



PRELIMINARY SCOPE OF WORK

Champaign Unit School District #4
 Service Center
 1400 Hagan Street
 Champaign, IL 61820
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Project:	Preliminary Scope of Work for Non-Renovated Elementary Facilities
Project No.:	-
By:	AV
Date:	01.21.16
Re:	Dr. Howard International Prep Academy South Side
Distribution:	file

Objective:

Generate anticipated project scope list to bring remaining elementary facilities up to the same level as the recently renovated buildings. Scope is based upon recent work performed at District elementary buildings funded by 1% sales tax completed 2010 - 2016. These locations included:

- Addition / Renovation
 - Garden Hills
 - Westview
 - Robeson (renovation only; no addition)
 - Bottenfield
 - Kenwood
- Building Replacement
 - Booker T. Washington
 - Carrie Busey Savoy

STATISTICS	STRANDS	GRADE LEVEL	ENROLLMENT (2015-16)	SQUARE FEET	SITE ACRES
Garden Hills	3	K-5	481	75,000	4.6
Westview	3	K-5	419	54,300	4.8
Robeson (no addition built)	3	K-5	424	50,000	9.8
• Robeson portable				1,776	
Bottenfield	3	K-5	480	49,007	8.3
Kenwood	3	K-5	321	53,649	9.3
Booker T. Washington	3	K-5	416	59,730	1.75
Carrie Busey Savoy	3	K-5	452	64,170	6



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STATISTICS	STRANDS	GRADE LEVEL	ENROLLMENT (2015-16)	SQUARE FEET	SITE ACRES
Dr. Howard	3	K-5	343	43,389	2.3
International Prep Academy*	3	K-5	233	43,000	9.7
*Consider future 3-strand, K-8 configuration for IPA	3	K-5	K-5 450		
	3	K-8	K-8 650		
South Side	2	K-5	303	25,265	3.5
• South Side portable				1,536	



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
SITE DEVELOPMENT			
Parking			
<ul style="list-style-type: none"> Drop-off improvements 			
Bus drop-off			
Parent drop-off			
<ul style="list-style-type: none"> Existing asphalt parking lot improvements 			
Crack fill, sealcoat, restripe only			
Complete removal and reinstallation if needed or mill down years of asphalt overlays (Note: Years of overlaying the asphalt for budgetary reasons have been causing unintended drainage issues at various facilities.)			
<ul style="list-style-type: none"> New parking lots (concrete preferred over asphalt) 			
<ul style="list-style-type: none"> New exterior parking lot lighting on automatic controls 			
<ul style="list-style-type: none"> Drainage improvements at parking 			
Sidewalks			
<ul style="list-style-type: none"> New sidewalks at additions 			
<ul style="list-style-type: none"> Replace existing sidewalks as required 			
Utilities			
<ul style="list-style-type: none"> Surface stormwater detention 			
<ul style="list-style-type: none"> New site utilities at additions 			
<ul style="list-style-type: none"> Existing building sanitary rerouting as needed 			
<ul style="list-style-type: none"> New fire service at unsprinkled buildings 	Building is not sprinkled	Building is not sprinkled	Building is not sprinkled
<ul style="list-style-type: none"> Increase sanitary service size for additions as needed 			
<ul style="list-style-type: none"> Parking lot improvements have necessitated additional parking lot lighting for safety. Anticipate costs with Ameren. 			
<ul style="list-style-type: none"> Existing gas service improvements may be needed 	Has gas service currently	Has gas service currently	Has gas service currently
Accessibility			
<ul style="list-style-type: none"> ADA ramp at main entrance 			
<ul style="list-style-type: none"> ADA parking 			
Playgrounds (ADA)			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
• Relocate play equipment			
• New play equipment			
• New playground mulch (12" thick)			
• Drainage improvements at play areas			
Landscaping improvements			
• Sod at disturbed areas			
• Mulch mow strip at building perimeter			
• Raised planting beds for gardening curriculum			
• Drainage improvements at landscaped areas if needed			
• Zoning stormwater BMP (best management practices) will be required. Consider other options to rain gardens which are proving to be very difficult for the District to maintain over the long term.			
Service Areas			
• New dumpster enclosure			
• Exterior concrete bollards			
Miscellaneous			
• Building marquee (lighted only, not electronic at elementary buildings)	Replace	Upgrade	New (there is no marquee now)
• New perimeter fence			
• New bike racks			
• New flag pole			
• Exterior benches			
• Exterior trash receptacles			
BUILDING ENVELOPE IMPROVEMENTS			
Doors and Windows			
• Replace exterior windows with new aluminum windows			
• New window treatments			
• Replace exterior doors, frames and hardware (hollow metal at service areas, aluminum storefront at entries)			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
<ul style="list-style-type: none"> Replace exterior door lock cores with new 39AD security keyway cores 	Done	Needs to be upgraded	Needs to be upgraded
Concrete and Masonry			
<ul style="list-style-type: none"> Masonry repairs as needed (tuckpointing, cleaning, sealing) 			
<ul style="list-style-type: none"> Retaining wall repairs as needed 			
<ul style="list-style-type: none"> Moisture sealing at foundation walls as needed 	Moisture issues		
Exterior Walls			
<ul style="list-style-type: none"> Air infiltration sealing (foam insulation) 			
<ul style="list-style-type: none"> Soffit and fascia repairs 			
<ul style="list-style-type: none"> Downspout drainage improvements 			
Drainage improvements			
<ul style="list-style-type: none"> At existing perimeter foundation drain tiles if needed 			
Entry canopy repairs, painting			
Roofing restoration	Summer 2016 roof areas on north end in poor condition will be replaced with a 10-year roof. All roofs installed in 2000 except east canopy installed in 1996.	Roofs installed in 2003	Roofs installed in 2000
New exterior building mounted signage			
RENOVATION			
Expanded main office with secured entrance and secured file storage			
Dedicated rooms for			
<ul style="list-style-type: none"> Literacy 			
<ul style="list-style-type: none"> SPED General 			
<ul style="list-style-type: none"> SPED Functional Life Skills 			
<ul style="list-style-type: none"> SPED Autism 			
<ul style="list-style-type: none"> Reading Recovery 			
<ul style="list-style-type: none"> Psychologist 			
<ul style="list-style-type: none"> Social Worker 			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
• OT/PT Sensory			
• Itinerant offices			
• ESL			
• Deaf and Hard of Hearing			
• Vision			
• Speech			
• Enrichment			
• Music			
• Art			
Renovated/expanded library			
Literacy library			
Doors and Hardware			
• Full interior door and hardware replacement (reuse existing hollow metal door frames)			
Finishes			
• Replace existing resilient floor tile throughout			
• Replace existing resilient base throughout			
• New ceilings throughout (will trigger code requirement to fully fire sprinkle existing facility if not already in place)			
• New painting throughout			
• New casework throughout			
• New whiteboards throughout			
• New tack boards throughout			
• New room signage throughout			
Folding partitions	N/A	N/A	Replace at gym/stage area
Accessibility improvements			
• lift at existing stage areas in multipurpose rooms where appropriate			
• lift at existing level changes where appropriate			
• ramps at existing level changes where appropriate			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
Electrical			
<ul style="list-style-type: none"> New lighting with occupancy sensors throughout and daylighting controls 	Retrofit completed T12 to T8 lamps	Lighting not retrofitted	Retrofit completed T12 to T8 lamps
<ul style="list-style-type: none"> Increased power and data throughout 			
<ul style="list-style-type: none"> Separate circuits for netbook charging carts 			
<ul style="list-style-type: none"> Replace outdated building switchgear 	Parts no longer available	Old Federal Pacific brand	Best of the 3 buildings, but still 20-30 years old
<ul style="list-style-type: none"> Provide additional exterior GFI electrical outlets 			
<ul style="list-style-type: none"> Provide additional exterior hose bibs 			
Plumbing			
<ul style="list-style-type: none"> Existing toilet room improvements – finishes only – does NOT trigger ADA code upgrades (existing fixtures remain, existing water piping remains) 			
<ul style="list-style-type: none"> Existing toilet room upgrades – will trigger ADA code upgrades 			
<ul style="list-style-type: none"> New or renovated SPED toilet room 			
<ul style="list-style-type: none"> New student group toilets adjacent to cafeteria 			
<ul style="list-style-type: none"> New staff toilets 			
<ul style="list-style-type: none"> Replace old drinking fountains with electric water coolers, including ADA fixtures 			
Fire Protection			
<ul style="list-style-type: none"> Fire alarm – complete replacement to fully addressable system <p>All 3 buildings have existing systems that do not meet ADA and are not addressable.</p>	Replace	Replace	Replace
Mechanical			
<ul style="list-style-type: none"> New air conditioning to eliminate window A/C units (geothermal or other appropriate system) 			
<ul style="list-style-type: none"> Replace pneumatic controls with DDC controls (direct digital controls) and tie into existing BAS system (building automation system) The District is working on 1 building/year to slowly change these out. Next up are Early Childhood Center, Barkstall and Stratton. 	Replace	Replace	Replace



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
<ul style="list-style-type: none"> Replace water heater 	Replace – oldest of the 3 buildings	Replaced in 2008-2009	Replace - 20+ years old
<ul style="list-style-type: none"> Add carbon monoxide detectors (new 2016 State requirement) where required 			
NEW CONSTRUCTION			
Separate gym and cafeteria			
New toilet room support spaces for addition			
New general classrooms			
New collaboration areas			
Accessibility improvements			
<ul style="list-style-type: none"> Elevator 			
Exterior storage for maintenance equipment (snow blower, etc.)			
TECHNOLOGY AND COMMUNICATIONS			
New voice and data cabling throughout			
New intercom paging and clock system throughout			
New VoIP (voice over internet protocol) Toshiba phone system throughout	Current system is a small Key system. It is IP and on the network, but there are only 11 phones in offices and select areas.	New VoIP Toshiba phone system has been installed. All classrooms have phones.	Current system is old Panasonic system. System is 20+/- years old and not networked. Phones in offices and select areas only.
New card access key fob system throughout	Done	Has old Corby fobs	Has old Corby fobs
Expand wireless system as required			
Install multiple cell repeaters to enable improved cellular coverage within new and existing building areas			
New PoE (power over ethernet) switches as required			
New non PoE (power over ethernet) switches as required			
Expand existing security (burglar alarm) system			
New security cameras		Has new cameras inside and outside	



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Additional servers for IDF room(s) in addition for network			
SPECIAL SYSTEMS (OPTIONAL PENDING GRANT FUNDING)			
Solar panels (2kW demonstration solar array, grid tied)			
Ameren net metering agreement for solar panels fee			
OTHER CONSTRUCTION RELATED COSTS			
Asbestos Abatement			
Lead Paint Abatement			
OWNER SOFT COSTS			
Professional Fees			
<ul style="list-style-type: none"> Architectural/Structural/Mechanical/Electrical/Plumbing/Fire Protection and Interiors 			
<ul style="list-style-type: none"> LEED/Sustainable Design (management, calculations, modeling, documentation, certification) Note: New school construction must be LEED certified. Additions over 10,000SF must be LEED certified. 			
<ul style="list-style-type: none"> Energy modeling 			
<ul style="list-style-type: none"> Civil Engineering 			
<ul style="list-style-type: none"> Landscape Architect 			
<ul style="list-style-type: none"> Acoustical Engineering 			
<ul style="list-style-type: none"> Kitchen Design Services 			
<ul style="list-style-type: none"> Hardware Consultant 			
<ul style="list-style-type: none"> Commissioning Agent 			
<ul style="list-style-type: none"> Construction Management 			
<ul style="list-style-type: none"> Technology Design Consultant 			
<ul style="list-style-type: none"> Owner's Capital Projects Supervisor 			
Environmental Design			
<ul style="list-style-type: none"> Asbestos abatement design (bid documents) 			
<ul style="list-style-type: none"> ASP (Air Sampling Professional) during abatement 			
<ul style="list-style-type: none"> APM (Asbestos Project Manager) during abatement 			
<ul style="list-style-type: none"> Asbestos Inspections during abatement 			



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<ul style="list-style-type: none"> PCM (phase contrast microscopy) Air Sample Analysis Testing during abatement 			
<ul style="list-style-type: none"> TEM (transmission electron microscopy) Clearance Air Sample Analysis Testing during abatement 			
<ul style="list-style-type: none"> Lead paint abatement design if required (bid documents) 			
Reimbursable expenses			
<ul style="list-style-type: none"> Architectural/Engineering team 			
<ul style="list-style-type: none"> Construction Manager 			
<ul style="list-style-type: none"> Document printing 			
Miscellaneous Design Phase Owner Costs			
<ul style="list-style-type: none"> LEED registration fee 			
<ul style="list-style-type: none"> Soil Borings 			
<ul style="list-style-type: none"> Boundary, Topographic, Utility Survey 			
<ul style="list-style-type: none"> Phase 1 Environmental Survey 			
<ul style="list-style-type: none"> Phase 2 Environmental Survey if required by results of Phase 1 survey 			
<ul style="list-style-type: none"> Miscellaneous building testing (piping, etc.) 			
<ul style="list-style-type: none"> Permitting (zoning variances if needed) 			
<ul style="list-style-type: none"> Illinois Environmental Protection Agency (IEPA) water pollution control permit for storm water discharge during construction activities 			
Miscellaneous Construction Phase Owner Costs			
<ul style="list-style-type: none"> Site permits and Miscellaneous Utility Fees 			
<ul style="list-style-type: none"> U&CSD Sewer Connection – sanitary district user permit and additional fees for additional use due to building expansion 			
<ul style="list-style-type: none"> Zoning variance if required 	For use of lot across the street?		
<ul style="list-style-type: none"> IDPH kitchen inspection 			
<ul style="list-style-type: none"> Elevator and/or lift inspection(s) 			
<ul style="list-style-type: none"> Fire Alarm testing and certification 			
<ul style="list-style-type: none"> Builder’s Risk Insurance 			



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<ul style="list-style-type: none"> Construction Material Testing (concrete, grout, etc.) 			
<ul style="list-style-type: none"> Construction Inspections (3rd Party as required by Regional Office of Education for occupancy) 			
<ul style="list-style-type: none"> Air Barrier Testing during installation (Exterior Walls) 			
<ul style="list-style-type: none"> Water and Air Infiltration Testing during installation (Exterior Windows) 			
<ul style="list-style-type: none"> Burglar Alarm 			
<ul style="list-style-type: none"> Sound Systems (cafeteria, gym, music) 			
<ul style="list-style-type: none"> LEED certification 			
FFE (Furniture, fixtures, equipment)			
<ul style="list-style-type: none"> New furniture throughout 	New classroom furniture purchased 2015. Library was not included pending new space. Library furnishings are specific to the space.		
<ul style="list-style-type: none"> New area carpets for classroom instruction 			
<ul style="list-style-type: none"> New classroom American flags throughout 			
<ul style="list-style-type: none"> New refrigerators (staff lounge and nurse) 			
<ul style="list-style-type: none"> New residential stove (demonstration kitchen) 			
<ul style="list-style-type: none"> New washer and dryer 			
<ul style="list-style-type: none"> New kitchen equipment 			
<ul style="list-style-type: none"> New custodial cleaning equipment 			
<ul style="list-style-type: none"> New paper towel and soap dispensers throughout 			
<ul style="list-style-type: none"> New building walk-off mats 			
<ul style="list-style-type: none"> New garbage cans for classrooms, offices, etc. throughout 			
<ul style="list-style-type: none"> New or additional copy machines for staff (these are rented) 			
<ul style="list-style-type: none"> New or additional vending machines (these are rented) 			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
<ul style="list-style-type: none"> New or additional AEDs for assembly spaces (gym, cafeteria) as required by law (District nurse department purchases) 			
<ul style="list-style-type: none"> New changing table for SPED toilet room (SPED department purchases) 			
<ul style="list-style-type: none"> New kiln for art room 			
<ul style="list-style-type: none"> LEED plaque 			
<ul style="list-style-type: none"> BOE plaque 			
Technology Equipment			
<ul style="list-style-type: none"> New smart boards and projectors in addition 			
<ul style="list-style-type: none"> New projection screens and projectors in gym and cafeteria 			
<ul style="list-style-type: none"> New netbook charging carts in addition 			
<ul style="list-style-type: none"> New netbooks in addition 			
PHASING COSTS			
<ul style="list-style-type: none"> “Swing” building needed for building replacement/renovation scenarios, i.e. for example, elementary moves into Columbia building for 1-year during construction and Columbia office staff move to rented space for duration of all 3 renovations). Short term lease for Columbia office staff relocation for 3-years may be needed. <p>Construction in occupied facilities is **HIGHLY** discouraged. Garden Hills and Robeson were very challenging to complete occupied. Construction during occupancy causes safety concerns, phasing issues, potentially higher construction costs and can upset learning environments.</p>			
Moving expenses for Columbia staff to temp location (3-year term)			
<ul style="list-style-type: none"> Extra dumpsters for purging prior to move 			
<ul style="list-style-type: none"> Boxes for staff to pack items for move 			
<ul style="list-style-type: none"> Movers fee 			
<ul style="list-style-type: none"> Additional summer help for maintenance to empty, move and clean 			



DESCRIPTION	DR. HOWARD	IPA	SOUTH SIDE
Moving expenses for each elementary building (DH, IPA and SS) to Columbia for 1-year each			
<ul style="list-style-type: none"> • Extra dumpsters for purging prior to move 			
<ul style="list-style-type: none"> • Boxes for staff to pack items for move 			
<ul style="list-style-type: none"> • Movers and temp storage on semi while Columbia is cleaned for elementary move-in 			
<ul style="list-style-type: none"> • Additional summer help for maintenance to empty, move and clean 			
Smart Boards			
<ul style="list-style-type: none"> • Take down and off-site storage for 1-year 			
<ul style="list-style-type: none"> • Boxes for storage of smart boards and projectors 			
<ul style="list-style-type: none"> • Reinstallation post-construction 			
Furniture and Technology – swing scenario			
<ul style="list-style-type: none"> • If Columbia is used as a swing building, move Dr. Howard’s new 2015 furniture and smartboards to Columbia to remain and be used by all 3 elementary facilities that cycle through. Plan on purchasing all new furniture for all 3 renovations in this scenario. Purchase all new smartboards for Dr. Howard in this scenario. 			
OPERATIONS AND MAINTENANCE COSTS			
Custodial			
<ul style="list-style-type: none"> • Additional custodial staff for expanded building SF. Rule of thumb = 1 custodian per 23,000 SF of space is needed. 			