



FACILITIES ADVISORY COMMITTEE

May 2, 2017
Meeting Minutes

In attendance: Paul May, Darryl Baker, Catherine Ward, Dane Rankin, Steve Burtonr, Dr. Alicia Evans, Heather Guido, Lou Anne Johannesson

Also in attendance: Jennifer Costanzo, STR Partners

Absent: Holly Spurlock, Dirk Danker, Will Leon, Dr. Carol Kelley

The meeting was called to order at 7:35 p.m

Building Tour/Permanent Addition/Mobile Classroom:

The meeting began with a tour of possible mobile classroom sites and permanent addition sites at Holmes School, 508 N. Kenilworth, Oak Park, Il. During the tour of the possible locations for mobile classrooms, Dr. Evans pointed out that Costanzo from STR partners had come up with a plan to reconfigure some classrooms within the existing building(rooms 200-202, 207 and 211). The committee took a vote on whether or not they found that a better option than mobile classrooms. They unanimously voted to reconfigure classrooms and not rent mobile classrooms.

Based on the committee's tour of the sites for a permanent addition the group unanimously voted for a two-story addition on the east side of the existing structure. The committee felt that in terms of price, relocation of utilities, the structure being built on the district on property, and the connecting point within the existing building, the east side was the best choice.

May asked what the next steps would be in terms of building the permanent addition. Costanzo said that the schedule would be based on the decision the Board makes on May 15, 2017. She believes it's best that all contracts go out to bid by mid-fall. Costanzo said that Bulley & Andrews has asked to lay foundation before the end of the school. Rankin stated that he feels the construction would work between the end of the school year, throughout the summer and that the building would be ready for the first day of school in fall of 2018. Johannesson recommended that the Chairman, May, be present at the Board meeting so that if there are any questions regarding FAC's recommendation , he would be there to answer questions. Evans will run that passed the Board and Johannesson will reach out to May if that is the case.

1. Public Comments:

There was no public comment.

2. Action Items:

The minutes from April 2017 were accepted by unanimous vote.

3. Contracts

Evans reported that she has presented McAdam's bid to the Board for approval. McAdams came in as the lowest bid at \$43,800. The second lowest bid was \$68,900. The company that presented the \$68,000 bid suggested to Dr. Evans that they felt that McAdams could not provide the service that she is expecting for the \$43,000. She has suggested that she will be holding McAdams to the fire on her expectations for all of the District's property's appearance. There contract would extend from August to August and be reviewed yearly. She will next undertake a tour with the head of McAdams to all sites and let them know exactly what she feels the expectations for each building should be. Areas that do not hold grass will be reseeded as she sees fit. Rankin asked whether or not the park district maintains any fields. Evans look into it. May asked that FAC continually put the landscaping contract on the agenda year to year for review. He also suggested an appendix to the contract that would require holding back payment when expectations are not met. Evans also stated that she had spoken to the CEO of the park district and will be looking into perhaps sharing resources to handle landscaping for school buildings in the future.

Evans also reported that no custodial supply contract had been yet agreed upon. Due to lack of space in the new warehouse facility located at the Village Public Works building, supplies were bid on a per product, delivered directly to the schools basis. The contract went to bid with the following factors for consideration :whether or not the company owned their own trucks, location of their warehouse, and price. Guido asked why having their own truck was important to the bid process. Evans replied that if the company owns their own vehicles there is more reliability for deliveries in a timely manner.

May asked whether or not Evans had looked into online ordering. She said that she had not but that she certainly will. Both May and Baker said that they have used online interface with the companies that they order supplies from. They felt that this was something to consider in choosing the final contractor. May asked whether there would be any minimum delivery fee and if things have been worked out so that supplies could be were delivered when school is in session. She said no to the minimum, and yes to delivery schedules. She also reiterated that she could certainly buy from multiple suppliers if they've met the criteria she had laid forth.

4. Solar

Evans asked if the group had given any further discussion or thought to the idea of joining in on a letter of intent to the solar group Seven Generations Ahead and presented information in the December 2016 FAC meeting. Johannesson reminded the group of some of the issues that were discussed during that meeting. Guido asked what kind of energy contract the district is using now for its electric. Evans reported that we are currently working in a consortium for a three-year period of time . Evans replied that it's aggregated group of schools across the state that creates are rates. Guido suggested that FAC look into the PlanIT

Green project the green ribbon award. Baker suggested that since all of the solar panels would be offsite there's no instructional educational benefit to it .He also reiterated the fact that the solar at this time has no fixed cost associated to it. The group decided to decline a letter of intent at this time. Baker volunteered to take a look at the plan that is suggested by Seven Generations Ahead and will give a report to the committee at some time in the future. The group decided that this is an issue that could be revisited at any time.

Evans reported that she will be asking for volunteers from the FAC Committee to form a workgroup to reevaluate the CAP-X 10 year plan based on the passage of the referendum on April 4, 2017. The group will convene in the fall and finish in December.

6. Meeting adjourned at 8:24 PM