**BUILDINGS AND GROUNDS COMMITTEE MEETING**

Meeting Date: March 4, 2019

Meeting Start Time: 5:00 PM

Members: Attendance:

Mr. Ken Darby, Co- Chair -Yes

Mr. Bruce Schubert, Co-Chair - Yes

Ms. Annette Johnson - Yes

Mr. Steve Megazzini - Yes

Mr. Albert Tijerina -Yes

Other Participants:

Dr. Norrell, Ben Hettel, Jeff Ryder, Wilson Morales, R. Ali, Dr. L. Campbell, Craig Welter, Mike Perez,- Cordogan Clark & Associates,  Attorney J. Fester,

1. Roll Call

2. Public comments/questions

3. Closed Session for the purpose of discussing Building Safety and Security

4.  District Administration Center Update Copley

5. Facility Improvements Plan FY20 – Cordogan and Clark

6. Work Tickets

**7.** Change Order Approval Process

8. Staffing

 Permanent Custodial Substitutes

9.   LED Lighting Replacement Update

10. Asbestos Six Month Surveillance Reports

11. Bleacher Inspection Update

12. Fire Alarm System Update

13. Pre-K Playground Upgrade

14. Numbering of Windows

15. Incident Report

 Brady

16. Follow Up

 District Vehicle Driving Awareness

 Absenteeism – Trends & IMRF

17. New Business

 Standard Operating Procedures

 Pre Qualified Vendors

18. Future Items

19. Closed session, if needed

20. Adjournment

Public Comments/Questions

None

**Closed Session for Purpose of discussing Building Safety and Security**

**District Administration Center Update Copley**

Dr. Norrell spoke regarding the process the District has taken for the past 4-5 years in looking for an Administration Center site. She stated when she first came to the District, there were plans to add onto the CSC Reckinger Road site. Knowing the staff and community concerns, the Board continued to investigate and Ms. Johnson continued to have conversation with the City.

The Copley Building is owned by a private developer. Presently the former nursing school facility is being considered in lieu of the addition at the CSC site. This Copley site is centrally located in the District and has 38,000 square feet of space.

The construction and renovations cost is approximately $10,000,000 with a $2,000,000 credit from the owner. This credit would bring costs to $8,000,000. The District would pay $533,000 per year on a 5-year lease. The rent would include on site security, maintenance at no cost and a park. The park will most likely be named “Tomcat Park” and will be accessible for student use. An agreement to close off the street between Bardwell and the New Administration Center has been reached between the Administration and Developer. This project will raise property values, thus resulting in additional taxing values to the District.

The facility consists of 3 floors plans and a basement for storage. An addition will be added to the facility keeping the original look of the building. The open area of the facility will be restored into a large conference room. There will be approximately 155 parking spaces available.

Craig Welter reported that discussions occurred with the developer as the site contains old buildings that could potentially have asbestos and other contaminants onsite. Mr. Welter stated that both Phase I and Phase II studies have been completed and reports have been provided by the site developer and the site is clean.

The nursing building has been cleaned and ready for final asbestos testing. The developer has shared prior asbestos removal reports and will provide final reports once available.

Additional classroom and program spaces would be freed up at the CSC with the moving of the Welcome Center and Administration staff. The Reckinger site has approximately 32,000 square feet and lacks storage. The Copley site is approximately 41,000 square feet and has a basement for storage.

Committee agreed options have been looked into and there has been no other feasible location. Copley site is a win/win situation that will bring value to the District. The site would be ready for occupancy at the beginning of the 2020 school year.

The Committee agreed to move to the full Board on March 18th for approval.

**Facility Improvements Plan FY20 – Cordogan and Clark**

Mr. Welter reported on several projects. With ceiling replacements taking place, consideration will be made for asbestos removal to take place in coordination with the project. B&G is currently working with Cordogan and Clark to prepare a package from Carnow Conibear that would include asbestos and lead testing. The goal is to have the package out on the street in the next 2-3 weeks for bidding. A special B&G Committee Meeting may be needed mid-April for approval of the bids. Committee agreed to move forward with project to obtain pricing.

Over the last 2-4 years, Simmons has had water line emergency replacements due to breaks. It is recommended water lines be replaced and drain tile inserted into the turnabout. A repaving of the parking lot and turnabout can take place after the water lines are replaced. The cost is approximately $500,000. The Committee agreed it would fit into budget and move forward with obtaining pricing to bring back to Committee.

Oak Park School has had Life Safety/ROE issues in the past with the Coal Shoot. Currently there are cones blocking off the area. The project would be a tear off with gravel fill and pavement replacement costing approximately $250,000. The Committee agreed to move forward with obtaining pricing to bring back to Committee

**Staffing**

Dr. Norrell reported discussing on staffing last month was tabled. Since that time, there has been discussion between Dr. Norrell, Mr. Megazzini and the Union with concerns and trying find middle ground. A Permanent Substitute Custodian (Part Time) was agreed upon, keeping the exiting seasonal grounds position. This Permanent Substitute Custodian (Part Time) position will enhance the sub pool to guarantee work and have flexibility. Part time hours cannot be exceeded to full time hours. The position will begin at 2:00pm filling in for absent custodial staff and custodial staff that have moved up to fill in for absent Fireperson/Engineer positions. The position will perform custodial work as well as grounds keeping. The Committee agreed to move forward with posting of position to the Board.

**Pre-K Playgrounds Upgrade**

Ms. Kathleen Kogut informed the Committee ISBE has approved $211,000 for Pre-K playgrounds to be used by June 30th. Oak Park is the second largest Pre-K site and will get $125,000 of the funding and the ECC will get the remaining with surfacing and a new play structure. Mr. Megazzini noted that approximately $20,000 of District costs will take place with Cordogan fees. The Committee agreed to move forward with the project.

Discussion took place regarding setting an additional meeting date this month for topics that were not discussed.

Meeting adjourned 6:50 pm