



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FACILITIES COMMITTEE MEETING AGENDA  
TUESDAY, APRIL 19, 2022 AT **6:00 PM**

BOARD OF EDUCATION  
Kevin Daly, *President*  
Elaina Geraghty, *Vice President*  
John P. Vranas, *Secretary*  
Myra A. Foutris  
Jay Oleniczak  
Rupal Shah Mandal  
Peter D. Theodore

ADMINISTRATION  
Dr. Kimberly A. Nasshan, *Superintendent of Schools*  
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road  
Lincolnwood, Illinois 60712,  
on Tuesday, April 19, 2022.*

IN-PERSON PARTICIPATION: It is expected that all members of the Facilities Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.

1. CALL TO ORDER/ROLL CALL

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair  
Elaina Geraghty (BOE), Co-Chair  
Rupal Shah Mandal (BOE)  
Wendy Grano, Community Member  
Emily McCall, Community Member  
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools  
Dr. David L. Russo, Assistant Superintendent of Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO  
Jim Caldwell, Director of Buildings and Grounds

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Facilities Committee Meeting Minutes - **March 22, 2022**

3

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. StudioGC architecture+interiors Project(s) Update

- I. INFORMATION/DISCUSSION/ACTION: Driveway and Parking Lot Asphalt Maintenance at  
Rutledge Hall and Lincoln Hall

6

5. OLD BUSINESS

6. NEW BUSINESS

a. INFORMATION/DISCUSSION/ACTION: Custodial Equipment Purchase from GSF USA, Inc.

9

7. INFORMATION/DISCUSSION: District Facilities Update

12

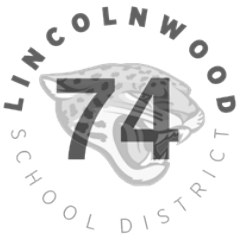
- a. Summer 2022 General Work "Bid Package A" Update
- b. Todd Hall Parking Lot Variance with the Village
- c. Todd Hall Parking Lot Expansion - Memorial Tree(s)
- d. Campus Parking Lot Gates
- e. Plat of Consolidation - Mylar Signatures
- f. Bench Order
- g. Facility Rentals

8. ADJOURNMENT

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**Dr. Kimberly A. Nasshan, Superintendent of Schools**

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FACILITIES COMMITTEE MEETING MINUTES  
TUESDAY, MARCH 22, 2022 AT **6:00 PM**

BOARD OF EDUCATION  
**Kevin Daly**, *President*  
**Elaina Geraghty**, *Vice President*  
**John P. Vranas**, *Secretary*  
**Myra A. Foutris**  
**Jay Oleniczak**  
**Rupal Shah Mandal**  
**Peter D. Theodore**

ADMINISTRATION  
**Dr. Kimberly A. Nasshan**, *Superintendent of Schools*  
**Dr. David Russo**, *Assistant Superintendent for Curriculum and Instruction*  
**Courtney Whited**, *Business Manager/CSBO*

---

*Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Tuesday, March 22, 2022.*

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:01 p.m.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair  
Elaina Geraghty (BOE), Co-Chair  
Rupal Shah Mandal (BOE)  
Wendy Grano, Community Member  
Emily McCall, Community Member  
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools  
Courtney Whited, Business Manager/CSBO  
Jim Caldwell, Director of Buildings and Grounds

OTHERS PRESENT

Athi Toufexis, StudioGC  
John Dreuth, Lincolnwood Baseball Association

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **FEBRUARY 15, 2022**

A motion was made, seconded and passed to approve the February 15, 2022 Facilities Committee meeting minutes.

DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

b. StudioGC architecture+interiors Project(s) Update

i. Updated Playground Drawings and Quotes

Athi Toufexis, StudioGC, presented the playground drawings for the updated spaces. Susan Fahey (CCDC) was looking for a variety of options for children's recess time. The Committee requested that another rider be installed instead of the jingle metallophone. The Committee had no changes for the Pre-school, East Prairie and Rutledge Hall playgrounds.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to purchase Playground Equipment and Surfacing from NuToys and Burke in the amount totaling \$261,051.38 for Summer 2022 installation as part of the approved Sitework Renovations Project.

#### II. Rutledge Hall Shared Group Furniture Quotes

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to purchase Rutledge Hall's Shared Group Instructional Furniture from Interiors for Business, Inc. (IFB) in the amount of \$45,344.74

#### III. Village Response Regarding Sitework Project

Athi Toufexis presented the options for the Todd Hall Parking Lot permitting for zoning.

The Committee chose to have a fence along the sidewalk from the PreK rooms and consistent bollards surrounding the parking lot. The Committee would like to pursue a variance with the Village of Lincolnwood in order to not plant a row of bushes on the north side of the parking lot along Lunt Avenue due to security concerns. A Metropolitan Water Reclamation District (MWRD) permit will be submitted on behalf of the District.

#### IV. South Parking Lot and Driveways

The Committee agreed to not install permanent speed bumps. StudioGC will provide a quote to fill cracks, seal coat and stripe the Rutledge Hall and Lincoln Hall parking lots this summer in tandem with the sitework renovation.

##### a. Bid Results for Todd Hall and Rutledge Hall Cafeteria Furniture

The Committee chose blue tables and benches in a shade that would not clash with existing wall and floor colors.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to accept this Bid Proposal from Lowery McDonnell for Todd Hall and Rutledge Hall Cafeteria Furniture in the amount of \$138,844 to be installed July 1 to August 1, 2022.

##### b. SD74 Parking Lot Gates FY22

Business Manager/CSBO Whited described the current two different gate styles throughout the District's parking lots. The Committee would like to have the parking lot gates all match with the rectangular style. Administration will research pricing and it will be presented at a future Committee meeting.

##### c. District Sitework Renovations

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to accept the Proposal without Alternate #1 from Murphy Construction Services for the 2022 Sitework Renovations Project in the amount of \$1,182,900.00 to be performed June 20 through August 5, 2022.

#### 4. OLD BUSINESS

##### a. Lincolnwood Solar School Interagency Agreement (IGA) Amendment No.1

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to approve this Lincolnwood Solar School Interagency Agreement (IGA) Amendment No.1 as presented.

#### 5. NEW BUSINESS

##### a. Lincolnwood Baseball Association's Request to Install Batting Cages in Rutledge Hall's Gym

John Dreuth, President of Lincolnwood Baseball Association, presented options for batting cages for the Rutledge Hall Gym. Lincolnwood Baseball Association uses the Lincoln Hall and Rutledge Hall gyms for the months of March and April until the weather improves. The Committee approved the Batting Cage Option #1 and requested that the Administration to look at the material on the gym floor to make sure regulation baseballs would not cause damage to

the floor. The Committee directed Administration to have District Legal Counsel draw up an Agreement for the use and installation of these batting cages. Storage for the batting cages will also need to be arranged.

6. District Facilities Update

a. District Facilities Usage - Lincolnwood Parks and Recreation Summer Program

Business Manager/CSBO Whited reviewed the plan to have Lincolnwood Parks and Recreation's Summer program in the footprint that CCDC used last year at Lincoln Hall during Summer Adventures.

b. Todd Hall Bench Replacements

Business Manager/CSBO Whited discussed that there are three benches outside Todd Hall that need replacing. The Committee advised Administration to match the existing buddy benches that are in place as much as possible by selecting the cedar color.

7. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 7:20 p.m.

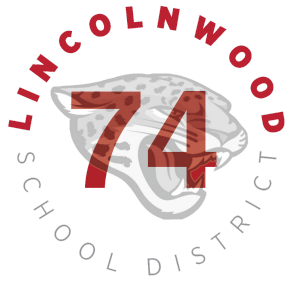
The next Facilities Committee meeting will be held Tuesday, April 19, 2022 at 6:00 p.m. The public is welcome.

---

John P. Vranas, Chair

---

Elaina Geraghty, Co-Chair



Executive Summary  
Facilities Committee Meeting

---

DATE: April 19, 2022

TOPIC: Driveway and Parking Lot Asphalt Maintenance at Rutledge Hall and Lincoln Hall

PREPARED BY: Courtney Whited

**Recommended for:**

- Action
- Discussion
- Information

**Purpose/Background:**

The Board of Education approves purchases over \$10,000. The Todd Hall parking lot renovation and expansion will occur this summer leaving the areas with an expansive new surface. In order to ensure the Rutledge Hall/Lincoln Hall driveway and parking lot areas are well-maintained, it is recommended that crack filling, sealcoating and striping services happen this coming summer.

**Fiscal Impact:**

\$14,265.25

**Recommendation:**

The Facilities Committee concurs with the Administration to recommend to the Board of Education to approve this Proposal from Patriot Pavement Maintenance for crack filling, seal coating and striping the Rutledge Hall and Lincoln Hall parking lot and driveways in the amount of \$14,265.25 during summer 2022.



---

March 22, 2022

Lincoln Hall and Rutledge seal coat project 2022

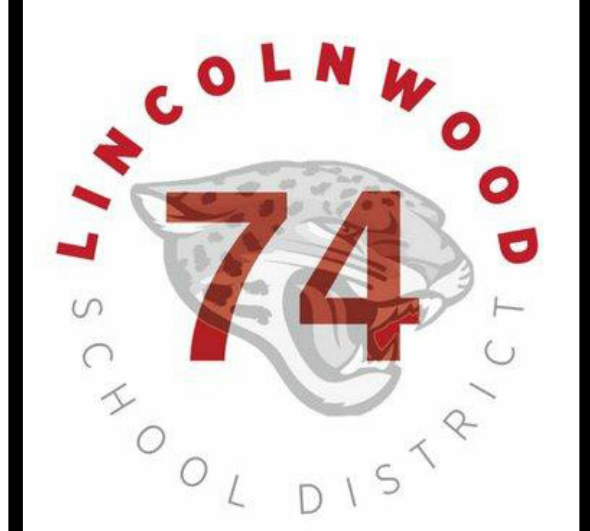
**SD74 Changed from SD64 to SD74 per Kim at Patriot, 4/14/22**


Attn: Athi

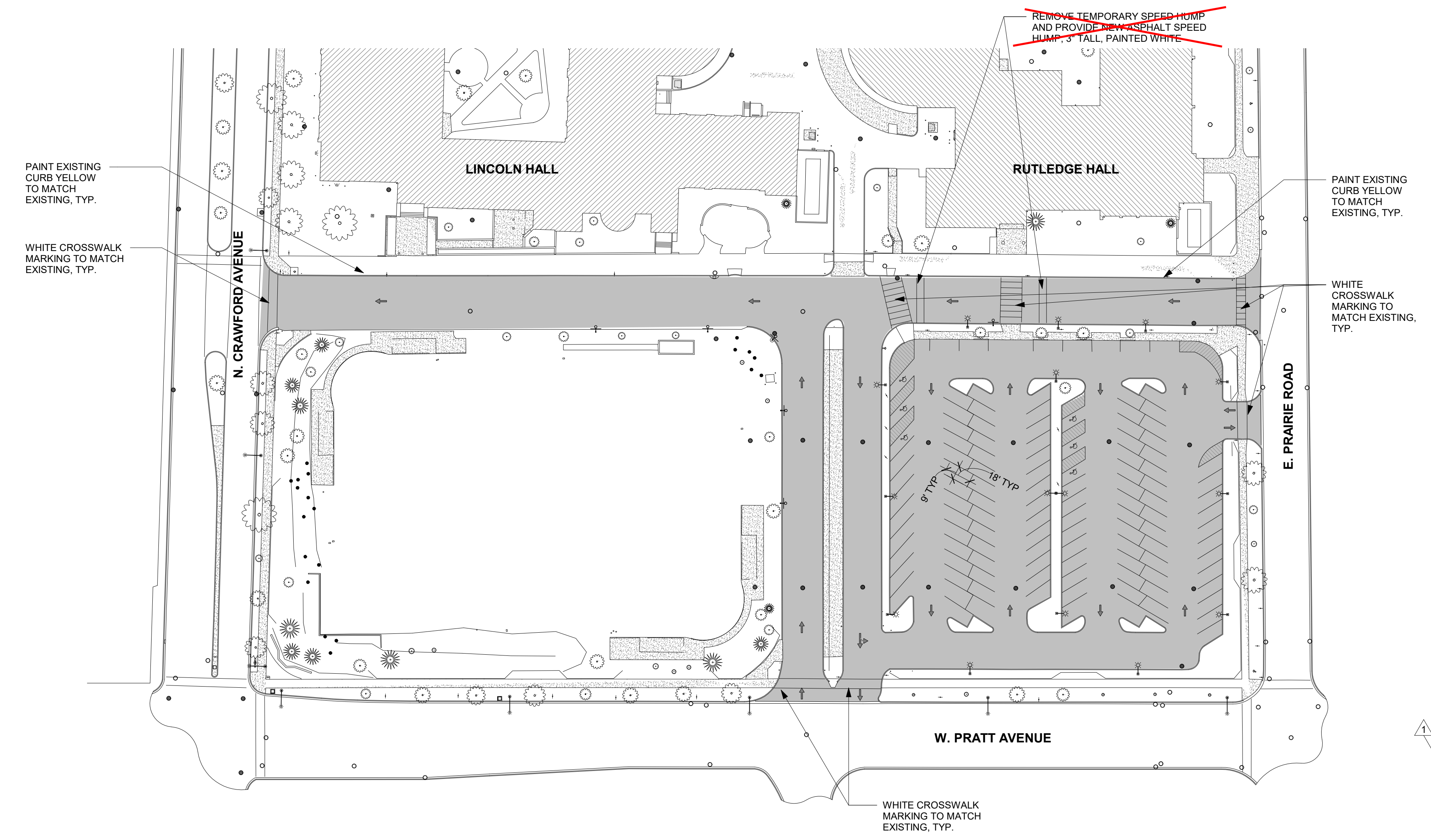
Scope of Work \_\_\_\_\_ \$14,265.25

We will Seal coat all areas on provided plan. PPM will use a non-toxic polymer modified master seal product. We will clean and crack fill areas prior to sealing. Once asphalt sealant has cured we will restripe entire area per the original layout on provided plan.

Any deviations from provided plans will incur additional charges.



SITE DATA	
	EXISTING BITUMINOUS PAVEMENT TO BE CRACK FILLED, SEALCOATED (TWO COATS) AND STRIPED
	ASPHALT SEALCOAT = 86,050 SF (**) TOTAL
	ASPHALT CRACKFILL = 4,000 LF TOTAL
(**) - NOTE: ALL SQUARE FOOT FIGURES SHOWN ARE APPROXIMATE. CONTRACTOR IS RESPONSIBLE FOR SURVEYING SITE AND CALCULATING ACTUAL SQUARE/LINEAR FOOT FIGURES.	
GENERAL NOTES	
1.	EXACT DIMENSIONING OF SPACES AND LAYOUTS TO BE VERIFIED IN FIELD
2.	NEW STRIPING TO BE 4" WIDE AND MATCH EXISTING STRIPING PATTERN, U.N.O.
3.	ALL STRIPING PAINTED YELLOW EXCEPT AT DIRECTIONAL ARROWS AND CROSSWALK STRIPING, WHICH ARE TO BE PAINTED WHITE.
4.	WORK UNDER THE SCOPE OF THIS ALTERNATE IS LIMITED TO OCCURRING ON FRIDAYS, SATURDAYS, OR BETWEEN JULY 4-8 ONLY.



2022 SITEWORK RENOVATIONS

LINCOLNWOOD SD74  
6950 E Prairie Road, Lincolnwood, IL 60712

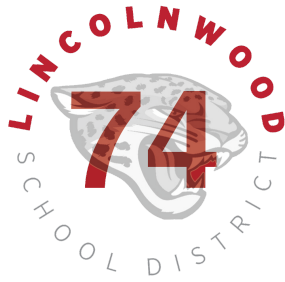
NO	ISSUE	DATE
1	ADDENDUM 1	02/25/22

SEALCOATING PLAN - ALTERNATE 1

AC1.00

1 RUTLEDGE AND LINCOLN - SEALCOATING PLAN  
1" = 50'-0"

WORK SHOWN ON THIS SHEET IS PART OF ALTERNATE NO. 1 ONLY.  
BASE BID: EXISTING CONDITIONS THIS SHEET TO REMAIN AS IS



## Executive Summary Facilities Committee Meeting

---

DATE: April 19, 2022

TOPIC: Custodial Equipment Purchase from GSF USA, Inc.

PREPARED BY: Jim Caldwell

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

Administration has prepared a custodial equipment purchasing schedule. On the schedule for replacement this year are two extractors, two wide-area vacuums and four backpack vacuums. The purchase schedule is attached.

### **Fiscal Impact:**

\$13,183.56 + Estimated Shipping \$500

The FY22 expenditure was \$23,989.74

### **Recommendation:**

The Facilities Committee concurs with the Administration to recommend to the Board of Education to approve this custodial equipment purchase from GSF USA, Inc. in an amount not to exceed \$13,950.

Custodial Equipment Purchase Schedule

Next Purchase	Life Span	Purchase Date	Equipment	Administration Building	Lincoln Hall	Rutledge Hall	Todd Hall
2022_07	7 years	2012_07	Vacuum Wide for Hallway Carpet (2 new of 2 total)			1 Advanced 2012 to WA-30 30" Wide Area Vacuum in 2022	1 Advanced 2012 to WA-30 30" Wide Area Vacuum in 2022
2022_07	5 years	2017_07	Backpack Vacuum (4 new of 4 total)		2 Sanitaire 2017 to Tennant V-BP-6 HEPA	1 Pacific Steamex 2018 to Tennant V-BP-6 HEPA	1 Pacific Steamex 2018 to Tennant V-BP-6 HEPA
2022_07	6 years	2019_07	Carpet Extractor Small Push/Pull (2 new of 3 total)		1 Carpet Extractor Minuteman 2019	0 to 1 Tennant E5 in 2022	1 Tennant 2015 to Tennant E5 in 2022
2023_07	10 years	2012_07	Carpet Extractor Large Self-Propelled (1)			1 Tennant 2012 to Tennant 1610 in 2023	
2023_07	9 years	2013_07	Floor Fans (7)	1 Tornado 3200 Safety Drying Fan w/ Caution	2 Tornado 3200 Safety Drying Fan w/ Caution	2 Tornado 3200 Safety Drying Fan w/ Caution	2 Tornado 3200 Safety Drying Fan w/ Caution
2024_07	6 years	2016_07	Hard Surface Floor Burnisher (2)			1 Tennant Noble 2016 to a Tennant BR-2000-DC in 2024	1 Tennant Noble 2016 to a Tennant BR-2000-DC in 2024
2024_10	3 years	2021_10	Vacuum Regular for Carpet (11)	1 Vacuum Hepa (Tennant V-SMU-14 heavy)	4 Vacuum Hepa (Tennant V-SMU-14 heavy)	3 Vacuum Hepa (Tennant V-SMU-14 heavy)	3 Vacuum Hepa (Tennant V-SMU-14 heavy)
2026_10	5 years	2021_10	Wet/Dry Vacuum (3)		1 Wet/Dry Vac (Tennant V-WD24)	1 Wet/Dry Vac (Tennant V-WD24)	1 Wet/Dry Vac (Tennant V-WD24)
2026_10	5 years	2021_10	Hard Surface Scrubber (3)		1 Hard Surface Floor Scrubber (Tennant FM20)	1 Hard Surface Floor Scrubber (Tennant FM20)	1 Hard Surface Floor Scrubber (Tennant FM20)
2026_10	5 years	2021_10	Hard Surface Deep Cleaner (2)		1 Tennant iMop	1 Tennant iMop to buy in 2023	
2027_10	6 years	2021_10	Vinyl Floor Stand-On Scrubber (1)		1 Tennant T-350)		



April 14, 2022

Mr. James Caldwell  
Lincolnwood School District 74  
6950 E Prairie Rd, Lincolnwood, IL 60712

RE: Tennant Equipment Proposal

As per your request I have provide pricing for the requested items. Please see below

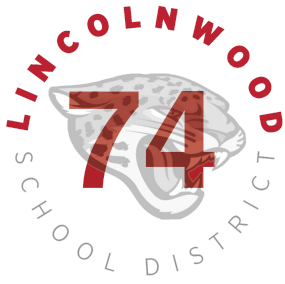
Qty	Item #	Description	Ea. \$	Ext \$
• (2)	9004194	Cord Electric 5-gal Extractor	\$2,263.43ea	\$4,526.86
• (2)	1068029	WA-30 30" Wide Aera Vacuum	\$2,204.21ea	\$4,408.42
• (4)	9017567	V-BP-6B Battery Backpack Vacuum	\$1,062.07ea	\$4,248.28

**Order Total \$13,183.56 + Estimated Shipping \$500  
(Price does not include tax and shipping)**

If you have any further questions, please let us know.

Best Regards,

John Adduci  
Operation Asset Manager  
815 715 1984



DATE: April 19, 2022

TOPIC: District Facilities Update

PREPARED BY: Courtney Whited

### Recommended for:

Action

Discussion

Information

### Purpose/Background:

To provide the Facilities Committee an update on ongoing Districtwide project(s)

#### 1. Summer 2022 General Work “Bid Package A” Update

StudioGC received an update from TEC about a shipping delay relative to the District’s 4 rooftop units for Rutledge Hall and Todd Hall. Instead of shipping in late June/early July, they are now scheduled to ship on July 25, with anticipated on-site delivery by July 29.

Obviously that is later than planned. Athi spoke with FHPaschen, who spoke with their mechanical and controls contractor to see how much work would remain after the units arrive. There would be a couple days of taking the old units off and putting the new units on the roofs, and then likely a couple days with no air on. The goal would be to get the units up and running in manual on/uncontrolled mode by about August 5, when teaching staff starts arriving. The controls and miscellaneous final parts of the install would take no longer than two more weeks. So, if the units arrive on site by July 29, FHP expects to be fully completed, with controls and startup/everything, by Friday, August 19. That would be cutting it very close, but it would be before school starts.

#### 2. Todd Hall Parking Lot Variance with the Village

7:00 PM - May 18: Board of Appeals at Village Hall (Rupal Shah Mandal)

7:30 PM - June 7: Board of Trustees Meeting at Village Hall (John Vranas)

### **3. Todd Hall Parking Lot Expansion - Memorial Tree(s)**

Administration called upon Contour Landscaping to move the memorial magnolia tree. Contour arrived to complete the job but advised that the ground was too saturated to risk moving the tree because of the likelihood there would not be enough soil that would cling around the root ball. Pre-K teacher, Pat Micucci, was also honored with a tree planted in this vicinity. The plaque is missing and Administration does not know which tree is the commemorative tree for Ms. Micucci.

### **4. Campus Parking Lot Gates**

Administration called on a few companies for a quote but only one came out for a visit. The quote is expected to arrive in mid-April.

### **5. Plat of Consolidation - Mylar Signatures**

Administration secured the necessary notarized signatures from District 74 and the Niles Township School Treasurer's Office in early April. Administration is awaiting a reply from the Village relative to securing several signatures from their officials.

### **6. Bench Order**

Administration ordered three benches for Todd Hall in the cedar color to replace those that have deteriorated over time.

### **7. Facility Rentals**

The Girls Scouts, with troop members only from Todd Hall, requested a Todd Hall room to promote their organization. It will be the library on Monday, May 9 from 5:30-7:00 p.m. They also plan on having a table with information brochures available on the Kindergarten Orientation evening, Thursday, May 12.

Administration followed up on researching details related to the temporary batting cage nets for Lincolnwood Baseball & Softball Association (LBSA). A regulation baseball will not cause damage to the floor surface in the Rutledge Hall Gym. Legal counsel was called upon to draft a rental agreement specific to the LBSA's use of the gym with respect to the batting cages.