical border lighting is in need of replacement. The intention is to replace with more efficient LED lighting. There will also be an asbestos abatement process with this project. The estimated budget is; electrical phase \$15,000.00, LED light fixtures \$25,000.00 and systems integration phase \$15,000.00. Mr. Welter stated that the project scope has been completed and requesting of proposals in in process.

Mr. Welter referred to spreadsheet regarding capital repairs/maintenance. The listing is projects that are in need of completion for compliance. Mr. Hull requested that this spreadsheet remain updated with completion dates and costs.

Mr. Welter spoke regarding matching grants that are available to the District. The first is a matching grant for window replacement project at East High School in the amount of \$250,000.00. This has been applied for and is in process for approval. The other is a maintenance grant for \$50,000.00 for domestic water heater replacement at East High School. The heat exchanger and piping in the boiler room would be replaced with (2) new hot water heaters with storage tanks. Mr. Feltes stated that the grants expire on November 27th, and Mr. Welter indicated that there needs to be formal approval by the Board to apply for grants.

2. **B&G Supervisor EHS** – Mr. Feltes presented a proposal to the Committee for A B&G Supervisor at East High School. Mr. Hull indicated that the proposal is not a justification for the added position. He questioned Mr. Carlson’s role as a supervisor and Mr. Feltes indicated that he has moved from East High School to Hill Avenue and taken over the responsibilities of Mr. Sweigart who has retired. He also stated that Mr. Jesse Vargas has taken over life safety and spends approximately 6 hours of his day working in the office at Hill Avenue. Mr. Hull asked Mr. Feltes to put something together regarding the reorganization and the responsibilities of each Supervisor and present back.
3. **Trash/Recycle Bid** - Ms. Melody Ellington and Mr. Ernest Clark presented the bid results and recommendation for the District trash/recycle services for a 20 month contract beginning Dec. 1, 2013 and ending July 31, 2015. Ms. Ellington informed the committee that there were (4) four bidders. She indicated that it appears that Advance Disposal is the lowest responsible bidder. She also stated that (3) three reference checks were completed and were favorable. Present was the sales manager from Advance and he requested to speak. He indicated that Advance Disposal is a 673 Teamster member with the union contract in negotiation. He also informed the committee there has been no work stoppage since 2003 and if it would arise, management will step in to continue service. Mr. Hull also asked if in the contract was service for yard waste containers. Ms. Ellington indicated that it was not part of the bid packet; however, she will contact the attorney and pass the yard waste information to him. The committee agreed to move to Board for approval.
4. **Resolution for Sale of Personal Property** - Mr. Feltes presented a resolution with televisions and stands, reach in freezer and drinking fountains for disposal. These items are no longer of use to the District. Committee agreed to move to move Resolution to Board of Education approval.
5. **EHS Stage Lighting** - Mr. Feltes presented proposal from Mr. Welter for EHS border stage lighting. Proposal included the 3 phases of work to be completed along with estimated budget for each phase. Mr. Welter stated that proposals are in process.
6. **Request for Additional AED’s** - Suzanne Bement-Winthrow and James Ferguson reported on a need for 39 additional Automated External Defibrillators (AED’s) due to citations from ROE. They presented a report on the current quantity in each building and the additional need. The AED’s would be purchased through a State at discounted pricing. If 39 AED’s were purchased through the grant, the cost would be \$42,744.11. Cost without the grant pricing would be \$71,506.34. This is a savings to the District of \$\$28,762.23. Ms. Bement-Winthrow indicated that these AED’s would be both wall mounted and traveling units. Mr. Leonard inquired as to which budget the funds would be drawn from. Mr. Clark indicated that due to the need, funding could be provided. There is also a need for battery and pad replacements on AED units that are currently in the District. Ms. Bement-Winthrow also stated that the ROE will be returning in May to determine if the District has met AED compliance. Ms. Ellington stated that she will look into State Bidding vs Regular Bidding.

The next Buildings and Grounds meeting will be held on Thursday, December 5, 2013 at 4:00 p.m. at the McKnight Service Center, 417 Fifth Street, Aurora, IL 60505.