

**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. Kim Ptak  
Dr. R.J. Gravel

**Date:** Monday, February 22, 2021

**Re:** Award of Bids for Capital Projects for Summer 2021

**Recommendation**

It is recommended that the Board of Education award the bids as presented below for capital project work to be performed during the summer of 2021 in the amount of \$1,073,696.

**Background**

At the December 14, 2020 meeting, the Board of Education authorized Arcon Associates to create bid specifications for the recommended summer 2021 capital projects. Bid specifications were distributed to prospective bidders on Wednesday, January 6, 2021, and a mandatory pre-bid meeting was held on Friday, January 15, 2021. Bids were opened and publicly read on Wednesday, February 10, 2021. Overall, bid results are \$21,304, or 1.9%, under the original cost estimate brought to the Board on December 14, 2020. The December 14, 2020 memo is attached for your reference.

**Table 1**  
***Lowest Bids Received by Trade***

Trade	Contractor	Projects			Total Cost
		Paving and Site Work GBN	Roofing GBN	B110 Renovation GBN	
Paving/Site Work	D Kersey	\$451,400			\$451,400
General Trades	Monarch Construction			\$62,300	\$62,300
Roofing	PSI Roofing		\$377,000		\$377,000
Fire Protection	Nelson Fire			\$6,038	\$6,038
HVAC	DeKalb Mechanical			\$82,000	\$82,000
Electrical	Carey Electric			\$94,958	\$94,958
<b>Total Cost</b>		<b>\$451,400</b>	<b>\$377,000</b>	<b>\$245,296</b>	<b>\$1,073,696</b>
<b>12/2020 Estimate</b>		<b>\$455,000</b>	<b>\$395,000</b>	<b>\$245,000</b>	<b>\$1,095,000</b>
<b>Overestimate/ Underestimate</b>		<b>-\$3,600</b>	<b>-\$18,000</b>	<b>\$296</b>	<b>-\$21,304*</b>

**-2.0%**

\* Approximately \$15,000 of furniture will be purchased which consists of (6) high top work tables, (24) stools and teaching station.

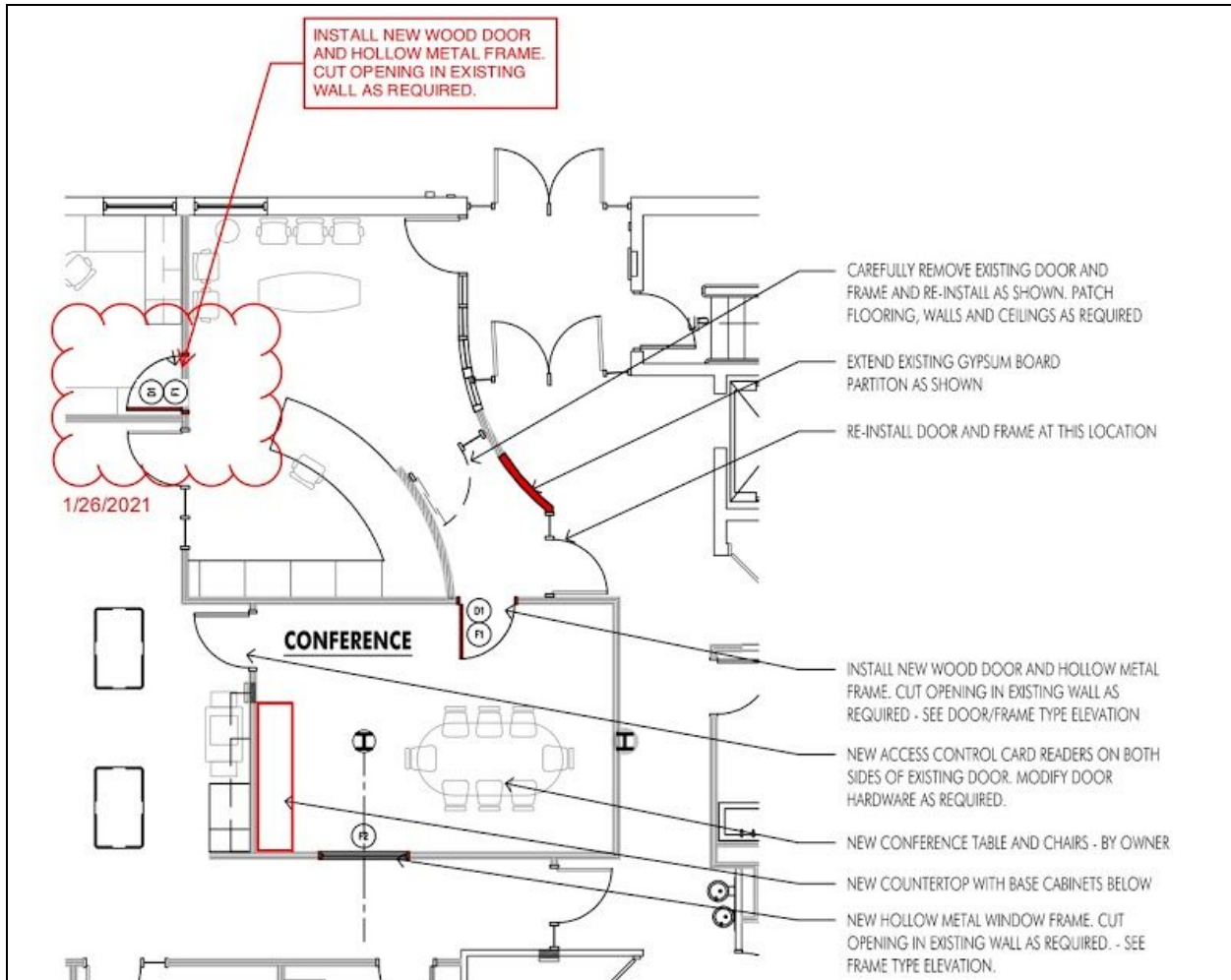
In addition to the projects previously reviewed by the Board of Education, two additional projects were identified within the District Administration Building and are outlined in Table 2. The first project expands the District Administration Building's reception area to accommodate visitors, by repurposing an existing vault (fileroom), and modifying entry points to the District's enrollment office. The second project repurposes an existing conference room which has been underutilized, to provide two secure workspaces for business services personnel that handle sensitive information.

**Table 2**  
**Additional Projects**

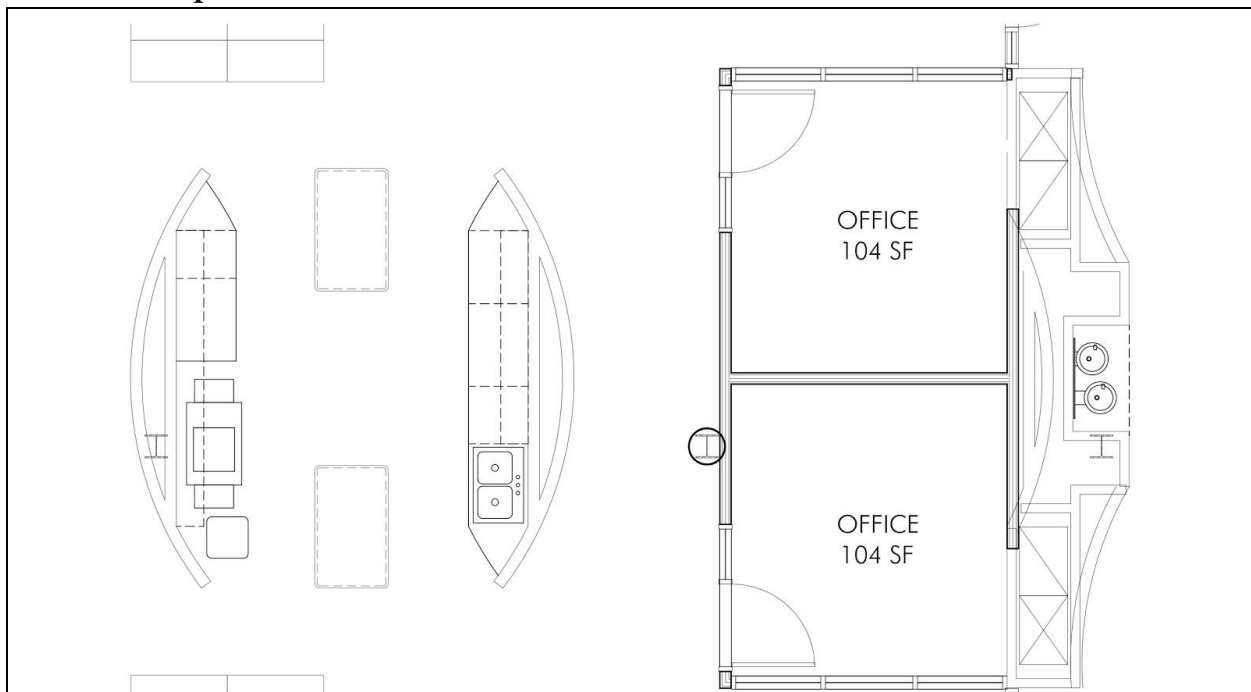
Location(s)	Project Description	Projection
GBA	<p><b>Expanded Reception Area</b> Within the Human Resources office space, there is a 267 square foot vault used to store past and present employee files. Digitizing the files allows the space to be repurposed into a much needed conference room. In addition to Human Resource staff using the conference room for various confidential employee meetings, the conference room will be used to meet with families during the residency and financial aid application process. The vault is just to the south of the lobby and by adjusting the door leading from the lobby into the corridor, enough space is created to allow for an entrance into the conference room from the lobby. This allows families to check in with the receptionist and proceed into the conference room for private consultation.</p>	\$15,500
GBA	<p><b>Secure Workspaces for Business Services Personnel</b> Additionally, in the Business Office suite there is a 127 square foot conference room flanked by nooks once used to house equipment for the check printing process. Due to the size, the conference room is rarely used and, with the streamlining of the check printing process, the spaces adjacent to the conference room are no longer needed to house check printing equipment. The plan is to repurpose this space and create two private offices for the Payroll Manager and Fiscal Services Manager. The majority of glazing, ceiling tiles, lighting will be repurposed in the new design.</p>	\$6,500

Due to the small scope of these projects, they will be overseen by the Buildings and Grounds department and will not require additional project management or architectural support. Funding for these projects will be provided for within the current 2020-21 fiscal year budget. It is anticipated that these projects will be completed prior to the end of the school year, to partly support the summer enrollment process that begins in June.

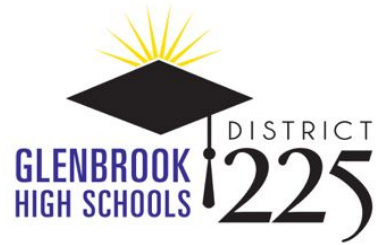
### Expanded Reception Area



### Secure Workspaces for Business Services Personnel



# Historical Memo



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. Kim Ptak  
Dr. R.J. Gravel

**Date:** Monday, December 14, 2020

**Re:** Summer 2021 Capital Projects and 3-Year Master Facility Plan

## **Recommendation**

It is recommended that the Board of Education authorize Administration to work with Arcon Associates, the District architect, to develop bid specifications for the following capital projects to be completed in the summer of 2021 as presented.

## **Background**

School and district leadership teams maintain a fluid 3-year facility master plan, including infrastructure and enhancement projects that directly impact the student experience. For ease of viewing the facility plan, it is provided in the form of a separate document. Within the summary page and each facility's project list, the following categories have been assigned:

- **Summer 2021**  
The projects with cost estimates stated in this column represent those projects recommended for completion during the summer of 2021. The projects stated are for Glenbrook North, as the summer school program is hosted at Glenbrook South this summer.
- **Summer 2022**  
The projects with cost estimates stated in this column represent those projects recommended for completion during the summer of 2022. The majority of projects stated are for Glenbrook South, as the summer school program is hosted at Glenbrook North this summer.
- **Summer 2023**  
The projects with cost estimates stated in this column represent those projects recommended for completion during the summer of 2023. The majority of projects stated are for Glenbrook South, as the summer school program is hosted at Glenbrook North this summer. Additionally, this is the year slated to upgrade the Building Automation System at Glenbrook North and Glenbrook South. While a detailed timeline needs to be created, it is estimated the work will take 10-12 months.
- **Deferred**  
The projects with cost estimates stated in this column represent those that will not need to be completed during the next three summers. However, we anticipate they will need to be completed and/or addressed within the next ten years.

It is important to note that the plan includes cost estimates based on the initial assessment performed by the school district's architect and construction manager. As the architect reviews each project, the scope

will be more narrowly defined, and the financial projection modified accordingly. Additionally, the list is intended to be fluid in nature, and items will be added, adjusted, and reprioritized as necessary.

Capital projects scheduled to begin in June 2021 are typically announced in December 2020, with a bid opening in January 2021. The facility committee will review the bid results on February 16, 2021, and a recommendation will be brought to the February 22, 2021 board meeting for approval.

**Recommended Summer 2021 Capital Projects**

The projects recommended for completion during the Summer of 2021 are summarized in Table 1 and presented in detail in the pages that follow.

**Table 1**  
**Summary of Summer 2021 Capital Projects by Category**

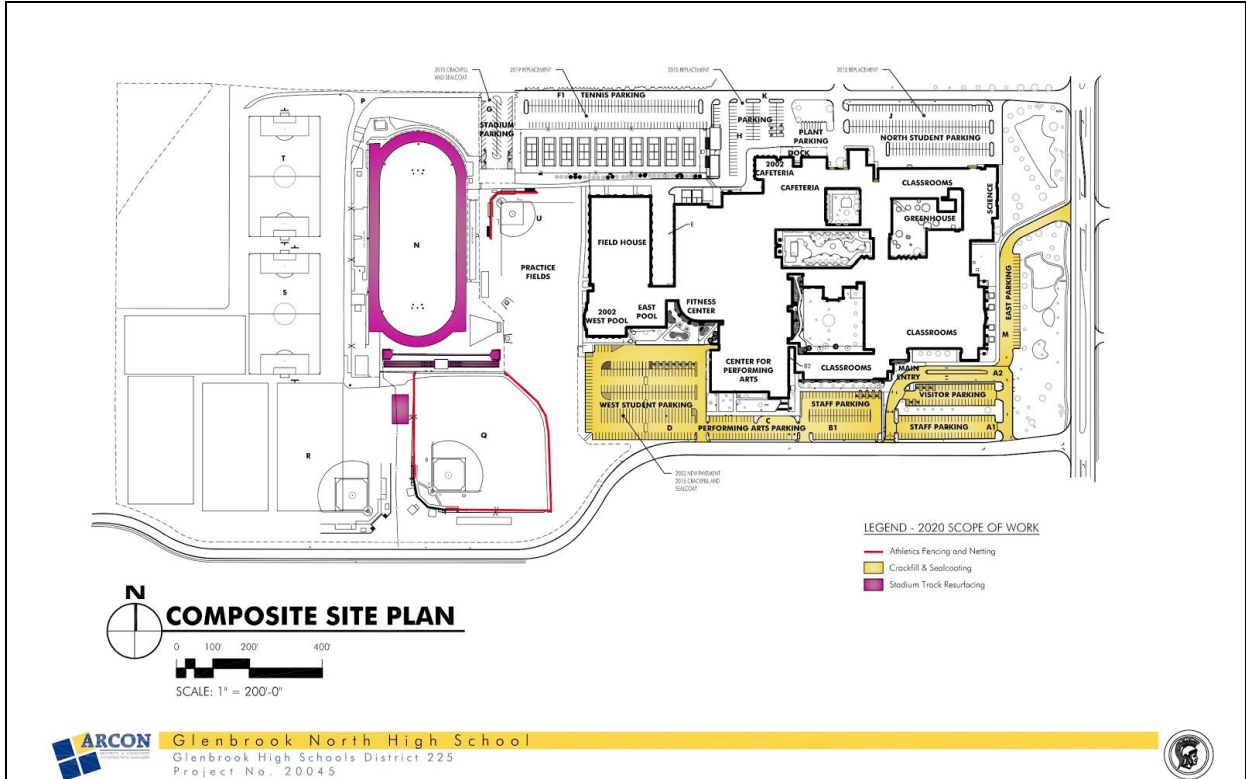
Category	Location(s)	Project Description	Financial Projection
Site Work	GBN	Crack-fill/Sealcoating, Track Resurfacing, Fence Replacement, Protective Netting	\$455,000
Roofing	GBN	Roof Replacement	\$395,000
Architectural	GBN	Career and Technical Education Room Renovation	\$245,000
<b>Subtotal</b>			<b>\$1,095,000</b>
Architect Fee (7.5%)			\$82,125
Construction Management Fee (7.5%)			\$82,125
Contingency (2%)			\$21,900
<b>Grand Total</b>			<b>\$1,281,150</b>

As all building and life safety bond proceeds have been exhausted, capital projects will be funded on a “pay as you go” basis and built into the district’s budget. Within the current financial projection model, the school district allocates \$1,500,000 annually to support capital projects. These funds are secured through developer impact fees, unrestricted revenue sources (e.g., The Glen Make-Whole Payment), and approved inter-fund transfers. Should the final expense of approved capital projects exceed \$1,500,000, the school and district leadership team will need to identify additional budgetary reductions to provide for the expense.

**Table 2**  
**Site Work Projects**

Location(s)	Project Description	Projection
GBN	<p><b>Crack-fill and Sealcoating</b></p> <p>The district maintains a master paving schedule that plans for parking lot replacement every 15+ years and general maintenance (crack-fill and seal coating) every four years. The planned summer of 2021 work includes sealcoating the GBN lots on the south side of the building. Sealcoating is a preventative maintenance measure that extends the parking lots' life by protecting the surface from deterioration caused by water penetration.</p>	\$110,000
GBN	<p><b>Stadium Track Resurfacing</b></p> <p>The current stadium track was installed in 2004 and resurfaced in 2013 at the time the turf field was installed. It is recommended that the track be resurfaced with a polyurethane structural spray every 6-8 years to maintain its structural integrity and maximize its useful life. The summer of 2021 will be year 8. Once resurfaced, it is estimated the track will last another eight years before being ready for a full replacement. It should be noted that the stadium track resurfacing will include the areas for field events, pole vault, and long jump. The GBS track was completed last summer.</p>	\$125,000
GBN	<p><b>Athletic Fencing and Netting</b></p> <p>The current fencing around the baseball field (1,025 linear feet) and softball field (248 linear feet) at GBN are original (50+ years old) non-coated chain link fences. The fencing has rusted, and many of the posts are heaving and lifting out of the ground. The remaining concrete posts in these areas have sharp, jagged edges that create an environment non-conducive to safe play. The metal fencing will be replaced with a black vinyl coated fence, which is consistent with all other athletic fencings at GBN.</p> <p>Additionally, considering the results of a recent safety inspection, it is recommended that a netting system be added to the softball field due to the proximity of the 1st and 3rd baselines to both the stadium bleachers and tennis courts. 50-foot high netting would anchor into a stone wall behind the home plate, and the 40-foot high net would anchor into the fence posts along the first and third baselines.</p>	\$220,000
		<b>\$455,000</b>

### Crack-fill and Sealcoating and Stadium Track Resurfacing Plan



### Athletic Fencing and Netting



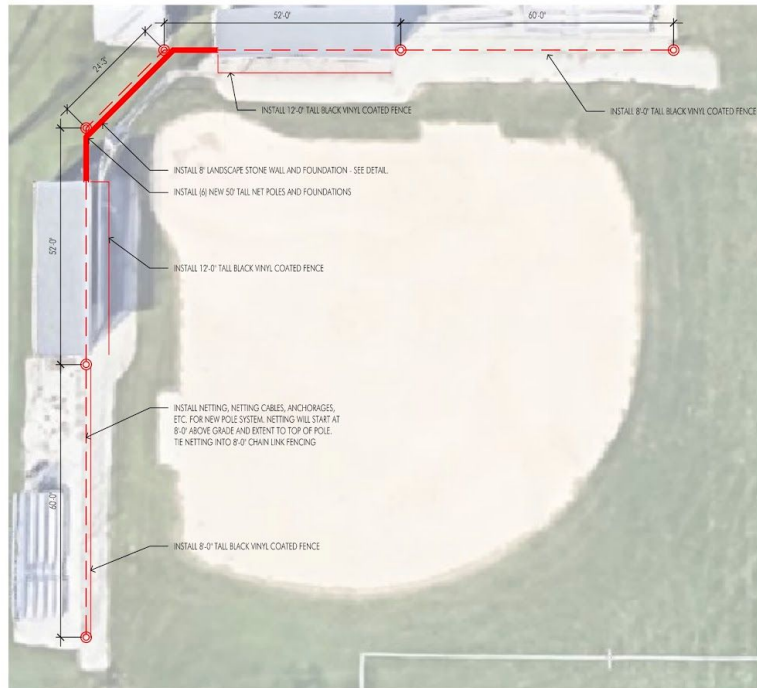


**GBN - SITE PLAN**



Glenbrook North High School  
 Glenbrook High Schools District 225  
 Project No. 20045

10/23/2020



**GBN - SOFTBALL PROPOSED WORK**  
 SCALE: 1/16" = 1'-0"



Glenbrook North High School  
 Glenbrook High Schools District 225  
 Project No. 20045

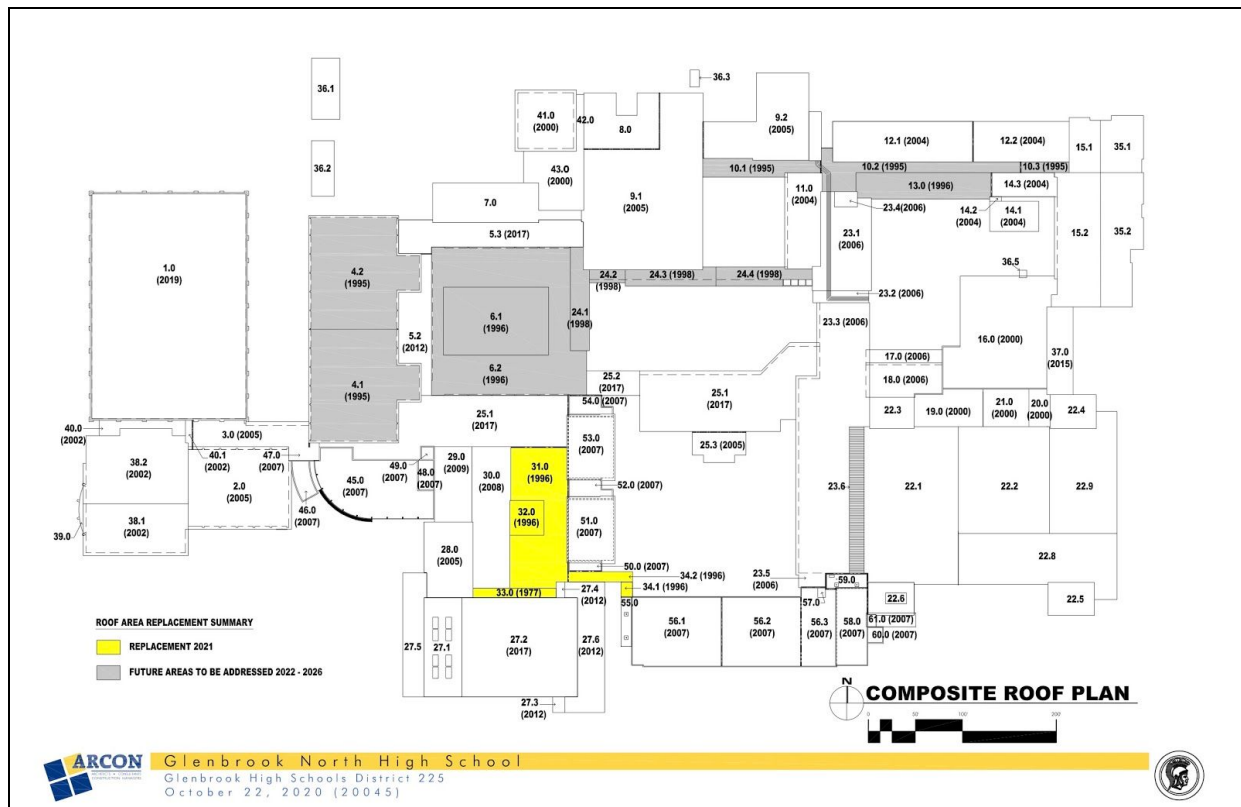
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**Table 4**  
**Roofing Projects**

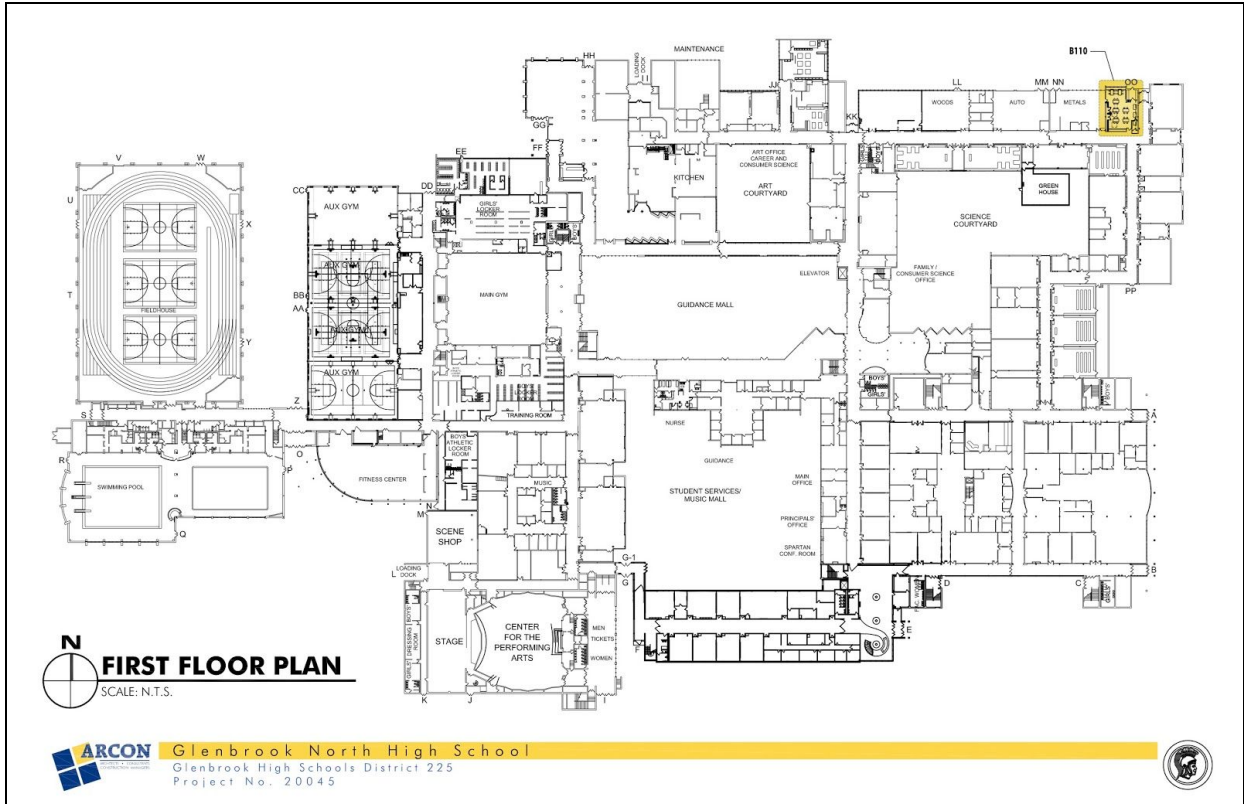
Location(s)	Project Description	Projection
GBN	<b>Roof Replacement - Music</b> The Music roof is 9,600 s.f. and was installed in 1996. The existing roof system has reached the end of its serviceable life and is experiencing a number of deficiencies typical for this roof system's age. The proposed new roof system would consist of roof insulation with an R-value of 30.0 minimum and a multi-ply modified bitumen built-up roof membrane with gravel surfacing. The life expectancy of the new roof is 30+ years.	\$345,000
GBN	<b>Roof Replacement - CPA Corridor and Lobby</b> The CPA Corridor and Lobby roofs total 1,900 s.f. and were installed in 1996. The CPA corridor and lobby roofs are experiencing several deficiencies typical for this roof system's age. The proposed new roof system would consist of roof insulation with an R-value of 30.0 minimum and a multi-ply modified bitumen built-up roof membrane with gravel surfacing. The life expectancy of the new roof is 30+ years.	\$50,000
		<b>\$395,000</b>

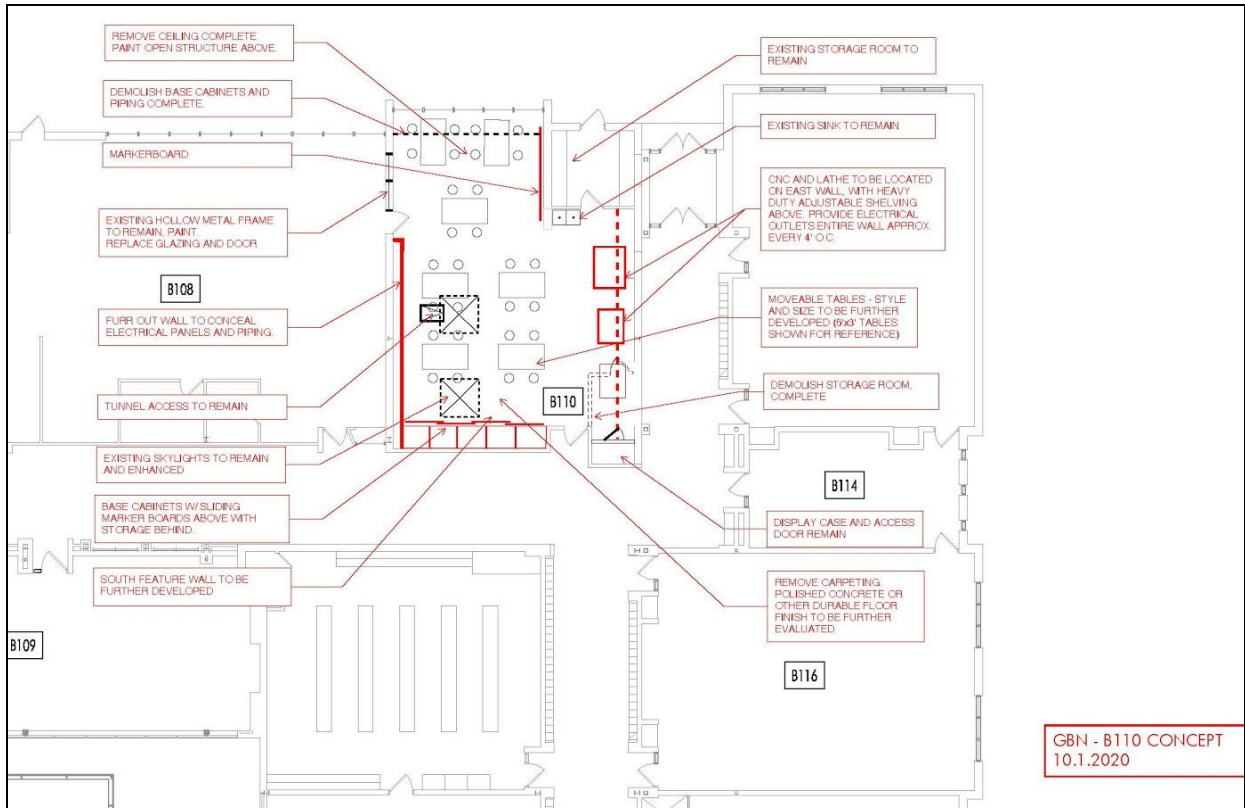
**Roofing Plan**



**Table 5**  
**Architectural Projects**

Location(s)	Project Description	Projection
GBN	<p><b>Career and Technical Education Classroom Renovation (B110)</b>                      B110 is an approximately 1,200 square foot classroom in the Career and Technical Education (CTE) wing. The classroom has not been updated in over 30 years. It has old carpeting that is soiled and torn, an original drop ceiling with fluorescent lighting, exposed pipes, and a storage closet no longer needed but taking up valuable space. The room has primarily been used for Sci Tech and Welding courses. The Sci Tech computer curriculum historically was taught on desktop computers and, as such, the room is still in its original configuration with heavy, individual study carrels with desktop computers. Part of the technology computer refresh plan includes replacing the desktops this year with laptop computers. Additionally, the room has several pieces of welding equipment that are no longer being used and will be replaced this year with newer technology through grant funds. Due to its configuration and the limited “project space,” the room cannot be used for the majority of CTE classes.</p> <p>The CTE courses have significantly expanded over the years, and new courses have been added through the annual curriculum review process. Over the last three years, a robust engineering sequence was added to the course list, which earns four credit hours at Oakton Community College. The courses available to students in this sequence include Introduction to Engineering Design, Principles of Engineering, Civil Engineering and Architecture, Welding 1, and Advanced Welding. The scheduling of these new courses has been difficult, and an extra classroom is needed. Renovating room B110 allows it to become a multi-purpose CTE classroom.</p> <p>The renovation scope includes removing the old drop ceiling, painting exposed ductwork, installing LED lighting, asbestos abatement, new flooring (polished concrete), and mobile furniture. The renovation will allow the room to be a maker space lab that all CTE courses (Sci Tech, Welding, PLTW, Business Incubator, Game Design, and future CTE machining/manufacturing courses) can utilize.</p>	\$245,000
		<b>\$245,000</b>







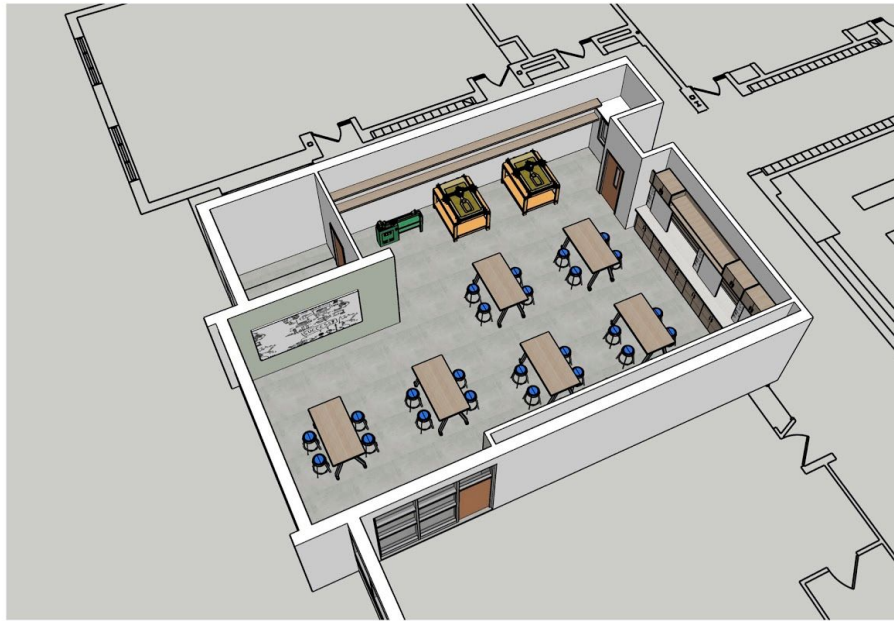
Glenbrook High Schools District 225  
Glenbrook North High School Room B110  
Project No. 20045

October 27, 2020



Glenbrook High Schools District 225  
Glenbrook North High School Room B110  
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Glenbrook High Schools District 225  
Glenbrook North High School Room B110  
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October 27, 2020