

Business Office Update May 26, 2015 Meeting

Property Tax Distribution

- The district received the first tax distribution of the 2014 pay 2015 taxes on Thursday, May 21, 2015 in the amount of \$299,722.33. Last year, we received \$617,089.70 on May 22, 2014.

Summer Project Update

- The rooftop unit over the original administrative offices at Millburn Elementary School will cost \$10,200 to replace with a 16 SEER efficiency unit. The existing unit is an 8 SEER unit, so there should be some operational cost savings. As I mentioned in my last update, this will be coordinated with the roof replacement. The roofing company will need to cap and repair the old curb that holds the existing unit.
- We have also had a problem with the “Blue Lab” at Millburn Elementary being too hot. The unit that cools the “White Lab” attempts to cool the “Blue Lab”, but doesn’t do even a mediocre job of cooling that area. Nothing that we have done to try to solve this problem has worked. Because the area appears to have originally been either a storage area or locker room when the space was part of the gymnasium, it appears that the addition adjacent may have taken away the necessary ventilation for the space. In order to remedy the problem, we will be installing a split air conditioning unit this summer at a cost of \$5827.77.
- George Dreger from Eriksson Engineering, Terry Miller, and Tom Huddleston met on Tuesday, May 19, 2015 to look at the area around the bridge where we have the erosion problem. Since we first looked at the area, Terry found some areas where some small holes have appeared in the ground that are not adjacent to the area where we have seen the most erosion. The first step in the process will be to complete a tile study to isolate the problem areas. We will also need to involve the Army Corps of Engineers and Lake County Storm Management. Once the tile study is completed, I will communicate the results and the process for repairing this area with the board.
- A request for quotes for the concrete work at Millburn Elementary and the retaining wall at Millburn Middle School will be released in early to mid-June.
- Bid specifications for the asphalt work at both buildings will be developed and a bid will go out in June. After walking the area, it is apparent that the work will require a public bid process.

Transportation

- The Millburn Bus drivers participated in a national survey of vehicles that illegally pass stopped school buses while loading or unloading students on Thursday, May 7, 2015. We had three out of twenty drivers report that vehicles passed their bus while their stop arms were extended.
- Direct Fired Bus Heaters – The bid opening for the Direct Fired Bus Heaters was held on Thursday, May 21, 2015. Only one bid was submitted. I am recommending that the Board award the bid to Midwest Transit Equipment at a cost of \$38,160 subject to final approval of the grant from the Illinois Environmental Protection Agency that is anticipated to be finalized by May 29, 2015.

Retro-Commissioning

- Terry Miller and I met with representatives from Energy Group 360 to review the retro-commissioning report on May 13, 2015. Attached is a sheet showing the “Preliminary Savings Estimates.” Payback for all of the items listed is 1.27 years for an investment, before incentives, of \$42,937.
- With this grant, the district needs to spend \$10,000 on items identified through the retro-commissioning process and the process of implementation needs to begin before May 31, 2015. In order to meet this deadline, we will have Johnson Controls start the process of reducing the equipment schedules in the buildings to reflect the occupancy schedule. The estimated cost for this item at Millburn Elementary School is \$1284 with a payback of just over 2 months. The estimated cost at Millburn Middle School is \$1284 with an estimated payback of 1.3 months.
- We will review the recommended measures and a draft implementation timeline at the June Committee of the Whole meeting.

Insurance

- I attended the Collective Liability Insurance Cooperative (CLIC) annual membership meeting on Tuesday, May 19, 2015.
 - As I had previously shared with you, the cost of the Workers’ Compensation insurance is increasing due to an increase in the workers’ compensation claims over the past 3 years. The premium is increasing from \$92,969 to \$112, 265 representing a 20.75% increase in premiums.
 - Our premium in our property/casualty insurance decreased by 5.74%. The 2015-16 premium is \$67,927 compared to the 2014-15 premium of \$72,065.

Donations

- The district received a check from the Baxter Employee Giving Campaign in the amount of 190.38.

Activities

- I attended the School Board articulation dinner for the Lakes feeder schools on Tuesday, May 12, 2015.
- I attended the Volcano and the Lake County Personnel Administrators (LCPA) meetings on Friday, May 15, 2015.
 - At the LCPA meeting, Bernadette Hanna and I learned about more changes to the Illinois licensure system. One of those changes may result in an even greater shortage of substitute teachers. When substitute teachers renew their license, they will need to pay for and take an additional test before they can renew their license.

Table 1: Preliminary Savings Estimates

RCxM No.	Measure Description	Measure Interaction ²	Projected Annual Savings							Implementation Cost (\$)	Available IEN Incentives (\$)	SPB Without Incentives (Years)
			Electric Savings (kWh)	Electric Demand Savings Average (kW/Mo) ¹	Electric Cost Savings (\$)	Natural Gas Savings (therms)	Natural Gas Cost Savings (\$)	Total Cost Savings (\$)	Facility Cost Savings (%)			
1	MES - Reduce Equipment Schedules to Reflect Building Occupancy Schedule		73,215	0.0	\$4,759	5,034	\$2,819	\$7,578	5.4%	\$1,284	\$0	0.17
2	MES - Demand Control Ventilation	1	18,176	0.0	\$1,181	1,342	\$752	\$1,933	1.4%	\$1,972	\$160	1.02
3	MES - Install VFD on Dual Temp Pumps	1	40,783	11.4	\$2,651	0	\$0	\$2,651	1.9%	\$13,774	\$1,840	5.20
4	MMS - Reduce Equipment Schedules to Reflect Building Occupancy Schedule		136,468	0.0	\$8,870	4,950	\$2,772	\$11,642	8.5%	\$1,284	\$0	0.11
5	MMS - Demand Control Ventilation	4	4,647	3.3	\$302	2,123	\$1,189	\$1,491	1%	\$6,608	\$840	4.43
6	MMS - Static Pressure Reset	4	14,834	1.7	\$964	0	\$0	\$964	0.7%	\$1,284	\$963	1.33
7	MMS - Adjust Boiler Enabled Setpoint	4	0	0.0	\$0	5,339	\$2,990	\$2,990	2%	\$1,284	\$0	0.43
8	MMS - Hot Water Valve Unoccupied Temperature Controls (AHU's)	4, 7	0	0.0	\$0	999	\$559	\$559	0%	\$648	\$486	1.16
9	MMS - Install VFD on Dual Temp Pumps	4	61,174	13.1	\$3,976	0	\$0	\$3,976	2.9%	\$14,799	\$2,760	3.72
Target Return (SPB < 1.5yr) Package^{3,5}			349,297	29.5	\$22,703	19,787	\$11,081	\$33,784	12.2%	\$42,937	\$7,049	1.27

1. Electric Demand Savings Average is calculated separately first by determining electrical demand reduction individually for each of the 12 months corresponding to peak demand times of the facility, as expected to be reflected on the utility bills, and then averaging these values. If the customer is not assessed demand charges, then costs savings associated with the Electric Demand Savings Average will be zero.

2. Interaction occurs when savings potential for an RCxM is reduced due to savings overlap from implementation of other RCxMs. Measure interactions are noted in this this column.

3. Target Return RCxM Package maximizes energy savings potential and meet the 1.5 year overall payback requirement.

4. Where measures are mutually exclusive, only the measure with the highest energy savings potential has been chosen for RCxM packages.

5. All packages consider full interactive effects between the constituent measures.

Note: While program participants are allowed to apply for Illinois Energy Now standard and custom incentives for retro-commissioning measures identified in this analysis, participants cannot count any measures for which Illinois Energy Now incentives were received towards their minimum \$10,000 implementation cost requirement. For more information about Illinois Energy Now standard and custom incentives, please go to: www.illinoisenergy.org