



Buildings and Grounds Committee Meeting

Tuesday, November 27, 2012

Board Conference Room, District Administrative Office

MINUTES

Present: Jay Irvin, Donna Cain, Tommy Edmier, Mark Johnson, Scott Helton, Scott Flanagan, Ray Prokop, John Doherty, Courtney Dement, Tom Cantlin, Tom Manka, Bob Flemming, Bruce Martin

Meeting called to order at 5:07 p.m. in the District 88 Conference Room.

- o The meeting began with a review of payment application #7 (attached) by Wight & Co. The Committee approved payment application #7 for \$48,001.61.
- o Wight & Co. provided an update on the closeout of summer 2011 and 2012. Wight advised that only minor items remain open in both years and would be completed soon.
- o John Doherty from Bovis Lend Lease reviewed the latest matrix update listing open contracts. Doherty provided the following updates: Western Dupage: waiting for response from contractor to complete crushed granite infill and additional mulch at Addison Trail. Wilkin Insulation: will schedule additional patching work over winter break at Addison Trail. Vortex: awaiting punchlist from Wight & Co. that outlines items to be corrected to fitness center flooring at Willowbrook. Rex Electric: awaiting response from contractor to address open items at both schools.
- o John Doherty from Bovis Lend Lease presented a final payment application for Flo-Tech Mechanical Systems (attached) in the amount of \$82,691.00. The committee approved the final payment application to Flo-Tech.
- o The committee reviewed a proposal from Wight and Co. on roof replacement and roof restoration work in summer 2013 (attached). The roof replacement would be performed at Addison Trail and roof restoration work at Willowbrook. Wight & Co. advised that the restoration work at Willowbrook would include a 10 year warranty and cost about 50% less than a roof replacement. Wight's suggested bidding the work in February with the intention of awarding a contract by March. The committee inquired if liquidated damages should be included in the bid documents, Wight advised that they will explore this option and inform the district of costs. The committee was informed that the proposed

costs included daily supervision costs, but could be bid as an alternate. The committee agreed with Wight's recommendation to bid supervision as an alternate and authorized Wight to move forward with the bidding specifications and documents under the suggested timeline.

- o The district administration recommended final payment to Midland Group in the amount of \$5,000 pending receipt of as-built drawings for the Willowbrook baseball field improvements. The committee approved final payment to Midland Group.
- o Mr. Tom Manka, Director of Buildings & Grounds provided an overview of a capital equipment improvement/tracking program that is being developed. Mr. Manka advised that the tracking system will include acquisition date and cost information as well as other data pieces that will better assist with future needs and budgetary costs.
- o The next meeting was scheduled on January 22, 2013 at 5:00 p.m.

The meeting adjourned at 5:41 p.m.

President, Board of Education

Secretary, Board of Education

Attest: _____
Date