

**PROJECT SUMMARY
DUNLAP SCHOOL DISTRICT 323
NEW ADMINISTRATIVE OFFICES BUILDING**

The administrative offices for Dunlap School District 323 are currently housed in a leased office building on Willow Knolls Drive. This location is neither efficient nor cost-effective for the District. Administrative personnel have lengthy drive times to most of the school campuses, thus wasting valuable time and incurring costly mileage charges. In addition, the District is currently paying approximately \$80,000 per year in rent for these offices, increasing by 3.5% each year. Within ten years, the annual rent will have escalated to \$112,200, and cumulative rent paid for those ten years will be almost \$1,000,000.

The School Board recognizes that continuing to rent administrative offices is a wasteful use of taxpayer dollars. Instead, the School Board has decided to develop its own administration building on property owned by the District located at the corner of Legion Hall Road and Rt. 91 adjacent to the Dunlap High School and Dunlap Middle School campus. The cost of this facility will be less than \$1,000,000. By the end of the tenth year, this building will have essentially paid for itself, which will allow taxpayer dollars to be devoted to facilities directly related to academics.

Representatives of the Administration and School Board have completed the design of the new administrative offices, and the District's agents have finished the plans for the building. The facility will contain 3,083 square feet and will house thirteen administrative personnel in a combination of offices and cubicles. Attached are the following materials relative to the new facility:

1. Renderings showing the appearance of the new administrative building.
2. Civil engineering plans for the site development.
3. Architectural plans for the new building.

The District's Construction Manager, Mangieri Companies Inc., has prepared a budget for this project, and within two weeks will solicit bids for this work. The Board intends to commence construction in June, with completion of construction and occupancy by the end of this year.

In the construction of this new administrative office building, the Dunlap School Board and Administration wish to utilize the funds currently held by the City of Peoria in its Educational Fund for District 323. We hereby request that the City coordinate with our Assistant Superintendent, Damon Hackett, for the transfer of these funds to the District for this purpose. If we can provide any additional information or answer any questions, please feel free to contact us. We appreciate your cooperation in this matter.