

To: Dr. Mike Riggle
Board of Education

From: Ms. Lauren Fagel
Dr. R.J. Gravel

Date: Monday, May 22, 2017

Re: Award of Bid GBS Stadium Concession Stand/Bathroom Facility

Recommendation

It is recommended that the Board of Education:

1. Award a bid to construct a stadium concession stand and bathroom facility at GBS in the amount of \$550,000 to RB Construction
2. Approve the funding proposal as outlined below

Background

As discussed at the September, October, and February Facility Committee meetings, there has been significant interest to construct a bathroom facility and concession stand near the stadium. Historically, Glenbrook South has used portable restroom facilities to serve the needs of our athletes, physical education students, and spectators for outside events. For concession purposes, Glenbrook South had a permanent concession stand that was demolished in the summer of 2014 to accommodate the student parking lot expansion project.

In response to the interest to construct a permanent restroom facility and concession stand, the Glenbrook South Booster Club initiated a capital campaign with the goal of raising \$350,000 for this project. To date, \$325,000 has been raised.

Of the \$550,000 bid from RB Construction, the building cost is \$420,000, and site utility work is \$130,000. The concession portion of the building represents approximately 35% (475 s.f.) of the facility space, or \$147,000. Given that the original concession stand had to be demolished to accommodate a student parking lot expansion, it is recommended that the District contribute this amount.

Bid Results

Bid specifications were developed by ARCON and sent to nine interested bidders. Bids were opened on Thursday, April 27, 2017. Of the nine bid specification packets sent, the following five responses were received.

RB Construction	\$550,000
AB Edward	\$622,250
Monarch Construction	\$648,500
Efraim Carlson	\$729,000
WM Tonyan	\$730,000

Funding Proposal

At the May 8, 2017 Board meeting possible funding strategies were discussed, including a large contribution from the Glenbrook South Booster Club in the amount of \$350,000. The following funding proposal was reviewed with members of the Facility Committee and is being recommended.

Project Element	Total Expense	District Contribution	Booster Contribution	Building Budget	Corporate Sponsorships
Building Cost	\$420,000	\$147,000 (35%)	\$220,000	\$19,250	\$33,750
Site Utility Cost	\$130,000	\$0	\$130,000	\$0	\$0
Architect/Permitting Fees	\$35,250	\$0	\$0	\$0	\$35,250
2% Construction Contingency	\$11,000	\$0	\$0	\$0	\$11,000
<i>Total</i>	\$596,250	\$147,000	\$350,000	\$19,250	\$80,000

Funding Source	FY2017	FY2018	FY2019	Total Expense
District	\$0	\$147,000	\$0	\$147,000
Boosters	\$0	\$350,000	\$0	\$350,000
GBS Building Budget	\$10,000	\$9,250	\$0	\$19,250
Corporate Sponsorships	\$0	\$40,000	\$40,000	\$80,000
<i>Total</i>	\$10,000	\$546,250	\$40,000	\$596,250

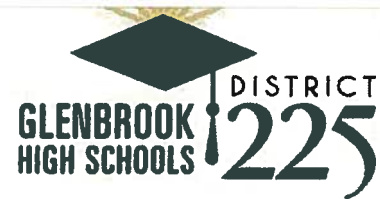


Glenbrook High Schools District 225

New Concessions and Restroom Building at Glenbrook South High School - Option 1

Project No. 16171 March 03, 2017

HISTORICAL MEMO



To: Dr. Mike Riggle
Board of Education

From: Ms. Lauren Fagel
Dr. R.J. Gravel

Date: Monday, May 8, 2017

Re: Award of Bid GBS Stadium Concession Stand/Bathroom Facility

Recommendation

It is recommended that the Board of Education award a bid to construct a stadium concession stand and bathroom facility at GBS in the amount of \$550,000 to RB Construction. A funding proposal is outlined further in the memo.

Background

As discussed at the September, October, and February Facility Committee meetings, there has been significant interest to construct a bathroom facility and concession stand near the stadium. Historically, Glenbrook South has used portable restroom facilities to serve the needs of our athletes, physical education students, and spectators for outside events. For concession purposes, Glenbrook South had a permanent concession stand that was demolished in the summer of 2014 to accommodate the student parking lot expansion project. In its place, GBS purchased a temporary concession trailer (expense of \$7,155) with the understanding that this would be a 2-3 year solution until a new facility could be constructed. A historical memo from Dr. Brian Wegley is attached.

In response to the interest to construct a permanent restroom facility and concession stand, the Glenbrook South Booster Club initiated a capital campaign with the goal of raising \$350,000 for this project. To date, \$325,000 has been raised.

After extensive conversation at the various Facility Committee meetings, it was determined that the administration should work with ARCON to develop bid specifications, bid the project and proceed through the required Village of Glenview Zoning and Appearance Committee process. Additionally, the Facility Committee discussed a potential district contribution to cover the cost of the concession stand that was demolished to accommodate the 2014 parking expansion project.

Bid Results

Bid specifications were developed by ARCON and sent to nine interested bidders. Bids were opened on Thursday, April 27, 2017. Of the nine bid specification packets sent, the following five responses were received.

RB Construction	\$550,000
AB Edward	\$622,250
Monarch Construction	\$648,500
Efraim Carlson	\$729,000
WM Tonyan	\$730,000

Actual bid results are approximately 10% higher than the estimate of \$500,000.

Proposed Funding

The low bid for this project was from RB Construction in the amount of \$550,000. This includes constructing a 1,320 square foot building to house a mens and womens bathroom facility, a concession stand, and a Booster Club stand to sell Titan spiritwear. Additionally, all required site utility work including water and sewer lines are included in this figure.

Of the \$550,000, the building cost is \$420,000, and site utility work is \$130,000. The concession portion of the building represents approximately 35% (475 s.f.) of the facility space, or \$147,000. Given that the original concession stand had to be demolished to accommodate a student parking lot expansion, it is recommended that the District contribute this amount. There is a potential that these costs could be reduced through the renewal of our corporate sponsorship program, that provides advertising opportunities on our scoreboards. The following table summarizes the total project cost and recommended funding sources. It should be noted that the school pays approximately \$5,000 per year from the operating budget to maintain the existing portable toilet facilities. By operating the concession stand with student groups, student activities is able to raise approximately \$8,000 to \$10,000 each year in support of student projects.

Project Element	Total Expense	District Contribution	Booster Contribution	Remaining Balance
Building Cost	\$420,000	\$147,000 (35%)	\$220,000	\$53,000
Site Utility Cost	\$130,000	\$0	\$130,000	\$0
Architect/Permitting Fees	\$35,250	\$35,250	\$0	\$0
2% Construction Contingency	\$11,000	\$11,000	\$0	\$0
<i>Total</i>	\$596,250	\$193,250	\$350,000	\$53,000

Potential Revenue Source

Board Policy 9250 provides for the the ability to offer corporate sponsorship opportunities to individuals and organizations in exchange for financial support or in-kind gifts. This policy was developed in response to a capital campaign in 2010 to support to installation of artificial turf fields at Glenbrook North and Glenbrook South. The campaign offered recognition on each school's stadium scoreboard in the form of a 2 ft x 6 ft panel. Interested entities entered into a 5-year agreement with the District for \$25,000, paid in \$5,000 increments over the term of the agreement. This model enabled the District to generate up to \$40,000 each year, per scoreboard, in advertising revenue.

The majority of corporate sponsorship agreements conclude in August 2017, providing an opportunity for the Board of Education to consider offering renewals to current sponsors, and to solicit new sponsors. A listing of current sponsors and agreement conclusion dates are presented in the table that follows.

Sponsor	Scoreboard	Total Commitment	Conclusion Date
Nicholas and Associates	GBN/GBS	\$50,000	August 1, 2017
Glenbrook Foundation	GBN/GBS	\$50,000	August 1, 2017
Illinois Bone and Joint	GBN/GBS	\$50,000	August 1, 2017
Upright MRI of Deerfield	GBN/GBS	\$50,000	August 1, 2017
Illinois Cancer Specialist	GBN	\$25,000	August 1, 2017
Perf Mortgage	GBN	\$25,000	August 1, 2017
Waterway Gas & Wash Co.	GBN	\$25,000	August 1, 2019
ABT	GBS	\$25,000	August 1, 2017
Glenview State Bank (2 panels)	GBS	\$50,000	August 1, 2017
Jennings Chevrolet	GBS	\$25,000	August 1, 2017

To: District 225 Board of Education
From: Mike Riggle
Re: Proposed GBS Concession / Restroom Project
Date: February 23, 2017

For many years, both high schools operated dry concession stands and rented portable toilet units to provide bathroom facilities for spectators who attended events in the main stadiums. The concession stands at both schools were established through donations from the athletic booster clubs. Both schools expressed the need for years for functional bathroom facilities within the main stadiums, but the total cost to establish water and sewer to restroom facilities was significant and not entertained as a priority by the district.

That condition changed at GBN in 2008 when the GBN Athletic Booster Club funded the construction of a functional restroom facility with a sewer line to serve both the restroom and existing concession stand. Both before and after the construction of the GBN restroom, GBS has consistently expressed need for a similar facility. During that time, the district administration has consistently told the school that they needed to seek donations in a similar manner.

GBS Booster Club Effort

For the last several years, the GBS Booster Club has been working to raise funds necessary for a combination concession / restroom facility to be constructed within the main stadium. As their financial reserves began to grow, the booster club worked with the building administration to establish the scope of the building to be constructed and what the approximate cost might be. Their goal is to provide the funding necessary as determined by the Board of Education for the construction of a concession / restroom building this summer as a donation to the school.

GBS Booster Club Funds

Going into their spring gala fundraiser, the Booster Club has approximately \$200,000 designated for the project with a strong belief that they will have \$250,000 by the end of the school year. In addition, they are seeking private donors who will contribute either monetary or in-kind donations toward the project.

District Responsibility

Since the GBS Booster Club funds are channeled and audited through the District 225 Business Department, we have been advised by legal counsel that the project would be considered a district project and the district must go through the normal procedures which include design, specification development, design approval by the Village of Glenview, and formal bidding as required by State Code. As a result, it was necessary for the district to engage ARCON in the design of the building as well as the specification required for the bid process. The same type of contingencies and construction management costs will be realized for this project.

District Contribution

During the process, the GBS Booster Club has sought insight from the building administration if and to what extent the District 225 Board of Education might be willing to contribute toward the project. This has been discussed on three separate occasions at Facilities Committee, with the most recent discussion being at the February 21 meeting.

In the summer of 2015, the District expanded the parking lots on the west side of the school to provide adequate parking for a growing student and staff population. The parking lot expansion project required the demolition of the existing "dry" concession stand located on the south side of the main stadium. The concession stand was used by a variety of student activities with the proceeds of concession sales going to support the student club or organization. In response to the demolition, the school purchased a mobile concession stand as a temporary solution out of their building operating budget.

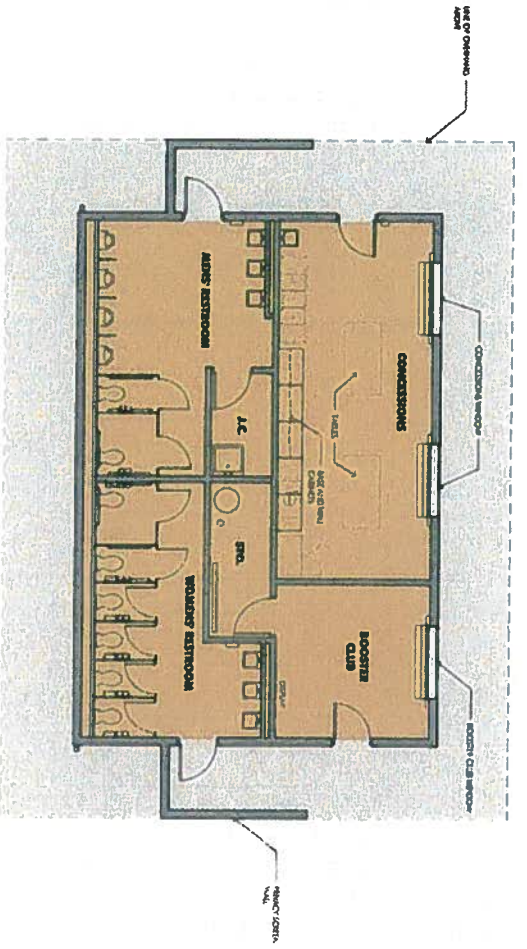
The board members and administrators on the facilities committee have discussed the need for making the school "whole" for the demolition of the concession stand that occurred in 2015. The contribution from the district would be equal to the construction cost for an equivalent square footage for concessions in the new building. This amount will not be known until the actual construction bids are received, but an estimated amount of \$120,000 has been discussed.

Timeline

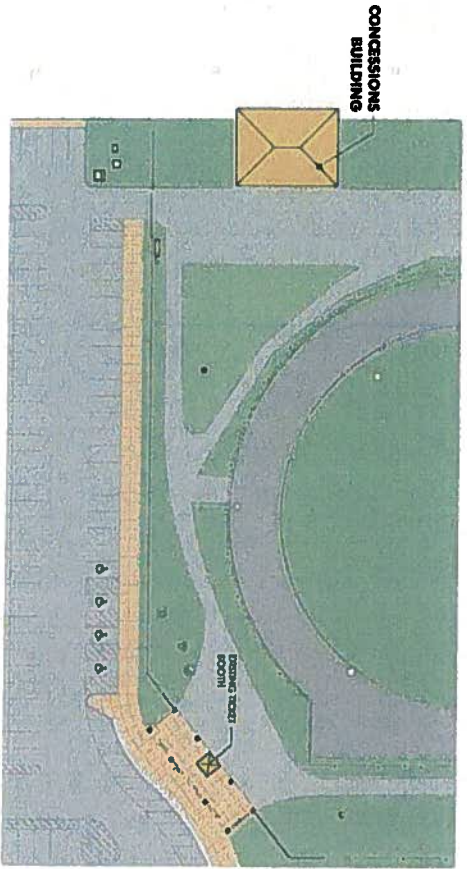
Design work for the project has been submitted to the Village of Glenview and building and district administrators, as well as ARCON, are attending committee review meetings as required by the Village of Glenview.

Specifications for construction bids are now being completed by ARCON and we anticipate going out for bid in early April. We anticipate that bid results will be available for Board consideration on April 24. At that time, we will have a more solid financial commitment from the GBS Booster Club as well as private monetary and in-kind donors. We will also have a more clear picture of a possible contribution from the Board and will know the total financial liability to the district.

If the Board elects to approve the project, construction will begin in the late May or early June.



CONCESSIONS & RESTROOM BUILDING FLOOR PLAN



CONCESSIONS & RESTROOM BUILDING SITE PLAN



EAST ELEVATION



NORTHEAST ELEVATION



Glenbrook High Schools District 225
 Glenbrook South High School - New Concessions & Restroom Building
 Project No. 16171



HISTORICAL MEMO

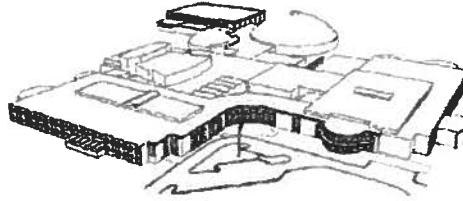
Office of the Principal

To: Dr. Mike Riggle

From: Dr. Brian Wegley

Re: GBS Concession Trailer Purchase

Date: July 21, 2014



Northfield Township High School District 225

4000 WEST LAKE AVENUE

GLENVIEW, IL 60026

Web: www.glenbrook225.org/south

Telephone: 847.729.2000

Fax: 847.486.4462

Attached is a memo from Dr. Jim Shellard requesting the purchase of a used 2004 Wells Cargo CEW 162 Concession Trailer for \$7,155.00. As we have discussed, the expanded parking necessitated the removal of our current concession stand. Dr. Shellard has explored many solutions and this trailer recommendation is the conclusion of his search.

This solution will likely be in place for the next two to three years, after which time we will seek to put in a permanent solution with the help of the booster club.

Annually, Mr. Freund includes contingency money within our budget, which will be used for this purchase. Both Mr. Freund and I have spoken with Dr. Shellard regarding this solution and we support this purchase.

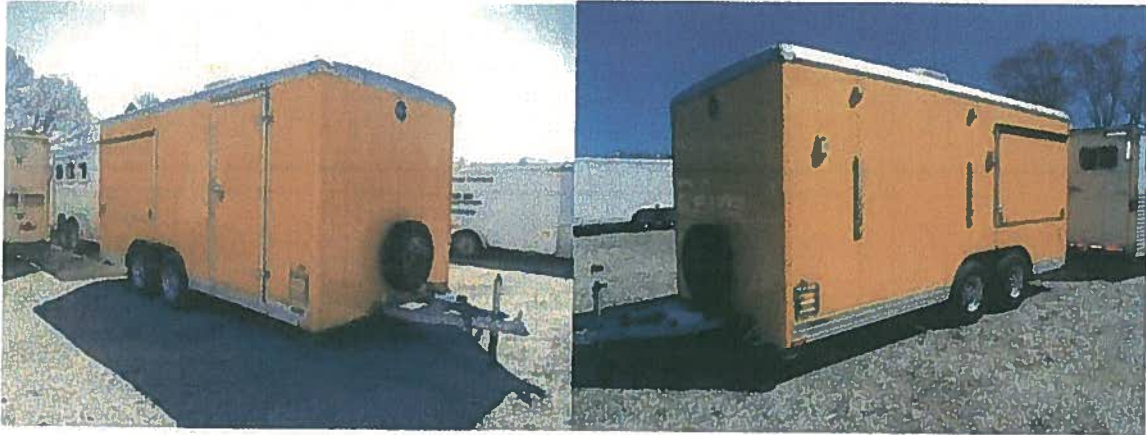
Please let me know if you need any additional information to proceed.

To: Dr. Brian Wegley
Mr. Gary Freund
From: Dr. Jim Shellard
Re: Purchase of 2004 Wells Cargo CEW 162 Concession Trailer
Date: July 19, 2014
CC: Mr. Steve Rockrohr

The purpose of this memo is to request the purchase of a used 2004 Wells Cargo CEW 162 Concession Trailer for \$7,155.00 (includes title, license, and doc fees). Please see the quotation from R.A. Adams Enterprises, Inc. from McHenry, Illinois for details (doc. 1)

I have been actively seeking options for the sale of concessions at sporting events held at the John R. Davis Stadium since learning of the removal of our previous concessions stand due to the expanded parking. This 16' x 8' used trailer indicated in the quote has several features that will help to facilitate large crowds with the potential of 9 walk up windows. This concessions trailer includes three large concession awnings and an additional awning for condiments. With a customized drop floor and inside/outside counters, this trailer will facilitate waiting on customers at a comfortable height. With two interior fluorescent lights and a junction box facilitating electrical appliances, we would be ready to "plug in and go." All food is prepared at alternative locations and the warmers, coolers, popcorn machine, and nacho machine would fit nicely on the counters built in the interior of the trailer. In addition, the removal "tongue" of the trailer will prevent people tripping over this while trying to purchase concessions. A new trailer that included these features would cost nearly \$15,000. Please see the projected cost of a trailer with these features (doc. 2).

In conclusion, this used 2004 Wells Cargo CEW 162 Concession Trailer would help to facilitate our needs and an optimal cost. The mobility of this trailer would also allow for use at other sporting events should there be interest. Thank you for your consideration and I have included several pictures of the trailer for your edification:





BOARD POLICY: CORPORATE SPONSORSHIP

9250

Page 1 of 2 pages

Section A - Introduction

A Corporate Sponsorship is an agreement between Glenbrook High School District 225 and an individual, a group, company or community-based organization in which the sponsor provides financial support or in-kind gifts in exchange for donor recognition.

District 225 is sometimes faced with offers from individuals, groups, companies or community-based organizations interested in sponsorship of programs, facilities and other aspects of education. The District welcomes sponsorship opportunities that enhance the ability to deliver educational services to the public as long as the purposes, services and/or products of the sponsor are consistent with this Policy, appropriate to the mission of the District and the District's pedagogical concerns, and the sponsor and the content of the sponsor's proposed sponsorship is neither controversial, discriminatory, disruptive nor is inappropriate within the school environment.

1. It is pragmatic to seek outside funding in order to maintain valuable and important programs and facilities, within specific boundaries and with built-in safeguards against misuse of this funding source.
2. An individual, a group, company or community-based organization choosing to engage in a corporate sponsorship agreement with District 225 receives such tangible benefits, including increased visibility and good will. At the same time, it may be providing opportunities that further the educational mission of District 225.
3. This policy establishes guidelines for entering into Corporate Sponsorship agreements. Corporate Sponsorship agreements are distinct in that while a corporation may enjoy the intangible benefits of name exposure via donor recognition and naming opportunities, no services were received by District 225, its Board members, agents or employees in exchange for the financial or product contribution made to District 225.

Section B – Intent

Corporate Sponsorships may be granted, at the sole discretion of the Board of Education. It is the intent of the Board of Education that the opportunity for Corporate Sponsorships be limited to individuals, groups, companies or community-based organizations whose purposes, services and/or products are consistent with this Policy, are neither controversial, discriminatory nor disruptive, and are appropriate to the mission of the District and consistent with the District's pedagogical concerns. It is not the intent of District 225 to create a public forum through Corporate Sponsorships and the commercial advertising attendant thereto.