



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FACILITIES COMMITTEE MEETING AGENDA  
TUESDAY, APRIL 13, 2021 AT **6:00 PM**

BOARD OF EDUCATION  
**Scott L. Anderson**, *President*  
**Kevin Daly**, *Vice President*  
**John P. Vranas**, *Secretary*  
**Jeffrey S. Evens**  
**Myra A. Foutris**  
**Elaina Geraghty**  
**Rupal Shah Mandal**

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 Lincoln Hall Band Room #108  
6855 North Crawford  
Lincolnwood, IL 60712,  
on Tuesday, April 13, 2021.*

IN-PERSON PARTICIPATION: It is expected that all members of the Facilities Committee, plus several administrators, will be physically present at the Lincoln Hall Band Room (#108) located at 6855 North Crawford, Lincolnwood, IL. The April 13, 2021 Facilities Committee meeting will be broadcast through ZOOM Video Conferencing for Public Audience to Visitors. Members of the public are encouraged to utilize the Zoom broadcast if possible. Zoom Tech Check at 5:45 p.m.

Join the meeting via ZOOM app (video and audio): Meeting ID: # 826 1027 0539  
(Link: <https://sd74-org.zoom.us/j/82610270539>)

or

Join the meeting via phone (audio only): Step #1: Dial 1-312-626-6799; Step #2: Enter Meeting ID: # 826 1027 0539

1. CALL TO ORDER/ROLL CALL

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chairman

Elaina Geraghty (BOE)

Rupal Shah Mandal (BOE)

Joe Ehrenberg, 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 16, 2021**

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

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. StudioGC architecture+interiors Project(s) Update

I. INFORMATION/DISCUSSION/ACTION: Select Option for Todd Hall Library Conduit/Wiremold

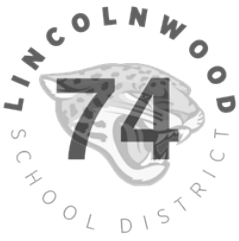
II. INFORMATION/DISCUSSION/ACTION: Select Option for Todd Hall Classroom Entryway Tackboards

- b. INFORMATION/DISCUSSION/ACTION: StudioGC Presents Grade 5 and Specials Furniture at Rutledge Hall
- 5. OLD BUSINESS
  - a. INFORMATION/DISCUSSION/ACTION: Ascent© Control Module Upgrade and Data Communication Wiring at Lincoln Hall
  - b. INFORMATION/DISCUSSION: Drinking Fountains/Bottle Fillers at Todd Hall and Rutledge Hall
- 6. NEW BUSINESS
- 7. INFORMATION/DISCUSSION: District Facilities Update
- 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 16, 2021 AT **6:00 PM**

BOARD OF EDUCATION  
Scott L. Anderson, *President*  
Kevin Daly, *Vice President*  
John P. Vranas, *Secretary*  
Jeffrey S. Evens  
Myra A. Fourtris  
Elaina Geraghty  
Rupal Shah Mandal

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 Lincoln Hall Band Room #108, 6855 North Crawford, Lincolnwood, IL 60712, with ZOOM Video Conferencing available on Tuesday, March 16, 2021.*

1. CALL TO ORDER/ROLL CALL

Chairman Vranas called the Facilities Committee meeting to order at 6:03 p.m.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chairman  
Elaina Geraghty (BOE) (via Zoom)  
Rupal Shah Mandal (BOE)  
Emily McCall, Community Member  
Zade Tagani, Community Member

FACILITIES COMMITTEE MEMBERS NOT PRESENT

Joe Ehrenberg, 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 (via Zoom)  
Jim Caldwell, Director of Buildings and Grounds  
Christopher Edman, Director of Technology

OTHERS PRESENT

Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **January 19, 2021**

A motion was made, seconded and passed to approve the January 19, 2021 Facilities Committee meeting minutes.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. StudioGC Presents Options for Grade 5 and Specials Furniture at Rutledge Hall

Athi Toufexis, StudioGC, presented the furniture options for Grade 5 and Specials at Rutledge Hall. A map of the school with the highlighted areas that will be receiving the furniture was discussed. This will complete the furniture replacement at Rutledge Hall. A presentation was also made for the staff lounge furniture. The Committee chose Option #2 with arms on both sides. StudioGC will take the Committee's feedback and return to a future Committee meeting with fabric recommendations and pricing for approval.

5. OLD BUSINESS

None

6. NEW BUSINESS

a. Ascent© Control Module Upgrade and Data Communication Wiring at Lincoln Hall

Jim Caldwell, Director of Buildings and Grounds, explained the extent of the issue and outlined the scope of the solution. The committee asked if this was in the scope of the Lincoln Hall renovations. The Administration was directed to go back to the vendor (Everest) and seek options because of the breakdown of the design.

b. Lincoln Hall HVAC Hot Water Piping

The Committee would like Studio GC's engineering firm to come and investigate the issue and determine the solution. The Committee concurred to have IMEG evaluate for solutions.

c. Drinking Fountains/Bottle Fillers

Courtney Whited, Business Manager/CSBO, explained that most fountains at Lincoln Hall have a bottle filler, which is not the case in the other buildings. The Administration is recommending the replacement of all the units without bottle fillers at Todd Hall and Rutledge Hall and replacing piping as needed. Studio GC will review the scope of the plan and ensure replacement units meet ADA requirements as well as being appropriate for the size of the students in each building. The Committee concurred to complete work at Todd Hall and Rutledge Hall and the Administration will return to the Committee with a formal plan at the April 13, 2021 Facilities Committee meeting.

7. District Facilities Update(s)

Lincolnwood Baseball begins in April and runs through June. The Field Dressing is scheduled for April, if weather allows, with May at the latest. The Committee directed the Administration to urge the vendor to complete the project before the baseball season begins.

An update was provided on the Rutledge Hall water main repair. A blueprint from the 90's suggests that the issue may be related to supplying water to a fire hydrant. If the work is the District's responsibility it is recommended to be completed over spring break.

The Committee directed the Administration to digitize the District's blueprints.

8. ADJOURNMENT

A motion was made, seconded and passed to adjourn the Facilities Committee meeting at 6:47 p.m.

The next Facilities Committee meeting will be held Tuesday, April 13, 2021 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chairman

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Elaina Geraghty, Member



## Facilities Committee Meeting

DATE: April 13, 2021

TOPIC: District Architect of Record - StudioGC architecture+interiors Project(s) Update

PREPARED BY: Courtney Whited, Business Manager/CSBO with Athi Toufexis, Principal,  
StudioGC architecture+interiors

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose:**

To provide the Facilities Committee updates on StudioGC architecture+interiors District Projects:

1. Select option for Todd Hall library conduit/wiremold
2. Select option for Todd Hall classroom entryway tackboards

# TODD HALL FIRE ALARM PATHWAY AT LIBRARY

Option 1: Painted wiremold inside library with backbox, through wall to device in courtyard.  
No conduit/wiremold on exterior of building.

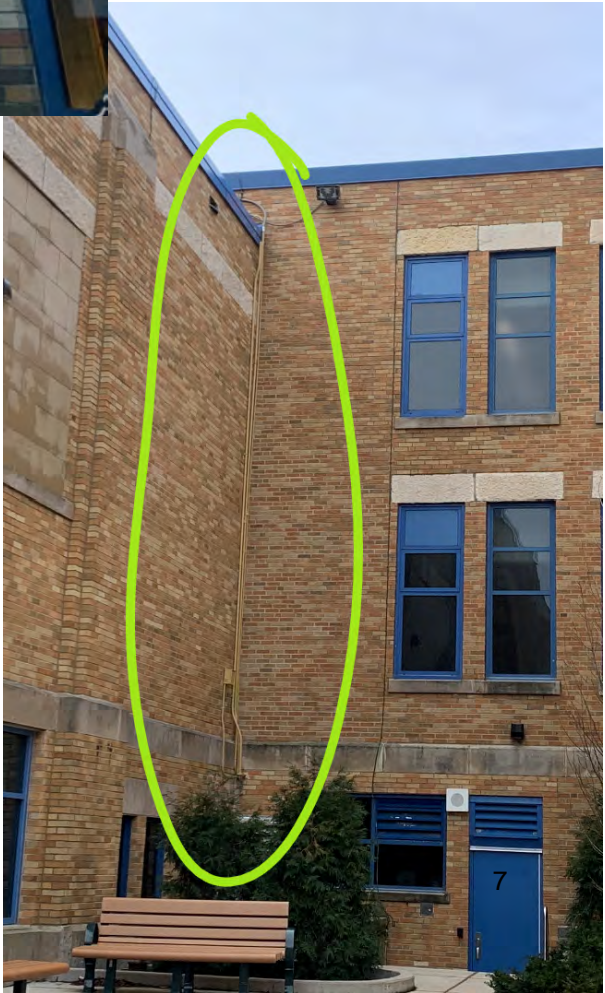
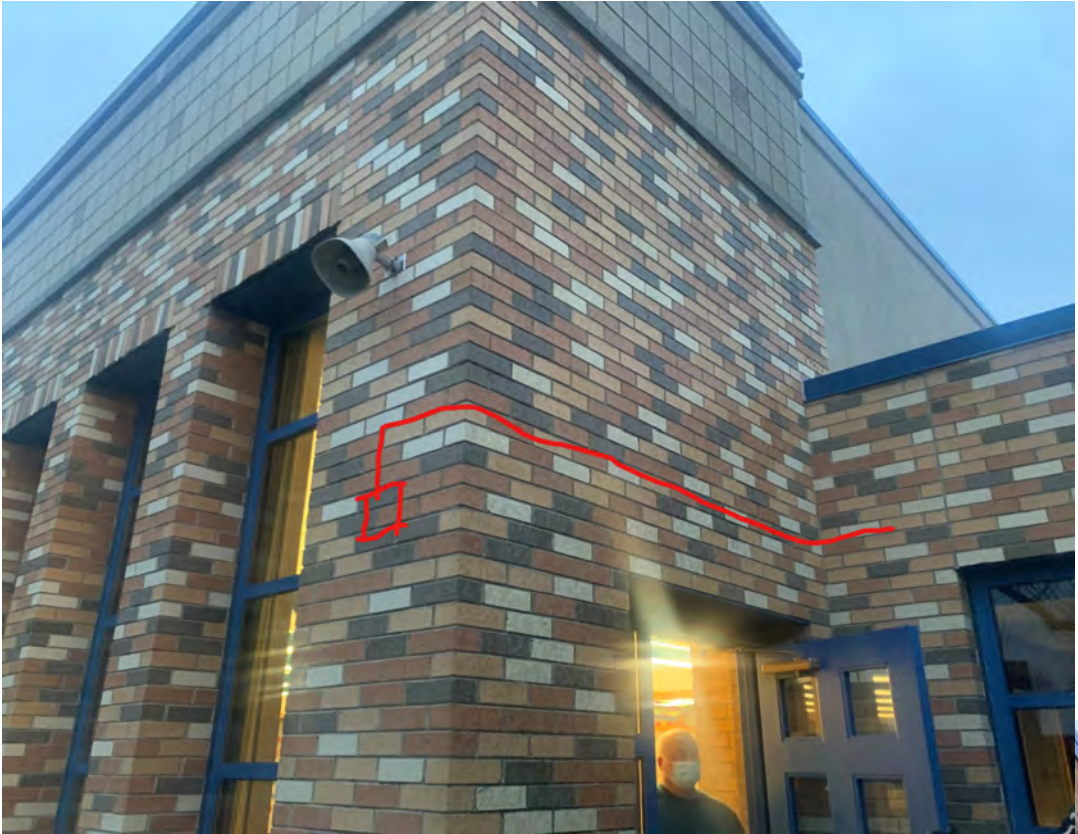


Library has existing wiremold now in some locations

# TODD HALL FIRE ALARM PATHWAY AT LIBRARY

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Option 2: Painted conduit on outside of building in courtyard to device. No wiremold in library.

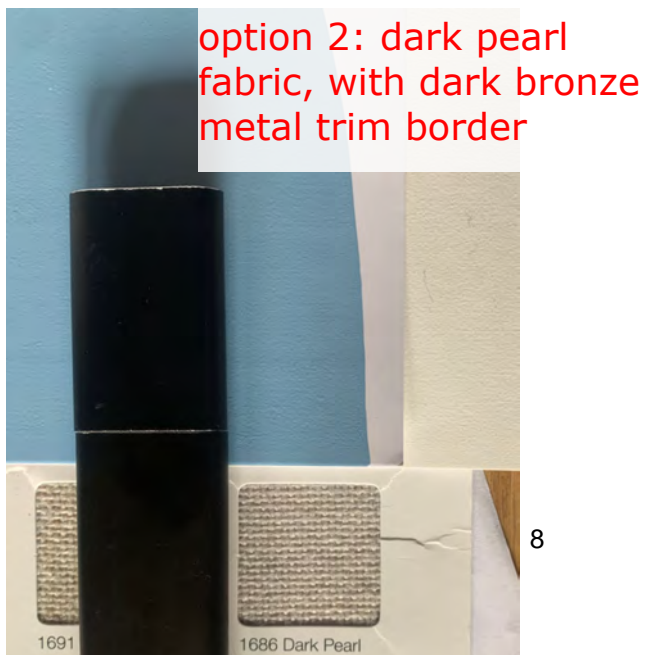


Other locations of painted exterior conduit exist in district (north courtyard at Lincoln Hall)

# TODD HALL CLASSROOM ALCOVE TACKBOARD FINISHES



Approximate area of new tackboard at new wall infill. Wall to be painted white





## Executive Summary Facilities Committee Meeting

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DATE: April 13, 2021

TOPIC: StudioGC Presents Grade 5 and Specials Furniture at Rutledge Hall

PREPARED BY: Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

The District is approaching a third summer of facilities work guided by StudioGC. During the two previous summers, grade 3 and grade 4 classroom furniture was replaced. New furniture for grade 5 and special classes is scheduled for the upcoming summer.

### **Fiscal Impact:**

\$162,092

\$242,900 was the estimate on the Master Facilities Plan

### **Recommendation:**

It is the Administrative recommendation that the Facilities Committee concurs to recommend to the Board of Education to approve this contract from StudioGC Architecture and Interiors for Grade 5 and Specials Furniture in the amount of \$162,092 to be installed in the summer of 2021.

# Rutledge Hall 5th Grade & Small Group Room

Furniture Review

April 1st, 2021

**STUDIO GC**  
architecture + interiors

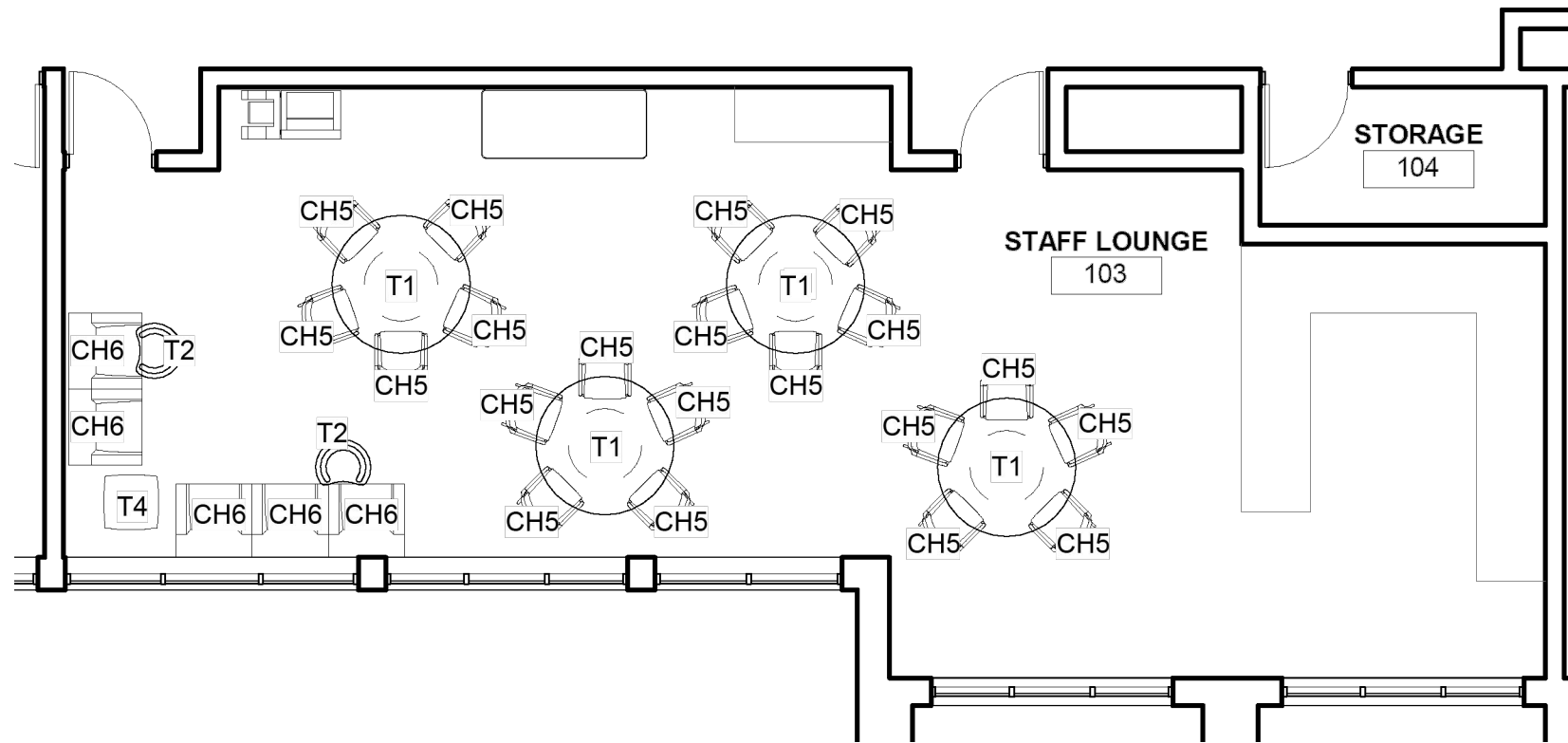


**SCOPE OF WORK**

- Summer 2021 Work
- Summer 2022 Work
- Summer 2022 Work: Requested Add



# SECOND FLOOR: FURNITURE PLAN



CH6: KI - MyWay Modular Lounge  
Quantity: 5



CH5: HON - Accommodate Guest Chair  
Quantity: 20



T1: KI - Athens Table  
Quantity: 5



I4: KI - Myway Occasional Table  
Quantity: 1



T2: KI - C-Table Max w/  
Comfort Curve  
Quantity: 2

## FIRST FLOOR: STAFF LOUNGE 103

OPTION 1

Alea: Ultramarine

Haven: Atlantic



OPTION 2

Aphrodite: Thames

Haven: Atlantic



OPTION 3

Wander:  
Mediterranean

Brogue: Stormy



EXISTING: PAINT + CARPET



STAFF LOUNGE: MyWay Lounge Finish Options



*Interiors for Business, Inc.*  
 409 N. River Street  
 Batavia, Illinois 60510  
 630.761.1070 Main  
 630.761.1065 Fax  
[www.interiorsforbusiness.com](http://www.interiorsforbusiness.com)

**QUOTE**

**CUSTOMER**  
 Rutledge Hall

**DATE** 3/3/2021 REVISED 3/25/2021  
**TERMS** 50% Downpayment / Net 15  
**PROJECT** Rutledge Hall - Lincolnwood

**WORKPLACE CONSULTANT** Alex Carsi x50

**CUSTOMER SERVICE** Jenny Dewey x23

#	QTY	DESCRIPTION	AMOUNT	EXTENDED
CH-1	248	Smith System Flavors Chair 18" Shell On Casters Shell: Apple Green Frame: Platinum	95.71	23,736.08
CH-2	18	Smith System Flavors Chair 16" Shell On Casters Shell: Apple Green Frame: Platinum	88.92	1,600.56
CH-03		Eliminated from Scope		
CH-4	1	Allseating Entail Instock with Arms Casters Basic Synchro Tilt Seat Slider Frame: Black Nylon Back: Onyx Seat Upholstery: Black	237.50	237.50
Ch-5	20	HON - Accommodate Guest Chair, Fixed Arms Casters Shell: Textured Black Frame Upholstery: Grade 1 - Color TBD	233.44	4,668.80
CH-6	5	KI My Way Low Arm Sled Base Lounge Contrasting Fabrics Upholstery 1: Grade 5 Upholstery 2: Grade 5	1,185.30	5,926.50
D-1	256	Smith System Silhouette Desk 20x27 w/ adjustable height legs On Casters Steel Bookbox/Base: Platinum Laminate: Classic Linen Edge Band: Persian Blue	220.45	56,435.20
D-2	2	KI Ruckus Cantilever ADA Set Screw Adjustable Desk Rolling Base Book Basket: Blue Grey Base: Blue Grey Edge: Splash	358.02	716.04



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CUSTOMER  
 Rutledge Hall

DATE 3/3/2021 REVISED 3/25/2021  
 TERMS 50% Downpayment / Net 15  
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WORKPLACE CONSULTANT Alex Carsi x50

CUSTOMER SERVICE Jenny Dewey x23

#	QTY	DESCRIPTION	AMOUNT	EXTENDED
M-1	21	Media Technologies Lecturn with Storage Stowaway with Storage Cabinet Loop Pull: Nickel HPL Top: Wilsonart Grey Mesh 4877 PVC Top: Rehau C600244 Silver Grey HPL Case/Door: Wilsonart Harvest Maple 7953 PVC Case/Door: Rehau CP40003 Solar Oak Powder Coat: 809 Silver Hingers: H3 Concealed Casters: Gray Pulls: P2	1,137.50	23,887.50
M-2a	1	Smith Systems - Mobile Storage Shelves Cascade Mega Cabinet, Doors, Shelves Whiteboard on Back End Panel: Persian Blue Edge: Persian Blue	899.08	899.08
M-2b	1	Smith Systems - Mobile Storage - Totes and Shelves Cascade Mega Cabinet with Totes and Shelves Doors, Shelves, One Row of Totes (8) Whiteboard on Back End Panel: Persian Blue Edge: Persian Blue	1,139.91	1,139.91
T-1	4	KI - Café Table Athens Table - Round, Flat Disc Base, 6" Column, Fixed Height 60" Diam x 29"H Edge: TBD Laminate: TBD - Manufacturer's Standard Base: Powdercoat	1,073.52	4,294.08
T-2	2	KI - C Table Max, 26", Fixed Height, Round with Curve, 24" Worksurface Laminate/Edge: TBD Base: TBD	265.68	531.36
T-3	2	Smith System Classroom Table Elemental Rectangular Table - Adjustable Height 30"D x 60"W Laminate: Classic Linen Edgeband: Persian Blue Base: Platinum	316.16	632.32
		Add Casters 48.78 ea	48.78	
T-4	1	KI - MyWay Laminate End Table, 24D x 24W x 22H Laminate/Edge: TBD Base: TBD	432.00	432.00
				16



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**CUSTOMER**  
 Rutledge Hall

**DATE** 3/3/2021 REVISED 3/25/2021  
**TERMS** 50% Downpayment / Net 15  
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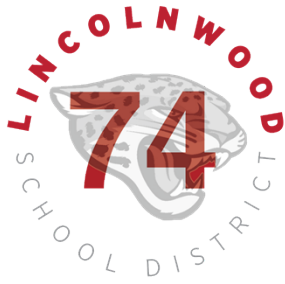
**WORKPLACE CONSULTANT** Alex Carsi x50

**CUSTOMER SERVICE** Jenny Dewey x23

#	QTY	DESCRIPTION	AMOUNT	EXTENDED
<b>FREIGHT ESTIMATE (Smith System and Allseating)</b>				
1		From Factory to IFB's Designated Warehouse	14,415.07	14,415.07
<b>LABOR - prevailing wage</b>				
1		Receive / Deliver / Install during Normal Business Hours Monday through Friday Areas must be Free and Clear Prior to Delivery Based on One Trip, One Continuous Phase Any Additional Trips due to Site Conditions would Incur Additional Costs Includes Debris Removal to Installer's Dumpster	22,540.00	22,540.00
<b>PURCHASING CONTRACTS QUOTED ABOVE</b>				
KI: SourceWell				
Steelcase: E&I				
Smith System: E&I				

	<b>Material</b>	125,136.93
<i>To accept this order please sign and return.</i>		
	<b>Sales Tax 8.00%</b>	-
<b>X</b>	<b>Freight</b>	14,415.07
<b>Print Name:</b>	<b>Labor</b>	22,540.00
<b>PO Number:</b>	<b>Design</b>	-
	<b>Tariff</b>	-
	<b>TOTAL \$</b>	162,092.00

*Deposit required at time of order - Ask about available leasing options - This quote is valid for 30 days*



## Executive Summary Facilities Committee Meeting

DATE: April 13, 2021

TOPIC: Ascent© Control Module Upgrade and Data Communication Wiring at Lincoln Hall

PREPARED BY: Jim Caldwell and Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

Currently, there are two Alerton BCMs at Lincoln Hall. An excessive load was discovered on the BACtalk© Control Module (4100 BCM Network 300). It has 80 total devices; 27 of them are third party. Alerton modules should never exceed 64 devices. Control Engineering Corporation provided the attached quote for a solution that includes a new control module and data communication wire reconfiguration. An engineer from IMEG verified this is an appropriate solution. District legal counsel reviewed the attached quote and provided a contract certificate which has already been signed by the vendor.

### **Fiscal Impact:**

\$12,800

### **Recommendation:**

It is the Administrative recommendation that the Facilities Committee concurs to recommend to the Board of Education to approve this contract from Control Engineer Group in the amount of \$12,800 for an Ascent Control Module and improved data communication wiring.


**SCHOOL DISTRICT CONTRACT CERTIFICATION**

The Contractor identified below agrees to provide goods and services to Lincolnwood School District No. 74 (the "District") per the terms and conditions stated herein and in Exhibit A, which is incorporated herein. The Contractor certifies that its officers, employees, and agents are not barred from bidding and entering into an agreement with the District as a result of a violation of the Bid Rigging or Bid Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Illinois *School Code* (105 ILCS 5/10-20.21). The Contractor acknowledges that the District's Board of Education may declare the agreement void if it finds this certification is false. As required by law, the Contractor certifies that it and all its affiliates will collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois *Use Tax Act* (35 ILCS 105/1 *et seq.*) regardless of whether the Contractor or its affiliate is a "retailer maintaining a place of business within this State" as defined in Section 2 of the *Use Tax Act* (35 ILCS 105/2). The Contractor further certifies that to the extent applicable, it will provide a drug free workplace as required by the Illinois *Drug Free Workplace Act* (30 ILCS 580/1 *et seq.*). Contractor further agrees to comply with all other applicable state and federal laws and regulations, including but not limited to (as applicable) the *Illinois Prevailing Wage Act*, 820 ILCS 130/1 *et seq.*, including payment of not less than the prevailing rates as published on the Department of Labor's official website to any laborers, workers and mechanics performing work under this Contract and submission of proper certified payrolls (as applicable). As required by regulation of the Illinois Department of Human Rights, the Equal Opportunity Clause contained in Exhibit B and the representations therein are hereby incorporated into this Certification.

Contractor acknowledges that it is unlawful for a child sex offender to knowingly be present on school property when persons under the age of 18 are present without the specific notification to and permission of the Superintendent of Schools.

Contractor shall indemnify, defend, and hold harmless the Board of Education, its individual Board members, Board officers, employees, agents, representatives, insurers, successors, and assigns from and against any and all claims, obligations, liens, encumbrances, demands, liabilities, penalties, causes of action, and costs and expenses, including, without limitation, orders, judgments, fines, forfeitures, amounts paid in settlement, and attorney's fees and costs approximately resulting from services rendered by Contractor, regardless of whether or not said claims are in law or in equity, or before any administrative body, and regardless of whether or not said claims are for property damage, personal injury, or death. Contractor shall maintain general liability insurance or self-insurance with limits of at least \$1,000,000 per occurrence and in the aggregate (including any umbrella insurance) and to name the District, its board members, and its agents and employees, as additional insureds, covering for injury or death to any person or persons, and property damage. This agreement shall be construed according to the laws of the State of Illinois and shall be subject to the jurisdiction of the Circuit Court of Cook County, Illinois. The Board of Education shall not waive any customary warranties nor waive any rights by making payment.

Contractor/Supplier Name: Control Engineering Corp.

By:   
Signature of Officer or Authorized Representative

Vice President  
Title

Date: 4/7/21

# EXHIBIT A

3/9/2021

**Lincolnwood School Dist. 74**  
**Mr. James Caldwell**  
**6950 N. East Prairie Rd.**  
**Lincolnwood, IL 60712**

**Lincolnwood SD 74 – Lincoln Hall**  
**ACM Upg & Improve Wiring Config.**  
**Proposal**

## CEC Proposal #PWJ21015.1

Control Engineering Corp. (CEC) is pleased to present this proposal to provide the equipment and technical expertise required to perform the following scope of work for the Lincolnwood School Dist. 74 – Lincoln Hall facility of Lincolnwood, IL.

### Scope of Work – Upg exist. obsolete Alerton BCM to new Alerton ACM & improved comm. wiring

- CEC will consult with the customer to strategize the most convenient times to perform the following physical system reviews/upgrades/repairs/replacements & will, during the duration of this work, assist in maintaining the normal operations of the facility in an effort to insure that the work is as seamless as possible to the facility's occupants.
- CEC will provide and install new data communication wiring between Rm. 205 & the current location of the main BAS control panel. This new comm. trunk will be used to split the existing comm. trunk into two separate trunks. The new comm. trunk wiring will pick up all of the existing devices in place that go beyond Rm 205 to the end of the line. The existing comm. trunk line wiring will remain in place & pick up all devices between the main control panel & Rm 205. Upon completion, both comm. trunks will occupy the proper quantity of control devices going forward. These locations were selected based on investigative troubleshooting recently performed under separate order/approval due to offline issues.
- CEC will remove the existing obsolete BCM & it's associated components.
- CEC will provide, install, program, & commission an upgrade retrofit qty of one (1) new Alerton ACM global controller & its associated licensing & qty of two (2) comm. ports.
- CEC post completion will provide review of the system's upgrades & modifications.

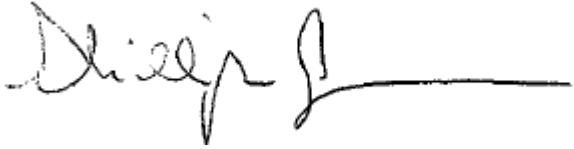
<b>Total Investment</b>	<b>\$ 12,800.00</b>
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### Clarifications

- ❖ Price quoted includes the labor, equipment, and materials listed above. In the event it is determined that any other parts, materials, or additional labor is required due to a request for a change in scope, we will quote you a price and require a PO (purchase order) before proceeding.
- ❖ All work to be performed in accordance with local codes and the above stated scope of work.
- ❖ The project scope of work includes a one-year warranty on any and all parts and/or labor provided upon project completion and beneficial use of the project scope.
- ❖ All work to be completed during normal business hours.
- ❖ The above price is valid for 30 days.

Thank you for the opportunity to assist you with your requirements. Please do not hesitate to contact me should you have any questions, comments, concerns, or require any additional information whatsoever.

Sincerely,



---

*Phillip Jackson*  
*Account Executive*

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*Accepted by:*

---

*Purchase Order #*

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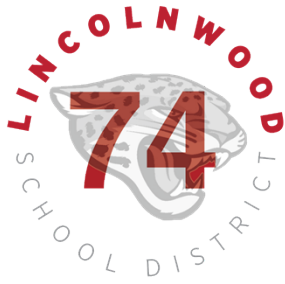
*Date*

## EXHIBIT B

**[NOTE: Illinois law requires that this statement be included in all Illinois public contracts (See 44 Ill. Adm. Code 750.10)]**

The Contractor agrees to fully comply with the requirements of the *Illinois Human Rights Act*, 775 ILCS 5/1-101 *et. seq.*, including, but not limited to, the provision of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. The Contractor further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act*, 42 U.S.C. Section 12101 *et. seq.*, and rules and regulations promulgated thereunder. The following provisions are included in this Contract pursuant to the requirements of the regulations of the Illinois Department of Human Rights, Title 44, Part 750, of the Illinois Administrative Code, and Contractor shall be required to comply with these provisions only if and to the extent they are applicable under the law. As required by Illinois law, in the event of the Contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the *Illinois Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulations. During the performance of this contract, the Contractor agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship status, physical or mental handicap or disability unrelated to ability, military status or an unfavorable discharge from military service, or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- B. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, age, citizenship status, physical or mental handicap or disability unrelated to ability, military status or an unfavorable discharge from military service, or arrest record status.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligation under the *Illinois Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Act and Rules, the Contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligation thereunder.
- E. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the *Illinois Human Rights Act* and the Department's Rules.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with *Illinois Human Rights Act* and the Department's Rules.
- G. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.



## Executive Summary Facilities Committee Meeting

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DATE: April 13, 2021

TOPIC: Drinking Fountains/Bottle Fillers at Todd Hall and Rutledge Hall

PREPARED BY: Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

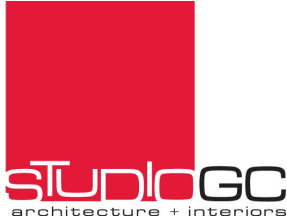
Rutledge Hall has eight drinking fountains. Only seven are required by Illinois Plumbing Code (IPC). However, none of them are compliant in terms of elevation heights when examined under the 2018 Illinois Accessibility Code (IAC). Todd Hall has one non-functional and five functional drinking fountains which do not meet the IPC minimum of nine drinking fountains for its occupancy. There are also issues in terms of meeting the IAC's wheelchair and standing heights. StudioGC recommends replacing galvanized pipes at the time of this work and notes that bottle fillers are currently in heavy demand with very long production lead times.

### **Fiscal Impact:**

Unknown

### **Recommendation:**

It is the Administrative recommendation that the Facilities Committee continues to work with StudioGC on a plan to install water bottle fillers and drinking fountains that adhere to all pertinent codes during the summer of 2022.



223 West Jackson Boulevard  
Suite 1200  
Chicago, IL 60606  
Phone: 312 253 3400  
Fax: 312 253 3401

## MEMORANDUM

**DATE:** March 29, 2021  
**TO:** Lincolnwood SD 74  
Board of Education Facilities Committee  
**FROM:** Athi Toufexis, AIA, LEED-AP  
**RE:** Todd Hall and Rutledge Hall Drinking Fountains

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At the request of the Facilities Committee, we have completed an analysis of the existing drinking fountains at Todd Hall and Rutledge Hall Schools. This analysis evaluated the quantity of existing fixtures with the requirements of the Illinois Plumbing Code (IPC) and the accessibility requirements of the 2018 Illinois Accessibility Code (IAC).

### Rutledge Hall

#### ***Illinois Plumbing Code Review***

There are eight existing drinking fountains at Rutledge Hall. These units are all single-spout/individual drinking fountains. Five of these units have a bottle filler feature.

The prescribed occupancy of Rutledge Hall is as follows:

- (18) Core Classrooms @ 24 students each.....432 persons
  - (1) NTDSE Classroom @ 15 students each.....15 persons
- Note: Special Services Rooms, Interventionist Rooms, GATE classrooms, Music, Art, Gym, Library Rooms are assumed to be non-concurrent use, meaning a student is not permanently assigned to these rooms and is already accounted for in a Core or NTDSE classroom above.*
- Staff (Administrators, Teachers, Support & Kitchen Staff).....51 persons

***Total Prescribed Building Occupancy = 498 persons***

For 498 persons, the IPC requires seven drinking fountains. Rutledge Hall is in compliance with the quantity of drinking fountains required as there are eight existing drinking fountains.

#### ***Illinois Accessibility Code Review***

The IAC requires that 50% of drinking fountains are accessible to wheelchair users, and 50% of drinking fountains are accessible for standing persons. The following notes some of the specific requirements for each condition:

- 1) Wheelchair Accessible:
  - a. Front approach required, with a 27" minimum clear knee clearance
  - b. Spout Height 36" maximum above floor
- 2) Standing Accessible:
  - a. Spout Height between 38" – 43" above floor

The spout heights and knee clearances of the existing drinking fountains were measured to be as follows:

Drinking Fountain	Knee Clearance	Spout Height	Wheelchair Compliant	Standing Compliant
1 <sup>st</sup> floor – 3 <sup>rd</sup> grade corridor (north)	26 3/16"	32 3/16"		
1 <sup>st</sup> floor – 3 <sup>rd</sup> grade corridor (south)	25 3/16"	31 3/16"		
1 <sup>st</sup> floor – Specials corridor	26 11/16"	32 11/16"		
1 <sup>st</sup> floor – Gym	24"	37"		
1 <sup>st</sup> floor – MPR	0" (recessed)	35 1/2"		
2 <sup>nd</sup> floor – 4 <sup>th</sup> grade (north)	25 11/16"	31 11/16"		
2 <sup>nd</sup> floor – 4 <sup>th</sup> grade (south)	25 3/16"	31 3/16"		
2 <sup>nd</sup> floor – 5 <sup>th</sup> grade	26 3/16"	32 3/16"		

Based on the current Illinois Accessibility Code requirements, none of the existing drinking fountains at Rutledge Hall are in compliance.

## **Todd Hall**

### ***Illinois Plumbing Code Review***

There are five existing functional drinking fountains at Todd Hall. These units are all single-spout/individual drinking fountains. Three of these units have a bottle filler feature. In addition, there is one drinking fountain which has been blocked and is not currently functional.

The prescribed occupancy of Todd Hall is as follows:

- (1) CCDC Infant Room @ 8 students each.....8 persons
- (1) CCDC Toddlers Room @ 15 students each.....15 persons
- (1) CCDC Two's Room @ 16 students each.....16 persons
- (2) CCDC Preschool Rooms @ 20 students each.....40 persons
- (3) Preschool Classrooms @ 20 students each.....60 persons
- (6) Kindergarten Classrooms @ 20 students each.....120 persons
- (12) 1<sup>st</sup>-2<sup>nd</sup> Classrooms @ 24 students each.....288 persons

*Note: Special Services/ESL Rooms, Interventionist Rooms, GATE classrooms, Music, Art, Gym, Library Rooms are assumed to be non-concurrent use, meaning a student is not permanently assigned to these rooms and is already accounted for in a Core classroom above.*

- Staff (Administrators, Teachers, Support & Kitchen Staff).....61 persons
- CCDC Staff (Administrators, Teachers).....18 persons

**Total Prescribed Building Occupancy = 626 persons**

For 626 persons, the IPC requires nine drinking fountains. The actual student enrollment at Todd Hall has ranged from 406 – 427 students plus a maximum of 97 persons (students and staff) in CCDC the last 5 years. If adjusting the occupancy to actual enrollment of 430 students and 61 staff,

plus 97 CCDC occupants, total occupancy reduces to 588 persons. For 588 persons, the IPC requires eight drinking fountains. Todd Hall is not in compliance with the quantity of drinking fountains required in either enrollment analysis, as there are only five functional drinking fountains.

**Illinois Accessibility Code Review**

In facilities primarily used by children 12 years of age or younger, drinking fountains that meet the wheelchair accessibility requirement are permitted to be mounted with the spout 30” maximum per the Illinois Accessibility Code with side approach for children in lieu of knee clearance for forward approach. There is not an exception though for the standing height accessibility requirements; therefore 50% of drinking fountains must still meet standing accessibility requirements.

The spout heights and knee clearances of the existing drinking fountains were measured to be as follows:

Drinking Fountain	Knee Clearance	Spout Height	Wheelchair Compliant (children’s use)	Standing Compliant
Corridor - CCDC	N/A (nonfunctional)	N/A		
Corridor - offices	23 3/16”	29 3/16”	X	
Corridor - outside MPR	24 3/16”	30 3/16”		
MPR	0” (recessed)	29”	X	
Corridor-outside Gym	20 3/16”	26 3/16”	X	
Corridor - 2 <sup>nd</sup> grade	23 3/16”	29 3/16”	X	

Based on the current code requirements, four of the existing drinking fountains at Todd Hall are in compliance with the current Illinois Accessibility Code for wheelchair access for children’s use. No drinking fountains are in compliance with the standing height accessibility requirements (50% of fountains required) though.

**Recommendations**

The Illinois Plumbing Code has required 1 drinking fountain for every 75 persons since the code was first enacted in 1959. It is unknown if Todd Hall previously had a lower prescribed occupancy count at the time of its newest addition in 1992 which could have resulted in the building being in compliance with the IPC at the time of construction. Any alterations to existing plumbing systems are required to comply with current codes per the Illinois Plumbing Code. If any alterations occur to the existing drinking fountains at Todd Hall, the District will be required to install minimum three additional drinking fountains at that time to bring the quantity of fixtures into current code compliance.

Similarly, the Illinois Accessibility Code requires any alterations or new construction to comply with current codes. Some of the existing drinking fountains at Todd Hall appear to be original construction, dated 1955, which would precede the Illinois Accessibility Code. The installation date of the majority of the drinking fountains at Todd Hall and Rutledge Hall is unknown, but may also precede the enactment of the IAC in 1997 as the latest additions at both buildings were completed in 1993. As the District looks to replace drinking fountains as part of upcoming renovations, new fountains shall comply with current IAC requirements at that time. At Rutledge Hall, this will require minimally raising four of the fountains to wheelchair height, and raising four others by an average of



7" to standing height requirements. At the four drinking fountains to be raised to standing height, additional IAC compliance for protruding objects may also be required as the drinking fountains will now be outside of the cane detection zone. This could entail installing wing walls or panels. Similarly, 50% of all drinking fountains at Todd Hall shall be raised to standing height.

It is also recommended that the District replace existing galvanized water piping at the time of these upgrades. The galvanized water piping was included as a 'b' violation in the 2017 Decennial Survey at both Todd Hall and Rutledge Hall. In the District's Master Facilities Plan, this piping was scheduled to be replaced in 2023 at Todd Hall and 2024 at Rutledge Hall.

As an item of note, we would like to bring to the District's attention that in prior plumbing projects over the last three years, various IDPH plumbing inspectors have differed in their interpretation of what constitutes a 'single' drinking fountain plumbing fixture. To satisfy the more stringent interpretation, it is recommended that individual drinking fountain fixtures (with or without bottle fillers) be installed, and no combination hi-lo fixtures.

As of this writing, we have been informed that bottle filler demand far exceeds manufacturer supplies across the United States. Our manufacturer representatives have noted 16-week lead times on bottle fillers. Efforts are being made to increase production, but it is unknown how quickly the supply chain will catch up with demand.

We look forward to further discussing the above findings with the Facilities Committee at an upcoming meeting. Thank you.

Cc: Pat Callahan, StudioGC



## Facilities Committee Meeting

DATE: April 13, 2021

TOPIC: District Facilities Update

PREPARED BY: Courtney Whited

### **Recommended for:**

- Discussion
- Information

### **Purpose/Background:**

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

1. Sportsfield dressed the baseball fields during Spring Break.
2. The Village of Lincolnwood's Public Works Department will continue the work SD74 began on the water main pipe. Final costs will be divided between both parties.
3. The Monday, March 29 meeting with United Building and Engineering Sciences, IMEG engineers, StudioGC architects and SD74 was cancelled due to an emergency. It will be rescheduled.