

**Minutes of the SPECIAL Meeting of the Board of Education  
Community Unit School District No. 4, Champaign County, Illinois  
Mellon Administrative Center, 703 S. New Street, Champaign, Illinois  
July 18, 2016 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Regular Meeting of the Board to order at 5:30 p.m.

**Board Members Present**

Amy Armstrong, Gianina Baker, Chris Kloeppe, Kathy Richards, Kathy Shannon, Lynn Stuckey

**Board Members Absent**

Jonathan Westfield

**Staff Members Present**

Superintendent Judy Wiegand, Deputy Superintendent Laura Taylor, Executive Director of Human Resources, Ken Kleber, Chief Financial and Legal Officer Tom Lockman

**Approval of Agenda**

Items 9G Approval of Bus Wash System Bid for New Transportation Building and 9J Approval of Wireless Access Points Contract for Transportation Facility were removed from the agenda. Member Richards moved, with a second by Member Stuckey to approve the agenda as amended. The motion carried on voice vote. Ayes 6. Nays 0.

**Guests**

Representatives from CFT, local media and other interested persons

**Action Agenda: New Business**

Administrative Appointment – Director of Operations: Ken Kleber

Member Shannon moved, with a second by Member Baker to approve the Administrative Appointment – Director of Operations. The motion carried on roll call. Ayes 6. Nays 0.

The position of Executive Director of Operations was advertised through the District's website and Indeed.com. Nine (9) candidates were interviewed for the position by a team of district administration, building level administration, and classified staff representatives. Two candidates returned for Level II interviews with District-level administration. Mr. Paul Douglas was selected as the most outstanding candidate.

Mr. Douglas currently serves as Purchasing Manager with Akebono Brake Corporation in Elizabethtown, Kentucky. He has held this position for the past year. Prior to his work at Akebono, he was employed with Thyssenkrupp Presta Danville, LLC as a Purchasing Manager (2013-2015) and Direct Material Buyer (2012-2013) in Danville, Illinois. At Thyssenkrupp, he was also heavily involved in facilities renovation. Mr. Douglas also worked for one year as a Buyer and Material Planner with KIK Custom Products in Danville, and for three years as a Site Scheduler with Plastipak Packaging in Champaign, Illinois. Mr. Douglas also has internship and management experience with Walgreen's, Enterprise Rent-a-Car, and Wal-Mart Stores. In addition to his work in the private sector, Mr. Douglas has served Urbana 116 Schools as an 8<sup>th</sup> Grade Basketball Head Coach and a High School Varsity Basketball Assistant Coach.

Mr. Douglas holds a Bachelor's of Science in Business Administration from Culver Stockton University in Missouri (2006). He is currently pursuing his MBA, also from Culver Stockton University, with an anticipated completion date of Fall 2017.

The effective date of Mr. Douglas' appointment as Executive Director of Operations is July 20, 2016. The recommended salary for Mr. Douglas is \$94,334 (prorated from July 1), plus all appropriate Board-approved administrator benefits. Upon finalization of a new administrative salary table, Mr. Douglas' salary for the 2016-2017 school year will be adjusted in accordance with established District procedure. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Paul Douglas as Executive Director of Operations effective July 20, 2016 at the above-listed salary and appropriate fringe benefits.

Approval of Real Estate Option Agreement – 615 W. Church Street: Tom Lockman

Member Stuckey moved, with a second by Member Richards to approve the Real Estate Option Agreement – 615 W. Church Street. The motion carried on roll call. Ayes 6. Nays 0.

The Board of Education has expressed interest in reviewing the acquisition of properties bordering District campuses and facilities. Consistent with that interest, the District is seeking to acquire an option to purchase the property at 615 W. Church Street (adjacent to the Central High School property) under the Real Estate Option Agreement provided to the Board. District administration believes that acquisition of an option on this property would be beneficial to the District as it proceeds with investigating possibilities for its future facilities plans which could include the future expansion of the existing Central High School site. Under this Agreement, the District would be granted the sole and exclusive option to purchase the properties for a period of 15 months from the date of execution of the Agreement.

The District would pay to the Seller a one-time Option Fee of \$5,000.00 with 100% of the Option Fee applied to the purchase price if the District exercises its option.

Administration recommended approval of the Real Estate Option Agreement.

Approval of Construction Bids for the Transportation Facility Project: Tom Lockman

Member Armstrong moved, with a second by Member Stuckey for Approval of Construction Bids for the Transportation Facility Project. The motion carried on roll call. Ayes 6. Nays 0.

On June 23, 2016, sealed construction bids were opened for the Transportation Facility.

Bid results are as follows:

Bid #		
024100	Demolition Work – Veya, Inc.	\$93,799
033000	Building Concrete Work – Duce Construction Company	\$304,000
042000	Masonry Work – JJ Braker & Sons	\$75,500
061000	General Trades Work – Grunloh Construction	\$244,000
084000	Aluminum and Glass Work – Bacon & Van Buskirk	\$34,750
092000	Gypsum Board Assemblies Work – Von Alst Operating	\$137,666
099000	Painting Work – Mid Illinois Companies	\$23,900
133000	Pre-Engineered Metal Building Work – Halverson Construction Co	\$441,860
210000	Fire Protection Work - The PIPCO Companies Ltd	\$29,500
220000	Plumbing Work – Davis-Houk Mechanical, Inc.	\$187,447
230000	HVAC Work – EL Pruitt Company	\$341,790
260000	Electrical Work – Pals Electric, Inc.	\$233,600
310000	Site Preparations Work – Duce Construction Company	\$133,200
320000	Site Improvements Work – A & R Services, Inc.	\$249,230
323000	Fencing Work – Hohulin Fence Company	\$40,297

329000 Landscaping Work – Prairie Restorations, Inc.	<u>\$24,500</u>
Bid Package Subtotal	\$2,595,039
Other Construction Costs	<u>\$599,438</u>
Total	<u><b>\$3,194,477</b></u>

Administration recommended Board approval of the bids for construction costs of the new Transportation Facility totaling \$3,194,477 and the assignment of the underlying agreements to O’Shea Builders.

**Consent Agenda: Unfinished/New Business**

Member Richards moved, with a second by Member Shannon to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 6. Nays 0.

The following Consent Agenda items were approved:

Approval of Entre Solutions II Proposal for Wireless Access Points, Licenses, Installation and Other Related Equipment Contract: Tom Lockman

Staff requested a proposal from Entre Solutions II to provide the Wireless Access Points, Licenses, Installation and Other Related Equipment on the New Transportation Building project.

The proposal from Entre Solutions II for the Wireless Access Points, Licenses, Installation and Other Related Equipment at the New Transportation Building is for \$7,950.00. This will be paid from Fund 63. O’Shea Builders had estimated the cost to be \$7,173.00.

Administration recommended that the Board approve the Entre Solutions II Proposal for the New Transportation Building totaling \$7,950.00.

Approval of Dynamic Controls, Inc. Proposal for Security Cameras System Contract: Tom Lockman

Staff requested a proposal from Dynamic Controls, Inc. to provide the security cameras system on the New Transportation Building project.

The proposal from Dynamic Controls, Inc. for the security camera system at the New Transportation Building is for \$24,834.00. This will be paid from Fund 80. O’Shea Builders had estimated the cost to be \$23,743.00.

Administration recommended that the Board approve the Dynamic Controls, Inc. Proposal for the New Transportation Building totaling \$24,834.00.

Approval of GEOCON Professional Services, LLC Proposal for Material Testing Services Contract: Tom Lockman

Request for proposals were sent to four (4) vendors, posted on the District’s website and advertised in the News-Gazette. Proposals were received from three (3) vendors and opened on June 21, 2016. Staff recommended that GEOCON Professional Services, LLC (GEOCON) be retained to perform independent material testing services during construction on the New Transportation Building project. Services shall be coordinated with the Construction Manager and include items such as concrete testing, weld inspection, grout testing, etc.

The proposal from GEOCON Professional Services, LLC for the material testing services at the New Transportation Building is for \$13,607.00. This will be paid from Fund 63. O’Shea Builders had estimated the cost to be \$12,000.00.

Administration recommended that the Board approve the GEOCON Professional Services, LLC Proposal for the New Transportation Building totaling \$13,607.00.

Approval of B&F Construction Code Services, Inc. Proposal for ISBE Inspections Contract: Tom Lockman

The Regional Office of Education (ROE) requires the inspection of new school construction projects before issuing a final occupancy permit to the District. The ROE now uses professional plan reviewers to perform these duties. The District solicited proposals for this work using the ISBE list of Qualified Plan Reviewers and Inspectors. One (1) quote for inspection services was received. The proposal included inspection of construction work, review of sprinkler system plans, testing and inspection of the sprinkler system, review of fire alarm plans, and testing and inspection of the fire alarm system.

The proposal from B&F Construction Code Services, Inc. for the ISBE Inspection services at the New Transportation Facility is for \$16,644.14. This will be paid from the Fund 20. O'Shea Builders had estimated the cost to be \$21,000.00.

Administration recommended that the Board approve the B&F Construction Code Services, Inc. proposal for the New Transportation Building totaling \$16,644.14.

Approval of Champaign Telephone Proposal for New Transportation Facility: Tom Lockman

Contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunication and interconnect equipment, software, and services are items and services which are not required to be formally bid according to the Illinois School Code. The contract to install cabling for the data, intercom and phone systems falls into this category.

Structured Cabling Proposal (non-plenum cable)	
2-Year warranty parts and labor	\$18,347.70
Paging and Intercom Proposal (non-plenum cable)	
Toshiba IPedge Communication System	
3-Year extended warranty and maintenance	<u>\$16,194.98</u>
Total	\$34,542.68

This will be paid from Fund 63. O'Shea Builders had estimated the costs to be \$32,099.00.

Administration recommended that the Board accept the quotations from Champaign Telephone for the New Transportation Building totaling \$34,542.68.

Approval of Alpha Controls Proposal for Door Access and BAS Controls Contract: Tom Lockman

The existing BAS (Building Automation Systems) and the monitoring of the mechanical systems in the District's facilities are done with the use of Schneider brand control products. In order to ensure compatibility with the existing systems, the District has been working with Alpha Controls to install Schneider products in the renovation projects. This contract is a material only and programming contract. Installation to be done by Unit 4.

The proposal from Alpha Controls for the material for the Access Control System and Intrusion Detection System and its programming at the New Transportation building is for \$14,464.00. This will be paid from the Fund 20. O'Shea Builders had estimated the cost to be \$27,491.00, which includes installation.

Administration recommended that the Board approve the Alpha Controls Proposal for the New Transportation building totaling \$14,464.00.

Approval of Bus Wash System Bid for New Transportation Building: Tom Lockman

This item was removed from the agenda.

Approval of Miscellaneous Vendor Proposal Contracts: Tom Lockman

Staff requested proposals during Design Development and again at 100% Construction Documents for various scopes of work for the New Transportation Building project.

Proposals for the New Transportation building are from the following vendors for the scopes of work indicated:

ITEM	FUND	PROPOSAL COST
<b>Audio</b> Corson Music	12	\$3,719.85
<b>Video</b> Corson Music	12	\$8,219.00
<b>Burglar Alarm</b> FE Moran	20	\$4,790.00
<b>Flooring</b> Illini Supply  Note: material only cost; install by Unit 4	20	\$8,724.20
<b>Toilet Accessories</b> Lorenz Supply	20	\$458.44
<b>Door Hardware</b> Security Door and Hardware  Note: material only cost; install by general trades contractor	20	\$22,000.00
<b>Acoustical Ceiling Tile</b> Negwer  Note: material only cost; install by contractor	20	\$5,632.65
<b>TOTAL</b>		<b>\$53,544.14</b>

Administration recommended that the Board approve the miscellaneous vendor proposal contracts for the New Transportation building totaling \$53,544.14.

Approval of In Ground Lift Equipment Bid for New Transportation Building: Tom Lockman

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Invitations to bid were posted on the District's website and advertised in the News-Gazette. Bids were received from three (3) companies which were opened on June 28, 2016. Administration recommended that the bid for the In Ground Lift Equipment for the New Transportation Building Project be awarded to Safetylane Equipment Corporation.

The cost of \$86,037.58 will be paid from Fund 63. O'Shea Builders had estimated \$85,000.00. Administration recommended Board approval of the bid for the In Ground Lift Equipment for the New Transportation building totaling \$86,037.58.

7/18/2016 Regular Meeting

Approval of Wireless Access Points Contract for Transportation Facility: Tom Lockman  
This item was removed from the agenda (same as 9A).

Approval of Standard Agreement and General Conditions with Construction Manager for New Transportation Building: Tom Lockman

A RFQ was distributed to numerous construction management firms and a committee was formed to select a Construction Manager for the Transportation Facility Project. O'Shea Builders was chosen to provide construction management services for this project. Construction Manager fee for the Transportation Facility Project is \$142,935.

Administration recommended Board approval of the Standard Agreement and General Conditions Between Owner and Construction Manager O'Shea Builders, pending attorney review.

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Kloeppel, to adjourn the meeting at 6:05 p.m. The motion carried on voice vote. Ayes 6. Nays 0.

Board Approved: August 8, 2016