

# BUILDING & GROUNDS COMMITTEE MEETING

**MEETING DATE:** WEDNESDAY, JULY 6, 2016 AT 4:30 P.M.

## Members:

Mr. Richard Leonard, Chair  
Mr. Ken Darby  
Mr. Alex Arroyo  
Mr. Alex DiMare  
Dr. Mark McDonald

## Attendance

Yes  
Yes  
Yes  
Yes  
Yes

## AGENDA

1. Roll call
2. Public comments/questions
3. Old Business:
  - a. Building and Grounds FY17 Department Budget
4. Construction Update
5. New business
  - a. ASC Lease Renewal
  - b. Mannington Flooring
  - c. Science labs at Waldo, Cowherd, and Simmons
6. Closed session, if needed
7. Adjournment

## CONSENT AGENDA

1. Next Meeting—August 3, 2016 at 4:30 pm, School Service Center

## ACTION ITEMS

2. Motion to approve the Building and Grounds FY17 budget
3. Motion to approve the ASC lease renewal in the amount of \$93,147.96 per year for FY 16-17

## INFORMATIONAL ITEMS

4. Construction update
5. Mannington flooring
6. Science labs at Waldo, Cowherd, and Simmons

## PUBLIC COMMENTS/QUESTIONS

There were no public comments or questions.

## MINUTES:

The Building and Grounds Committee meeting began promptly at 4:30 pm.

Building and Grounds FY17 Department Budget: Mr. Alex DiMare presented the Building and Grounds FY17 department budget. Mr. DiMare indicated the budget was presented in a prior meeting but it was pushed back due to some line item changes. The original line item read plumbing/pipe it has now been corrected to reflect the allotment for the science lab maintenance. Mr. Darby asked if this was for the fixtures and maintenance needed for the new science labs, Mr. DiMare agreed. Mr. DiMare said that Teaching and Learning will also be paying for some of the costs associated with the new

science labs at the middle schools. Dr. McDonald added the purpose of the new labs was to accommodate a different type of science curriculum at the middle school level. Mr. Leonard said he did not think that Mr. DiMare's staff would be able to do the plumbing for the new science labs, Mr. DiMare felt they would be able to. Mr. Leonard thought this project was going to be bid out and suggested that the project be bid out. Currently the Waldo science labs are not functional; however, the Cowherd and Simmons science labs are. District 131's maintenance crew will be updating the Waldo science labs this year, Cowherd and Simmons will be updated next year.

Mr. Arroyo asked if the time clocks have been installed and are operational. Mr. DiMare responded they have been installed, the target date for using the time clock system is August 1; after everyone has been trained and all the necessary information has been uploaded into the system.

Mr. Leonard suggested removing the School Dude Facility Lease Management program from the budget. Mr. DiMare informed the committee the District does not have a central place to check on what is going on all our buildings. This software would allow us to know who is using a classroom in each building after hours at all times; it is currently being tracked via paper. Mr. Arroyo asked how is this working, are there incidents where we don't know who is in a building. Mr. DiMare replied yes, the current process is not working very well and there have been instances where a classroom has been rented out without Building and Grounds knowledge. Mr. Arroyo asked who is in charge of keeping these files, Mr. DiMare answered it should come to Building and Grounds but sometimes other buildings do not forward the paperwork. Mr. Darby asked why technology couldn't create a spreadsheet to assist in keeping track of building use. Dr. McDonald agreed an automated system would be helpful in order to keep track of building usage; however, it would be best to table this for now, the committee agreed.

Mr. Darby asked what was decided on the purchase of the two generators. Mr. DiMare replied the generators will be used for the technology hub. One would be at the main hub which is the School Service Center and the other would be at the Child Service Center.

Mr. Leonard said to bring the budget to the Board for approval.

Construction update: Mr. Rick Krischel from Cordogan Clark and Associates presented a construction update for the summer 2016 projects.

- Mansard roofing-Krug and O'Donnell are nearing completion; Hill Avenue is completing a punch list.
- Roofing replacement- Allen will begin the first week of July; Simmons roofing replacement has started with completion in early August.
- Mechanical improvements- Rollins, Simmons, and East High have begun, with completion in early August.
- Masonry repair- Brady, Hermes, and Waldo has begun with completion in early August.
- Ceiling replacement in the Allen gym is nearing completion pending a punch list.
- Waldo roof replacement has begun 60% of the roof has been removed; there is ongoing demolition and new roof installation with completion in August.
- High school improvements-phase 1 site work has been bid with site work to start construction in early July.
- Stadium improvements-Site design and preparation for phase 1 work to begin early July. Letters of intent have gone out. The dirt from the stadium will be stock piled for future use. The asphalt will be ground up and be used as fill. The existing lighting will be stock piled and used at another site, yet to be determined.

Mr. Darby asked what was happening with the roof leak in the Field House; Mr. DiMare said Olsson Roofing came out to look at it and it needs to be replaced. It looks like there is an animal that is digging holes into the roofs surface. Ms. Annette Johnson spoke from the audience and informed the committee the Field House is joint-owned by District 131 and the Reserves. If there are major claims we would need to contact the Reserves so they can pay a portion of the repairs.

Cordogan and Clark also presented a preliminary roof plan for every district building. All roofs are being surveyed and evaluated into priority lists. A numbering system for all roofs will also be compiled.

Dr. McDonald asked how many parking spaces will be guaranteed at the high school; Mr. Krischel replied 450 at the beginning of the temporary parking lot, August 22, 2016.

ASC Lease Renewal: The ASC lease is expiring. A new lease was presented with expiration on June 30, 2017. The annual cost is \$93,147.96. The committee agreed to move the lease renewal forward for Board approval.

Mannington Flooring: Mr. DiMare informed the committee that Mannington Flooring has donated flooring for Oak Park School. This donation will cover six classrooms. Mannington Flooring will provide the training necessary for installation of the floors. This floor does not require stripping or waxing, and is easily cleaned with soap and water. The committee asked if the District would be obligated to purchase any flooring directly from the vendor; Mr. DiMare replied no, the donation was for test purposes only. Mr. DiMare added this particular flooring has been rated number 1, and it is a glued down floor. If the flooring holds up, we could remove all carpeting out of District buildings, and replace with this type of floor. The product would be bid out.

Science labs at Waldo, Cowherd, and Simmons: Mr. Leonard asked when this was going to be bid, Mr. DiMare answered he had the plans ready and was going to do a walk-thru at Waldo with Dr. Carla Johnson and Yolanda Stovall. Mr. DiMare mentioned the Cowherd and Simmons labs were functional but the Waldo lab was not. Ms. Beatrice Reyes-Childress spoke from the audience and informed the committee; the classrooms were usable and functional; however, they are not in alignment of science standards. Waldo construction will begin, since the current classroom will be empty. Dr. McDonald said more information was needed to clarify the situation. Mr. Leonard voiced his concern with having maintenance crew perform construction work, since this is not their job and this will interfere with their daily duties. Mr. DiMare informed the committee he would not have his staff work on a project they could not complete. More information will be available after the walk-thru.

The meeting adjourned at 5:40 pm.