**BUILDINGS AND GROUNDS COMMITTEE MEETING**

Meeting Date: Monday, December 4, 2017

**Members: Attendance:**

Mr. Ken Darby, Co-Chair Yes

Ms. Annette Johnson Yes

Mr. Bruce Schubert, Co-Chair Yes

Ms. Beatrice Reyes-Childress Yes

Mr. Alberto Tijerina Yes

Dr. McDonald Yes

1. Roll Call
2. Public comments/questions
3. Sustainability Partners Discussion
4. Monthly Construction Update
5. EHS Construction Update
6. Environmental Consultants Bid Results
7. Entrance Mat Bid Results
8. NIU Graduation
9. Radon Testing
10. Water Testing Update
11. Status of Grants
12. EHS Cameras
13. District Asbestos Management Plan – 3 year re-inspection Discussion
14. New Business
15. Closed session, if needed
16. Adjournment

Public Comment

NONE

Sustainability Partners

Ms. Shields presented an update to the Sustainability Partners. Committee discussed potential alternate sources of financing. Mr. Darby and Dr. McDonald noted we need a better grasp on the mechanicals that need improvement. Mr. Schubert would like to see an inventory and overview of District boilers.

Monthly Construction Update

Mr. Albert Tijerina reported EHS Construction is on target and will substantially be completed in the next 2 weeks. The lobby, fine arts additions, art room and offices are approximately 90% completed. Furniture delivery is expected next week. Chairs for band/choir have been ordered. Outside paver colors and sizes have been verified and order has been placed. They should arrive in the next couple weeks.

Punch list items are ongoing with detail work continuing. A goal for December 15 completion has been set for teachers and staff to have access to new construction areas. Students are expected after winter break.

Ms. Marina Kosak reported an open house could be coordinated with the Future Tomcat Night program.

Environmental Consultants Bid Results

Ms. Elizabeth Shields presented the bid results for Environmental Consultants. A total of 8 responses were received. She referred to the three (3) lowest bidders as non-responsive due to experience and not completing sampling data. Ms. Shields recommended the bid be awarded to Carnow Conibear. The District has contracted Carnow Conibear for the past 10 years on projects. They are competitive in pricing and has a good report from Buildings and Grounds and Nestor Garcia. Dr. McDonald stated Carnow Conibear has been very responsive to the District in speaking to parent and teacher groups. They were also contracted to perform the summer asbestos work that took place. The committee agreed to move to the Board as an action item on December 18, 2017.

Entrance Mat Bid Results

Ms. Elizabeth Shields presented the bid results for Entrance Mats. She pointed out that the lowest bid from ConServ Flag & Mats was not providing the product needed and was a lower quality than the Dura Dot that was specified. She recommended the District accept the bid from All American Paper in the amount of $36,657.63. She stated it will be presented to Board this evening as an action item for approval.

NIU Graduation

Ms. Marina Kosak spoke regarding EHS graduation. She pointed out the District is in the third year of a three year contract with NIU for EHS graduation. Graduation cost at NIU is approximately $13,000.00 and $3,395.00 for bussing. She stated she had a 2014 estimated cost of $21,795.41 for holding graduation at EHS Stadium. The set up includes preparation, set up & breakdown, stage & arch, chairs, tent, sound and security. The new stadium seats 3,742 guests and if held indoors 1751 guests can be seated. There were 667 graduates last May at NIU with each graduate receiving 10 tickets. Ms. Kosak will obtain the attendance numbers from NIU and stated it does not appear the rental fees have increased. She is waiting for a return call from a NIU representative and will report back once all the information is received. The committee requested that the 2014 estimated costs for holding graduation at EAHS be revisited.

Radon Testing

Mr. Tijerina spoke regarding the 2012 radon testing in the District. All elementary locations were tested with only one location having a concern. Krug Elementary initially tested high and after retesting, results were within the recommended threshold level. He presented a quote from Weaver Consultants to perform a district wide test. This will be compared to the previously submitted quote from Carnow Conibear in July. Ms. Shields stated the District would not need to bid services, but could price out. Mr. Schubert would like to see testing at all locations for students and staff. Ms. Reyes Childress would like to sit down with Mr. Tijerina and discuss budget figures and approach to testing. She will then present at next meeting January 8, 2018.

Lead Water Testing

Mr. Tijerina informed the Committee results from water testing on Phase 1 are due in any day this week. Mr. Tijerina and Ms. Reyes Childress have met to discuss what will take place once results come in.

Status of Grants

Grant Rebate information was viewed and no questions were asked.

EHS Cameras

Mr. Tijerina spoke to contractor and reported cameras should be 100% complete by next week. Programming of approximately 150 cameras will be taking place.

District Asbestos Management Plan – 3 year re-inspection

Mr. Tijerina informed the committee the Asbestos Management Plan – 3 year inspection has been completed by Carnow Conibear. He also stated there has been asbestos removed at locations during 2017 summer projects. Mr. Schubert inquired as to who is the Designated Person for the district. Mr. Tijerina stated he would take the lead.

New Business

Ms. Shields presented results of bid opening for track equipment on December 4. She is recommending awarding of bid to the low bidder, MFAC, LLC in the amount of $64,565.00. This will move to Board for action on December 18, 2017.

The Committee inquired about the following:

* Status of 5 year Facility Plan
* Waldo 2018 Summer Projects

The meeting adjourned at 6:00PM.