

To: Dr. Charles Johns
Board of Education

From: Dr. Kim Ptak
Dr. R.J. Gravel

Date: Monday, February 22, 2021

Re: Award of Bids for Capital Projects for Summer 2021

Recommendation

It is recommended that the Board of Education award the bids as presented below for capital project work to be performed during the summer of 2021 in the amount of \$1,073,696.

Background

At the December 14, 2020 meeting, the Board of Education authorized Arcon Associates to create bid specifications for the recommended summer 2021 capital projects. Bid specifications were distributed to prospective bidders on Wednesday, January 6, 2021, and a mandatory pre-bid meeting was held on Friday, January 15, 2021. Bids were opened and publicly read on Wednesday, February 10, 2021. Overall, bid results are \$21,304, or 1.9%, under the original cost estimate brought to the Board on December 14, 2020. The December 14, 2020 memo is attached for your reference.

Table 1
Lowest Bids Received by Trade

Trade	Contractor	Projects			Total Cost
		Paving and Site Work GBN	Roofing GBN	B110 Renovation GBN	
Paving/Site Work	D Kersey	\$451,400			\$451,400
General Trades	Monarch Construction			\$62,300	\$62,300
Roofing	PSI Roofing		\$377,000		\$377,000
Fire Protection	Nelson Fire			\$6,038	\$6,038
HVAC	DeKalb Mechanical			\$82,000	\$82,000
Electrical	Carey Electric			\$94,958	\$94,958
Total Cost		\$451,400	\$377,000	\$245,296	\$1,073,696
12/2020 Estimate		\$455,000	\$395,000	\$245,000	\$1,095,000
Overestimate/ Underestimate		-\$3,600	-\$18,000	\$296	-\$21,304*

-2.0%

* Approximately \$15,000 of furniture will be purchased which consists of (6) high top work tables, (24 stools) and teaching station.

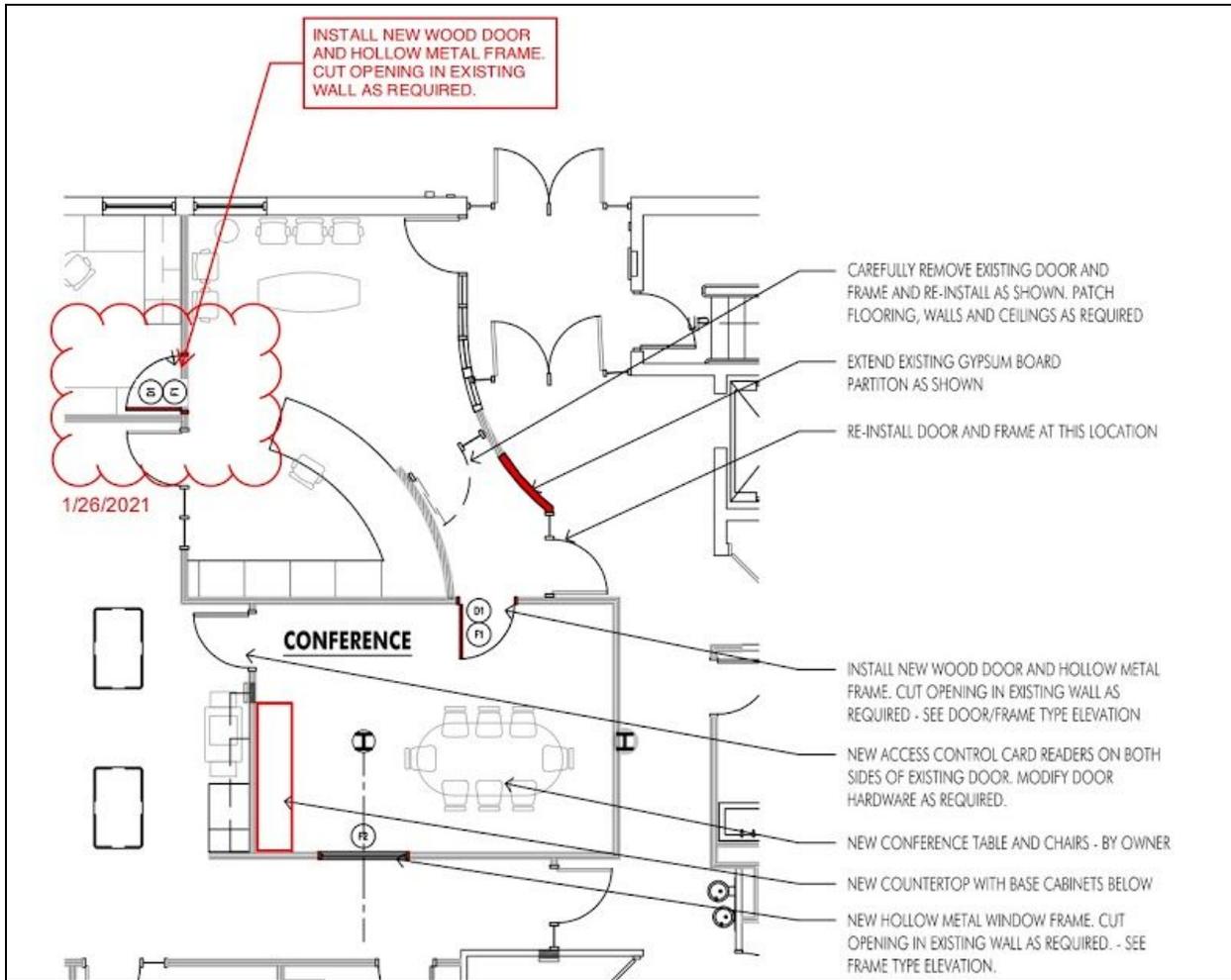
In addition to the projects previously reviewed by the Board of Education, two additional projects were identified within the District Administration Building and are outlined in Table 2. The first project expands the District Administration Building's reception area to accommodate visitors, by repurposing an existing vault (fileroom), and modifying entry points to the District's enrollment office. The second project repurposes an existing conference room which has been underutilized, to provide two secure workspaces for business services personnel that handle sensitive information.

Table 2
Additional Projects

Location(s)	Project Description	Projection
GBA	<p>Expanded Reception Area Within the Human Resources office space, there is a 267 square foot vault used to store past and present employee files. Digitizing the files allows the space to be repurposed into a much needed conference room. In addition to Human Resource staff using the conference room for various confidential employee meetings, the conference room will be used to meet with families during the residency and financial aid application process. The vault is just to the south of the lobby and by adjusting the door leading from the lobby into the corridor, enough space is created to allow for an entrance into the conference room from the lobby. This allows families to check in with the receptionist and proceed into the conference room for private consultation.</p>	\$15,500
GBA	<p>Secure Workspaces for Business Services Personnel Additionally, in the Business Office suite there is a 127 square foot conference room flanked by nooks once used to house equipment for the check printing process. Due to the size, the conference room is rarely used and, with the streamlining of the check printing process, the spaces adjacent to the conference room are no longer needed to house check printing equipment. The plan is to repurpose this space and create two private offices for the Payroll Manager and Fiscal Services Manager. The majority of glazing, ceiling tiles, lighting will be repurposed in the new design.</p>	\$6,500

Due to the small scope of these projects, they will be overseen by the Buildings and Grounds department and will not require additional project management or architectural support. Funding for these projects will be provided for within the current 2020-21 fiscal year budget. It is anticipated that these projects will be completed prior to the end of the school year, to partly support the summer enrollment process that begins in June.

Expanded Reception Area



Secure Workspaces for Business Services Personnel

