

**GLENBROOK HIGH SCHOOLS
District Business Office**

TO: Dr. Mike Riggle

FROM: Kimberly Ptak

DATE: NOVEMBER 12, 2013

RE: APPROVAL OF 3801 W. LAKE AVE RENOVATION

Recommendation

It is recommended that the Board of Education give preliminary approval for renovation work at 3801 W. Lake Ave in the estimated amount of \$1,500,000. If preliminary approval is given, bid specifications will be developed, the project will be put out to bid and bid results will be brought to the Board in the fall of 2014. Work would begin November, 2014. See attached preliminary floor plans.

At the October 7, 2013 board meeting, the Board of Education asked for historical documents supporting the request to invest \$1,500,000 in renovations and infrastructure work at the 3801 W. Lake Ave building, which is the current home of the district office. These documents were reviewed at the October 23, 2013 facility committee meeting as well as at the November 6, 2013 finance committee meeting. Additionally, these documents were presented as an information item in the October 28, 2013 board packet and are again attached in this packet for your review.

**GLENBROOK HIGH SCHOOLS
District Business Office**

TO: Dr. Mike Riggle

FROM: Kimberly L. Ptak

DATE: October 28, 2013

RE: 3801 W. Lake Ave Historical Documents

At the October 7, 2013 board meeting, the Board requested historical documents supporting the request to invest \$1,500,000 in renovations at the 3801 W. Lake Ave building, which is the current home of the district office. These documents were reviewed at the October 23, 2013 facility committee meeting and it was the recommendation of the facility committee to bring these documents forward as an informational item.

Background

On May 7, 2009 the building at 3801 W. Lake Ave, Glenview, Illinois was sold by West Lake Management to the Wayne Hummer Trust Co, affiliated with the Northbrook Bank and Trust Company. The new owner entered into a lease agreement with the District to lease the building. The District issued lease certificates in the amount of \$2,950,000. \$1,992,000 of the proceeds was used by the District to pay for the building and \$958,000 was to be used for renovation. In addition, the District would pay cash for the HVAC work which had an estimated cost of \$750,000 - \$1,000,000. This equates to a total renovation budget of \$1,708,000 - \$1,958,000. (See page 2 of back-up documentation).

Subsequent to the purchase, as the renovation and HVAC work became more detailed, the overall budget was modified and shared with the board. (See page 4 of back-up documentation).

Cost Estimate per August 10, 2009 board memo	\$1,508,000
Roof Replacement	\$95,000
Bathroom Remodeling	\$250,000
Infrastructure Work – Windows and Siding	<u>\$350,000</u>
	\$2,203,000

Phase 1 renovation, roofing and HVAC work has been completed, and \$1,504,193 of the budget remains. (See page 4).

Supporting Documents

The following documents are attached.

1. June 9, 2008 board memo – p. 2
2. Reconciliation of 3801 W. Lake Ave Renovation Cost – p. 4
3. Timeline – p. 8

**GLENBROOK HIGH SCHOOLS
Regular Board Meeting February 23, 2009
District Business Office**

TO: Dr. Mike Riggle
FROM: Craig Schilling
DATE: JUNE 9, 2008
RE: CLOSED SESSION: UPDATE OF 3801 W. Lake

Following is an update on the purchase of the building located at 3801 W. Lake Ave in Glenview, IL.

Contract

A draft of the contract was sent to the seller's counsel Wednesday February 11, 2009. The seller's counsel has reviewed the contract and provided us feedback on Friday February 20, 2009. Comments are not extensive and are being reviewed by our attorney. See ATTACHMENT A for a draft of the contract and seller's comments to draft.

The Bank of New York Mellon Trust Company has requested to set up a special purpose vehicle or an LLC, which would insulate the trustee from individual liability due to its place in the chain of title to the real estate.

See ATTACHMENT B for a timeline. As noted, the close is anticipated for the first week of April.

An environmental review is being done by Eldertree, Stoneoak & Brookings, Inc. Review will be completed within the next two weeks. We have a copy of the environmental review that was done in July, 1998. At the time of the report no concerns were identified.

Financial Update

See ATTACHMENT C for an updated financial analysis using \$2,950,000 as the general obligation lease certificate amount.

*\$1,992,000 purchase
\$958,000 renovation price*

In order to be eligible for tax-exempt interest rates, private entities may occupy the building no more than 5% of the life of the lease. Based on existing leases, in order to meet the 5% we need to extend the lease certificate over a 12 year period. This scenario is less expensive than doing a 10 year lease at taxable rates, however will cost

*→
\$750K-
\$1M
HVAC*

*total budget:
\$1,708,000 - \$1,958,000 (2)*

approximately \$155,000 more than the 10 year lease at non-taxable rates we presented at the last board meeting.

Lease Review

See ATTACHMENT D for a summary of principal business terms of the current leases. As you will see, many of the leases contain ambiguous or even inconsistent provisions regarding extension options, rent and rent escalations. Other leases are unsigned or contain hand-written notes indicating that the lease itself or a possible extension, are still under some type of review. We will need the seller to confirm (by a representation in the Purchase Agreement) the status of all the leases.

Facility Questions

After the walk through of 3801 W. Lake on Monday February 9, 2009, several facility questions arose. ATTACHMENT E is a letter from Mike Sauer that addresses these issues.

As you'll see the most costly item is converting the existing 20-ton air handling system to a 75 to 80 ton unit to serve the building and meet school code. The main reason for this is due to the occupancy changes from (Business) office use to Educational use, which has much higher, people per square foot, densities. The quick budget estimate to replace the current system and units, and extend the proper mechanical system, could range from \$750,000 to \$1,000,000. According to ARCON there are many ways to handle the air for the building and will be discussed further the deeper we get into any renovation designs.

Approval: Request that the Northfield Township School Treasurer Approve the Acquisition of Property at 3801 West Lake Avenue – See ATTACHMENT F.

RECONCILIATION OF 3801 W. LAKE AVENUE RENOVATION COST

Estimated Cost to convert 3801 W. Lake Ave into District Office Space

Cost Estimate per August 10, 2009 board memo	\$1,508,000
Added Expenses -	
Roof Replacement	\$95,000
Bathroom Remodeling	\$250,000
Infrastructure Work - Window & Siding Replacement	\$350,000
	<u>\$2,203,000</u>

Estimated Cost to convert 1835 Landwehr into Off Campus Space

Cost Estimate per August 10, 2009 board memo	\$1,815,000
Added Expenses -	
367 SF Addition	\$58,073
	<u>\$1,873,073</u>

TOTAL ESTIMATE \$4,076,073

Base Bids Awarded on Mrach 8, 2010 for Phase 1	\$2,575,595
Alternate Bid Awarded for Roof Replacement at 3801 W. Lake	\$95,000
Alternate Bid Awarded for 367 SF Addition at 1835 Landwehr	\$58,073
Masonry Bid Awarded on April 26, 2010	\$93,911
	<u>\$2,822,579</u>

REMAINING ESTIMATE \$1,253,494
20% fees and contingencies \$1,504,193

AGENDA ITEM # _____

GLENBROOK HIGH SCHOOLS
Regular Board Meeting March 8, 2010
District Business Office

TO: Dr. Mike Riggle
 Hillarie Siena

FROM: Kimberly L. Ptak

DATE: MARCH 8, 2010

RE: DISCUSSION/ACTION: AWARD of CONSTRUCTION BIDS

RECOMMENDATION

1 It is recommended that the Board of Education award the following bids for construction work

<u>GBN Work</u>		
Curtainwall work at GBN	FBG Corp	\$135,000
Masonry repair work at GBN	A Horn	\$22,775
<u>3801 & 1835 Renovation Work</u>		
Roofing	*Crowther Roofing	\$454,600
Mechanical HVAC	Amber Mechanical	\$793,777
Demolition	Rudnick	\$69,960
Structural Steel	TA Bowman	\$27,600
General Trades	R.B. Construction	\$139,185
Aluminum Windows and Door	Replacement Window Systems	\$84,148
Drywall/Metal Stud/Ceiling	Doherty Construction	\$177,890
Plumbing	Holmes	\$114,735
Fire Protection	F.E. Moran	\$57,700
Electrical	M.G. Electric	\$501,000
Flooring	Vortex	\$47,000
Casework	Vanities Manufacturing	\$36,000
Site Utilities	Advance Giannini	\$24,000
Painting	May Decorating	\$48,000
TOTAL CONTRACTS TO AWARD:		\$2,733,370
Masonry Package To Be Bid	To be Bid	\$110,000
Paving work at GBN To Be Awarded 3/22	To Be Awarded 3/22/10	\$128,529
TOTAL CONTRACTS		\$2,971,899
ESTIMATE FOR ABOVE WORK:		\$3,356,637
		(\$384,738)

\$ 2,575,595

* Note: If alternate 2. roof replacement at 3801 is not accepted, Riddiford Roofing is the lowest bidder at \$447,767

2. It is recommended that the Board of Education *reject* the paving bid from E. Hoffman for \$47,092 for the replacement of the 1835 Landwehr parking lot. Although this bid came in under our original estimate of \$50,000, we feel we need to defer this project to the summer of 2011 once the construction at 1835 Landwehr is complete.

**GLENBROOK HIGH SCHOOLS
Regular Board Meeting March 8, 2010
District Business Office**

TO: Dr. Mike Riggle
Hillary Siena

FROM: Kimberly L. Ptak

DATE: MARCH 8, 2010

RE: DISCUSSION/ACTION: Award of Alternate Bid 1 & 2

RECOMMENDATION

It is recommended that the Board of Education approve the following two alternate bids as they relate to construction at 1835 Landwehr and 3801 W. Lake Ave.

- 1 A 367 square foot addition to the lobby of 1835 Landwehr - \$58,073
- 2 A full roof replacement at 3801 W Lake Ave - \$95,000

BACKGROUND

ALTERNATE 1 367 SF ADDITION at 1835 Landwehr

Bids were taken to add a 367 square foot addition to the lobby of 1835 Landwehr. Low bids are as follows.

Roofing	Crowther Roofing*	\$12,500
HVAC Systems	Amber Mechanical	\$14,700
Electrical	M.G Electric Service	\$1,960
Demolition	Rudnick	\$4,300
Steel	TA Bowman	\$8,700
General Trades	RB Construction	\$3,356
Aluminum Windows and Doors	Replacement Windows	\$267
Acoustical Ceilings	Doherty Construction	\$2,290
Masonry	TO BE BID	\$10,000
		<u>\$58,073</u>

ESTIMATE \$55,000

* Note: If alternate #2 is not accepted, the lowest bidder is Riddiford Roofing at a price of \$12,700.

GLENBROOK HIGH SCHOOLS
Regular Meeting – Monday April 26, 2010
District Business Office

TO: Dr. Mike Riggle
Hillary Siena

FROM: Kimberly Ptak

DATE: April 26, 2010

RE: ACTION: AWARD of MASONRY BID – 1835 WORK

Recommendation

It is recommended that the Board of Education approve a contract for masonry work at 1835 Landwehr to JAC Masonry in the amount of \$93,911.

Background

As discussed at the March 8, 2010 board meeting, the only trade not bid for the renovation work at 1835 Landwehr was the masonry package. Bids were opened for this package on Wednesday April 7, 2010. The estimate for the work was \$110,000. The scope of work includes construction of the masonry walls for new student restrooms, masonry removal for new windows and doors and the masonry construction of the new entrance lobby.

Bid Results

JAC Masonry	\$93,911
J&E Duff	\$108,900
Midwest Masonry	\$241,100
Estimate	\$110,000

3801 W. Lake Avenue – Timeline for Renovation Work

October 23, 2013	Facility meeting – discuss cost and historical information
October 28, 2013	Board meeting – discuss cost and historical information
February 24, 2014	Board meeting – decision to move forward or not
September 1, 2014	Out to bid
September 23, 2014	Bid opening
September 30, 2014	Facility committee meeting – review bid results
October 6, 2014	Board meeting – review bid results
October 20, 2014	Board meeting – approve bids
November 3, 2014	Work begins
June 1, 2015	Work complete

