



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. Kim Ptak  
Ms. Lauren Bonner  
Mr. Casey Wright

**Date:** Monday, February 28, 2022

**Re:** Award of Bids for Security Enhancement Capital Projects for Summer 2022

**Recommendation**

It is recommended that the Board of Education award the bids as presented in Table 1 for security enhancement projects to be completed during summer 2022 in the total amount of \$940,342.

**Table 1**  
***Bid Summary***

	Signage & Wayfinding		Door Replacement & Locks		Total
	Interior GBN	Exterior GBN / GBS	Door Replacement	Electronic Key FOBs	
Elevated Identity		\$240,426			<b>\$240,426</b>
APCO	\$266,417				<b>\$266,417</b>
Monarch Construction			\$374,000		<b>\$374,000</b>
Anderson Lock				\$89,500	<b>\$89,500</b>
					<b><u>\$940,342</u></b>

**Background**

As part of the school district’s ongoing safety and security initiatives, two projects were identified that are being implemented in phases:

1. Improving existing signage and wayfinding at Glenbrook North and Glenbrook South;
2. Replacing all malfunctioning doors throughout the district and installing electronic card readers.

Due to the scope and magnitude of these projects, it was determined that there would be a phased approach to completing this work.

***Signage and Wayfinding***

The first phase of addressing interior signage and wayfinding needs was completed last summer at Glenbrook South. The second and final phase of the project has been included in the 2021-22 budget. It includes addressing the interior signage and wayfinding needs at Glenbrook North and addressing the exterior signage needs at both campuses.

The primary goals of the signage and wayfinding project were to:

- Create an internal building numbering system that provides a logical flow;
- Develop a cohesive, aesthetically appropriate, and unified wayfinding system that will help individuals navigate effectively into and throughout the buildings;
- Utilize signage that is timeless in its aesthetic, works with existing architectural elements, and can be easily, and inexpensively, updated and maintained;
- Bring signage into compliance with building code, ADA, and life safety requirements;
- Use universal symbols on signage to help improve the wayfinding experience;
- Consolidate and name the exterior building entrances to better direct people into the building;
- Establish meaningful parking lot signage; and
- Create user-friendly exterior wayfinding to allow people entering the campus to find the appropriate parking lots, athletic fields and main entrances.

Similar to the process at Glenbrook South, the district partnered with Cardosi Kiper Design Group (CKDG). CKDG is a Chicago-based company specializing in signage and wayfinding for many educational and health organizations, including Northwestern Hospital, University of Chicago Medical Center, University of Notre Dame, Oakton Community College, and Evanston Township High School. CKDG worked with numerous stakeholders, including police, fire, administrators, teachers, and students, to assess all current signage, create a meaningful numbering system, identify logical areas for wayfinding, and review design concepts for signage.

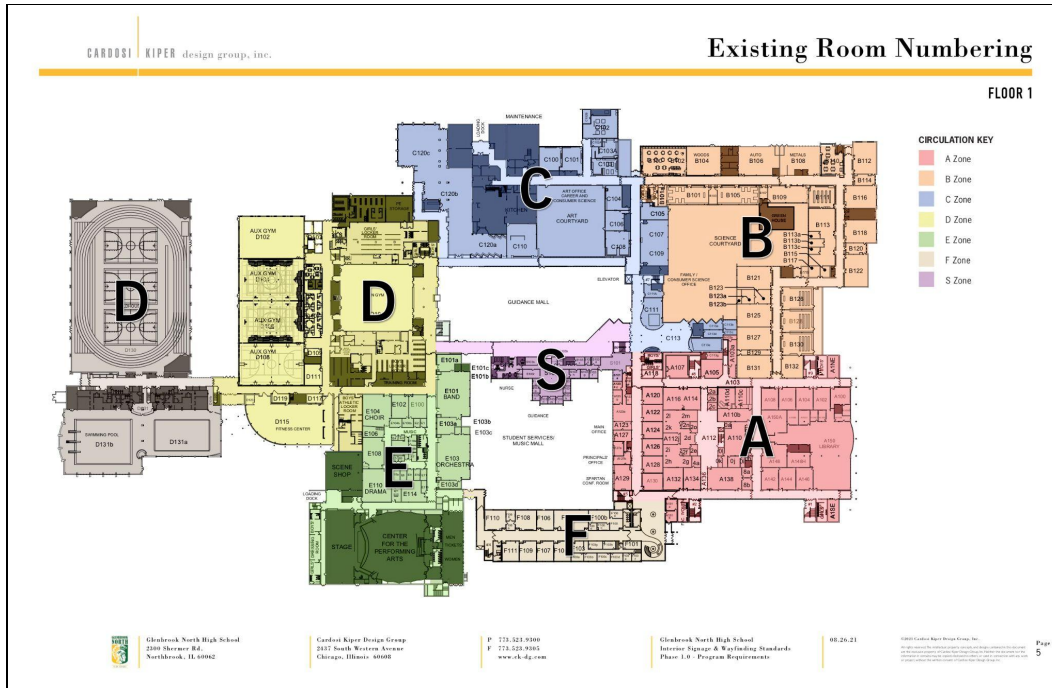
### ***Glenbrook North interior signage and wayfinding***

Compared to Glenbrook South's original numbering system, Glenbrook North's current numbering system is much more intuitive. As a result, it will not need to change as significantly as the numbering at Glenbrook South did when it switched to a four-digit numbering system.

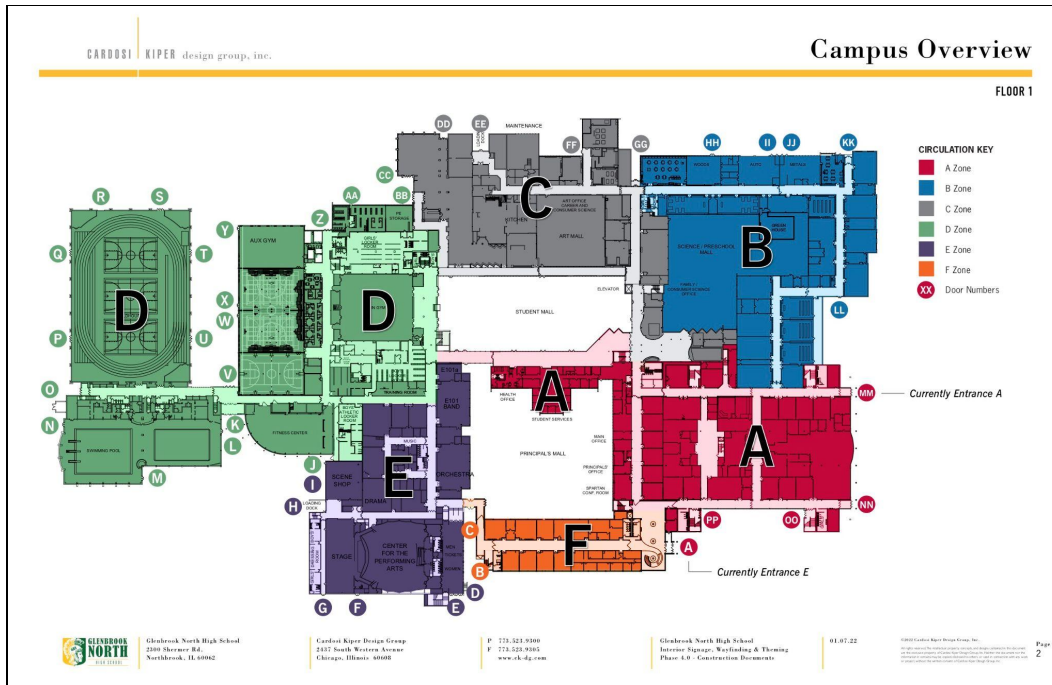
However, the following adjustments were recommended:

- Reduce from seven fire zones to six (red, blue, gray, green, purple, orange). See images 1 and 2;
- Maintain the current A100, B100, etc. numbering system but clean up numbering to maintain a sequential flow throughout the building;
- Design, purchase, and install new signage for all rooms in the building:
  - All signage will follow a consistent design, including typeface, size, and braille typography.
  - Signage will incorporate fire zone colors to enable the classification system to become part of the school's overall operations.
  - Each room will have an interior room identifier sign directly above the door identifying the room number and fire zone color.
  - (See images 3 and 3.1.)
- Implement meaningful wayfinding (directional) signage on the overheads above the fire doors in all main hallways. See images 4 and 4.1;
- Incorporate directional signage with "you are here" maps in critical locations. See image 5;
- Use the color of the corresponding fire zone on all exterior door signage (e.g., doors A - VV); and
- Consolidate to four main entrances, Main Entrance/Main Parking Lot, North Entrance/North Parking Lot, Cafeteria Entrance/Cafeteria Parking Lot, Athletic Entrance/Athletic Parking Lot. See image 6.

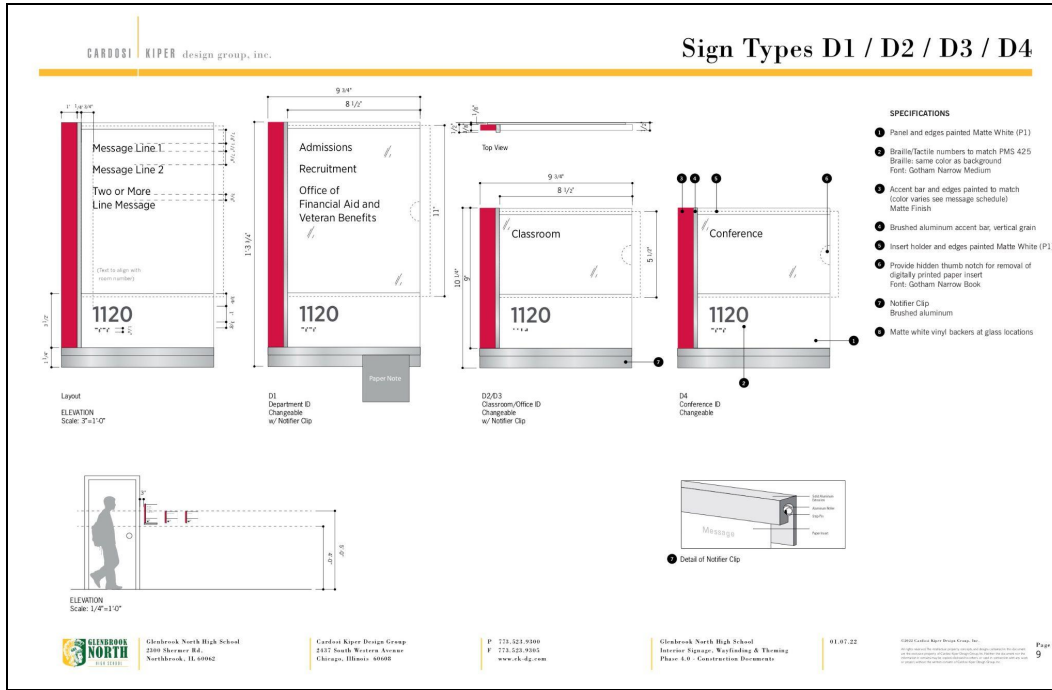
**Image 1.0**  
**Existing Numbering System w/Seven Fire Zones - First Floor**



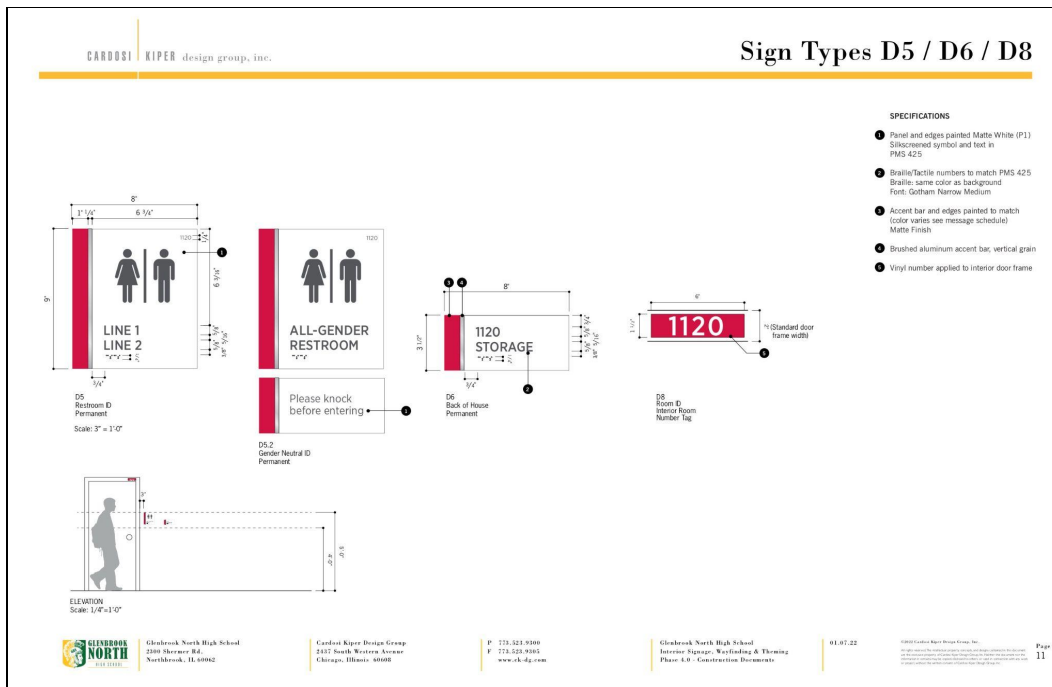
**Image 2**  
**New Building Renumbering System w/Six Fire Zones - First Floor**



**Image 3**  
**Interior Sign Type Overview**



**Image 3.1**  
**Interior Sign Type Overview**



**Image 4**  
**Interior Wayfinding**

CARDOSI | KIPER design group, inc.
Sign Type W2.1

7'-0" (width varies, see sign face layouts for individual sizes)

5' 1/2"

1'-0" (height varies)

Message Line 3  
Message Line 2  
Message Line 1

W2  
Primary Overhead  
Directional - Mounted over doors

ELEVATION  
Scale: 3/4" = 1'-0"

ELEVATION  
Scale: 3/4" = 1'-0"

**SPECIFICATIONS**

- 1 1/8" P95 frosted acrylic back painted Matte White (P1)
- Vinyl letters (V2)
- Font: Gotham Narrow Medium
- Mounted to door with tape and adhesive and concealed fasteners (concealed fasteners to be hidden behind arrow field and center crest)
- 1/8" thick acrylic
- Arrow field and edges painted first surface to match (color varies see message schedule)
- Matte Finish
- Vinyl arrows (V1)
- Vinyl brushed aluminum accent bar (V3)
- 1/16" P95 frosted acrylic back painted digitally printed crest mounted to face of sign panel

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Glenbrook North High School  
Interior Signage, Wayfinding & Threading  
Phase 1.0 - Construction Documents

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**Image 4.1**  
**Interior Wayfinding**

CARDOSI | KIPER design group, inc.
A/F Wings - Red Zone

Floor 1

**7** XXX  
132"x24"

**8** XXX  
114"x26"

**9** XXX  
129"x24"

**10** XXX  
142"x22"

**11** XXX  
132"x24"

**12** XXX  
115"x26"

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### Image 5 Directional Signage w/Maps

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W3.1 Layouts

↑ 1000-1070-1074  
1st Floor Link to 1000's  
Main Office  
South Parking Lot / Door A

← 1001-1005  
North  
Technology Office

→ 1000's  
Attendance Office  
Student Services / Deans' Office  
Cafeteria  
Athletics / North Lot / Door OD  
Auditorium / West Lot / Door O

MAP

1100H.51 - W3.1

↑ 1001-1005, 1041-1043  
Name  
Technology Office  
Art Office  
Cafeteria  
Elevator

← 1041-1066  
Restrooms

→ 1035-1039  
Elder Conference Room  
Main Office  
South Parking Lot / Door A

MAP

1143.51 - W3.1

↑ 1205-1229  
Cafeteria  
Student Activities Center  
Library  
Auditorium / West Lot / Door O  
Athletics / North Lot / Door OD

← Attendance Office  
Student Services / Deans' Office  
College and Career Center  
1st Floor Link to 1000's  
South Parking Lot / Door A

MAP

1203.51 - W3.1

↑ 1005-1029  
Cafeteria  
Student Activities Center  
Library  
Auditorium / West Lot / Door O  
Athletics / North Lot / Door OD

→ 1005  
Old PA / Restrooms  
Name

← 1000  
Lobby  
Main Office  
South Parking Lot / Door A

MAP

1205.51 - W3.1

↑ 1000-1006  
1000's  
Attendance Office  
Student Services / Deans' Office  
New PA / Restrooms  
Name

← 1001-1024  
South Parking Lot / Door A  
Main Office

MAP

1224.53 - W3.1

↑ 1036-1043  
Restrooms  
Elevator

← 1011-1023  
Auditorium / West Lot / Door O  
Athletics / North Lot / Door OD  
Cafeteria  
Student Activities Center

→ 1077-1093  
Science Office

MAP

1390.52 - W3.1

↑ 1000's  
1042-1024  
Auditorium  
New PA

← 1000's 1000's  
Student Activities Center  
Attendance Office  
Student Services / Deans' Office  
Old PA  
Name

→ Main Office  
South Parking Lot / Door A

MAP

1412.54 - W3.1

↑ 1009-1023  
Driver Education / Health Office  
Pool  
West Gym

← Restrooms  
Main Gym  
North Parking Lot / Door OD

→ Athletic Office  
Fishbone  
Fitness Center  
Locker Rooms  
Athletic Training Room  
PE Office

MAP

1509.53 - W3.1

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### Image 6 Exterior Entrance Signage and Door Lettering

CARDOSI | KIPER design group, inc.
Sign Type L5.2

# CAFETERIA ENTRANCE.

ELEVATION - L5.2  
Scale: 1/2" = 1'-0"

PHOTO DROP-IN +  
Scale: NTS

12" Non-Illuminated Dimensional Letters

**SPECIFICATIONS**

- Lettering  
1/2" thick, flat-cut aluminum letters. Drill + tap at 2nd surface for threaded Mounting Studs  
Paint Color: 1502  
Font: Gotham Bold, +100 tracking
- Fastener  
S.S. Threaded Mounting Studs w/ 1/4" spacers.  
Use silicone sealant at all Canopy penetrations

**GENERAL NOTES**

A. All painted finishes to have satin or eggshell finish, unless otherwise noted.

**GSN LOCATIONS**  
Location 15 - CAFETERIA ENTRANCE

SECTION - L5.2  
Scale: NTS

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**Glenbrook North and Glenbrook South Exterior Signage and Wayfinding**

The recommendations for exterior signage and wayfinding at GBN and GBS are:











- All graphics should be coordinated to complement and enhance the overall campus. See images 7 and 7.1;
- Establish a consistent plan for identifying and directing visitors to the main parking lots and entrances by using the same naming scheme for an entrance and its respective parking lot;
- Use a combination of primary vehicular signs, secondary vehicular signs, pedestrian signs and parking lot signs. See images 8 and 8.1;
- Establish consistent looking signage and wayfinding aimed at directing visitors in an intuitive and user-friendly fashion;
- Exterior signage should be low maintenance and durable; and
- Drivers approaching campus and driving on campus should find the signage clear and easy to read and the signage should be properly located and flow until the user reaches their destination. (See images 9 and 9.1)


The exterior ground level signage will have steel supports that will be embedded into concrete pads. The cost of the concrete footings and installation are included in the cost of the contract. The only element not included is any landscaping that may be desired around the signs.

**Image 7  
Graphic and Color Standards**

CARDOSI | KIPER design group, inc.
**GBN - Graphic Standards**

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<p><b>Paint Colors</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   <b>P1</b> PMS 349                 </div> <div style="text-align: center;">   <b>P2</b> MP33172 Silver Super-Metallic                 </div> <div style="text-align: center;">   <b>P3</b> PMS 123                 </div> </div> <p><b>Vinyl Colors</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   <b>V1</b> 3M White Reflective HES 10                 </div> <div style="text-align: center;">   <b>V2</b> Painted vinyl to match PMS 349                 </div> </div> <p><b>Arrows</b></p> <div style="text-align: center;">         </div>	<p><b>Type</b></p> <p><b>T1 - Gotham Narrow Bold</b>                  ABCDEFGHIJKLMNOPQRSTUVWXYZ                  abcdefghijklmnopqrstuvwxyz                  1234567890</p> <p><b>T2 - Gotham Narrow Medium</b>                  ABCDEFGHIJKLMNOPQRSTUVWXYZ                  abcdefghijklmnopqrstuvwxyz                  1234567890</p> <p><b>T3 - Gotham Bold</b>                  ABCDEFGHIJKLMNOPQRSTUVWXYZ                  abcdefghijklmnopqrstuvwxyz                  1234567890</p> <p><b>Brand</b></p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div>
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**Image 7.1**  
**Graphic and Color Standards**


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**GBS - Graphic Standards**

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**Paint Colors**



P1  
PMS 539




P2  
MP33172  
Silver Super Metallic




P3  
PMS 116

**Vinyl Colors**











V1  
3M White Reflective  
#66110



V2  
Painted vinyl to match PMS 539

**Arrows**



**Type**


T1 - Gotham Narrow Bold  
**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z**  
**a b c d e f g h i j k l m n o p q r s t u v w x y z**  
**1 2 3 4 5 6 7 8 9 0**

T2 - Gotham Narrow Medium  
**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z**  
**a b c d e f g h i j k l m n o p q r s t u v w x y z**  
**1 2 3 4 5 6 7 8 9 0**

T3 - Gotham Bold  
**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z**  
**a b c d e f g h i j k l m n o p q r s t u v w x y z**  
**1 2 3 4 5 6 7 8 9 0**

**Brand**



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**Image 8**  
**Exterior Sign Types**


CARDOSI | KIPER design group, inc.
**GBN - Sign Type Overview**

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**MAIN ENTRANCE**  
LS.1

**CAFETERIA ENTRANCE**  
LS.2


**CAFETERIA ENTRANCE**  
LS.3




12" Illuminated Dimensional Letters




12" Non-Illuminated Dimensional Letters




12" Non-Illuminated Dimensional Letters




8" Primary Vehicular Directional



6" Secondary Vehicular Directional




6" Pedestrian Directional / Entrance ID





2" Pole Sign Identification


**FINAL**


**Lot Overview**


  
Main Lot


  
South Lot


  
East Lot


  
North Lot


  
Performing Arts Lot

  
Athletic Lot

  
Cafeteria Lot

  
Tennis Court Lot

  
Stadium Lot



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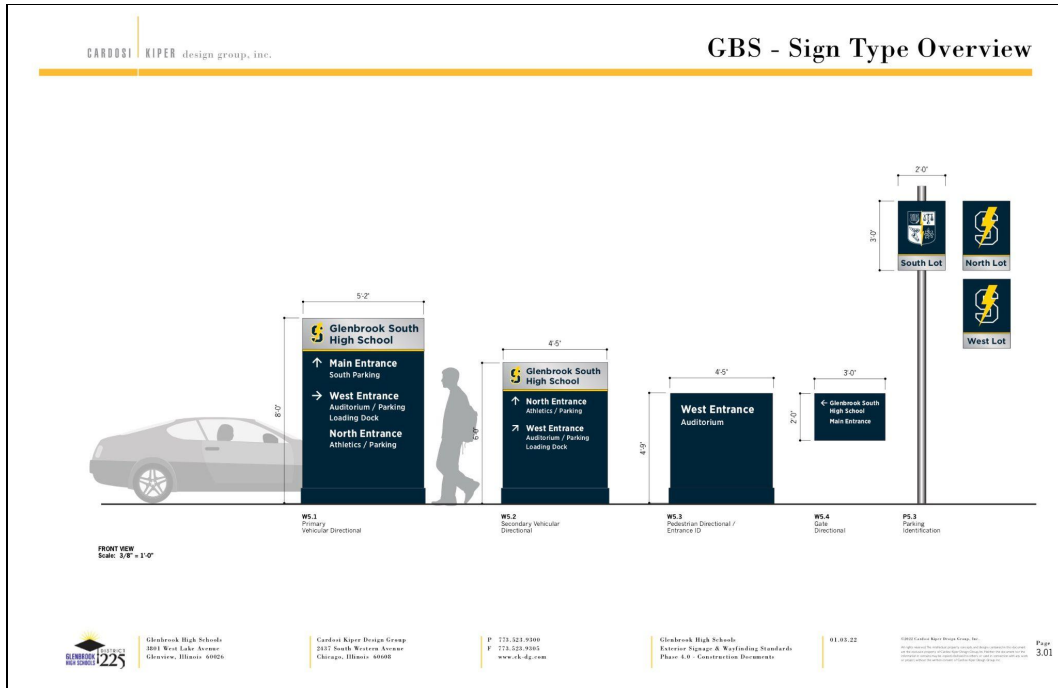
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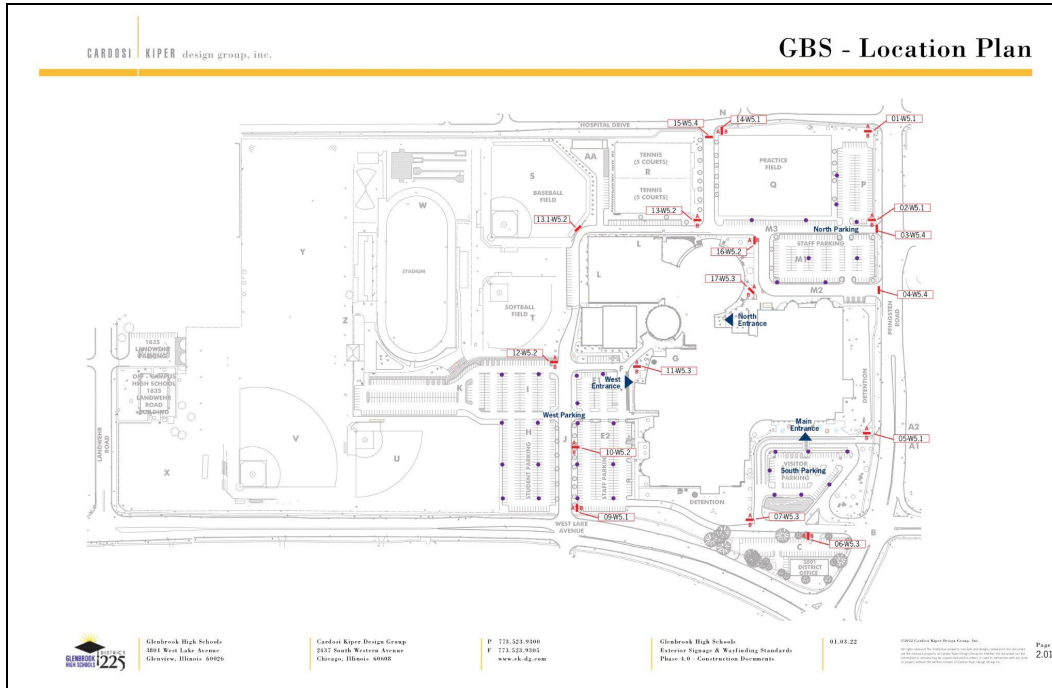
**Image 8.1**  
**Exterior Sign Types**



**Image 9**  
**Location Placement Map**



**Image 9.1**  
**Location Placement Map**



**Door Replacement Project**

The door replacement and electronic lock projects were planned in three phases due to the scope and overall magnitude of the project.

The first phase of the project was completed during the 2019-20 school year and addressed all classrooms and offices. Because of the first phase, the district was successfully able to eliminate keys for all teachers, staff and general administrators.

The second phase of the project is to replace all the “Total Doors” throughout the building that require an electronic key fob. These doors are primarily at the entrances into large spaces such as the cafeterias, auditoriums, and athletic spaces. The Total Doors are original to the spaces and inconsistently close and lock successfully. Additionally, due to the integrated nature of the door, an electronic card reader is not compatible on these doors, requiring the custodial staff and building-level administrators to continue using physical keys. This project includes the replacement of all Total Doors at Glenbrook North and Glenbrook South that require electronic key fobs. Table 2 provides a count of the number of doors and openings being addressed.

**Table 2**  
**Phase 2 Number of Openings and Doors**

	GBN	GBS	Total
Total Openings	13	17	30
Total Doors	30	31	61

The final phase of the project will be to replace all remaining doors throughout the building that are no longer functioning properly. Mr. Joel Reyes, Safety and Security Manager, will work with the Buildings and Grounds team to prepare a complete inventory of all remaining doors needing replacement. This will be presented at a future facility committee meeting for completion during the 2023-24 school year.