



**MINUTES FOR THE BUILDING AND FINANCE COMMITTEE MEETING OF THE BOARD OF EDUCATION
OF KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
542 ABBOTSFORD ROAD, KENILWORTH, ILLINOIS 60043
REMOTE VIA ZOOM LINK
THE 4TH DAY OF FEBRUARY 2021**

Mr. Stephen N. Potter called the meeting to order at 9:00 a.m. The following Committee members answered as being present: Mr. Stephen N. Potter, Mr. Bill Graham, Mrs. Mia Casey-Sachs, and Dr. Lisa Metzger-Mugg.

Board of Education member Mr. Evan Lukasik, Board of Education President, was also present. Also present were Ms. Kate Donegan, Superintendent, Dr. Joseph Bailey, Business Manager, and Mrs. Julie M. Campanaro, Board Secretary. DLA representatives, Mr. Steven Wright and Ms. Tracy Biederstadt, and Mr. Keith Christian, of 20/10 Engineering and Mr. Jack Hayes of Frederick Quinn Construction Management, were also present.

PUBLIC COMMENT

There was none.

Mr. Potter reviewed the meeting agenda for the day. He noted the primary focus of the meeting is to discuss the HVAC system and geothermal possibilities. He stated the Construction Committee. Made up of himself, Mr. Bill Graham, Dr. Joe Bailey, and Ms. Kate Donegan meet weekly with DLA representatives and construction manager Mr. Jack Hayes. Mr. Potter alerted the Committee members a shared drive was created to house all pertinent documents from these weekly meetings and any documents generated for the project. Mrs. Campanaro will ensure all Board members have access to the site.

NEW BUSINESS

Construction/Geothermal and Design Updates

Mr. Potter invited Mr. Jack Hayes, Construction Manager, to give his early assessment of the project and the work done to date. Mr. Hayes stated the core element of the proposed project is the HVAC system, which cannot be implemented this summer as initially planned. It is necessary to have this work broken up into logical scheduled phases in terms of implementation. The HVAC work is part of the larger solution for the entire campus. Additional collaboration and planning with the park district will influence the project's direction.

Work will begin with early action items like renovations to the JK and Kindergarten area this summer. He suggested that DLA representatives could respond later in the meeting to any questions from the Committee if desired for more details.

Mr. Hayes stated that a chart was created showing the variety of available options with different initial and long-term operating costs, each with different advantages and disadvantages. He said Mr. Keith Christian has analyzed the options and will review his analysis with Building & Finance Committee later



in the meeting. These geothermal options with the heat pump solutions and the geothermal wells, whether located on school district property or park district property, or some combination, will need to be phased. Mr. Hayes stated they are being mindful of projected costs for each option and measuring those against the overall conceptual budget costs as determined by the Board. He noted the estimated cost presented earlier in January was right around \$17 million, near the project's conceptual budget, and was based on a traditional HVAC solution. There are various costs associated with each of the options analyzed. Depending on what the consensus is going forward, \$17 million has the potential to increase or decrease.

Mr. Hayes said the project schedule has renovation work starting this summer. The bidding for the overall project is occurring later this year, starting with construction in the spring of 2022.

He concluded his update stating they have held discussions about an Intergovernmental Agreement (IGA) with the park district, incorporating a discussion about the geothermal wells and the use of Townley Field for a haul road. Also, they have been taking the LEAD process and or sustainability components into consideration. He told the Committee there is another Sustainability Committee meeting this evening.

Mr. Potter invited the DLA team to go through each HVAC option and their recommendation for both the short and long term. Ms. Tracy Biederstadt gave a brief introduction and invited Mr. Keith Christian to explain geothermal energy and his analyses of the options developed involving a variety of approaches.

Mr. Christian explained a geothermal system utilizes a water source heat pump system that can provide either heating or cooling year-round by pulling heat from the ground. Such a system would require taking all of the existing heating and cooling equipment out of the building and replacing it with new water source heat pumps. He reviewed the various options that all but one involves some form of geothermal heating. He reviewed the costs, advantages, and disadvantages of each option.

The consensus after this discussion was some Board members were leaning toward option 2A. However, a decision was not made at this time. This option involves using the current chiller and boiler but integrates the water source heat pump system, making possible the installation of a complete geothermal system in the future. This option would require building the infrastructure except for creating the bore wells needed for a complete geothermal system. The Committee members had questions about projected energy and cost savings. Mr. Christian stated that there would be energy savings and additional cost savings realized through Com Ed incentives and would leave less of a carbon footprint from a sustainability viewpoint. Mr. Potter stated that the focus remains on completing the project on time and on budget. This option would allow the Board to move forward without waiting for an IGA to be worked out with the park district. There are many uncertainties about the agreement and the use of Townley Field for the bore wells that may not be resolved until much later. To wait for them to be resolved would stall the school district project. Mr. Christian recommended if the Board anticipates the possibility of going to 100% geothermal, that during the project, the Board obtains an alternate bid to go 100% geothermal. If a 100% geothermal system is feasible during the course of the project, the Board would then have the pricing available to make a decision.

Mr. Potter responded to questions regarding the governance of the project. The Construction Committee will be continuing to meet weekly, providing minutes and updates each week. They would make some basic decisions to keep the project from stalling. Still, the Committee would always bring any significant decisions beyond an established cost threshold to the full Board. It was suggested that two thresholds



would be appropriate, one for administrative approvals for minor change orders and one for the Construction Committee. The Committee will work with DLA and FQCM to make the recommendations to the Board. Mr. Hayes stated there would be regular check-ins during each phase of; schematic design, design development, and construction documents to ensure the project progresses both in design and concerning financial decisions made. FQCM will communicate as milestones are approached as the project progresses. A Committee member stressed that communication of the project's progress and decisions be thoughtfully crafted to provide transparency and garner community buy-in. Mr. Potter stated the Building & Finance Committee would introduce a budget at the next Committee meeting and present it to the entire Board at the March Board of Education meeting for approval. When voted upon, there must be full Board support.

There was additional discussion around the timing of construction for this summer 2021 and what is scheduled for completion. Ms. Biederstadt reviewed the areas to be completed, and Mr. Hayes assured the Committee there would be 100% occupancy by the start of school. Ms. Biederstadt said there are eight meetings scheduled with staff between February 16 and March 11 on the collaborative spaces' schematic design and grade level hubs, after which a final design will be ready for presentation. There were practical considerations discussed, such as where children will eat in 2021-2022 when the MPR is no longer available and the school calendar's alterations. Ms. Donegan had to absent herself, but Ms. Biederstadt assured Board members lunch space is already under review by Ms. Donegan and Dr. Helfand. Dr. Bailey stated that Ms. Donegan is drafting a two-year school calendar to encompass aspects of the construction. Dr. Metzger-Mugg inquired about the use of school facilities this summer by the park district for their summer programs and the children's safety. Mr. Potter said that both Mr. John Hart and Mr. Johnathan Kiawala attend the Thursday construction meetings and work with the school administration to work out spaces. Ms. Biederstadt said the corridors would be blocked off to ensure children's safety,

Ms. Biederstadt listed the next steps for the next few weeks. The schematic design will be completed and then presented to the next level, then given to FQCM for more detailed design development. Another cost estimate will be provided based on the schematic design. A request for bids would go out. Mr. Hayes told the Board the plans will not be completed until November 1 and advised the Committee this was the ideal time for the Bid Request. The industry will be closing out its fiscal year and will want the business.

Mr. Potter thanked all for the very productive discussion. Mr. Jack Hayes, Ms. Tracy Biederstadt, and Mr. Steven Wright left the meeting at 10:20 a.m.

Tent Rental for April-June 2021

Dr. Bailey advised the Committee that the outdoor tents will be put up again over spring break and referred them to the contract in the documents. He responded to inquiries that multiple grade levels widely use the tents for classes and outdoor breaks. To ensure full use, he agreed to look into the suggestion of having an online schedule so teachers can sign up and reserve the space like what is done for the outdoor classroom.

OLD BUSINESS

Intergovernmental Agreement with the Kenilworth Park District



Mr. Potter gave an update on the Intergovernmental Agreement's progress (IGA) with the Kenilworth Park District. He stated Mr. Hart had outlined issues they have had in using the school's facilities and was hopeful there would be more time allocation, structure, and permanence in their use of the school campus. Additionally, they wanted to include a penalty clause for fees payable to them by the school district if their activities are moved or canceled. Mr. Potter will work with the park district to allay their concerns and resolve these issues, but he felt a more reasonable approach was warranted as the level of expectation of their use of the school facilities in perpetuity was unacceptable. Mr. Potter commented there were still many unknowns such as the Green Bay Trail that need to be addressed before an agreement can be reached. Mr. Lukasik agreed that it was beneficial for the school and the community to collaborate with and provide space for the park district programs. The students are the foremost concern and responsibility of the Board. It will always do what is best for its students. He felt that an informal collaboration between the park district and the school has worked well and was hopeful that type of relationship might be maintained as opposed to a more formal one.

DISCUSSION/INFORMATION ITEMS

Transition from Heartland to Dyopath

Dr. Bailey directed the Committee's attention to the documents included in the packet. He said the contract was in response to the technology audit findings that identified deficiencies with the current provider and stated it was more efficient and cost-effective than what is currently in place. Dyopath is a technology consultant and managed services company, with experience in education technology. He noted this was an interim solution from February through June and the new Director of Technology and Innovation is hired and consulted. He responded to questions from the Committee on what type of feedback he received from the faculty. Dr. Bailey said that the faculty concerns were related primarily to having adequate and knowledgeable support, particularly with testing. Most were open to trying a new provider on a trial basis.

January Financial Reports

Dr. Bailey directed the Committee members to his financial report included in the packet and inquired if there were any questions. He stated he was following the budget as planned, and there were no negative variances.

CARES Act Additional Grant Revenue

Dr. Bailey reported that all Illinois school districts received additional CARES Act funds based on enrollment. Our district received approximately an additional \$100K for use in mitigating costs incurred by COVID pandemic requirements. The funds may go towards the tent rental costs, additional PPE, and extra cleaning.

Review Minutes from January 7, 2021, Building & Finance Meeting

Mr. Potter asked if there were any corrections to the minutes from the January 7, Building & Finance Meeting included in the meeting documents. There were no changes, and the Committee approved the minutes as presented.



THE JOSEPH SEARS SCHOOL
Kenilworth School District No. 38 Board of Education

542 Abbotsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

The next Building and Finance meeting will be Thursday, March 4 at 9:00 a.m.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, Mr. Potter entertained a motion to adjourn the meeting.

Mrs. Mia Casey Sachs motioned to adjourn the meeting at 10:42 a.m. Mr. Evan Lukasik seconded the motion.

The motion passed with all Ayes, and the meeting adjourned.

Attest for Distribution: DocuSigned by:
Julie M. Campanaro
Julie M. Campanaro, Secretary

Approved: DocuSigned by:
Stephen N. Potter
Stephen N. Potter, Committee Chairperson

ATTEST: DocuSigned by:
Julie M. Campanaro
Julie M. Campanaro, Secretary