

LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FACILITIES COMMITTEE MEETING AGENDA  
TUESDAY, AUGUST 16, 2022 AT **6:00 PM**

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

ADMINISTRATION  
Dr. David L. Russo, *Superintendent of Schools*  
Dr. Dominick M. Lupo, *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, August 16, 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. David L. Russo, Superintendent of Schools  
Dr. Dominick M. Lupo, Assistant Superintendent for 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 - **JULY 19, 2022**

3

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

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. INFORMATION/DISCUSSION/ACTION: StudioGC architecture+interiors Project(s) Update

7

- I. Sitework/Murphy Update
1. Paving/Striping
  2. Fencing
  3. Bollards
  4. Parking Lot Trees

5. Rutledge Hall Playground
6. Parking Lot Lighting
7. Running Track & New Track Signage

II. General Work/FH Paschen Update

1. Pumps/VFDs
2. Rooftop Units
3. Breakers/Pressure Switches
4. Emergency Lights/Exit Signs
5. Grounding
6. RH STEM Privacy Film
7. Gutter Repair

III. Rutledge Hall Specials Furniture

IV. Solar Panels

V. Projects Impacted by Supply Chain Delays

1. Todd Hall and Rutledge Hall Cafeteria Tables
2. Rutledge Hall Elevator Modernization
3. PreK, East Prairie and CCDC Playgrounds

b. Summer 2023 Roofing and Tuckpointing Projects

9

5. OLD BUSINESS

6. NEW BUSINESS

a. Snow Removal Contract with Contour Landscaping, Inc.

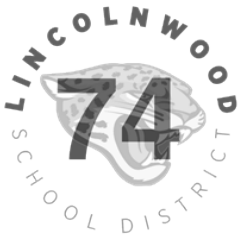
57

7. ADJOURNMENT

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

***Dr. David L. Russo, 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, JULY 19, 2022 AT **6:00 PM**

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ADMINISTRATION  
Dr. David L. Russo, Superintendent of Schools  
Dr. Dominick M. Lupo, 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, July 19, 2022.*

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:00 p.m.

FACILITIES COMMITTEE MEMBERS PRESENT

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 PRESENT

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

OTHERS PRESENT

Athi Toufexis, Studio GC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **JUNE 7, 2022**

A motion was made, seconded and passed to approve the June 7, 2022 Facilities Committee meeting minutes.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC

a. StudioGC Project(s) Update

- I. General Work (FH Paschen)
  - Glazing complete at Todd Hall
  - Emergency lights and exit sign replacement in progress
  - RTUs are anticipated to ship the week of July 11th
  - Crane pick scheduled for July 21st to lift the rooftop units to Todd Hall & Rutledge Hall
  - VFD & pump installation at Lincoln Hall is awaiting delivery
  - Todd Hall 2.5" valve is discontinued but Westside Mechanical has acquired one
  - Privacy window film for the Rutledge Hall STEM classroom. The Committee recommended adding the privacy film to the Rutledge Hall STEM classroom windows for under \$10,000
  
- II. Sitework (Murphy)
  - Track completed and striped; ready for use since June 29th
  - Obstacles: stone workers' strike. Murphy is looking for an alternate base material and asphalt
  - Todd Hall bus loop has the initial asphalt binding layer; final layer occurs with the lot. Murphy determined that there are areas of the new parking lot site that will need additional base material. This budget impact requires an addendum of \$46,339 but \$38,244 of this cost will come out of the contingency. Overall, this will cost an additional \$8,095 over the contingency. Administration is recommending approval of the contract for the overage to not exceed \$15,000 over the contingency.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to approve an authorization allowance to Murphy Construction not to exceed \$15,000 over the contingency.

- III. Sitework Playground Equipment (Various)
  - Burke equipment was delivered in June; to be installed in summer 2023 at East Prairie playground
  - Team Reil equipment shipping December 29th
  - NuToys Equipment: delivered end of June; Rutledge Hall installation anticipated towards end of July with pricing forthcoming from Murphy as part of the contingency overage
  - NuToys Surfacing: the Rutledge Hall poured-in-place will be done this summer and the other three areas will be delayed until next summer for an additional cost of \$358 to delay one year

IV. Cafeteria Tables

Installation of the Cafeteria Tables is scheduled for August 16th. If the tables do not arrive by August 11th, the District will have to postpone installation. The company will have to incur the storage cost until they are able to install the tables.

V. Rutledge Hall Elevator Modernization

The elevators have passed the annual inspection and TKE is doing monthly inspections. The modernization is scheduled for December.

VI. Pratt Avenue Parking Lot/Driveway Sealcoating

The Pratt Avenue Parking Lot sealcoating and striping was completed June 9th.

VII. Rutledge Hall Specials Furniture

The furniture is on schedule to be delivered at the end of July and early August. Installation is scheduled for the first week in August.

b) Fencing for Todd Hall Parking Lot Areas

Athi Toufexis, Studio GC, presented the Bid results for the Fencing for Todd Hall Parking Lot Areas. A Steel option and an Aluminum option were provided. Administration is making a recommendation for the Aluminum option given that the Aluminum has a 20-year warranty and the Steel only 15-year warranty with a greater cost. The Committee asked why there will be a fence between the bollards rather than behind. Athi explained that there is a water main in the area and there is limited room.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to approve the Todd Hall Fencing Base Bid #2 with Aluminum from Action Fence in the amount of \$61,780.

c) Grade 3 Reading Nook Rocking Chairs and Mobile Bookshelves

David provided background on the request of classroom shelving and rocking chairs for third grade. This would make the classrooms more consistent with furniture that was present pre-pandemic, and if approved, would begin a multiyear phase in for this furniture at Rutledge Hall. The committee recommended Natural Oak wood finish color and Shale for the seat cushion.

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to approve the purchase of Grade 3 rocking chairs and bookshelves from Library Furniture International in the amount of \$8,949.

d) Lincolnwood Baseball & Softball Association Batting Cage Usage in Gymnasium

A motion was made, seconded, and passed that the Facilities Committee concur with the Administration's recommendation to the Board to approve the Shared Use Agreement with the Lincolnwood Baseball & Softball Association.

5. OLD BUSINESS

6. NEW BUSINESS

7. District Facilities Update

- a) The Village of Lincolnwood shared plans for summer construction that will impact roadways. Administration provided the information to First Student in preparation for transportation services beginning in August.
- b) \$4,800 of the \$25,000 contingency was authorized for FH Paschen to install fourteen (14) emergency lights that were not included in the count documented in the 2016 Health Life Safety survey.
- c) Lincolnwood Baseball & Softball Association requested August 15 - October 9 use of the outdoor fields. MON-THU 5 p.m.- 8 p.m., SUN 2 p.m. - 8 p.m.
- d) The Ralla Klepak Performing Arts Program expressed interest in renting the auditorium for a performance and rehearsals but ultimately did not fill out an application due to an insufficient number of audience seats for their needs.

- e) The Chicago Urban Bicycling Society (CUBS) has routinely been granted use of the District's Pratt Avenue parking lot for several years. Their membership is down to only 19 members from the usual 50 to 60, and they will only be parking about 12 cars in the southeast corner of the lot near Pratt Avenue. They are leaving on July 24, and returning on July 31.

## 8. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 6:32 p.m.

The next Facilities Committee meeting will be held Tuesday, August 16, 2022 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chair

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Elaina Geraghty, Co-chair



## Facilities Committee Meeting

DATE: August 16, 2022

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 an update on StudioGC architecture+interiors District Projects:

#### 1. **Sitework/Murphy**

##### Paving/Striping

Unilock paver bricks have been in place since early August; asphalt rain-delayed from Monday, August 8 to Wednesday, August 10; Striping to occur soon after paving

##### Fencing

The bid from Action was approved at the August 4 Board of Education meeting  
Action placed the material order on August 5; Ship date is 9/5

##### Bollards

Murphy and the manufacturer of the bollards have been working to get the concrete bollard covers on-site for Monday 8/22 or Tuesday 8/23 in order to have them in place before students' first day

##### Parking Lot Trees

Murphy will plant 5 trees in the parkway area to the north of the lot  
SD74 will purchase 4 trees from Lurvey to plant in the island areas  
Existing locust had some roots cut during construction; gator bags have been applied

##### Rutledge Hall Playground

Excavation of the mulch area took place in early August  
An existing slide was moved to the opposite side of its previous location to allow for proper clearance area relative to the new equipment

The footings for new equipment were poured on 8/9 and the poured-in-place surface from NuToys is scheduled to finish by 8/19

### Parking Lot Lighting

New pole lights are scheduled to arrive in September

### Running Track & New Track Signage

Finished in late June

## 2. **General Work/FH Paschen**

### Pumps/VFDs

The two pumps were installed in late July

The Variable Frequency Drives are scheduled to ship September 5th

Westside Mechanical will issue a credit for gate valves and strainers that were not necessary

### Rooftop Units

All 4 units were successfully installed and are scheduled to be commissioned by 8/16

RTU #1 is missing the power exhaust accessory that will ship on September 13; this does not affect the operation of the unit in the meantime

### Breakers/Pressure Switches

ComEd will power down Rutledge Hall on Friday, August 12 and Todd Hall on Saturday, August 13 for the breakers' installation

There is an additional cost of \$915.96 since COMED will be performing a Saturday shut down

### Emergency Lights/Exit Signs

Exit signs fully installed with wire guards in gym locations

Waiting on 14 emergency lights to arrive

### Grounding

Grounding electrodes at water meter within Rutledge Hall occurred in late July

### RH STEM Privacy Film

August 17 installation date scheduled

### Gutter Repair

FH Paschen accidentally crushed some of Todd Hall's gutter

They have reached out to DCG Roofing for a quote to replace that section

## 3. **Rutledge Hall Specials Furniture**

As expected, all of the furniture except the STEM pieces, were delivered and installed during the week of August 1-5

The STEM furniture is expected to ship 8/9

Grade 3 rocking chairs and book shelves are expected to arrive in October

## 4. **Solar Panels**

Work to commence mid-August

## 5. **Projects Impacted by Supply Chain Delays**

Todd Hall and Rutledge Hall Cafeteria Tables- Thanksgiving Break 2022

Rutledge Hall elevator modernization- Winter Break 2022

PreK, East Prairie and CCDCC Playgrounds- Summer 2023



## Executive Summary Facilities Committee Meeting

DATE: August 16, 2022

TOPIC: Summer 2023 Roofing and Tuckpointing Projects

PREPARED BY: Courtney Whited

### Recommended for:

- Action
- Discussion
- Information

### Purpose/Background:

The SD74 Board of Education approved summer 2023 construction projects at the June 23, 2022 meeting. All four buildings on campus require some degree of roofing and/or tuckpointing. Attached, please find the proposed bidding schedules for summer 2023 roofing and tuckpointing projects.

Next, the attached roof plan shows the areas of work and two potential alternates for discussion:

Alt. #1) Orange alternate at Admin: this is the same alternate that SD74 bid last year- to have the roofers add an aluminized coating to the existing roof to add ~10 years of life to the system

Alt. #2) Blue alternate: Add aluminized coating to the 4 roof areas at Rutledge Hall

The final attachments provide photographs of each specific location in need of tuckpointing on every building across campus. StudioGC is seeking a determination relative to where tuckpointing services should occur next summer.

### Fiscal Impact: Estimate of \$874,634 + TBD on Master Facilities Plan as broken out below:

~\$200,000 Administration: Replace modified bitumen roof (delayed from Summer 2022)

~\$608,786 Rutledge Hall: Replace TPO roof with modified bitumen

~\$62,230 Todd Hall: Replace modified bitumen roof

~\$3,618 Rutledge Hall: Chimney capstone

TBD/Todd Hall: Masonry tuckpointing

TBD/Lincoln Hall: Masonry tuckpointing

TBD/Admin Bldg: Masonry tuckpointing

TBD/Tonight's action relative to aluminized coating on Admin and/or Rutledge Hall roofs

**Recommendation:**

The Facilities Committee concurs with the Administration to recommend to the Board of Education to include alternate number one and alternate number two, as presented, for the Roofing project in the bidding documents.

The Facilities Committee concurs with the Administration to recommend to the Board of Education to include in the bidding documents all areas of work highlighted in the masonry restoration assessment documents, as presented.















ID		Task Name	Duration	Start	Finish
1		<b>Lincolnwood SD74 - Project Schedule - 2023 Admin, RH, TH Roofing</b>	<b>64 days</b>	<b>Mon 7/11/22</b>	<b>Thu 10/6/22</b>
2		<b>Design</b>	<b>25 days</b>	<b>Mon 7/11/22</b>	<b>Fri 8/12/22</b>
3		Construction Documents	31 days	Mon 7/11/22	Mon 8/22/22
4		<b>Bidding</b>	<b>34 days</b>	<b>Mon 8/22/22</b>	<b>Thu 10/6/22</b>
5		Ad for Bid to SD74	1 day	Wed 8/10/22	Wed 8/10/22
6		Facility Committee Review	1 day	Tue 8/16/22	Tue 8/16/22
7		Ad for Bid Published	1 day	Thu 8/18/22	Thu 8/18/22
8		<b>Out to Bid / Drawings Released to Contractors</b>	<b>1 day</b>	<b>Mon 8/22/22</b>	<b>Mon 8/22/22</b>
9		Prebid Meeting, 3:00 p.m.	1 day	Thu 8/25/22	Thu 8/25/22
10		<b>Receipt of Bids, 1:00 p.m</b>	<b>1 day</b>	<b>Wed 9/7/22</b>	<b>Wed 9/7/22</b>
11		Bid Review	2 days	Thu 9/8/22	Fri 9/9/22
12		Letter of Rec. to SD74	1 day	Fri 9/9/22	Fri 9/9/22
13		Facilities Committee Review	1 day	Tue 9/20/22	Tue 9/20/22
14		<b>Board Review &amp; Contract Approval</b>	<b>1 day</b>	<b>Thu 10/6/22</b>	<b>Thu 10/6/22</b>
15					
16		<i>Construction Commencement Date</i>	<i>1 day</i>	<i>Mon 6/19/23</i>	<i>Mon 6/19/23</i>
17		<i>Substantial Completion Date</i>	<i>1 day</i>	<i>Fri 7/28/23</i>	<i>Fri 7/28/23</i>
18		<i>Final Completion Date</i>	<i>1 day</i>	<i>Fri 8/11/23</i>	<i>Fri 8/11/23</i>

Lincolnwood SD74  
2023 Tuckpointing

PROJECT SCHEDULE



ID	 Task Name	Duration	Start	Finish
1	Lincolnwood SD74 - Project Schedule - 2023 Tuckpointing Project	292 day...	Thu 6/30/22	Fri 8/11/23
2	<b>Design</b>	25 days	Mon 7/11/22	Fri 8/12/22
3	 Construction Documents	31 days	Mon 7/11/22	Mon 8/22/22
4	<b>Bidding</b>	35 days	Mon 8/22/22	Fri 10/7/22
5	 Ad for Bid to SD74	1 day	Wed 8/10/22	Wed 8/10/22
6	 Facility Committee Review	1 day	Tue 8/16/22	Tue 8/16/22
7	 Ad for Bid Published	1 day	Thu 8/18/22	Thu 8/18/22
8	<b>Out to Bid / Drawings Released to Contractors</b>	1 day	Mon 8/22/22	Mon 8/22/22
9	 Prebid Meeting, 2:00 p.m.	1 day	Thu 8/25/22	Thu 8/25/22
10	<b>Receipt of Bids, 1:00 p.m</b>	1 day	Wed 9/7/22	Wed 9/7/22
11	 Bid Review	2 days	Thu 9/8/22	Fri 9/9/22
12	 Letter of Rec. to SD74	1 day	Fri 9/9/22	Fri 9/9/22
13	 Facilities Committee Review	1 day	Tue 9/20/22	Tue 9/20/22
14	<b>Board Review &amp; Contract Approval</b>	1 day	Thu 10/6/22	Thu 10/6/22
15				
16	 Construction Commencement Date	1 day	Mon 6/19/23	Mon 6/19/23
17	 Substantial Completion Date	1 day	Fri 7/28/23	Fri 7/28/23
18	 Final Completion Date	1 day	Fri 8/11/23	Fri 8/11/23



223 West Jackson Boulevard Suite 1200  
Chicago, IL 60606  
ph: 312.253.3400 fx: 312.253.3401

**Project:**

2023 ADMIN, RUTLEDGE & TODD ROOFING  
RENOVATIONS

**Project No.:**

22048

**Subject:**

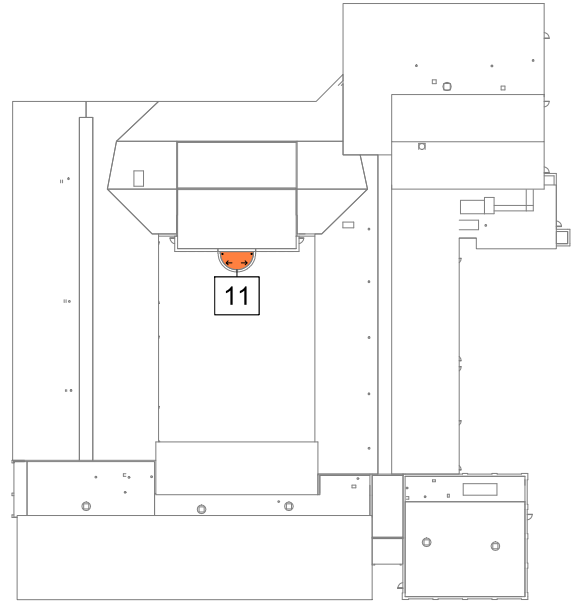
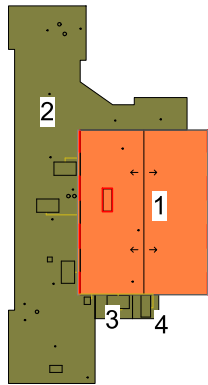
2023 ROOFING SCOPE

**Date:**

08/08/22

**Sheet:**

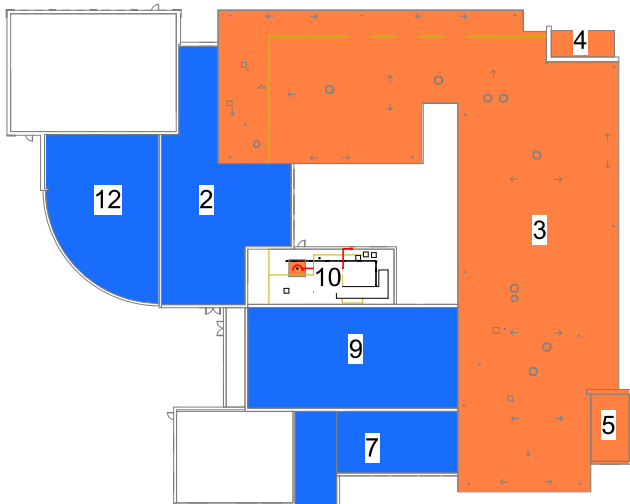
A1



① ADMIN ROOF PLAN  
1" = 80'-0"



③ TODD HALL ROOF PLAN  
1" = 100'-0"



② RUTLEDGE ROOF PLAN  
1" = 80'-0"

**MASTER PLAN ROOFING LEGEND**



**MASTER PLAN / BASE BID SCOPE**  
REMOVE AND REPLACE EXISTING  
ROOF WITH NEW ROOF



**ALTERNATE #1**  
COAT EXISTING ROOF WITH NON-  
FIBERED, ASPHALT BASED ALUMINUM  
ROOF COATING



**POTENTIAL ALTERNATE #2**  
COAT EXISTING ROOF WITH NON-  
FIBERED, ASPHALT BASED ALUMINUM  
ROOF COATING

# MASONRY RESTORATION ASSESSMENT TODD HALL SCHOOL

3925 W Lunt Ave, Lincolnwood, IL 60712



August 8<sup>th</sup>, 2022

PREPARED BY;  
STUDIOGC INC  
223 W JACKSON BLVD.  
SUITE 1200  
CHICAGO, IL 60606  
STUDIOGC.COM





223 West Jackson Boulevard  
Suite 1200  
Chicago, IL 60606  
P 312 253 3400

<b><u>MASONRY RESTORATION ASSESSMENT FOR THE LINCOLNWOOD SCHOOL DISTRICT 74</u></b>	<b><u>1</u></b>
<b><u>INTRODUCTION</u></b>	<b><u>3</u></b>
<b><u>OVERVIEW AND BUILDING HISTORY</u></b>	<b><u>3</u></b>
<b><u>BUILDING ENVELOPE</u></b>	<b><u>3</u></b>
<b>EXTERIOR WALLS</b>	<b>3</b>



223 West Jackson Boulevard  
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Chicago, IL 60606  
P 312 253 3400

## INTRODUCTION

This document assesses the condition and capacity of the existing Todd Hall School exterior masonry, evaluating building exterior envelope, and miscellaneous exterior architectural elements. The objective of the report is to provide the District with an understanding of the building's current state and its needs. The assessment includes short commentary on the existing building components and provides recommended repairs and upgrades for the district to consider.

The assessment is based on site observations conducted in July 2022.

## OVERVIEW AND BUILDING HISTORY

Todd Hall School facility is a single story above grade building. The original building was constructed in 1955 with classroom, library and gymnasium additions in 1993 that connected to the existing building and created the courtyard as it stands today.

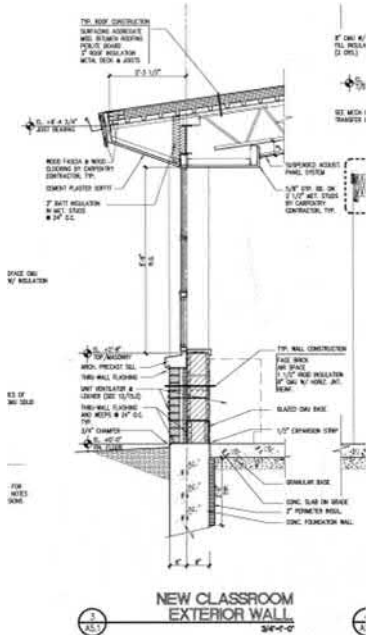
### Building Timeline

- 1955 – Original School (Clarence L. Dahlquist & Associates Architects)
- 1993 – Additions and Alternations (Green Associates.)

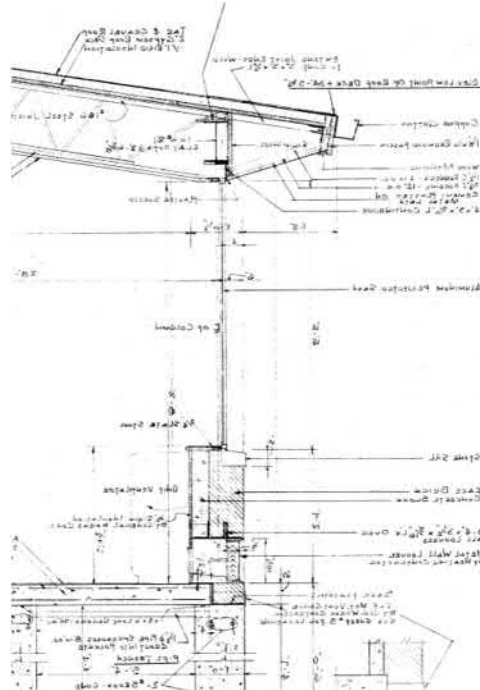
## Building Envelope

### Exterior Walls

The School is clad with a 4" brick veneer around the entire building. Behind the brick veneer of the 1993 additions is an air space and 1 – 1/2" of rigid insulation and then a course of CMU masonry behind it. The 1955 building has 4" brick veneer over CMU masonry but is grouted solid with no air-space with 1/2" insulation on the interior side of the wall. These walls are missing elements that are found in current masonry construction. These include base flashing, weep vents at the base and top of the wall, and an air gap in between the exterior veneer and insulation, as well as periodic control joints. The missing elements are to assist in moving moisture out of the wall system from either absorption or leaks.



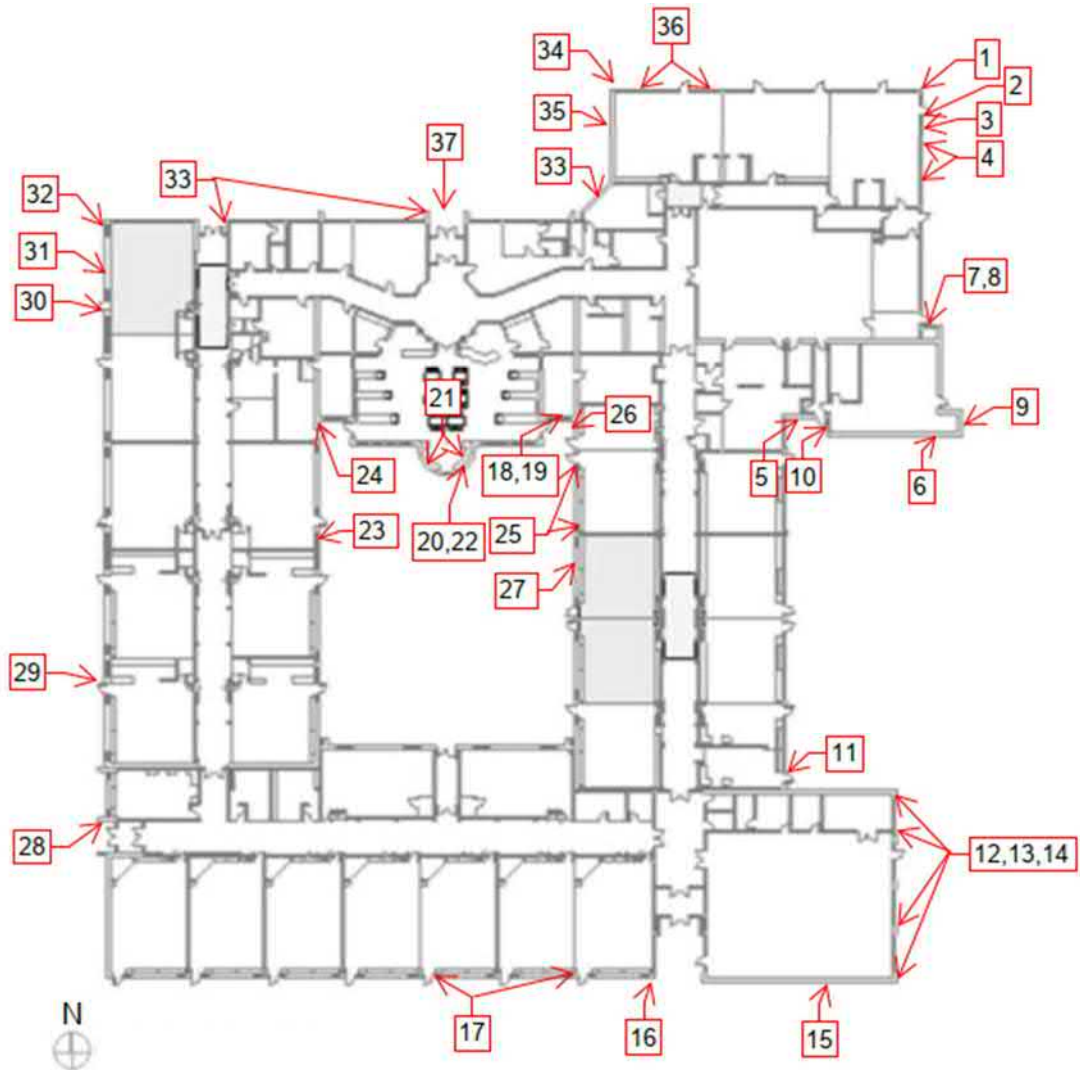
(Typical 1993 wall construction)



(Typical 1955 wall construction)

Withstanding the deficiencies in the 1955 walls, the existing brick is in generally good repair. There is miscellaneous cracking in the mortar and broken bricks and areas in need of brick replacement and mortar repair (tuckpointing) and various areas brick and cast stone sills in need of cleaning and some joint repair and or sealing at the old and new additions of the building, which will be illustrated below.

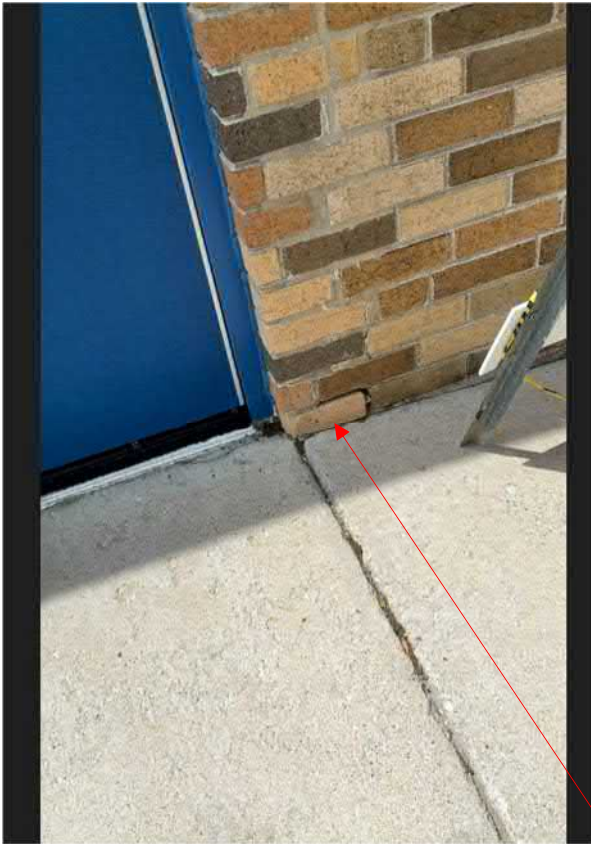
PHOTO LOCATION KEY PLAN:



## East Elevation



*Figure 1: Area of damaged foundation and cracked mortar joints @ Southwest corner in need of repair and tuckpointing.*



*Figure 2: Mortar damage @ Door #28, general area in need of repair and tuckpointing.*



*Figure 3: Existing Cast Stone Sills, in need of cleaning, sealing, grinding out of joints and re-sealed with elastomeric sealant, per current construction methods.*



*Figure 4: General Areas of cracked mortar in need of repair and tuckpointing of broken and open joints.*



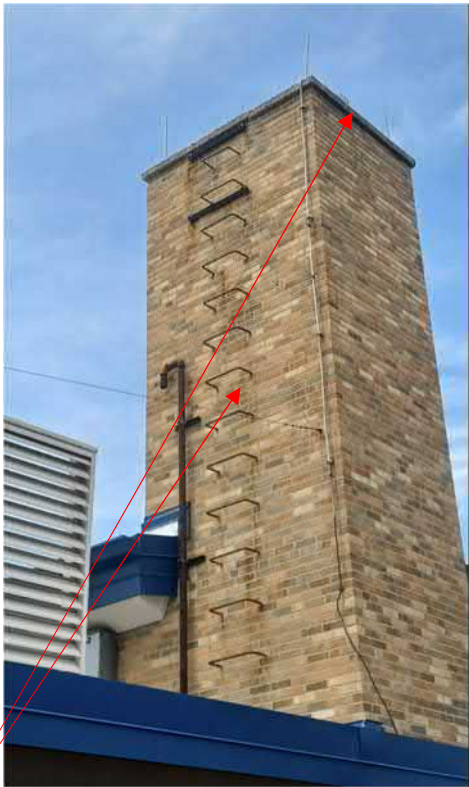
Figure 5: Previously tuckpointed area that could be improved, re-pointed to match existing joints.



Figure 6: General areas in need of tuckpointing and cleaning.



*Figure 7: General area in need of tuckpointing and a few broken / cracked bricks..*



*Figure 8: Crumbling cast stone chimney cap in need of replacement. Rust stains on brick in need of cleaning/power-washing.*



Figure 9: Remove / drill out fasteners and seal. (Option: Replace bricks with new.)

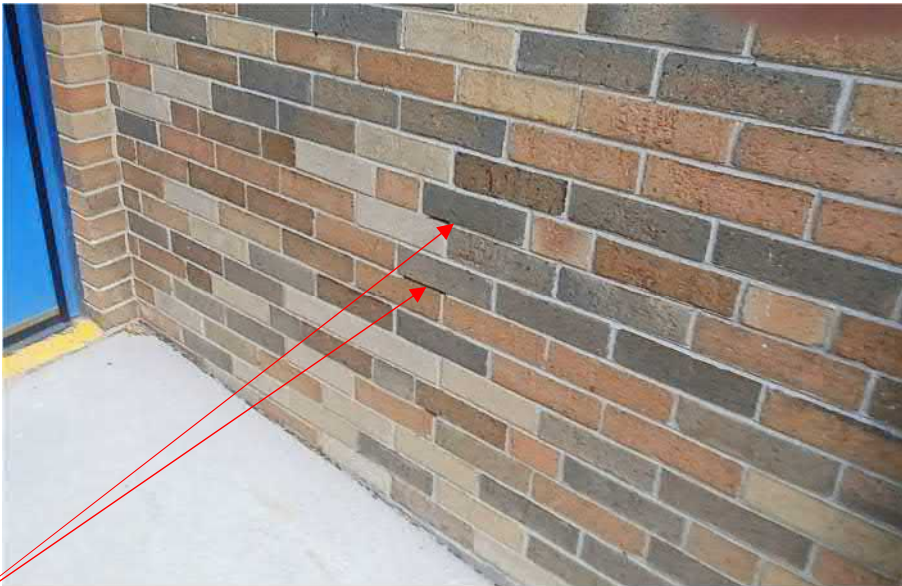


Figure 10: Cracked and open joints by door 24 in need of repair and tuckpointing..



*Figure 11: Stoop coming away from bldg. should have compressible filler installed and then sealed. Brackets could be removed, brick pier in need of repair and tuckpointing*



*Figure 12: Vertical control/expansion joints at 1993 construction gymnasium, to be removed and re-sealed with new sealant, outside and inside. Cast stone sills are in need of repair and cleaning. Joints in need of being ground out re-pointed and re-seal*



*Figure 13: Vertical control/expansion joints at 1993 construction gymnasium, to be removed and re-sealed with new sealant, outside and inside. Cast stone sills are in need of repair and cleaning. Joints in need of being ground out re-pointed and re-sealed.*



*Figure 14: General Areas of cracked mortar in need of repair. Tuckpoint and seal open joints. Clean Sills.*

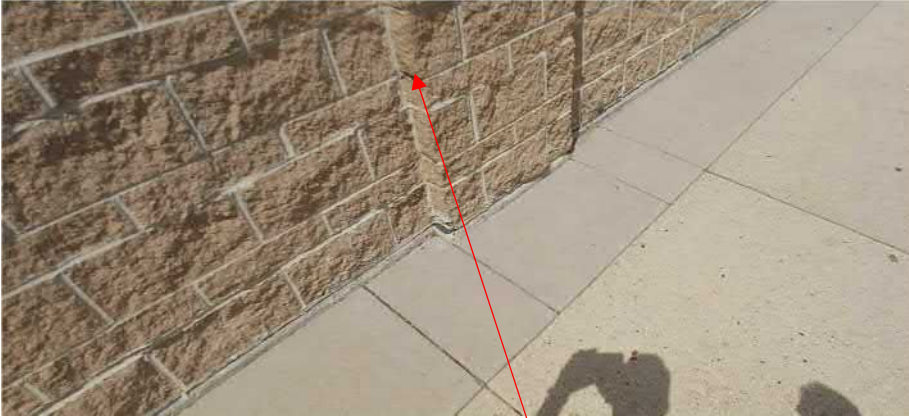


Figure 15: Area of mortar in need of tuckpointing.

## South Elevation



Figure 16: Foundation wall in need of repair.



Figure 17: Tops of brick piers into the soffit in need of sealing/re-sealing. typical at several locations.

## Courtyard.



*Figure 18: Stained stone sills in need of power-washing and grinding out of joints and re-sealing. Areas of split face CMU in need of repair and tuckpointing.*



*Figure 19: Stained stone sills. Stained stone sills in need of power-washing and grinding out of joints and re-sealing. Areas of split face CMU in need of repair and tuckpointing..*

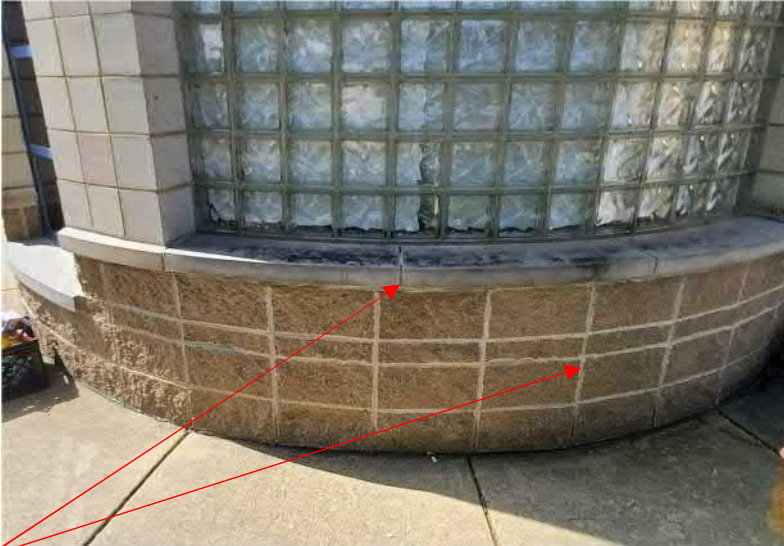


Figure 20: Stone sills in need of grinding out and sealing of joints. Cracked mortar joints in split face CMU in need of tuckpointing.



Figure 21: Evidence of water infiltration / efflorescence.



Figure 22: 'Rotunda' area Stone sills in need of grinding out and sealing of joints. Cracked mortar joints in split face and smooth face CMU in need of tuckpointing.

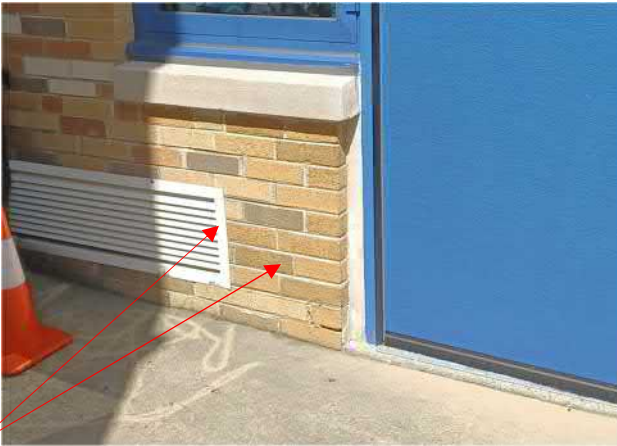


Figure 23: Areas requiring brick replacement, tuckpointing and cleaning.



Figure 24: Broken brick in need of repair.



Figure 25: Brick pier in need of cleaning and tuckpointing.



Figure 26: Areas requiring brick replacement, tuckpointing and cleaning. Existing, drying and cracking sealant at sills in need of re-sealing with new elastomeric sealant.



Figure 27: Bottom 2 or 3 courses of brick in need of tuck pointing. Typical at several areas on the east elevation (west side) of the courtyard.

## West Elevation



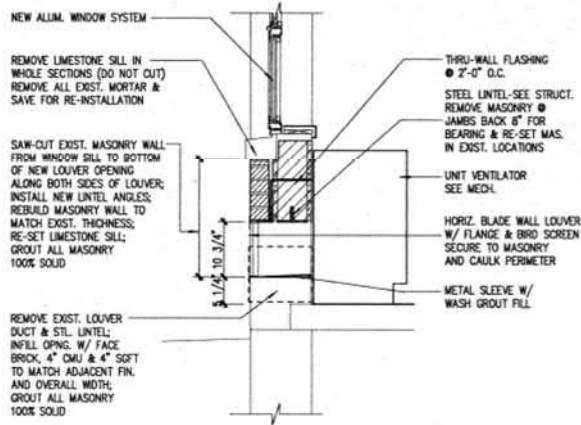
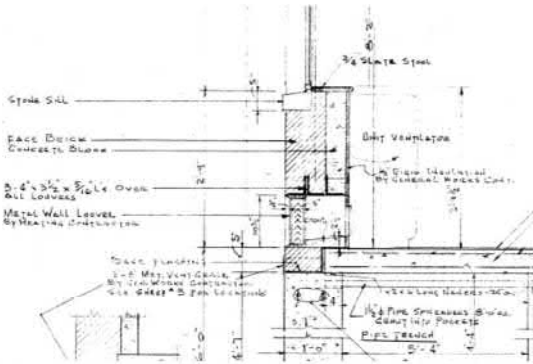
Figure 28: Piers by doors 7 and 8 spalling / popping bricks in need of replacing and tuckpointing.



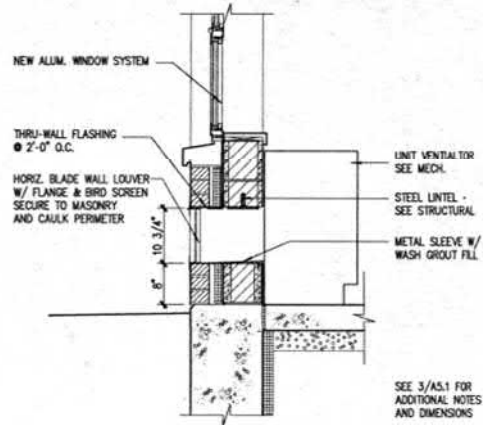
Figure 29: Area of mortar in need of tuckpointing.



Figure 30: Figure 29: Area of brick pier in need of tuckpointing and cleaning.



11 UNIT VENTILATOR • EXIST. WALL 3/4" - 1'-0"



12 UNIT VENTILATOR • NEW WALL 3/4" - 1'-0"



Figure 31: The cast stone sills appear to be 'drooping' at the center of the larger unit ventilator grilles, which is cracking the mortar between the wall and Smooth face CMU window infill. The 1955 and 1993 details show steel lintels for the smaller grilles, but none were found for the larger grilles. Further investigation is required.



Figure 32: General areas of cracked, broken brick in need of replacing and tuckpointing.

### North Elevation:



Figure 33: General areas of cracked, broken brick in need of replacing and tuckpointing.



Figure 34: Several bottom courses of brick in need of tuckpointing



Figure 35: Bottom 2 or 3 courses of brick in need of tuckpointing.

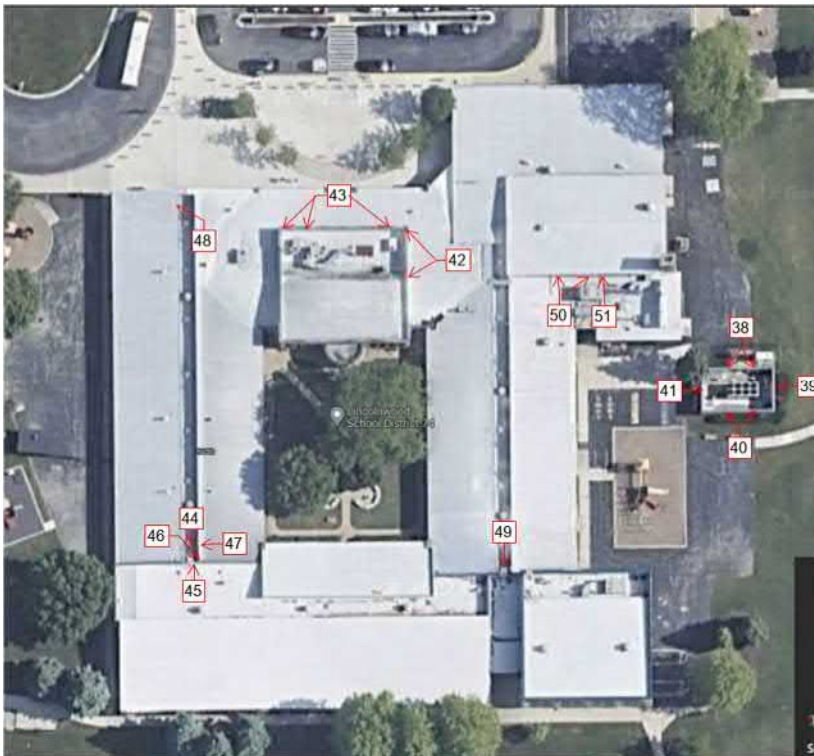


*Figure 36: Bottom 2 or 3 courses of brick in need of tuckpointing. Typical this area of North elevation.*



Figure 37: New bricks needed to replace missing bricks above door #2.

### Condenser Screen and Above Roof Photo Key Plan:



## Condenser Screen:

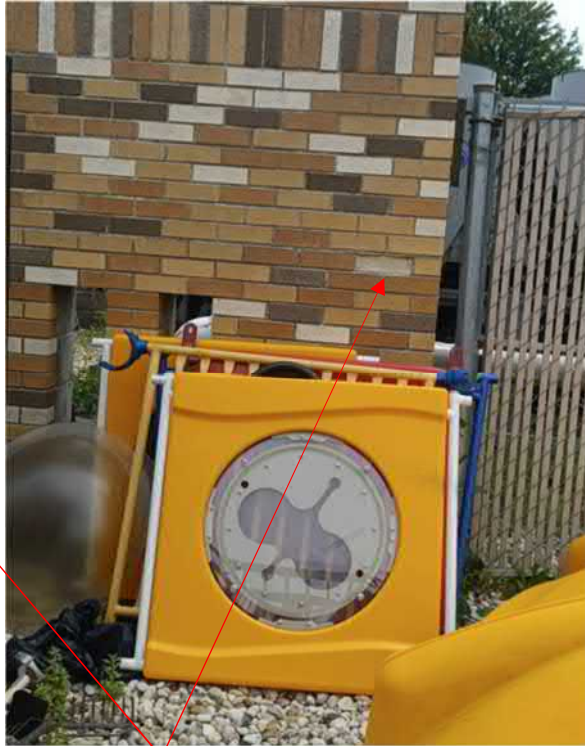
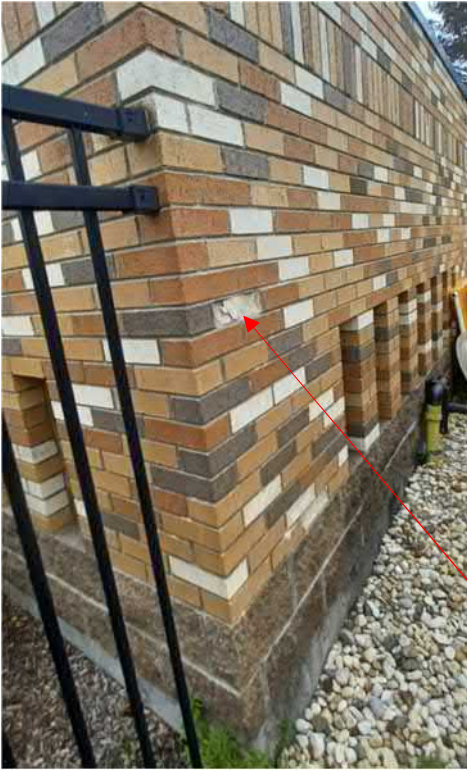


Figure 38: Spalling / popping Brick, in need of replacement.

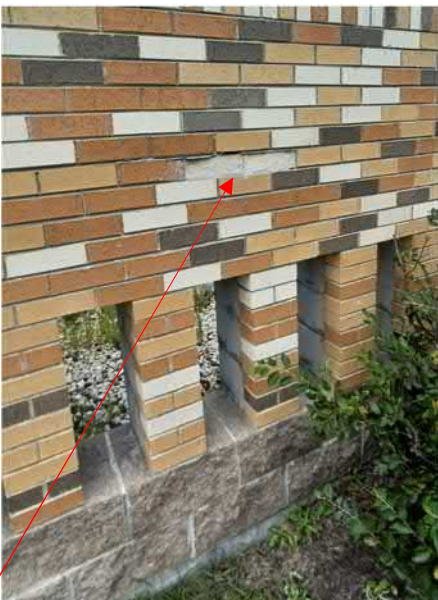
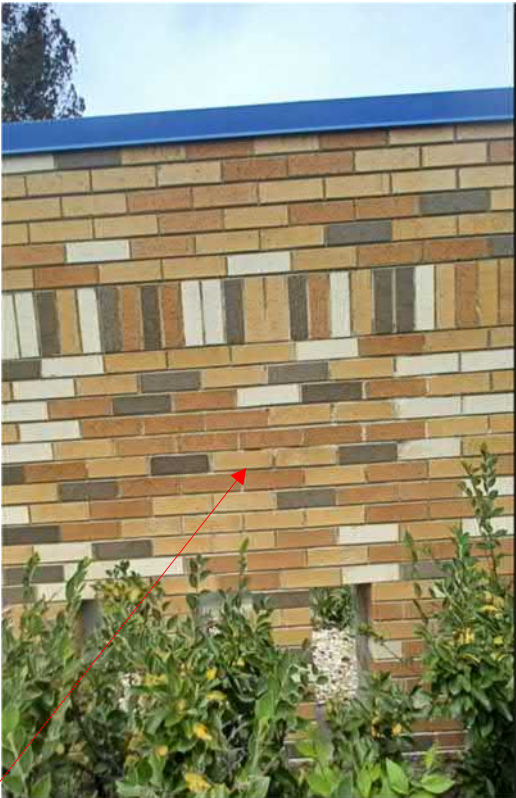


Figure 39: Spalling / popping Brick, in need of replacement



*Figure 40: Cracked and open mortar joints in need of tuckpointing in various areas.*



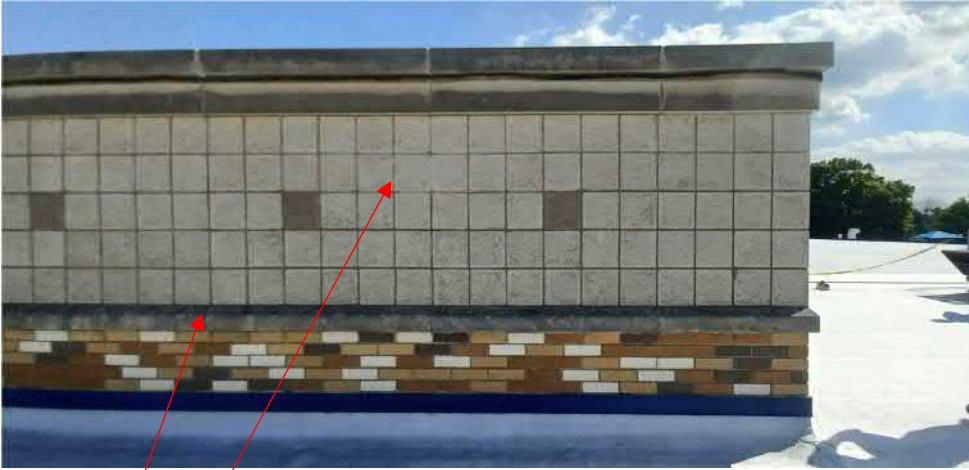
*Figure 41: Cracked and open mortar joints in need of tuckpointing in various areas.*

## Above Roof Areas



*Figure 42: Vertical brick to EIFS joints in need of resealing. Stone sills and smooth face CMU in need of power washing.*





*Figure 43: Stone sills and smooth face CMU in need of power washing. Stone sills joints in need of joints being ground out and re-sealed with elastomeric sealant.*



*Figure 44: Painted CMU in need of tuckpointing and re-painting.*



*Figure 45: other various areas of painted CUM walls, in fair condition. Future tuckpointing and painting (or covering with metal panel.) should be considered.*



Figure 46: Various brick 'piers' with areas of broken and open mortar joints in need of repair and tuckpointing.



Figure 47: Cracked mortar requiring repair and or replacement. Tuckpoint all broken and open joints.



Figure 48: Cracked mortar requiring repair and or replacement.



Figure 49: CMU in need of repair, tuckpointing and painting.



Figure 50: Cracked mortar, open joints requiring repair and or replacement.

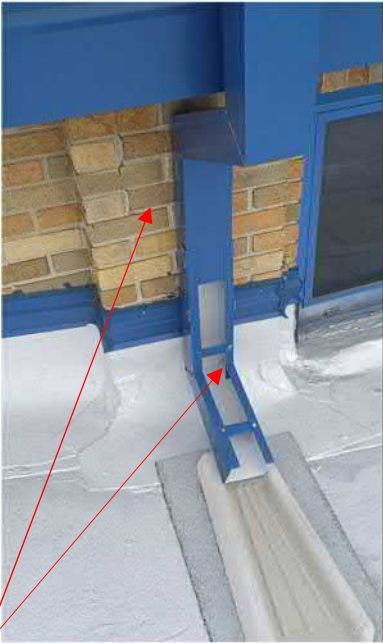


Figure 51: Broken brick and mortar in need of repair.

## NOTES

Exterior sealants were observed around door and window openings, currently they appear to be water-tight.



223 West Jackson Boulevard  
Suite 1200  
Chicago, IL 60606  
P 312 253 3400

# Additional Observations @ Administration Building, Lincoln Hall and Rutledge Hall

6950 E Prairie Rd, Lincolnwood, IL 60712

6855 N Crawford Ave, Lincolnwood, IL 60712

6850 E Prairie Rd, Lincolnwood, IL 60712



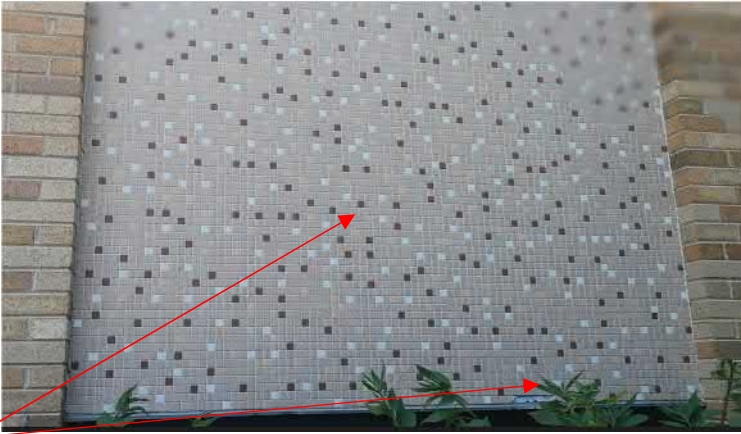
August 8<sup>TH</sup>, 2022

PREPARED BY;  
STUDIOGC INC  
223 W JACKSON BLVD.  
SUITE 1200  
CHICAGO, IL 60606  
STUDIOGC.COM



**MASONRY RESTORATION ASSESSMENT - ADDITIONAL OBSERVATIONS:**

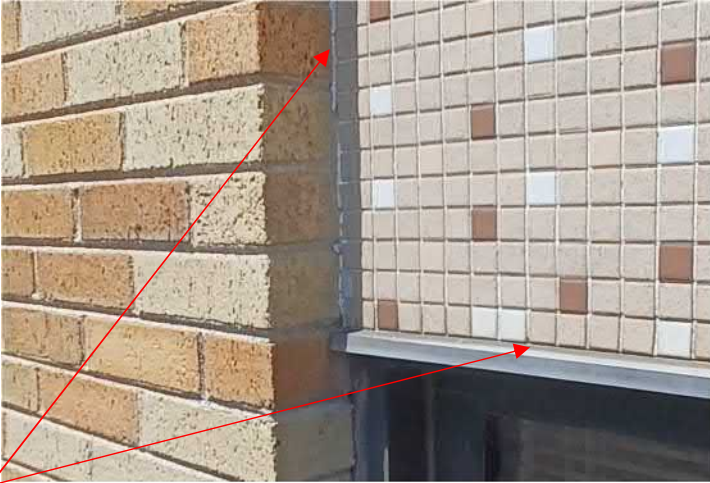
Administration Building, East elevation.



*Figure 1: Some tiles coming off at the base that need to be replaced with new. All tile accent fields in need of a 'mortar wash'.*



*Figure 2: Some tiles coming off at the base that need to be replaced with new. All tile accent fields in need of a 'mortar wash'.*



*Figure 3: Tile accent fields in need of a 'mortar wash'. Corners will need to be resealed. Brick masonry in generally good repair.*



*Figure 4: Some broken bricks and mortar joints in need of repair. Cast stone sills, in need of power washing and re-pointing and sealing of joints.*



Figure 5: Some cracking mortar and bricks at bearing ends of lintels. Brick ledge/plate several inches short of wall @ over head doors.

## Administration Building, North elevation.



Figure 6: Small area of brick needing tuckpointing and cleaning.

## Lincoln Hall, North elevation (at NorthWest corner.)

(view from above.)

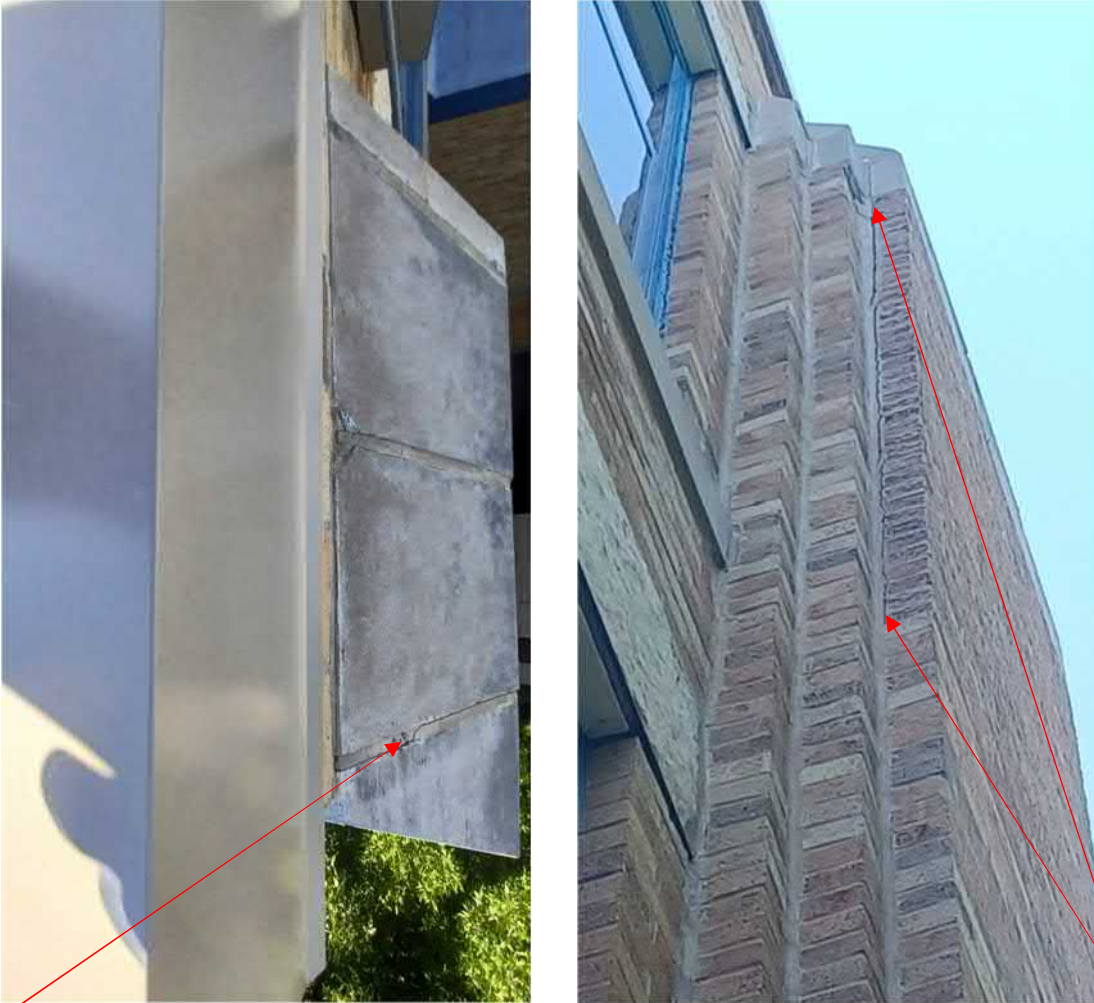


Figure 7: Top, stone cap of brick pier, some cracking of mortar joints, tuckpointing of large crack in joints will be needed. East side of pier, large crack at the top of the pier. Possible separation of bricks, anchor failure etc., more investigation required.



Figure 8: Water damage evident at interior CMU, in classroom @ bottom of brick pier.

## Rutledge Hall, Court Yard and Roof 10 area.



*Figure 9: Area of brick in need of tuckpointing. Broken brick in need of replacement. Cast stone 'intel' in need of power washing and joints tuck pointed and sealed. note: Stone parapet caps (above) will be capped in metal when roofing is replaced in the future.*



*Figure 10: Areas of brick and cast stone sills (around roof #10, and in the courtyard) in need of tuckpointing, power washing and sealing.*



*Figure 11: Areas of brick and cast stone sills (around roof #10, and in the courtyard) in need of tuckpointing, power washing and sealing. pieces of mortar on the roof deck.*



Figure 12: Deteriorating stone chimney cap, (To be replaced in base bid master planning work.)



Figure 13: Limestone pier/parapet on the roof, as seen from below.



Figure 14: Limestone parapet and wall in need of power washing and tuckpointing. (Note: Existing stone cap to be capped in metal, in base bid master planning roofing work on roof #3.)

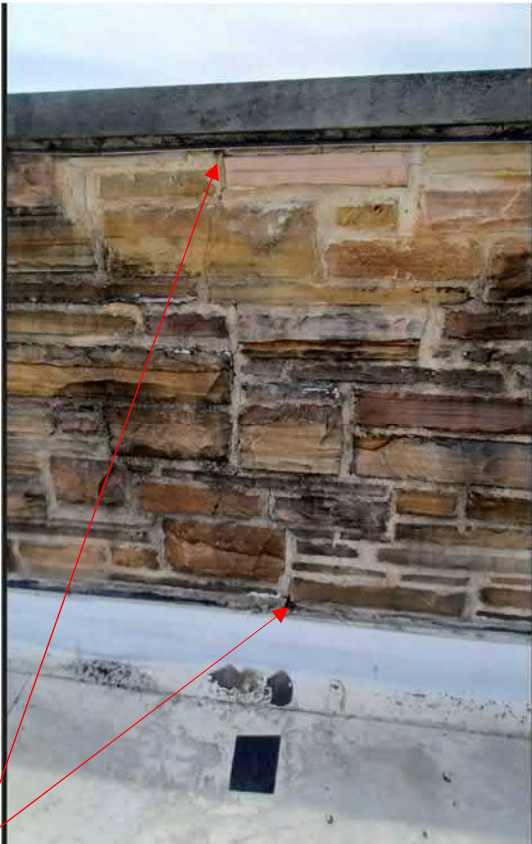


Figure 15: Areas of cracked and broken limestone in need of repair, tuckpointing and cleaning.



## Executive Summary Finance Committee Meeting

---

DATE: August 16, 2022

TOPIC: Snow Removal Contract with Contour Landscaping, Inc.

PREPARED BY: Courtney Whited

### **Recommended for:**

- Action
- Discussion
- Information

### **Purpose/Background:**

The District approves all contracts. Contour Landscaping, Inc. has been providing valued snow removal services to the District for several years. District Legal Counsel reviewed this agreement and Contour accepted all suggested changes. Although Contour offered the option to add a third year, the District may only contract for two years of service to remain below the \$25,000 bidding threshold.

### **Fiscal Impact:**

\$8,566 for two winter seasons: 2022-23 and 2023-24

The District paid \$7,275 for the base rate in 2021-22 with Contour Landscaping, Inc.

### **Recommendation:**

The Facilities Committee concurs with the Administration to recommend to the Board of Education to approve this Contract from Contour Landscaping, Inc. for snow removal services in the amount of \$8,566 from November 1, 2022 through March 31, 2024.



# Contour Landscaping, Inc.

3501 Jarvis Ave. Skokie, IL 60076 • 847.673.5149 • Fax 847.673.5655

## Snow Removal Agreement

Date: 8/8/2022  
 Lincolnwood School Dist. #74  
 Attn. Jim Caldwell  
 6950 N. East Prairie Rd.  
 Lincolnwood, IL 60712-2520

Phone: 847.583.0859  
 Fax: 847.675.4207  
 After Hrs:  
 Contact: Jim Caldwell  
 Email: [jcaldwell@sd74.org](mailto:jcaldwell@sd74.org)

Location: 6950 N. East Prairie Rd., Lincolnwood

It is hereby agreed that **Contour Landscaping, Inc.** will provide plowing services in accordance with the following terms for the **2022-2023** and **2023-2024** winter season. **Completion Time: Before 7 am Mon.-Sat.**

**Customer Specifications:**

### Seasonal Snow Plowing Cost

This option is a contract for the season broken into **5 monthly installments**. If the seasonal snowfall exceeds **42 inches** there will be an additional charge along with the monthly payments. Extra charges will be based on the quoted per push basis. **Salting, ice control, hand shoveling, end loader work and haul away are not included in this rate.**

Per Winter Season			Agreements approved <i>before</i> 9/2/2022
November Payment:	\$1,849		\$1,713
December Payment:	\$2,311		\$2,142
January Payment:	\$2,311		\$2,142
February Payment:	\$1,387		\$1,285
March Payment:	\$1,387		\$1,284
<b>Total Seasonal Cost:</b>	<b>\$9,244</b>		<b>\$8,566</b>

### Per Push Cost After 42" Cap

Per Occurrence				Agreements approved <i>before</i> 9/2/2022	
under 4"	\$588	per plowing		<b>\$535</b>	per plowing
4"- 6"	\$941	per plowing		<b>\$856</b>	per plowing
6" & Over	\$1,295	per plowing		<b>\$1,177</b>	per plowing

**Ice Control of Lot and Drive:** **\$615 per application**

(Due to insurance liability purposes all locations are required to receive ice control after each plowing and snowfalls less than the required amount for snow plowing. Conditions will be determined as necessary by **Contour Landscaping Inc.**)

Please initial \_\_\_\_\_ **YES – I would like to LOCK IN TODAY'S PRICES with a 3-YEAR AGREEMENT**

Please initial \_\_\_\_\_ **No – I do not want the optional 3rd year extension.**

I have read and fully understand the prices and terms on the front and back of this agreement. I authorize **Contour Landscaping, Inc.** to perform these services.

**Dave Biskup**  
 General Manager

8/8/22  
 Date

\_\_\_\_\_  
 Authorization Date

**Contour Landscaping, Inc. Snow Removal Specifications and Terms**

**General Terms**

- ◆ Plowing will be provided for each snowfall of 2" or more or at the discretion of **Contour Landscaping Inc**, unless otherwise requested by the district.
- ◆ The lot to be plowed should be as clear as possible to facilitate snow removal procedures. All plowing will be subject to time of day, forecast for duration of storm, parked cars and traffic in lots. The main snow removal operation will be completed during non-business hours when the parking lot is most accessible.
- ◆ It is understood that everything possible will be done to remove the snow before the designated time. However, during sudden snowfalls the completion time cannot be guaranteed. During heavier early AM storms and continuous snowfalls **Contour Landscaping, Inc.** will periodically clear aisles to allow reasonable access.
- ◆ When temperatures or wind chills fall below zero or during heavy winds and drifting snow, hand shoveling and clearing of sidewalks will be suspended until conditions are safe for snow removal staff members.
- ◆ Regardless of business hours plowing, hand shoveling and clearing of sidewalks will commence at the end of each snowstorm. This protects snow-covered areas from melting and re-freezing.
- ◆ There will be an excess charge of \$125.00 per hour (minimum 1 hour charge) per vehicle and \$48.00 per hand shoveling man hour for extreme drifting or snowfalls that exceed eight inches. During continuous snowfalls and as trucks become available, the snow will be swept off the lots every eight inches (during business or non-business hours) to assure proper service. During heavy snowfalls we reserve the right to dispatch heavy equipment and end loaders as necessary. This would be an additional charge per **Contour Landscaping, Inc.** customary rates.
- ◆ Due to fluctuating fuel prices there may be an additional fuel surcharge if fuel prices go above \$4.00 per gallon. Surcharge will not exceed 5% of seasonal snow plowing cost.
- ◆ Unless otherwise specified, **Contour Landscaping, Inc.** is not responsible for any hand shoveling, salting of walks, stacking of snow, end loader work or hauling of snow away from the area. This will be available at an additional charge.

**Insurance**

- ◆ A certificate of insurance is available upon request. Damage is to be reported as soon as possible or prior to 72 hours.
- ◆ Due to the nature of snow and ice removal, we have no control over unexpected freezing/thawing, occasional localized snow showers, temperature drops, etc.
- ◆ **Contour Landscaping, Inc.** is not responsible for salt damage to turf or other property.
- ◆ Due to the nature of equipment being used on snow covered surfaces hazards must be marked by the customer prior to operations

**Ice Control (Required at all locations)**

- ◆ Ice Control will take place for any accumulations less than the required amount for snow plowing, freezing rain, ice accumulation and after each plowing. Conditions will be determined as necessary by **Contour Landscaping, Inc.** **Unless requested otherwise by the District.**
- ◆ When performing Ice Control services, the type of material and prices are subject to change due to product availability, area shortages or price increases.

**Payment Terms**

- ◆ All accounts are due and payable upon receipt of invoice. We reserve the right to withhold service on any past due account.



**Contour Landscaping, Inc.**

3501 Jarvis, Skokie IL 60076



847.673.5149



Fax 847.673. 5655

## **2022 Winter Equipment Hourly Rates**

Wheel Loader	\$225/Hour
Skid Steer Loader	\$185/Hour
Small Dump Truck (Less than 2 tons)	\$135/Hour
Large Dump Truck (20+ tons)	\$235/Hour
Spotter	\$85/Hour

\*\*Travel time will be charged in both directions for all equipment

\*\*\*There will be a \$15 per cubic yard dumping fee for snow hauled off site in addition to the hourly rates for equipment

\*\*\*\*Spotter is used when stacking and loading snow to assure safety of operators, staff and client's property