

**GLENBROOK HIGH SCHOOLS  
District Business Office**

**TO: Dr. Riggle  
Hillary Siena**

**FROM: Kimberly L. Ptak**

**DATE: March 19, 2012**

**RE: APPROVAL OF 2012/2013 CAPITAL OUTLAY REQUESTS**

It is recommended that the Board of Education

Approve the Building Capital Outlay requests for Glenbrook North and Glenbrook South, per the attached.

**BACKGROUND**

Every year, as part of the budgeting process, capital outlay requests are submitted by each building for approval by the Board of Education. The district's established threshold for a single item, to be considered a capital outlay, is \$2,500.

**CAPITAL OUTLAY REQUESTS 2012-2013**

**GLENBROOK NORTH**

**Library shelving – phase II**

**\$64,000**

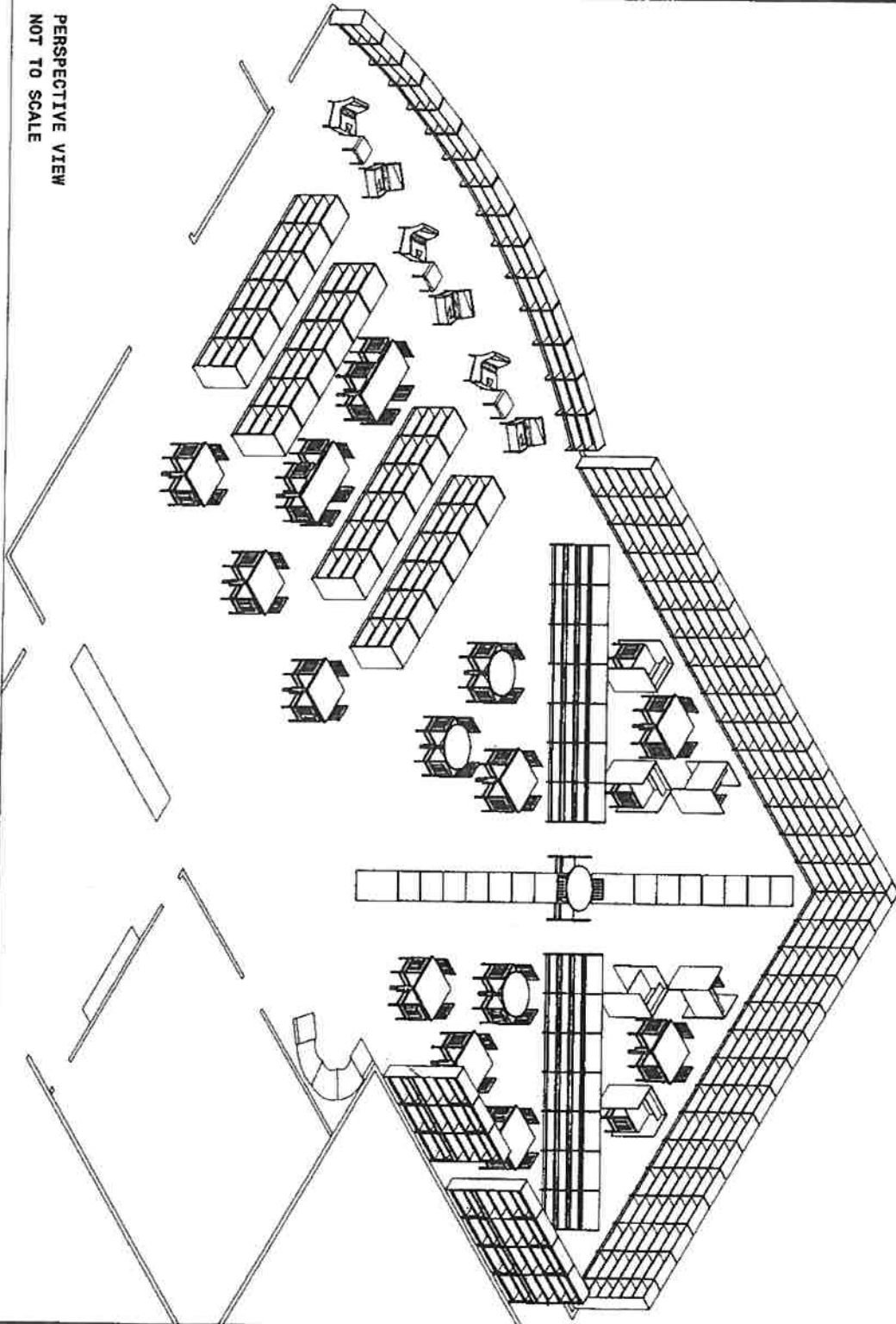
In the summer of 2010, we completed phase I of the library furniture purchase by replacing tables, chairs and study carrels. With the replacement of the carpet in the library scheduled for the summer of 2012, we delayed the phase II replacement of library shelving to coincide with this work when we are not hosting summer school. The current library shelving is in very poor condition and requires frequent repair and attention. The new shelving will allow the library to more efficiently utilize its space.

**TOTAL CAPITAL IMPROVEMENTS**

**\$64,000**

IMPORTANT: ALL DIMENSIONS REQUIRE FIELD VERIFICATION.

PERSPECTIVE VIEW  
NOT TO SCALE



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**BRETFORD**

FINISH SCHEDULE:  
VENEER: TBA  
LAMINATE: TBA  
PAINT: TBA

APPROVALS  
FOR BRETFORD: -  
FOR DEALER: -  
FOR CLIENT: -

DATE: -  
DATE: -  
DATE: -

PROJECT NAME AND LOCATION:

**GLENBROOK NORTH HIGH SCHOOL**  
**2300 SHERMER RD, GLENBROOK IL. 60062**

PROJECT NUMBER: 11847

REPRESENTED BY:  
**LOWERY**  
..

DESIGNER:  
**J. DUNN**  
CAD FILE:  
**11/11847/GLENBROOK**  
DATE:  
**12.13.11 (REV.1)**

REVIEWED BY:  
-  
DATE:  
-  
VIEW TYPE:  
**PERSPECTIVE**

## CAPITAL OUTLAY REQUESTS 2012 - 2013

### GLENBROOK SOUTH

#### Radio Broadcasting Profanity Delay

**\$3,500**

A broadcast delay is a tool that allows radio and television stations to delay their broadcast signal for a duration of five to fifteen seconds. The broadcast delay is a standard piece of equipment; stations rely on the delay when events may occur outside of the station's control (i.e., indecent content). The current delay system was purchased in 1990 and it is in need of being replaced.

#### Fox Renard Model 222 Bassoon

**\$5,450**

The last bassoon purchased was in 1987 and there is a need to replace our oldest bassoon. We currently own two bassoons and we are borrowing a third from Glenbrook North.

#### Yamaha YBS-52 Intermediate Baritone Saxophone – E Flat

**\$4,680**

One of the baritone saxophones (manufactured by Jupiter) is beyond economical repair and needs to be replaced.

#### Yamaha YBB-202MWC Marching Band Tuba (Used – 2 at \$3,200)

**\$6,400**

The number of tuba players in our marching band has been steadily increasing over the past several years. We currently own four marching tubas and we had to rent three last year. Fortunately, we will have access to purchase two used tuba instruments at the end of this summer's Drum Corps International tour.

#### Fox Renard Model 330 Oboe

**\$3,500**

We currently own three oboes and we need to purchase one oboe to support students currently being turned down who are interested in migrating from flute to oboe.

#### Yamaha YHR-668NII Double French Horn

**\$3,680**

We currently own three double French horns. This purchase would increase our school set to four which is the number of horn parts/players written in most symphonic band music.

#### 48" LAWN MOWER

**\$7,000**

The present 48" Great Dane mower was purchased in 1998 and after many years of use has become unreliable. It broke down several times last year, which was a problem because the larger mowers do not fit in some of the areas where the 48" mower is used.

#### PALLET JACK

**\$7,000**

The present electric pallet jack was purchased in 1990. While it is still running, it has become difficult to get replacement parts for servicing and it needs to be replaced. The electric pallet jack is necessary to move the many pallets that come to the receiving dock daily off of the trucks and it is also needed to move the pallets of copy paper through the halls to where it is stored.

**Random Orbital Floor Scrubber****\$6,500**

In the last several years, we have reduced custodial FTE in a cost saving measure. As a result, we have been using overtime to perform the process detailed below and we don't finish until one day before school resumes. We strip and wax all of our tile floors every summer. This includes cafeterias, hallways and classrooms. We use a four-man team that has to mop stripping chemicals, suck up the chemicals as well as the old wax, and then mop the area with a detergent. Only then is the area finally ready for the new wax. This scrubber would strip the wax, vacuum up the remnants, and clean the floor in one motion. It would eliminate two custodians from the process, and would complete the job in a fraction of the time. It would also eliminate the need for stripping chemicals, which are very toxic and slippery. We have had people fall and injure themselves in the past.

Another added bonus of this scrubber is its versatility. We currently don't have any walk-behind scrubbers in the building. This machine would also be utilized in the cafeterias, and the pool for general cleaning. The pools are a particularly hard area to clean, because dirt gets into the grout in the tiles. This unit has been tested in the pool area, and it performed well.

**CHARIOT IVAC 24" All Terrain Vacuum (2 at \$7,500)****\$15,000**

We currently use two custodians to vacuum the hallways in the building on a nightly basis. They both use a pull-behind vacuum called a "Pig." These vacuums have a wand attached to a hose. During the process, the custodian pushes the wand across the carpet. This is not a very productive procedure, because it is very slow, and does not cover 100 percent of the carpet. In this process, there is large amount of dust that the vacuum misses. These two vacuums would allow us to clean the carpets, as well as the tile floors in a fraction of the time that it takes now. It also frees up the custodians to do more stain removal on the carpets as well as give more attention to the VCT floors. Currently, the VCT floors are not buffed on a regular basis due to lack of manpower.

**TOTAL CAPITAL IMPROVEMENTS****\$62,710**