

Ridgeland School District 122

Administrative Center
6500 West 95th Street, Oak Lawn, IL 60453

Thursday, May 10, 2018
6:30 p.m.

Finance Committee Meeting

AGENDA

1. Call to Order _____ (time)
2. Members Present _____
3. Approval of the Minutes of the April 12, 2018, Finance Committee Meeting
 - Recommended Motion – that the Finance Committee approve the minutes of the April 12, 2018 Finance Committee meeting

A _____

N _____

Abstain _____

Absent _____

4. Comments from Visitors Regarding Finance or Agenda Items

An individual or individual from a delegation may be heard on any matter at the Board meeting, providing such person (1) is recognized by the President; (2) states their name, address and topic; and (3) comments as briefly as the subject permits (Policy 2:230).

Visitors please note: If you wish to address the board this evening, please sign the log indicating your name, address and topic of comments. You will be called to address the Board in the order your name appears on the sign-in log. When you are called, please be seated at the front table and speak directly into the microphone. Please limit your comments to five (5) minutes so that others will have an equal opportunity to speak. If you have comments that are the same as others, please select a spokesperson for your group. Thank you.

5. Finance

- State Payment Update
- Evidence-Based Funding Update
- Property Tax Collections Update
- FY18 Amended Budget
- Abatement of Working Cash Fund
- FY18 Financial Audit by RSM
- Agreement with Frontline Education
- Summer Sports Camp
- Summer Band Camp
- FY19 Transportation Contract
- List of Bills (if available)
- Township Treasurer's Report (if applicable)
- Other

6. Technology

- Technology Purchase Plan
- Copier Replacement

7. Human Resources

- Non-Union Contracts

8. Building and Grounds

- Harnew Chiller Update
- Simmons Lintel and Tuckpointing
- 10-year Life Safety Survey

9. Closed Session (if needed) Personnel, Contracts, Litigations

- Recommended Motion - that the Board enter into Closed Session to discuss:
 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5ILCS 120/2 (c) (1)
 - Litigation when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal or when the public body finds that such an action is probable or imminent. 5ILCS 120/2(c) (11)

A _____

N _____

Abstain _____

Absent _____

10. Adjournment _____ (time)

- Recommended Motion – that the Finance Committee adjourn the May 10, 2018, Finance Committee meeting

A _____

N _____

Abstain _____

Absent _____

Ridgeland School District 122

6500 West 95th Street, Oak Lawn, IL 60453

Phone 708-599-5550 Fax 708-599-5626

www.ridgeland122.com

Meeting Minutes

Finance Committee Meeting

Date: April 12, 2018

Time: 6:00 PM

Place: Administrative Center Board Room

Challenge! Care! Success!

Present: Pat Pulver, Steve Niceforo, Julie Shellberg, Doug Ogarek

Agenda Item	Notes
Call to Order	6:10pm
Approval of March 8, 2018 Minutes	Motion by Member Niceforo and Seconded by Member Pulver - 2 Ayes; 0 Nays; 0 Abstention; 1 Absent
Comments from Visitors Regarding Finance or Agenda Items	None
Finance	
• State Payment Update	The state has vouchered but not released \$872,440 for FY18 dating back to December 2017.
• Evidence-Based Funding Update	ISBE has completed the calculations for the additional funding under the new Evidence-Based Funding model. RSD122 was placed in Tier I with \$466,000 of new money for the current school year.
• Property Tax Collections Update	Property tax collections for 2016 levy totaled \$21,948,877 representing 99.1% collected. Property tax collections for 2017 levy totaled \$11,502.878 representing the first installment due March 1st.
• List of Bills (if available)	Will be provided in board packet for board meeting.
• Township Treasurer's Report (if available)	Will be provided in board packet for board meeting.
• Other	The FY18 Tentative Budget Amendment will be presented at next week's BOE meeting. A summary of the changes was presented, including final grant allocations, debt service from escrow, transportation costs, capital expenses for new chiller, and budget transfers

Human Resources	
• Health Insurance - Final Renewal Rates	HMO (2.0%) decrease; PPO 1.9% increase; Dental (0.3%) decrease
• Voluntary Long-Term Care Benefits	EBC is now offering a long-term care policy for its member districts.
• PI Grant Position	This is a new position that will be grant funded for this year and possibly next year.
• Board Certified Behavior Analyst (BCBA) 0.2 FTE	This is a new position for next year that is currently being provided by an outside agency. This position supports students with autism.
Buildings and Grounds	
• Harnew Chiller Update	The new chiller is expected to be delivered next Saturday, April 21st.
Food Service	
• Food Service Annual Renewal	The food service contract with Preferred Meals will be renewed under the limitations put forth by Nutritional Services with ISBE - CPI factor - 2.5%
Closed Session (if needed)	
• Personnel, Contracts, Litigation	None
Adjournment	6.:53pm - Motion by Member Pulver and Seconded by Member Niceforo - 2 Ayes; 0 Nays; 0 Abstention; 1 Absent

ILLINOIS STATE BOARD OF EDUCATION
VOUCHERS AWAITING PROCESSING BY COMPTROLLER
(General Revenue Fund 001 Only as of 5/2/2018)

RCDT: 07016122002		Fiscal Year :	2018
Recipient: WORTH TOWNSHIP SCHOOL TREASU			
Program Name	Voucher Number	Voucher Date	Amount
3100 - Special Ed. - Private Facility Tuition	00072616	03/27/2018	58,743.38
		Sub Total :	\$58,743.38
3360 - State Free Lunch & Breakfast	00056775	02/06/2018	741.53
	00065722	03/06/2018	785.12
	00079429	04/10/2018	665.19
	00087568	05/01/2018	883.74
		Sub Total :	\$3,075.58
3500 - Transportation - Regular and Vocational	00073900	03/27/2018	1,903.37
3510 - Transportation - Special Education	00074749	03/27/2018	176,689.88
3705 - Early Childhood - Block Grant	00060354	02/14/2018	51,500.00
	00060356	02/14/2018	51,500.00
	00060358	02/14/2018	51,500.00
	00060362	02/14/2018	51,500.00
	00063726	03/01/2018	51,500.00
	00075554	03/28/2018	34,567.00
	00076229	04/02/2018	51,500.00
	00076238	04/02/2018	34,567.00
	00086945	05/01/2018	51,500.00
	00086954	05/01/2018	34,567.00
		Sub Total :	\$464,201.00
		GRAND TOTAL :	\$704,613.21

Office of the Cook County Treasurer
Agency Collection Distribution Report
Tax Year 2017
Through 4/30/2018

5/2/2018

SCHOOL DISTRICT 122
Agency # 04-0770-000

	<u>Real Estate Collections</u>	<u>Real Estate Refunds</u>	<u>RailRoad Collections</u>	<u>RailRoad Refunds</u>	<u>Total</u>
Taxes Extended	0.00		0.00		0.00
Gross Taxes Distributed	11,618,812.51		0.00		11,618,812.51
General Refunds		0.00		0.00	0.00
Illegal Rate Refunds		0.00		0.00	0.00
SP/PTAB Refunds		0.00		0.00	0.00
Total Refunds Recouped		<u>0.00</u>		<u>0.00</u>	
Net Collections Distributed					11,618,812.51
TIF Rebates					0.00
Interest Earnings					1,807.64

Ridgeland School District 122
Budget Amendment Summary

	Education	Operations & Maintenance	Debt Service	Transportation	IMRF/SS	Capital Projects	Working Cash	Tort	Life Safety
FY17 Fund Balance	\$ 19,638,738	\$ 1,310,416	\$ 33,241,771	\$ 1,573,922	\$ 644,536	\$ 269,623	\$ 3,146,410	\$ 164,378	\$ 203,461
FY18 Budgeted Excess Revenues over Expenditures	680,747	197,132	12,211	(190,879)	(72,067)	(384,000)	139,638	11,391	7,268
Amendment Detail for Expenditures:									
Preschool for All finalized allocations	9,477	-	-	-	-	-	-	-	-
Title I finalized allocations	(146,366)	-	-	-	-	-	-	-	-
Title II finalized allocations	(60,837)	-	-	-	-	-	-	-	-
TBE/TPI finalized allocations	589	-	-	-	-	-	-	-	-
IDEA finalized allocations	398	-	-	-	-	-	-	-	-
Healthy Communities Investment finalized allocations	(42,080)	-	-	-	-	-	-	-	-
Healthy Communities Investment finalized allocations	(43,474)	-	-	-	-	-	-	-	-
Title III finalized allocations	(10,674)	-	-	-	-	-	-	-	-
Preventative Initiative finalized allocations	(138,267)	-	-	-	-	-	-	-	-
Debt Service from Escrow	-	-	(2,895,000)	-	-	-	-	-	-
Transportation	-	-	-	(232,000)	-	-	-	-	-
Harnew Chiller	-	-	-	-	-	(200,000)	-	-	-
Budget Line Item Transfers	-	-	-	-	-	-	-	-	-
	249,513	197,132	(2,882,789)	(422,879)	(72,067)	(584,000)	139,638	11,391	7,268
Working Cash Abatement	-	-	-	-	-	400,000	(400,000)	-	-
FY18 Projected Fund Balance	\$ 19,888,251	\$ 1,507,548	\$ 30,358,982	\$ 1,151,043	\$ 572,469	\$ 85,623	\$ 2,886,048	\$ 175,769	\$ 210,729

FY18 Budgeted Excess Revenues over Expenditures for Operating Funds	\$ 163,404
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**RESOLUTION OF THE BOARD OF EDUCATION
DIRECTING THE SCHOOL TREASURER TO ABATE
MONEYS FROM THE WORKING CASH FUND TO THE
CAPITAL PROJECTS FUND**

WHEREAS, the Working Cash Fund of Ridgeland School District No. 122, Cook County, Illinois (the "School District"), was created for the purpose of enabling the School District to have in its treasury at all times sufficient money to meet demands thereon for ordinary and necessary expenditures for corporate purposes; and

WHEREAS, the Working Cash Fund was funded by the issuance and sale of bonds of the School District and/or by levy and extension of taxes pursuant to Article 20 of the School Code of Illinois (the "School Code"); and

WHEREAS, the Working Cash Fund presently has on hand a balance of at least \$3,256,554; and

WHEREAS, Sections 20-5, 20-9, and 20-10 of the School Code provide that the Board of Education has the power to partially abate and permanently transfer a portion of the fund balance in the Working Cash Fund to any fund or funds of the School District most in need of the money, provided that the School District maintains an amount to the credit of the Working Cash Fund, including taxes levied pursuant to Section 20-3 and not yet collected and amounts transferred pursuant to Section 20-4 and to be reimbursed to the Working Cash Fund, at least equal to 0.05% of the then current equalized assessed value of the taxable property in the School District; and

WHEREAS, the Board has determined that the School District's Capital Projects Fund is the fund most in need of moneys to be permanently transferred from the Working Cash Fund to provide money with which to meet the ordinary and necessary disbursements consistent with the purposes of the Capital Projects Fund; and

WHEREAS, it is in the best interest of the School District that the Board of Education direct the School Treasurer to partially abate and permanently transfer a portion of the fund balance in the Working Cash Fund to the Capital Projects Fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Ridgeland School District No. 122, Cook County, Illinois, as follows:

Section 1. That the Board of Education hereby finds that all the recitals contained in the preambles to this Resolution are full, true, and correct and does hereby incorporate them into this Resolution by reference.

Section 2. That the School Treasurer of the School District be and is hereby directed, pursuant to Sections 20-5, 20-9, and 20-10 of the School Code and Section 100.50(d)(3) of Title 23 of the Illinois Administrative Code, as amended, to partially abate and permanently transfer \$450,000 of the moneys in the Working Cash Fund to the Capital Projects Fund, such transfer to be made effective May 17, 2018.

Section 3. That following the aforementioned transfer, the School District shall maintain an amount to the credit of the Working Cash Fund, including taxes levied pursuant to Section 20-3 and not yet collected and amounts transferred pursuant to Section 20-4 and to be reimbursed to the Working Cash Fund, at least equal to 0.05% of the then current equalized assessed value of the taxable property in the School District.

Section 4. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect immediately upon its passage.

Adopted this 17th day of May 2018 by the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education

**Exhibit A-1 Frontline Customer Order Form**

CD990411667889700090

MSA3792

03/25/2018

F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

Customer:

Ridgeland School District 122
6500 W95th St
Oak Lawn, IL 60453

Contact: Sheri Maher
Title: Director of Teaching and Learning
Phone: (708) 599-5550 x 7225
Email: msmaher@ridgeland122.com

Order Form Details:

Pricing Expiration: 05/31/2018
Account Manager: Spencer Sunde

Startup Cost Billing Terms: One-Time, Invoiced after signing
Subscription Billing Terms: Annually
Sale Type: New

Pricing Overview:

Startup Cost: One-Time cost due at signing **\$5,400.00**
Annual Subscription: Recurring Cost **\$11,745.00**
(plus applicable sales tax)

Itemized Description	Unit Price	Qty	Total
Frontline Central Implementation	\$2,700.00	1	\$2,700.00
Frontline Central Subscription	\$3,645.00	1	\$3,645.00
Employee Evaluation Management Implementation	\$2,700.00	1	\$2,700.00
Employee Evaluation Management Annual Subscription - Danielson 2011/2013	\$8,100.00	1	\$8,100.00

Amount Invoiced Upon Signing (Startup Cost) \$5,400.00

(plus applicable sales tax)

This Order Form and any software, downloads, upgrades, documentation, service packages, material, information, or services set forth herein are governed by the terms of the Master Services Agreement, software license or other agreement with Frontline (the "Agreement"). **BY ACCESSING, VIEWING, OR USING ANY SOFTWARE, DOWNLOADS, UPGRADES, DOCUMENTATION, SERVICE PACKAGES, MATERIAL, INFORMATION, OR SERVICES SET FORTH HEREIN, CUSTOMER CERTIFIES THAT IT HAS READ AND AGREES TO THE ORDER FORM TERMS (the "Order Form Terms") ATTACHED HERETO AND THE AGREEMENT INCORPORATED HEREIN AND SHALL BE BOUND BY THE SAME.** Customer also agrees that the terms of the Agreement and the Order Form Terms are confidential information of Frontline Technologies Group LLC, its affiliates and predecessors (collectively, "Frontline") and are not to be shared with any third party without the prior written consent of Frontline.

Tax Exempt? If yes, please provide your exemption number and include a copy of your exemption certificate.

Tax Exempt Number:

MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 ("Frontline"), and the customer identified below ("Customer"). Frontline and Customer are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein, including any exhibits, Order Form(s) and Statements of Work (collectively, the "Agreement"). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements.

Frontline Technologies Group LLC dba Frontline Education	Ridgeland School District 122
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Address: _____ _____	Address: _____ _____
Email: _____	Email: _____
Date: _____	Date: _____

Attached: *Terms and Conditions of Agreement*
 Exhibit A: Executed Order Forms

MASTER SERVICES AGREEMENT

TERMS AND CONDITIONS

1. **Software and Services**

- 1.1. **Software.** Subject to the terms and conditions set forth in this Agreement (including any Order Forms and/or Statement of Work, Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form ("Software") and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time ("Documentation") solely for internal use by end users in the ordinary course of Customer's business. Frontline shall provide any professional or other services set forth in an Order Form ("Services"). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline ("Work Product") are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any end users to not (i) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (ii) attempt to create any derivative version thereof; (iii) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline's or its licensors' proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (iv) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline's prior written consent, including any third party host of the Software for Customer.
- 1.2. **Order Forms.** Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to effect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer's purchase order or otherwise shall be inapplicable to this Agreement. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).
- 1.3. **Software Administrator; Maintenance Windows.** At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator ("Software Administrator"). If the Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer's expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline's normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer's Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.
- 1.4. **Customer Content.** The Software and Services may enable Customer and end users to provide, upload, link to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, "Customer Content") in connection with the Software and Services. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of Customer Content. Frontline will act as a data processor, and will act on Customer's instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer's use of the Software and receipt of the Services and Frontline's provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer's intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.
- 1.5. **Integration.** Customer may, at Customer's discretion and with or without Frontline's assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties ("Third Party Materials") and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide Customer Content to a specified third party or permit such third party to have access to Customer Content in connection with the Third Party Materials; and (b) Frontline does not control and is not responsible for, does not warrant, support, or make any representations regarding (i) Third Party Materials (ii) Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the

Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization.

- 1.6. **Hosting.** The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- 1.7. **Customer Responsibilities.** Customer understands and agrees that (a) Customer shall have sole responsibility for administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived there from, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free.
2. **Invoicing and Payment.** All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax exempt status or the right to remit taxes directly, the tax exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel-.
3. **Warranties and Disclaimers.**
 - 3.1. **Mutual.** Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its end users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.
 - 3.2. **Software Warranties.** Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. In the event of a non-conformance of the Software, Work Product or Services, reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third Party Materials shall be subject only to such third party terms and any warranties therein.
 - 3.3. **Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.
4. **Confidential Information; Privacy.**
 - 4.1. **Confidential Information.** During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing,

(a) the Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) the Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be the Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.

- 4.2. **Privacy.** Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and redisclosure of Student PII.
- 4.3. **Data Security.** Frontline will utilize commercially reasonable administrative, technical, and physical measures to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (i) any warranty that these security measures will be 100% effective or error-free or (ii) any liability related to the confidentiality and security measures utilized by third parties.

5. **Indemnification.** Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

6. **Limitations of Liability.** OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

7. **Term and Termination.** The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall (a) begin on the Subscription Start Date (as defined in Section 2 above) and (b) continue for one year or such longer period as provided in an Order Form (the "Order Form Initial Term") and will automatically renew for successive one-year terms thereafter, unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may terminate any Order Form at any time after the Order Form Initial Term, in whole or in part, for any reason or no reason, on sixty (60) days prior written notice. Upon notice of such termination, a pro-rata portion of all outstanding invoices shall become immediately due and payable. If such invoice has been paid by the Customer, Customer shall be entitled to a pro-rata credit to be applied to future Frontline services. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such breach. Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, Customer (a) shall immediately cease using the Software and (b) for a period of thirty (30) days, may request a copy of Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, and 8.

8. **General.** Frontline and Customer are each independent contractors and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon, and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. If the Customer requests to be added as an additional insured on any Frontline insurance policy, the limits of such policies shall be subject to the Limitations of Liability stated in Section 6 herein. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment, including any handwritten changes on this Agreement in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be

deemed an original, but all of which together shall be deemed to be the same agreement.

Summer Sports Camp

Simmons Middle School



Boys Basketball

June 7-June 13

Girls Basketball

June 7-June 13



Girls Volleyball

June 7-June 13

Boys Volleyball

June 7-June 13

All applications and payments are dropped off at the Simmons Main Office. Please make checks out to Simmons Middle School.

Any Questions Call Simmons Middle School- 599-8540

Camp #1

Boys and Girls Basketball June 7,8,11,12, and 13
8:00-10:00 (5 days total 10 hours of instruction)

This camp is open to all boys and girls entering in grades 5-8. Emphasis will be on teaching fundamentals of basketball. Shooting, passing and dribbling will be covered. Team play will be stressed. Highlights will include free-throw tournaments, hotshot competition, one on one, three on three and five on five tournaments.

Camp #2

Girls and Boys Volleyball June 7,8,11,12, and 13
10:15 – 12:15 (5 days total 10 hours of instruction)

This camp is open to all boys and girls entering in grades 5-8. Emphasis will be on teaching fundamentals of volleyball. Passing, serving, blocking and spiking will be covered. Competition and games will also be stressed.

**Cost Per Camp: \$35.00 for the 1st family member
\$30.00 for each additional family member or a student's
2nd camp**

Registration due by: **May 29, 2018 with fees**

***** A late registration charge of \$10.00
will be added to all enrollments after
May 29, 2018 *****

Sports Camp Application

Name: _____

Adult shirt size _____

Male:___ Female:___

School you will attend in the fall: Lieb _____ Kolb _____

Harnew _____ Columbus Manor _____ Simmons _____

Entering Grade _____

Camp(s) #1 _____ #2 _____

EMERGENCY PHONE NUMBER

Name _____

Relation _____

Phone number _____

Emergency
Number _____

Summer Band



Ridgeland School District #122 is offering its annual Summer Band Program for band students entering and currently enrolled in band. This is a FREE program! This is a huge opportunity and we want to show how much we appreciate the administration and Board of Education's support. This program is not required, but HIGHLY encouraged. *We need as many students enrolled to continue to offer this program and keep it free of cost to the families.* Students are encouraged to attend as many rehearsals as possible even though family vacation plans may not allow them to attend every practice. Summer Band provides a great way to keep the "rust and dust" off the instruments. This program motivates students to move quickly during the school year. Transportation will not be provided by the district.

Where: Simmons Band Room

When: Every Monday, Tuesday, Wednesday, Thursday **from Monday, July 30- Thursday, August 16th**

Permission Form: Attached.

New band students will receive their instruments during Summer Band.

New 6th-8th grade band students may attend the Beginner sessions AND the large group practices if they would like. However, ***the beginner sessions would be most beneficial for any beginning student.***

<u>TIME</u>	<u>PRACTICE SESSION NAME</u>
8:00-8:45	Beginner Saxophone
8:45-9:30	Beginner Clarinet
9:30-10:15	Beginner Flute/Oboe
10:15-11:15	Symphonic Band
11:15-12:15	Concert Band (all current 5 th grade students going into 6 th grade)
1:00-1:45	Beginner Trumpet/Horn
1:45-2:30	Beginner Trombone/Baritone/Tuba
2:30-3:15	Beginner Percussion

Please return the attached form to school.

Ridgeland #122 Summer Band Program

Permission Form



from Monday, July 30- Thursday, August 16th

<u>TIME</u>	<u>PRACTICE SESSION NAME</u>
8:00-8:45	Beginner Saxophone
8:45-9:30	Beginner Clarinet
9:30-10:15	Beginner Flute/Oboe
10:15-11:15	Symphonic Band
11:15-12:15	Concert Band (all current 5 th grade students going into 6 th grade)
1:00-1:45	Beginner Trumpet/Horn
1:45-2:30	Beginner Trombone/Baritone/Tuba
2:30-3:15	Beginner Percussion

Child's Name: _____

Instrument: _____

207-2018 School: _____

2018-2019 School: _____

Parent Signature: _____

Please circle Practice Session(s) attending:

7th Grade Returning Students: Students will receive assignments based on their audition and rubric score by the end of the year for Symphonic or Concert Band. You can circle both.

Incoming 6th grade students will be in Concert Band.

Incoming 5th grade/Beginning Band 6th Grade members (anyone brand new) should attend the Beginner sessions.



Technology Purchase Plan

Date: 04/24/2018

Sharp Panels

- Tech department will not buy any new Sharpe/Promethean Boards for the 2018/19 school year.
- The DLT will explore software that will be compatible with Sharp Boards. Currently, Classflow does not allow already created flip charts to continue to be interactive. Classflow also shrinks the size of the flip chart.

Staff Technology

- Simmons
 - 2018-19 -desktop, laptop, Chromebook (teachers can keep their Chromebook until it breaks. Once it breaks it will not be replaced)
 - 2019-20- Desktops will be pulled from classroom. Teachers will have two laptops. (One for the Sharp/Promethean Board and one for school related personal usage)
- K-5 Buildings
 - 2018-19 - The tech department will pull all desktops and replace with a laptop. Teachers will have two laptops. (One for the Sharp/Promethean Board and one for school related personal usage)



Date: 04/24/2018

Chromebook Purchase

- **GOAL:** To streamline the purchase of Chromebooks and only buy for 4th grade students. Once a student receives a Chromebook in 4th grade, they will use it until they graduate in 8th grade.
- The 5th and 8th Grade 720P's from the 17-18SY will be held and used as replacements if one breaks in 4th or 8th grade.
- Chromebooks will follow students to the each subsequent year.

Insurance

- 2018-19 SY: Insurance will have a **\$20 premium** that families can choose to opt into.
- There will not be a deductible for cracked screens on the 720P's due to using the extra Chromebooks collected from the 2017-18 SY
- Any 732's that break in 5th grade the district will cover the cost of repair.

<u>2017 - 18</u>	<u>2018 - 19</u>	<u>2019 - 20</u>	<u>2020 - 21</u>	<u>2021 - 22</u>
4th - 720P(3y)	4th-720P	4th - 732(N)	4th - 732(N)	4th - 732(N)
5th - 720P*(3y)	5th - 732(N)	5th - 732(N)	5th - 732(2y)	5th - 732(2y)
6th - 731T(1y)	6th - 732(N)	6th - 732(2y)	6th - 732(2y)	6th - 732(3y)
7th - 720P(2y)	7th - 731T(2y)	7th - 732(2y)	7th - 732 (3y)	7th - 732(3y)
8th - 720P*(3y)	8th -720P(3y)	8th - 731T(3y)	8th - 732(3y)	8th - 732(4y)

Need to Purchase

Insured Chromebooks

**The collected 720P's will used as replacements in the 18-19SY for the 4th and 8th grade.*

TECHNOLOGY RESOURCE ADVISORS, INC.

5381 N. 118th Ct.,
Milwaukee, WI 53225
Phone: 414-276-3300 x105 Fax: 800-407-3226

Chrome Care Warranty

Number: **10691**

Date: **5/1/2018**

Bill To:
Ashish Gandhi
School District of Ridgeland 122
6500 W 95th St
Oak Lawn, IL 60453
Phone: (708)599-5550
Email: agandhi@ridgeland122.com

Ship To:
Ashish Gandhi
School District of Ridgeland 122
6500 W 95th St
Oak Lawn, IL 60453

Item #	Mfr. Part	Description	Price	Qty.	Extended
Acer C731T Warranty					
1	TRA-1YEAR-E	TRA ChromeCare Warranty with Accidental Damage Protection – One Year Mfr: Technology Resource Advisors, Inc. Notes: \$100 deductible on each broken touchscreen LCD	\$ 19.00	300	\$ 5,700.00
Group Total					\$ 5,700.00
Acer C732 Warranty					
2	TRA-1YEAR-E	TRA ChromeCare Warranty with Accidental Damage Protection – One Year Mfr: Technology Resource Advisors, Inc.	\$ 19.00	300	\$ 5,700.00
Group Total					\$ 5,700.00
2 item(s)			Sub-Total		\$ 11,400.00
			Tax @ 0%		\$ 0.00
			Freight		\$ 0.00
			Total		\$ 11,400.00

Quote Valid Until: 5/31/2018 8:19:38 AM

Payment Details

Pay by: Company PO
Payment Term Due upon Receipt

Shipping and Delivery Details

Shipping via: UPS Ground

Terms and Conditions

Prepared by: **Kelly Pederson**

Email: kpederson@technologyresourceadvisors.com

Phone: **414-276-3300 x105**

	District Office				Simmons				Kolb			
	Existing	Avg Vol	Volume	Proposed	Existing	Avg Vol	Volume	Proposed	Existing	Avg Vol	Volume	Proposed
Main Office	Xerox 5875	17,707	584,326	NEW	Xerox 5875	24,907	821,927	KEEP	Canon 4045	11,251	630,083	KEEP
1st Floor Teachers Lounge					Xerox 5890	45,031	1,486,014	NEW	Xerox 5890	29,002	957,051	NEW
1st Floor Work Room												
2nd Floor Work Room					Xerox 5890	50,815	1,676,889	NEW	Canon 4035	20,790	1,164,215	KEEP
Social Services Suite					Canon 5070	46,242	2,589,540	DO X 5875				
	B/W			Color	B/W			B/W	B/W			B/W
	Color Scanning			Color Scanning	Color Scanning			Color Scanning	Color Scanning			Color Scanning
	Hole Punch			Hole Punch	Hole Punch			Hole Punch	Hole Punch			Hole Punch
	Booklet Maker			Booklet Maker	Inner Finisher			Inner Finisher	Inner Finisher			Inner Finisher
	Lieb				Harnew				CM			
	Existing	Avg Vol	Volume	Proposed	Existing	Avg Vol	Volume	Proposed	Existing	Avg Vol	Volume	Proposed
Main Office	Xerox 5875	17,852	589,110	KEEP	Canon 4035	7,608	426,045	KEEP	Canon 4051	11,168	625,398	KEEP
1st Floor Teachers Lounge	Xerox 5875	47,499	1,567,46	NEW	Xerox 5875	32,930	1,086,698	NEW	Xerox 5865	28,274	933,034	NEW
1st Floor Work Room					Canon 4035	19,780	1,107,699	KEEP				
2nd Floor Work Room	Canon 4035	12,206	683,552	KEEP	Xerox 5865	40,467	1,335,398	NEW	Canon 4035	25,660	1,436,958	KEEP
Social Services Suite												
	B/W			B/W	B/W			B/W	B/W			B/W
	Color Scanning			Color Scanning	Color Scanning			Color Scanning	Color Scanning			Color Scanning
	Hole Punch			Hole Punch	Hole Punch			Hole Punch	Hole Punch			Hole Punch
	Inner Finisher			Inner Finisher	Inner Finisher			Inner Finisher	Inner Finisher			Inner Finisher



May 1, 2018

VIA E-MAIL
dogarek@ridgeland122.com
(2) Page(s) Inclusive

Mr. Douglas Ogarek
Chief School Business Official
Ridgeland School District 122
6500 West 95th Street
Oak Lawn, Illinois 60453

Re: Ridgeland School District 122
**2018 Ten Year Health/Life Safety Survey
Project Authorization (Exhibit A)**

Dear Mr. Ogarek,

It was a pleasure talking to you about the proposed 2018 Ten Year Health/Life Safety Survey. Once executed, the Owner authorizes Tria Architecture, Inc. (Architect) to provide professional services for the Project identified herein, which professional services shall be subject to all terms and conditions of the AIA B101-2007, Master Agreement between Owner and Architect, dated June 1, 2017 unless specifically provided otherwise in this Project Authorization.

Location/Description of Project:

Columbus Manor Elementary School

9700 S. Mayfield Avenue
Oak Lawn, Illinois 60453
59,910 g.s.f. (Est.)

Harnew Elementary School

9101 S Meade Avenue
Oak Lawn, Illinois 60453
91,930 g.s.f. (Est.)

Kolb Elementary School

9620 S Normandy Avenue
Oak Lawn, Illinois 60453
54,930 g.s.f. (Est.)

Lieb Elementary School

9101 S Pembroke Lane
Bridgeview, Illinois 60455
64,347 g.s.f. (Est.)

TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527

South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430

Company Main: 630.455.4500 Fax: 630.455.4040

www.TriaArchitecture.com

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Simmons Middle School

6450 W 95th Street
Oak Lawn, Illinois 60453
105,578 g.s.f. (Est.)

Scope of Architectural and Engineering Services:

- I. Tria Architecture will complete the 10 Year Health/Life Safety Survey services for you (Owner), as described herein. The major components are as follows:
 - A. Provide a comprehensive 10-year health life safety survey for the District's student occupied buildings.
 - B. All assessments and reports will be based on reviewing existing items or spaces, therefore no Master Planning, designing the change of use of existing spaces, or additions are included in this proposal.
 - C. Complete a visual survey of the existing facility. This will include, but not be limited to the following:
 1. Visual survey of all existing Architectural, Mechanical, Electrical, Plumbing, Site, and Fire Protection systems/items.
 2. Meet with District personnel to discuss any operational concerns.
 3. Document any observed violations of the Health/Life Safety Code.
 4. Document the assessment of any items not covered by the Health/Life Safety Code.
- II. Tria Architecture will create and submit a Health Life Safety Survey to the District.
 - A. This will include, but not be limited to the following:
 1. Documentation of facility and systems deficiencies and operational concerns.
 2. Listing of urgent, required, and recommended repairs to rectify any existing code violations.
 3. Provide schematic cost estimates for each item.
 4. All violations, and related information, will be documented and submitted to the District via the IWAS system for approval and submission to ISBE.
 5. The list of violations will be reviewed with District personnel prior to submitting the survey to IWAS.
 - B. Tria Architecture will update, and submit to ISBE, the District's Life Safety Plan for the building. This will include, but not be limited to:
 1. Verify and update the schematic health/life safety plans showing all egress routes, occupancies, fire separations, fire barriers, life safety devices, and exit capacities.
 2. District Maps showing all buildings and district boundaries.
 - C. The Owner will provide hard copies of the current District Maps, Life Safety Reference plans and the previous 10-year Health-Life Safety Survey.
 1. If current District Maps and Life Safety Reference plans of each building are not available, Tria Architecture can create AutoCAD existing plans from hard copies of the maps and plans on a Time and Material basis

TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430
Company Main: 630.455.4500 Fax: 630.455.4040
www.TriaArchitecture.com

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above and beyond this proposal, including travel.

III. Attendance at two (2) Administration and one (1) Board of Education meetings are included in this proposal.

A. Because of the undetermined length and amount of additional meetings the Owner may request, Tria Architecture will prepare any presentation materials required and attend any other meetings requested by the Owner, on a Time-and-Material basis above and beyond this proposal, including travel.

Project Schedule:

June 1, 2018 – August 31, 2018

Architect's Fee:

Ten Year Health/Life Safety Survey Services as described above work for a **Lump Sum Fee of \$.10 per g.s.f.** (assuming 376,695 g.s.f. total for all five facilities would equal \$37,669.00).

Owner's Construction Budget for the Project: N/A

Additional Services: N/A

Number of Site Observations: N/A

Other Terms and Conditions:

1. If the Project is not completed by August 31, 2018, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as an Additional Services at the rates set forth herein.

Please review this project authorization and don't hesitate to contact me if you have any questions or require any additional information. **If this project authorization is acceptable, please execute all of the yellow highlighted areas and send the entire project authorization back to our office.** Tria Architecture and I look forward to your direction and working with you and your associates.

Authorized and Accepted by (Sign / Print):

Owner

Title: _____

Date: _____

Sincerely,



TRIA ARCHITECTURE

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South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430

Company Main: 630.455.4500 Fax: 630.455.4040

www.TriaArchitecture.com

INIT. _____

Mr. Douglas Ogarek
Chief School Business Official
Proposal for Professional Services
2018 Ten Year Health/Life Safety Survey
Ridgeland School District 122
May 1, 2018
Page 4 of 4

TRIA ARCHITECTURE, INC.
Thomas R. Szurgot
Principal Architect

TRS/ab

Attachments: None

cc: None

File Name: MRK.PA.D122.10YR LS.docx

TRIA ARCHITECTURE

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