

ATTACHMENT NO. IX. - B: Ten-Year Life Safety

Potential motion: Motion to have Cashman Stahler perform the Ten-Year Life Safety Survey on all school buildings

Recommended action: Approve the Motion

It is recommended that the Board approve Cashman Stahler to conduct the Ten-Year Life Safety Survey on all six school buildings. This is required by school code to be conducted every ten years. All six of our buildings are required to go through this by 2026. By conducting this now, the District can use the report to plan long-term projects that are urgent, required, and recommended. It is also a critical piece to help plan with athletic field renovations for future upgrades across the District. This was discussed at both the September 17, 2024 and the February 4, 2025 Facilities Committee Meetings. The cost to conduct this is \$27,300 for the architectural and engineering services and \$12,000 for the safety reference plans.

Total cost: \$39,300



Cashman Stahler Group

March 15, 2024

Dr. Michael Greenlee
Superintendent
North Boone Community Unit School District 200
6248 North Boone School Road
Poplar Grove, IL 61085

**Proposal for Architectural/Engineering Services
Ten Year Safety Survey (All District Schools)
Safety Reference Plans (All District Schools)
Project CSG821**

Dr. Greenlee,

We are submitting this proposal to provide professional architectural and engineering services for performing the Ten Year Health Life Safety Survey and the updating of the existing Safety Reference Plans for each existing District school.

Scope of Professional Services (Ten Year Inspection)

The following summarizes our understanding of the project requirements and our estimate of the required scope of professional services:

- **Survey:** CSG will survey all building areas in the existing District educational facilities to identify violations of the Health Life Safety Code for Public Schools.
- **Existing 10-Year Survey:** Field verify the status (complete/incomplete/not applicable) of the existing ten year survey violations.
- **New 10-Year Survey:** Complete the on-line IWAS Ten Year Safety Survey Report for District and Board of Education review, comment, and approval, and for submission to the Regional Office of Education.
- **Safety Reference Plans:** Generate Safety Reference Plans by incorporating all required safety-related documentation and information onto the existing building floor plans and site plans for each facility. Submit updated Safety Reference Plans to the District and the Regional Office of Education.



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- **Project Timeline:** CSG will perform all of the onsite surveys between June and August 2024. The documentation will be prepared in September/October 2024 for presentation and discussion with the Administration and Board of Education in October/November 2024.

Professional Services Fees

Ten-Year Safety Survey

For the Ten Year Safety Survey, we will provide professional architectural and engineering services on a **Fixed Fee Basis**. Our overall fee for all architectural and engineering services will be **Twenty Seven Thousand Three Hundred Dollars (\$27,300)**. Invoices will be submitted upon completion for the project scope. A break down of our architectural and engineering fees by building is as follows:

High School	Architectural	\$2,100 / MEP	\$2,800
Middle School	Architectural	\$2,100 / MEP	\$1,800
Upper Elementary School	Architectural	\$1,800 / MEP	\$1,800
Capron Elementary School	Architectural	\$2,100 / MEP	\$1,800
Manchester Elementary School	Architectural	\$1,800 / MEP	\$1,800
Poplar Grove Elementary School	Architectural	\$1,800 / MEP	\$1,800
IWAS Report Documentation	Architectural	\$3,800	

Safety Reference Plans

For the Safety Reference Plans, we will provide professional architectural services on a **Fixed Fee Basis**. Our overall fee for all architectural services will be **Twelve Thousand Dollars (\$12,000)**. Invoices will be submitted upon completion of the project scope. A break down of our architectural fees by building is as follows:

High School	\$2,100
Middle School	\$2,100
Upper Elementary School	\$1,800
Capron Elementary School	\$2,100
Manchester Elementary School	\$1,800
Poplar Grove Elementary School	\$2,100



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Hourly Rate Table/Additional Services

Additional Architectural services beyond those described in this proposal will be provided on a **Time and Material Fee Basis** using our standard hour rates listed below:

Architectural

- Principal \$ 130.00 per hour.
- Project Architect \$ 110.00 per hour.

Additional Engineering professional services beyond those described in this proposal will be provided on a **Time and Material Fee Basis** using our standard hour rates listed below:

Engineering

- Principal Engineer \$ 175.00 per hour.
- Senior Engineer \$ 165.00 per hour.
- Project Engineer \$ 155.00 per hour.

Reimbursable Expenses

Reimbursable expenses incurred for the project, in addition to base services fee, will be invoiced using a multiplier of 1.10. Reimbursable expenses generally include blueprinting, reproductions, plotting, postage, shipping, messenger services, etc.



Cashman Stahler Group

If you find this proposal acceptable, please acknowledge your acceptance by signing in the spaces below and returning an executed copy of this proposal to our office.

The undersigned agrees to the terms of this proposal:

(Authorized Signature)

(Printed Name and Title)

We look forward to working with you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

CASHMAN STAHLER GROUP

A handwritten signature in black ink, appearing to read "G. Stahler", written over a horizontal line.

Gregory M. Stahler



Greenlee, Mike <mgreenlee@nbcusd.org>

RE: Architect and Life Safety

1 message

Scott E. Nemanich <senemanich@ktjlaw.com>
To: "Greenlee, Mike" <mgreenlee@nbcusd.org>

Sun, Feb 9, 2025 at 12:11 PM

Good morning Mike. The \$10,000 threshold does not apply. Also, it does not matter what the project is. As long as the Board is satisfied with its architect, you simply hire him for the project. However, if the Board is not satisfied with the architect, then the Board shall proceed to request proposals to choose an architect pursuant to the Local Government Professional Services Selection Act (50 ILCS 510 et seq.). Per the Act – which specifically covers school districts- the Board would first provide public notice pursuant to section 4 of the Act (3 methods which MUST be fulfilled). The notice must state a particular project as well as the day, hour and location that the statement of interest and qualifications by an architectural firm is to be received. Thereafter, the Board would review the proposals pursuant to subsection 5 and 6, rank them and only thereafter attempt to negotiate a contract with the highest ranking firm pursuant to sections 6 and 7 of the Act. **At NO TIME UNTIL NEGOTIATIONS BEGIN WITH THE HIGHEST RANKED FIRM ARE PRICES AND COSTS TO BE DISCUSSED WITH ANY OF THE FIRMS.**

If you have any questions regarding this, please feel free to contact me. Scott N.



SCOTT E. NEMANICH

Partner

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From: Greenlee, Mike <mgreenlee@nbcusd.org>
Sent: Wednesday, February 05, 2025 8:25 AM

To: Scott E. Nemanich <senemanich@ktjlaw.com>

Subject: Architect and Life Safety

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Good Morning Scott,

Greg Stahler is our architect of record. We need to conduct our 10-year Life Safety Survey and at the Facilities meeting last night, I recommended that the committee approve his proposal to perform that this summer. One Board Member suggested that we should put that study out to RFP because it is over \$10,000 which in our policy is the threshold for Board approval. Is it correct that our architect of record would not be subject to that clause because we are dealing with Life Safety issues or does that not matter for this purpose?

Mike

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Dr. Michael J. Greenlee

Superintendent

North Boone CUSD #200

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