

INTEROFFICE MEMORANDUM

TO: DR. KEVIN RUSSELL, SUPERINTENDENT
TODD DRAFALL, ASSISTANT SUPERINTENDENT FOR BUSINESS

FROM: KATIE HANNIGAN
KEVIN BARTO

SUBJECT: PLAYGROUND RENOVATIONS AT LESTER AND HENRY PUFFER

DATE: 3/9/2020

Background Information

Henry Puffer Elementary School has a group of dedicated individuals who have raised funds toward the improvement of the playground at their school. The group, Everybody Plays at Puffer (EPAP), has worked diligently and is in a position to donate funds to the District for the sole purpose of improving the playground on the southeast corner of the building near the Belmont and Hadow Ave intersection. The estimated costs of the total project are anticipated to be approximately \$210,000.

Their donation of approximately \$148,000 will cover the purchase of all the proposed equipment, safety surfacing, and the installation of donor bricks. In order to complete the remaining portion of the project, the District will fund the site work, including demolition, concrete curbing, and drainage. These funds are budgeted in the 2020-2021 Operations and Maintenance budget.

Additionally, Lester Elementary School also has a very hard-working group focused on improving both playgrounds at their school. The Lester Community Playground team has worked tirelessly and is in a position to donate funds to the District for the sole purpose of improving the playgrounds on both the west and east sides of Lester. The estimated costs of the total project are anticipated to be \$433,000.

The Lester Community Playground group was able to donate nearly the entire cost of the proposed improvements. Their donation of approximately \$420,000 will cover the purchase of all the proposed equipment, safety surfacing, equipment installation, and the majority of other site work. The District will provide funding for the remaining site work of approximately \$13,000 from the 2020-2021 Operations and Maintenance budget.

Given that both of these groups have reached their fundraising goals, a bid was posted in a local newspaper and on the District website for the installation and site work at Lester, as well as the site work at Puffer. The District did not include the installation at Puffer within the bid paperwork because Everybody Plays at Puffer has committed to a community build for their playground. We received three responses to the bid; the results are as follows:

Innovation Landscape	Lester West - Site Work and Install	\$69,293.20
	Lester East - Site Work and Install	\$82,440.70
	Puffer - Site Work	\$54,432.00
	TOTAL	\$206,165.90
The Kenneth Company	Lester West - Site Work and Install	\$84,503.00
	Lester East - Site Work and Install	\$86,826.00
	Puffer - Site Work	\$62,026.00
	TOTAL	\$233,355.00
K&D Landscape	Lester West - Site Work and Install	\$89,413.05
	Lester East - Site Work and Install	\$92,714.30
	Puffer - Site Work	\$62,224.00
	TOTAL	\$244,351.35

Administrative Considerations

The District determined that the Lester and Puffer projects should be bid together, as recommended by our architect, to minimize costs by ensuring that one contractor would be awarded both projects. The equipment for both sites was chosen by their playground committees, and will be purchased by the District with the funds that have been raised. The equipment to be installed at Lester is manufactured by BCI Burke Company (Burke). Burke maintains a list of certified installers, and that certification was listed within the bid documents as a requirement for any company installing the Lester equipment. Therefore, only a Burke certified installer can be awarded this bid. The District sent notifications of this project to five Burke Certified contractors. Of the three vendors that submitted bids, only one of them has the certification. Therefore, the bids from Innovation Landscape and K&D Landscape cannot be accepted.

Recommendation

It is recommended that the Board award the bid for Playground Renovations at Henry Puffer Elementary School and Lester Elementary School to The Kenneth Company for \$233,355.00. This award would be for the site work associated with renovating the playgrounds at Puffer and Lester, and the installation of equipment at Lester. The anticipated contribution from District funds is \$72,542.00. Upon Board approval, we will be able to secure the contractor schedule of work for the upcoming construction season. The Board will be asked to approve donation agreements with both playground groups and the purchase of equipment at a future meeting.