

OFFICE OF THE SUPERINTENDENT

Millburn Public Schools

INFORMATION ITEM

June 6, 2011

To: Board of Education Members

From: Ellen E. Mauer, PhD

Subject: Facilities Lead In

A BOE member requested that we discuss the idea of a facilities plan at this time. I have attached the proposal from Fanning Howey for your perusal.

FANNING HOWEY

October 13, 2010

Dr. Ellen Mauer, Superintendent
Millburn School District 24
18550 Millburn Road
Wadsworth, IL 60083

Re: PROPOSAL FOR PROFESSIONAL SERVICES TO PROVIDE DEMOGRAPHICS STUDY, PHYSICAL FACILITY ASSESSMENT, ENERGY AUDIT, AND PREPARE A MASTER FACILITY PLAN

Dear Dr. Mauer:

On behalf of Fanning Howey, I want to thank you for this opportunity to submit this proposal. As you know, every school district exists on two levels. There is the educational mission of the district - its philosophy, curriculum, and overall goals. Then there are the physical realities of the existing infrastructure and student enrollment. In the most effective districts, educational goals, capacity needs, and the educational facilities plans perfectly align. This is the vision for Millburn School District 24.

A thorough long-range plan for the future is a must. Fanning Howey's Solutions Group can provide your District access to a full complement of planning services. Data collection professionals, educational planners, community engagement facilitators, architect, engineers, and demographers all work together to develop comprehensive and well-coordinated plans that address every aspect of a successful plan.

Fanning Howey is ready to help you optimize existing educational space and align facilities with district goals and needs. We will bring the following key strengths to your project:

- **In-Depth Experience in Educational Planning and Analysis** - With nearly 50 years of experience as a national leader in educational planning and design, we can provide unparalleled credentials in this area utilizing in-house professionals. Our current and recent work includes similar projects for a range of clients from large urban districts including the District of Columbia Public Schools, Detroit Public Schools, and Providence Schools, to small rural districts. This variety of experience enables us to understand the particular issues facing your district and know how to resolve them as part of an overall team.
- **A Holistic Approach to Planning** - Our planning process considers current physical conditions, educational adequacy, and effective learning environments - including daylighting, thermal comfort, and indoor air quality. It is important to look at the big picture, as well as all of the small details, in order to develop the best solution for Millburn School District 24.
- **An Informed Approach to Community Engagement** - Our comprehensive approach to community engagement has been refined over the years. We can help you turn complex issues into clear, compelling messages.
- **Ability to Handle Projects of All Sizes and Complexity** - With nearly 250 professionals across all disciplines, Fanning Howey has the experience and manpower to handle any project, big or small. From a Feasibility Study in Grass Lake, to complete program management in Detroit, we know that all educational planning and design projects are important in ensuring students have effective and efficient learning environments.

ARCHITECTURE | ENGINEERING

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Dr. Ellen Mauer, Superintendent
Millburn School District 24
Wadsworth, IL
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In addition, our special consultant - nationally-recognized grant writer Hollie Ainbinder - will allow our team to provide you with full grant research and administrative services. We have helped several communities move forward with vital projects without the need for an immediate outlay of local funds, and can provide assistance through every step of the grant process.

What we would propose for your district is as follows:

- **Demographics** – A projection of the number of students expected to enroll in Millburn School District 24 over the next several years.
- **Facility Assessment** – An assessment of both schools from an educational and physical adequacy standpoint.
- **Energy Audit** – An audit of the energy usage in both buildings compared to Energy Star metrics. This will include energy modeling, evaluation of occupancy usage and a conservation assessment that will show Energy Conservation Measures (ECMs). ECMs include annual savings, initial costs, return on investment and simple payback in years.
- **Master Facility Plan** – The end result will be a master facility plan that aligns projected student enrollment with building capacity; identifies opportunities and constraints including energy conservation; and, suggests potential funding sources.

The master facility plan will function as a guide by providing sound data and analysis upon which the Board of Education and administration can base decisions regarding the future of Millburn School District 24.

We would be please to provide our Master Planning Services for the Millburn Central and Millburn West facilities for a fixed lump sum fee of \$10,000 per building.

We do not anticipate any reimbursable costs.

Please contact me if you have any questions regarding our Proposal or our services.

We look forward to the opportunity to work with the Millburn School District 24.

Sincerely,

FANNING HOWEY



Carl H. Baxmeyer
Director, Solutions Group / Principal

chb/dmm