

## Definitions

### Project Types

#### **Exterior Envelope**

These projects are performed on schools which currently have active leaking water and/or air through masonry, roofs, or windows, displaced and hazardous masonry conditions, and or inoperable windows.

#### **Major Renovations**

Schools in need of Exterior Envelope repairs that also have boiler or mechanical systems which lack controls or are deteriorated to the point of failing are considered for Major Renovations. When the mechanical system is replaced, cooling is included in the new system as a standard. Major Renovations also address deteriorated interior finishes and life safety issues present at the facility to ensure that the end result is a complete project.

#### **Mechanical & Electrical**

Mechanical & Electrical projects are performed on schools with mechanical systems which lack controls, are deteriorated to the point of failing, or have deteriorated piping which results in the inability to consistently provide heat to all spaces in the facility.

#### **Building Interior**

The Building Interior category is comprised mostly of ADA Improvements, but also includes projects that address programmatic deficits based on current enrollment or programmatic expansions.

#### **Facility Additions**

In an effort to relieve overcrowding, Annexes are constructed and linked to the main school building. Annexes are typically comprised of a lunchroom/multipurpose room and 8 to 12 classrooms.

#### **Facility Site Improvements**

The purpose of this funding is to provide new playlot equipment for schools that either lack playlots, or have playlots that are deemed to be in unsafe condition. The projects are selected based on assessments, alignment with the Educational Master Plan, and school/community requests from schools lacking playlot equipment.

#### **Supplemental Facility Renovation**

These renovations are smaller capital renovations that are targeted responses to specific school needs.

#### **Contingency and Change Orders**

Provides funding for modifications of scope and/or costs of prior year projects, as well as funding for emergency envelope and mechanical needs.

#### **Management**

Costs associated with construction and project management, bi-annual assessments, and project management software.

#### **IT, Educational Programming and Other Projects**

Projects included in this category consist of IT networking upgrades (CPS often only pays a small portion of the costs due to federal subsidies), security cameras, food service equipment and software implementation.

**Early Childhood Construction Program**

The Illinois Capital Development Board provided CPS grant funds to increase early childhood services in underserved neighborhoods. The funds may go toward building additions, purchase or construction of new facilities, new equipment, safety improvements and/or classroom conversions, but must be in facilities to be used by Early Childhood Education.

**Energy Efficiency Program**

The Illinois Department of Economic Opportunity provides energy efficiency grants each year for lighting retrofits at CPS schools.

**Project Status Descriptions****Planning**

The time between when a project is approved and transferred to the Design Manager (DM).

**Initiated**

Once initiated, the Design Manager is responsible for scope refinement, and the development of a transfer package to define the project limits for the Architect of Record (AOR). This transfer package includes an independent cost estimate which becomes the basis for determining the fees to be paid to the AOR.

**Design**

A project is in Design when it is placed with the Architect of Record. The Architect of Record is responsible for the development of Construction Documents which are bid to the CPS prequalified list of General Contractors.

**Bid and Award**

Projects are placed out to bid upon completion of the Architect's development of Construction Documents. Projects are bid for a period of 2-4 weeks depending on the complexity and size of the project.

**Construction**

A Notice of Award is issued when bids are received back, evaluated, and the lowest responsive and responsible bidder has been identified and approved. This places the project in the Construction phase. This status lasts until the project is 95% complete and enters the closing phase.

**Closeout**

A project is in closing once it is 95% complete, at which time Preliminary Acceptance occurs. The final punchlist work, commissioning and the submittal all closeout documentation (manuals, training materials and warranties) are all that typically remains to be completed at this point.

**Completed**

Projects are considered Complete once all work is finished, all final documentation submitted, all items have been accepted and all invoices have been paid.

**Table Headings Explained****Estimated Start**

Estimated project initiation, the date a project is approved and funds released to the project.

**Estimated End Date**

The estimated project complete date, when all work is finished, all final documentation submitted, all items have been accepted and all invoices have been paid.

**Budget**

The proposed budget (FY2014 through FY2018 projects).

**Original Budget**

The original approved budget (FY2013 and prior year projects).

**Expenses to Date**

Purchase orders related to the project paid as of April 23, 2013.

**Other Definitions****PPR-S (Pre-Permit Review/Zoning)**

PPR-Z is the process by which CPS ensures, prior to formal submittal of a project for Permit, that the requirements of the Chicago Landscape Ordinance are met in the project scope and budget. This process is the result of a compromise between CPS and the Department of Planning to address minimum code compliance and ensure that each capital project meets the intent of the Landscape Ordinance. The elements requires for each project include: parkway trees; off-site parking requirements; parking lot fencing; and trash enclosures. The process also identifies any potential Zoning Board of Appeals/property ownership issues to provide an early awareness of issues that might lead to lengthy delays and schedule slip.