

BUILDING & GROUNDS COMMITTEE MEETING

Meeting Date: Monday, December 9, 2013 5:00 p.m.

Richard Leonard - Chairman

MEMBERS:

ATTENDANCE

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

AGENDA:

1. Architect/Construction Manager Report
2. EAHS DECA business club (presentation on EBAY)
3. Maintenance agreements for district generators (diesel and natural gas generators)
4. Resolution for sale of personal property
5. Request for B&G supervisor at EAHS
6. Presentation from the following service providers:
 - A. CenterPoint Energy Services
 - B. CreativEnergy
 - C. ETC Proliance Energy
 - D. Integrys Energy Services
 - E. Progressive Energy Group

1. **Architect/Construction Manager Report** – Mr. Craig Welter, Cordogan Clark and Assoc., reported the High School Improvement Project is performing punch list work and the floor in the multi-purpose room has been installed and the room is in use. He also reported that there have been a number of misc. roof repairs completed throughout the District. Mr. Welter stated there are still roof repairs and tuck pointing that will be completed once the weather breaks in the Spring. The full day kindergarten center closing is set for December 23, 2013. Soil borings and site surveys need to be completed as well as complete design concepts. Mr. Feltes presented a proposal from Engineering Enterprises, Inc. for engineering services in the amount of \$38,496.00 and a reimbursable expense in the amount of \$400.00. He also indicated that this is a Professional Service and no bidding is required. Mr. Feltes informed the Committee, without the approval of this proposal, Cordogan and Clark will be unable to proceed. Mr. Feltes asked the Committee for approval to move proposal to Dr. Roberts for signature. Attorney Weiler indicated that proposal should also be presented to the Board of Education for ratification. Committee agreed to move to Dr. Roberts for signature along with ratification from Board of Education. Bids for the High School Hot Water Boiler replacement were opened on November 15, 2013. R.J. O’Neil was low bid including alternate in the amount of \$181,726.00. Mr. Welter informed the Committee that this is well within the allotted budgeted figure. Mr. Welter reported that the High School Auditorium Lighting proposals are being reviewed and are well with the budget. He indicated there are 3 components to this project; removal of the existing fixtures, purchase of new fixtures and integration of the lighting system into the existing controls. Mr. Welter reported that documents are being developed for a bid schedule of items on the Major Capital Repairs/Maintenance listing. This work will take place over the upcoming months as well as Summer, 2014.

2. **EAHS DECA business club (presentation on EBAY-** Mr. Mark Lyons and Mr. Matt Hanley spoke regarding students in EAHS DECA (Business) Club selling surplus District equipment with the proceeds to District clubs and sports. Mr. Lyons suggested advertising on the District website and facebook site. The proceeds would be distributed to District clubs and sports for students to attend educational and sporting events. Students would take part in researching the value to the items to be sold. Mr. Hanley stated that Community Relations can put out a news release and social media advertising. Mr. Hull stated that B&G does not have the authority to approve the sale of District Property. Mr. Leonard indicated that he will look into the process and informed Mr. Lyons that the DECA Club will not be able to keep all the proceeds from the sales, it will need to be divided amongst other Clubs in the District . Mr. Lyons will check with the DECA Club to determine if they will be willing to continue with leading the project if they have to share the proceeds with other clubs. Mr. Feltes stated he will do some policy research and checking with the attorney and will bring back to the next B&G Committee Meeting.
3. **Maintenance agreements for district generators (diesel and natural gas generators) -** Mr. Feltes presented 2 quotes for a maintenance agreement on the diesel and natural gas generators in the District. Metro Power was low with a quote of \$2380.00 for two visits per year. He also informed the Committee that Metro Power has serviced these generators in the past. Mr. Hull expressed concern with only servicing twice a year and suggested that they be serviced quarterly. With the service quarterly, staff can periodically to ensure that they are starting and running. Mr. Feltes will obtain a quote from Metro Power for quarterly service and move forward with the agreement.
4. **Resolution for sale of personal property –** Mr. Feltes presented to the Committee a Resolution for sale of personal property that included; numerous unusable/broken lockers and locker parts and numerous older computers, monitors and TV's. Committee agreed to move to Board of Education for approval.
5. **Request for B&G supervisor at EAHS –** Mr. Feltes informed the Committee that he would like to move forward with the position of B&G Supervisor at EAHS. Mr. Hull stated that he had asked that justification be put in writing at the November meeting. He also stated that this position began as a Building Engineer request and need justification for the increased responsibilities. A Building Engineer would be able to supervise as well as performing maintenance tasks, and a Supervisor would be Management and only able to Supervise. Mr. Hull inquired as to who was taking on the responsibility of Supervisor at the present time. Mr. Feltes responded that Mr. Carlson is there to give a hand, but is not there full time. He also inquired in there was ever a building engineer at East High School. Mr. Bonifas, who was attending the meeting, stated prior to Mr. Carlson and Mr. Santiago, Mr. Scott Sweigart was a Building Engineer assigned to East High School. Mr. Leonard asked that the motion be approved to move forward with the EAHS Supervisor position and Mr. Hull declined the motion. It was also discussed that a 3rd Board Member is needed on this Committee. Mr. Leonard approved the motion to move forward with the recommendation of B&G Supervisor at EAHS.
6. **Presentation from the following service providers:**
 - a. CenterPoint Energy Services
 - b. CreativEnergy
 - c. ETC Proliance Energy
 - d. Integrys Energy Service
 - e. Progressive Energy Group

Presentation was given from the above Groups regarding the supply of gas and electric services to the District.

The next Buildings and Grounds meeting will be held on Thursday, January 2, 2014 at 4:00 p.m. at the McKnight Service Center, 417 Fifth Street, Aurora, IL 60505.