



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**AGENDA
BUILDINGS & GROUNDS MEETING
TUESDAY, FEBRUARY 3, 2015
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - December 2, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Purchase of Z-Turn Mowers / M15-008
 - B. Pick-up Truck Purchase / M15-009
 - C. Court/Rink repairs / M15-011
 - D. Supply of playground equipment bid opening / M15-014
 - E. Parks Board Report and 4Q Goals / M15-013
 - F. Planning & Development Report and 4Q Goals / M15-016
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE SCOTT R. TRIPHAHN COMMUNITY CENTER & ICE ARENA AT 1685 W. HIGGINS ROAD IN HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**MINUTES
BUILDINGS AND GROUNDS MEETING
December 2, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on December 2, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Freidman, Kinnane, Snyder, S. Triphahn, Chairman K. Evans

Absent: Comm Rep Dekirmenjian

Also Present: Executive Director Bostrom, Deputy Director / A&F Director Talsma, P&D Director Buczkowski, Parks Director Giacalone, Rec/ Facilities Director Kies

Audience: Commissioners Greenberg, McGinn, R. Evans, Kilbridge, President Bickham, Rick and Erica Alvarez at 825 Park Lane, Darin Flaks of 865 Park Lane, Ken Schoo of 665 Lakeview Lane

2. Agenda:

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to approve the minutes of the November 4, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. 2015 Playground renovation– Valley, Evergreen & Maple/M14-133:

Director Buczkowski reviewed the memo noting that Valley had not been renovated for 15 years and that they were also looking for better access to the park for ADA purposes. He explained that Maple would also have an ornamental fence around the playground and that Evergreen which also served Lakeview School was adjacent to the detention area and would have a black chain link fence.

Comm Rep Kinnane said he was glad to hear about the fence around Evergreen and asked if they could put 2 more benches at Maple. He also noted that the basketball courts get a lot of usage.

Commissioner Mohan asked about the lifetime of the playgrounds and Director Buczkowski explained that a metal playground would last 15-18 years, however, the district's issue has been that the deck lamination and plastic components (slides) do not last that long. He also explained that the concept of playground equipment changed over the years.

Mr. Alvarez addressed the committee saying that Director Buczkowski was doing a great job and that he had listened to their needs and incorporated them into the new design.

Mr. Schoo noted he lived behind Evergreen and like the concept but not the fence as much noting that the vegetation formed a natural barrier to the pond. Chairman K. Evans acknowledged his concern; however, the district needed the fence for safety reasons.

Director Buczkowski explained that the fence would be several feet from the actual playground to allow as much room as possible for the children to move about the area.

Commissioner Kilbridge asked if the district was aware of the Kids Around the World Playground Project and Director Buczkowski explained that he had contacted them last year about Cottonwood and Poplar's equipment and would do so again this year.

Chairman K. Evans asked if Director Buczkowski had information from the national conference recently and Director Buczkowski explained that he had already seen the newest items from the vendors and had

attended the ASLA Conference and seen some international providers also. Chairman K. Evans asked about using a lower fence for a less restrictive appearance and Director Buczkowski explained that the fence could not be climbable and still meet the safety standards.

Comm Rep Snyder made a motion, seconded by Comm Rep Kinnane to recommend the board approve the conceptual plans and instruct staff to solicit bids for the supply of equipment, installation of equipment, installation of fencing and to report back to the committee with those results for further recommendations. The motion carried by voice vote.

B. Park Portal Pilot Project/M14-135:

Director Buczkowski reviewed the issue noting that they were going to put the signs in next spring.

Comm Rep S. Triphahn asked if the messages were focused towards kids. Director Buczkowski explained that at present they were targeting adults to share with their children. President Bickham asked if no one else was working on this and Director Buczkowski explained that they were seeing some of this in the natural/conservatory areas but nothing this intensive.

Comm Rep S. Triphahn asked about someone that could not download the QR Code and it was noted that the website address was on each sign. She also suggested sponsors to cover some of the costs and Director Buczkowski explained that he was looking into that.

Informational only.

C. Marquee Sign change Order/ M14-144:

Executive Director Bostrom reviewed the item noting that the information had already been to the board so that there would not be a delay in lighting the HEPD letters on the board as well as covering the additional work for stabilizing the signs and the spare parts kit.

Informational only.

D. Marquee Sign Additional Warranty/M14-142:

Director Buczkowski reviewed the item noting that they were already covered for parts through year 5 and that this was the extended warranty for years 6 through 10 for the digital boards (8). He explained that standard said that 5-7% of the boards could be expected to be replaced and that 5% would be approximately \$25,000.

Chairman K. Evans asked what exactly the warranty said. Staff will provide a copy of the warranty wording for the board meeting.

Comm Rep Snyder asked if the out riggers were the cameras and it was noted that they were.

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to recommend the board authorize the Executive Director to purchase the additional 4 years of warranty from Walton Sign for the bid alternative cost of \$25,312 subject to review of the warranty wording by the board at the December meeting. The motion carried by voice vote.

E. Renaming of High Point Park/ M14-145:

Executive Director Bostrom reviewed. Comm Rep Kinnane asked about historical markers at the sites and Executive Director Bostrom explained that it was a great idea and would be visited after the renaming was official. He explained that Triphahn Center had a plaque and he would also like to see one at Cannon Crossings to explain the exceptional contributions made by Bill Cannon.

Comm Rep Friedman asked about an article asking about naming High Point Park after Mayor O'Malley. Executive Director Bostrom explained that was directed more towards the Village and they might want to rename some of their property, but that High Point Park belonged to the Park District.

Informational only.

F. Parks Board Report/M14-141:

Executive Director Bostrom explained the manhole repair at Eisenhower noting that staff was working with the Village to coordinate the repair as it would involve shutting off the water to the school.

Commissioner Mohan asked about Victoria Park and it was noted that it was still a very much used park and was scheduled for an area burn.

Comm Rep Kinnane made a motion, seconded by Comm Rep Friedman to send the Park Board Report M14-141 to the board as presented. The motion carried by voice vote.

G. P&D Board Report/M14-136:

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Kinnane to send the P&D Board Report M14-136 to the board as presented. The motion carried by voice vote.

7. **Committee Member Comments:**

Commissioner Mohan noted that he would not be able to attend the December Board meeting. He also asked about getting anything from Mr. Gutierrez for their \$24,000. Executive Director Bostrom noted that the district had received some advertising services in lieu of a return of cash as Mr. Gutierrez was not successful in his lobbying for the district but there was nothing else to be done.

Comm Rep Friedman addressed the committee saying that he heard good comments about the district offering fall baseball.

8. **Adjournment:**

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Snyder to adjourn the meeting at 8:20 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

MEMORANDUM #M15-008

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director of Park Services / Development & Risk Mgt.
SUBJECT: Purchase of three Z-Turn mowers
DATE: January 15, 2015

Background

The 2015 Capital Development budget allows for \$44,000 for the purchase of three 2013 Z-Turn mowers. The Z-Turn mowers are also known as the district's trim mowers. They cut the turf areas that the large volume mowers can't get into. Typically we run six Z-Turn mowers daily, consisting of three crews of two mowers each. The requested mowers are replacing a model year 2007 Z-Turn mower and two 2009 Z-Turn mowers. All three mowers have about 2,000 operating hours on them. Mechanical issues with the mowers include transmission and clutch problems, worn out gear boxes, and suspension problems. Repairing these mowers is no longer cost effective to the district.

Implications

The Parks Division typically purchases the Parks Division equipment through a corporative purchase program in order to secure the pricing benefits that go along with either a state level or national level corporative purchasing program. For this purchase we will be using the State of Illinois Joint Purchase Program. The successful supplier is Reinders, of Franklin Park Illinois for a Toro 25 horse power turbo diesel Z-Turn mower with a 52 inch cutting deck, for a cost of \$11,644.00 each and \$34,932.00 for three.

Recommendations

Staff recommends awarding a contract to Reinders of Franklin Park Illinois for the purchase of three Z-Turn mowers in the amount of \$34,932.00

MEMORANDUM # M15-009

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director of Park Services / Development & Risk Mgt.
SUBJECT: Pick-up Truck Purchase
DATE: January 20, 2015

Background

The 2015 capital budget allows \$31,000.00 for the replacement of a Park's Division pick-up truck with snow plow and accessories. The pick-up it is replacing is a 1989 pickup with 70,000 miles and numerous mechanical issues due to it being 26 years old.

Implications

Staff researched joint purchasing and found a suitable replacement on the State of Illinois Joint Purchase Program.

The replacement is a Ford F-250 pick-up with four wheel drive totaling **\$22,154.00** from Bob Ridings Ford of Taylorville Illinois.

In addition to the truck, some accessories are also needed to equip the vehicle to our needs. Staff secured competitive pricing for all accessories.

From Adams Enterprises of McHenry Illinois 1) 7 foot Western snow plow. 1) Rear window protector, 1) set of running boards, 1) class 3 hitch, 1) Pintle hook, 1) Light bar, and 1) bolt kit, totaling **\$5,356.73**.

From Pro Safety of Elk Grove Illinois 1) First aid kit, 1) Fire extinguisher, and 1) Triangle kit, totaling **\$82.00**

From Rhino Lining of Carol Stream Illinois 1) Spray on bed liner totaling **\$469.00**.

The total vehicle cost with accessories is **\$28,061.73**

Recommendations

Staff recommends awarding contracts to

Bob Ridings Ford of Taylorville Illinois in the amount of \$22,154.00
Adams Enterprises of McHenry Illinois in the amount of \$5,356.73
Pro Safety of Elk Grove Illinois in the amount of \$82.00
Rhino Lining of Carol Stream Illinois in the amount of \$469.00

MEMORANDUM NO. M15-011

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Court Repair, Color Coating, Striping of Courts/Rinks
DATE: January 21, 2015

Background:

As part of the 2015 Capital Improvement Plan, funds have been earmarked for improvements to tennis and basketball courts and inline hockey rinks throughout the district. The bid for this work was released early December to allow contractors the chance to visit sites prior to the onslaught of the winter weather. Below is a chart listing the projects to be completed for this work:

- Repair cracks and resurface Olmstead Tennis Courts
- Repair cracks and resurface Olmstead Basketball Courts
- Repair cracks and resurface Willow Tennis Courts
- Repair cracks Evergreen Tennis Courts
- Repair cracks Pine Inline Hockey Rink
- Repair cracks Victoria Tennis Courts
- Repair cracks Victoria Basketball Courts
- Repair cracks Evergreen Tennis Courts
- Repair cracks Community Park Inline Hockey Rink
- Repair cracks Cannon Crossings Tennis Courts
- Repair cracks Cannon Crossings Basketball Courts
- Repair cracks High Point Pickle and Tennis Courts
- Color Coat High Point Basketball Court
- Repair cracks Charlemagne Tennis Courts
- Repair cracks Charlemagne Basketball Courts
- Repair cracks South Ridge Tennis Courts

Implications:

On January 20, 2015, staff opened bids for court repair work. Attached is a summary of the results. Because of the timing of this bid, staff believes the district received extremely competitive bids for this work. Also the number of interested bidders further emphasizes the competitiveness of the market. The low bidder, 10 S Court Solutions, has been doing this type of work in the Chicago area for the past three to four years. Staff contacted a number of S-10's references and received both favorable and mediocre responses to this company's performance. The primary negative opinion centered on how quickly hairline cracks reappeared after the work had been completed. It should be noted that the patching work completed last year on our courts experienced similar cracking results and it might be the nature of the material and possibly unreal expectations by some clients. Comparing the bids received, particularly between the low and second lower bidder, the difference between the two for the crack fill work only was \$6,500+ or about 2/3 the difference in price. This crack fill work while important to the longevity of

the courts is not as critical as the total repair and re-coating process with those costs much closer to one another at around \$600 per court.

Recommendation:

Staff recommends the B&G Committee recommend the board award the court repair work for 2015 to 10-S Court Solutions for the low bid price of \$40,135 based upon project and unit pricing. The budget amount in the 2015 Capital fund for this project was \$62,500. Staff is also requesting that the committee recommend that a 7% (\$2,800) contingency be set aside for this work in the event the cracks have become worse over the winter and require more patching.

Court Repair/Color Coating, Striping Olm, WRC, EVergreen, SRidge, Pine, Charle, HP, Cannon, Community
JANUARY 20, 2015

ITEM NO.	Location	U.S. Tennis Court 204 Industrial Dr Lockport, IL 60441 815-588-3700 ustenniscourt@gmail.com	Tennis Surfaces Company 7N730 IL Rte 59 Bartlett, IL 60103	First Impression, Inc 1951 N. Rose St (25th Ave), Franklin Park, IL 60131-3507
BOND		X	X	X
ITEM 1	Olmstead Tennis Courts	\$9,175.00	\$13,000.00	\$11,600.00
ITEM 2	Olmstead Basketball Ct	\$5,000.00	\$6,500.00	\$4,750.00
ITEM 3	WRC Tennis Courts	\$9,275.00	\$13,000.00	\$11,600.00
ITEM 4	Evergreen Tennis Courts	\$12,880.00	\$13,000.00	\$11,900.00
ITEM 5	Pine Park Inline Hockey	\$350.00	\$1,000.00	\$650.00
ITEM 6	S. Ridge Tennis Court	\$560.00	\$1,000.00	\$850.00
ITEM 7	High Point Tennis/Pickle	\$3,850.00	\$4,200.00	\$2,200.00
ITEM 8	High Point Basketball Ct	\$3,700.00	\$3,800.00	\$2,750.00
ITEM 9	Victoria Tennis Courts	\$1,925.00	\$2,000.00	\$1,250.00
ITEM 10	Victoria Basketball Cts	\$612.50	\$1,000.00	\$850.00
ITEM 11	Charlemagne Tennis Cts	\$1,487.50	\$1,000.00	\$1,250.00
ITEM 12	Charlemagne Basketball	\$927.50	\$1,000.00	\$850.00
ITEM 13	Community Inline Rink	\$371.00	\$1,000.00	\$850.00
ITEM 14	Cannon Tennis Courts	\$350.00	\$1,000.00	\$550.00
ITEM 15	Cannon Basketball Cts	\$350.00	\$1,000.00	\$400.00
	TOTAL ALL ITEMS	\$50,813.50	\$63,400.00	\$52,300.00

*63,500

Deduct \$2550 if
awarding all

Court Repair/Color Coating, Striping Olm, WRC, EVergreen, SRidge, Pine, Charle, HP, Cannon, Community
JANUARY 20, 2015

ITEM NO.	Location	10 S Court Solutions P.O. Box 656 Lake Forest, IL 60045 773- 598-5980 10scourtsolutions@g mail.com	Perm-a-Seal PO Box 1216, South Holland, IL 60473 708-333- 8838 permaseal.com	
BOND		x	x	
ITEM 1	Olmstead Tennis Courts	\$9,400.00	\$10,552.00	
ITEM 2	Olmstead Basketball Ct	\$4,800.00	\$4,658.00	
ITEM 3	WRC Tennis Courts	\$9,400.00	\$10,578.00	
ITEM 4	Evergreen Tennis Courts	\$9,400.00	\$13,209.00	
ITEM 5	Pine Park Inline Hockey	\$100.00	\$350.00	
ITEM 6	S. Ridge Tennis Court	\$160.00	\$780.00	
ITEM 7	High Point Tennis/Pickle	\$1,100.00	\$2,850.00	
ITEM 8	High Point Basketball Ct	\$4,000.00	\$2,970.00	
ITEM 9	Victoria Tennis Courts	\$550.00	\$2,100.00	
ITEM 10	Victoria Basketball Cts	\$175.00	\$525.00	
ITEM 11	Charlemagne Tennis Cts	\$425.00	\$1,800.00	
ITEM 12	Charlemagne Basketball	\$265.00	\$875.00	
ITEM 13	Community Inline Rink	\$160.00	\$1,450.00	
ITEM 14	Cannon Tennis Courts	\$100.00	\$300.00	
ITEM 15	Cannon Basketball Cts	\$100.00	\$300.00	
	TOTAL ALL ITEMS	\$40,135.00	\$53,297.00	

MEMORANDUM NO. M15-014

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Supply of Playground Equipment Bid Opening
DATE: January 22, 2015

Background:

As part of the Park District's 2015 Capital Improvement Plan, \$389,000 has been earmarked for the redevelopment of playgrounds at Evergreen, Maple and Valley Parks. As part of the process, staff normally bids out supply of equipment to be purchased directly from vendors and supplied to the installation contractors. This installation bid will be presented at the March B&G Committee meeting. The specific playground designs were identified by staff and presented to the public in the fall 2014. The final designs were presented as the performance playgrounds for each location. Playground vendors were contacted and public notices were given in December for supply of this equipment. A total of 7 vendors expressed interest in supplying this equipment. To be qualified, the vendor had to present a manufacturer's product of a certain quality and be able to provide a design comparable to the overall play value as required by staff. One of the vendors was unable to supply cable rope climbers and backed out of the process. The other 6 vendors were able to submit plans for each of the three playground projects and with minor adjustments to their plans were able to be qualified by staff.

Implications:

At the time of bid opening, staff received bids from all 6 vendors who were pre-qualified for the projects. Attached is a summary of bids received. The bids received represent extremely aggressive discounts based on the competitive process and the timing of the bid. Each of the vendors viewed this bid in Hoffman as a kick off to their 2015 sales campaign.

Since each of the vendors' designs had been pre-qualified, there was no need to re-qualify as part of the official bid. The bid from Parkreation Supply contained a voluntary alternate to reduce the cost of spring rockers by \$500 or reduce the cost of all equipment including spring rockers by \$4,400 if all equipment were to be purchased and shipped at the same time.

Upon review of the bid from Parkreation, staff found that Parkreation had bid spring rockers that did not meet the district's minimum specifications. This fact being known, staff then moved on to the next lowest bidder Howard White and Associates who did in fact meet the specifications. With Parkreation out of the supply of spring rockers picture, staff contacted representatives from Parkreation who confirmed that the voluntary price reduction would be \$4,400-\$500 or \$3,900 dollars saving if Items 1a-3d were awarded to their company. Staff applied the \$3,900 dollars to the Parkreation's Valley Park playground and swing combined price (\$33,526.00-\$3,900 = \$29,616) with

the result being Parkreation as the low bid price for the Valley Park playground equipment items.

Another voluntary item that was offered by Parkreation was the supply of an ADA transfer deck for \$2,000 which if accepted, would be installed as an additional element on the Evergreen Park playground. This transfer step was never included in the original performance specification because an ADA accessible ramp was designed as the means for getting to the raised deck on the playground. While the ramp does provide wheelchair access, the transfer deck would allow wheelchair bound individuals an easier means to get out of their chair and thus onto the playground equipment. Staff agrees with this determination and now is of the opinion that a transfer stair should be included along with the ADA ramp at Evergreen.

Recommendation:

Staff recommends that the B&G Committee recommend the board approve awarding

- Howard White \$4,750 for supply of Spring Toy Rockers
- Parkreation \$91,422 for the supply of playground equipment for Evergreen, Valley and Maple Playgrounds. And Parkreation \$2,000 for an ADA transfer stair to be added to their design for Evergreen Playground.

Total amount for the supply of these items is \$98,172. Staff's budget amount for this equipment was \$115,000.

Supply of PG Equipment
JANUARY 27 2015

ITEM	Location	Parkreation 27 E. Palatine Rd, Prospect Hts, IL 60070 847-419-7744 John@Parkreation.com	Reese Recreation 3327 N. Ridge Ave, Arlington Hts, IL 60004 888-206- 4861 skoch@reeserec.com Sue Koch	Zenon Company Larry Yasdick 400 W. Dundee Rd, St 110, Buffalo Grove, IL 60089 847-548-1143 larry@zenoncompany.
1a.	Maple play structure 2-5	\$4,610.00	\$5,524.00	\$5,539.00
1b	Maple play structure 5-12	\$21,472.00	\$29,603.00	\$22,210.00
1c	Maple single post 3 bay 2 bucket 4 belt swing	\$2,127.00	\$2,329.00	\$3,077.00
	TOTAL 1A-1C	\$28,209.00	\$37,456.00	\$28,255.00
2a	Valley play structure 2-5	\$4,610.00	\$5,876.00	\$5,539.00
2b	Valley play structure 5-12	\$26,056.00	\$28,259.00	\$21,669.00
	TOTAL 2A-2B	\$30,666.00	\$34,135.00	\$25,917.00
Alt 1	Valley single post double bay 2 belt seat swings 2 bucket seat swing	\$1,467.00	\$2,011.00	\$2,710.00
Alt 2	Valley single post double bay 4 belt swing seat	\$1,383.00	\$1,854.00	\$2,635.00
	TOTAL ALT 1 ALT 2	\$2,850.00	\$3,865.00	\$5,345.00
	TOTAL PG & ALT	\$33,516.00	\$38,000.00	\$31,262.00
	DEDUCT \$3,900 to purchase 1A-3D	\$29,616.00		
3a	Evergreen structure 2-5	\$4,610.00	\$5,576.00	\$5,392.00
3b	Evergreen structure 5-12	\$26,860.00	\$34,801.00	\$26,333.00
3c	Evergreen single post 3 bay 4 blet swings 2 bucket seat swings	\$2,127.00	\$2,329.00	\$3,077.00
3d	Evergreen Rock wall Climber	inc	\$5,429.00	\$2,634.00
	TOTAL 3A-3D	\$33,597.00	\$48,135.00	\$34,371.00
		Add \$2,000 for Transfer Station		
4a	Plastic Panel Motorcycle Spring Toy (4)	\$2,061.00	\$2,699.00	\$4,788.00
4b	Plastic 2 panel w/seat dinosaur Spring Toy (4)	\$1,374.00	\$2,132.00	\$2,005.00
	TOTAL 4A & 4B	\$3,435.00	\$4,831.00	\$6,759.00
		Deduct \$500 if Spring Toys shipped w/PG. Deduct \$4,400 if 1a-4b purchased. Deduct \$3900 for 1a-3d		Note: Ind prices are if purchase separately; total is actual cost for all items in each PG

Supply of PG Equipment
JANUARY 27 2015

ITEM	Location	Howard White & Assoc. PO Box 5197 Buffalo Grove, IL 60089-5197 847-870-7745 glenn@howardwhite.com	Game Time 2135 City Gate Ln, Ste 300, Naperville, IL 60563 800-942-1062	Play & Park Structures 4516-21st Ave Moline, IL 61265 309-339- 0536 ppueblas@playand park.com
1a.	Maple play structure 2-5	\$5,575.00	\$5,101.96	
1b	Maple play structure 5-12	\$24,383.00	\$26,159.94	
1c	Maple single post 3 bay 2 bucket 4 belt swing	\$3,315.00	\$5,730.01	
		\$33,273.00	Frts Save \$35,995.25	\$33,656.92
	TOTAL 1A-1C		True Tot: \$36,991.91	
2a	Valley play structure 2-5	\$5,575.00	\$5,101.96	
2b	Valley play structure 5-12	\$27,297.00	\$32,898.94	
	TOTAL 2A-2B	\$32,872.00	Frts Save: \$37,272.85	\$38,579.21
			True Tot: \$38,000.90	
Alt 1	Valley single post double bay 2 belt seat swings 2 bucket seat swing	\$2,400.00	\$2,824.92	
Alt 2	Valley single post double bay 4 belt swing seat	\$2,280.00	\$2,711.50	
	TOTAL ALT 1 ALT 2	\$4,680.00	\$5,536.42	
	TOTAL VALLEY PG & ALT	\$37,552.00	Frts Save: \$42,809.27	
			True Tot: \$43,537.32	
3a	Evergreen play structure 2-5	\$5,575.00	\$5,101.96	
3b	Evergreen play structure 5- 12	\$28,296.00	\$24,472.31	
3c	Evergreen single post 3 bay 4 blet swings 2 bucket seat swings	\$3,315.00	\$5,730.01	
3d	Evergreen Rock wall Climber	\$4,069.00	\$5,921.00	
	TOTAL 3A-3D	\$41,255.00	Frts Save: \$40,015.78	\$43,729.28
			True Tot: \$41,225.28	
4a	Plastic Panel Motorcycle Spring Toy (4)	\$2,850.00	\$2,763.39	
4b	Plastic 2 panel w/seat dinosaur Spring Toy (4)	\$1,900.00	\$2,597.67	
	TOTAL 4A & 4B	\$4,750.00	\$5,361.06	

MEMORANDUM NO. M15-013

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Parks & Risk Management
RE: Parks Board Report – January
DATE: January 28, 2015

1. Staff removed and constructed new front desk area and installed new 2x2 carpet squares in Kids Korner at PSSWC.
2. Staff refinished sanded, stained and repaired 2 service desk swinging doors.
3. Staff constructed new Park ID sign for Essex Park.
4. Staff constructed out of wood six surfboards for dance room staff at TC.
5. Staff installed three new rubber stair treads on entrance to running track north side of building.
6. Staff started the remodel project on Half Way House at BPC.
7. Tree and brushwork has started at the Summit property (Essex Park). Buckthorn and Honeysuckle removal and tree hazards are being addressed as well. This work is being done as weather and site conditions permit and will most likely continue into the summer months.
8. Emerald Ash Borer project update: To date we have removed 273 Ash and replaced 127, leaving 146 Ash that need to be replaced, with 100 planned to be replaced this year (2015). 168 Ash remain in the active park areas, which will most likely also be removed. There are 269 inventoried Ash trees in our natural areas that will be evaluated and removed as needed. These will not need to be replaced as there are enough quality trees in these areas which will benefit from the Ash removals.
9. Precipitation is down 70% from last year at this time and snow removal has been minimal. Several events have caused nuisance snow and ice build-up. Salt usage is down 70-80% compared to last year and overtime has been controlled.
10. Staff has secured competitive pricing for pesticides and fertilizer. Shipping is a major consideration, although surcharges have dropped significantly because of the easing of fuel prices.
11. As last month was reported trash collection still continues at a high rate. Investigations continue to determine if fly dumping is occurring.

12. Research continues to maintain our leading edge position in Green Initiatives. Several leads were collected at the State Conference and are being followed
13. New pumps were installed at Prairie Stone for the whirlpool, which includes 3 turbo pumps that work the jets as well as a filter pump and chemical pump.
14. All lights on the running track at Triphahn Center were updated to LED lighting
15. Estimated completion date of March 31st for the north wall lights at Prairie Stone that will light up the images on the outside of the building. We have all material on hand and prepping everything now.
16. The maintenance crew repaired all the deck chairs for Seascape Aquatic Center that had broken straps.
17. We repaired multiple heaters at the golf maintenance shop for Bridges of Poplar Creek.
18. The boiler that supplies hot water to Prairie Stone had all new heat shield tiles installed due to the old ones crumbling and causing the unit to not work properly.
19. The boiler that heats the whirlpool at Prairie Stone needed new wiring as well as new sensors and flow switches.
20. Multiple hand dryers were repaired across the Park District.
21. Many electrical ballasts have been replaced at Prairie Stone
22. Truck 523 replaced blower motor resistor
23. Truck 507 replaced vacuum modulator resistor on transmission
24. Vehicle 454 replaced rear stabilizer links
25. Truck 528 replaced front brake pads and rotors
26. Completed maintenance and repair on all mowers

Hoffman Estates Park District – 2014 Goals Parks Division

Report Date: February 2015

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun / NA = Not Accomplished

DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Purchase and install needed park amenities throughout the district	Purchase 80% by end of 3 rd quarter	C	All items are secured
2	Complete 2014 assigned ADA projects as detailed in the ADA transition plan	Complete by end of 4 th quarter	C	One project assigned and completed

District Initiative 2: Achieve customer satisfaction and loyalty

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace TC carpet with carpet tiles	Complete by 3 rd quarter to minimize disruption to facility users	C	Project complete
2	Triphahn Center RTU-1 replace compressor	Complete by end of 3 rd quarter	C	Project complete
3	Triphahn Center RTU-2 replace compressor	Complete by end of 3 rd quarter	C	Project complete
4	Triphahn Center RTU-3 replace compressor	Complete by end of 3 rd quarter	C	Project complete
5	Triphahn Center RTU-6 replace compressor	Complete by end of 3 rd quarter	C	Project complete
6	Triphahn Center RTU-7 replace compressor	Complete by end of 3 rd quarter	C	Project complete
7	Triphahn Center RTU-8 replace compressor	Complete by end of 3 rd quarter	C	Project complete
8	Triphahn Center RTU-9 replace compressor	Complete by end of 3 rd quarter	C	Project complete
9	Triphahn Center RTU-10 replace compressor	Complete by end of 3 rd quarter	C	Project complete
10	Triphahn Center RTU-11 replace compressor	Complete by end of 3 rd quarter	C	Project complete
11	Triphahn Center RTU-12 replace compressor	Complete by end of 3 rd quarter	C	Project complete
12	Triphahn Center RTU-13 replace compressor	Complete by end of 3 rd quarter	C	Project complete
13	Triphahn Center CU-14 replace compressor	Complete by end of 3 rd quarter	C	Project complete
14	Triphahn Center CU-IT replace compressor	Complete by end of 3 rd quarter	C	Project complete
15	PSSWC A/C-1 replace compressor	Complete by end of 3 rd quarter	C	Project complete
16	Vogelei Barn AH-1 replace unit	Complete by end of 3 rd quarter	C	Project complete
17	Vogelei Barn AH-2 replace unit	Complete by end of 3 rd quarter	C	Project complete
18	Vogelei Barn Furnace replace unit	Complete by end of 3 rd quarter	C	Project complete
19	Vogelei House Furnace -1 replace unit	Complete by end of 3 rd quarter	C	Project complete
20	Vogelei House Furnace -2 replace unit	Complete by end of 3 rd quarter	C	Project complete
21	Triphahn Center 50 Ton Carrier unit	Completed by end of 3 rd quarter	C	Project complete

District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Inspect district boundaries looking for encroachments and act upon them in accordance with procedure 1.045	Inspect Quarterly with completion in the 4 th quarter	C	All inspections are completed
2	Districts memorial programs	Expand By 5	C	3 bench and 5 trees are completed
3	Adopt-A-Park program	Expand by 2 sites	C	Poplar park has been adopted
4	Notify public of and implement the controlled burns of selected natural areas	Complete by end of 1 st quarter	C	Spring burn season is complete. Will notify for fall burning if needed

DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administrate the Parks Division budget	Meet 100% of the timelines established by the finance division	C	Parks budget is complete and entered into the budget module
2	Develop the Park's and Risk Mgt. sections of the 2014 CMP	Complete by the district's adopted schedule	C	The parks division is current with all required documentation

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Apply for available DCEO rebates	Complete by end of 4 th quarter	C	All rebates have been received

District Initiative 3: Effective and efficient use of our resources

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace 2008 Expedition	Complete by end of 2 nd quarter	C	Vehicle Has arrived
2	Replace 1997 Pickup Truck	Complete by end of 2 nd quarter	C	Vehicle has arrived
3	Replace 1999 Large volume mower	Complete by end of 2 nd quarter	C	Mower has arrived
4	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
5	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
6	Rebuild Seascape Filtration pump	Complete by end of 1 st quarter	C	Pump has been rebuilt
7	Rebuild Seascape body slide pump	Complete by end of 1 st quarter	C	Pump has been rebuilt

DISTRICT GOAL 3
Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Retro fit existing facilities with Green / energy efficient solutions with a primary focus on lighting	Complete by end of 4 th quarter	C	Lighting projects are complete
2	Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 1 st quarter	C	All lake shores have been over seeded
3	Enhance natural areas by controlling invasive plants / weeds	Complete by end of 2 nd quarter by keeping natural areas with no more than 20% weed growth per location	C	Hand pulling and herbicide applications are 95% complete
4	Purchase and plant trees, shrubs, and flowers throughout the district	Complete by end of 4 th quarter	C	trees are 100% planted

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain Parks Division's compliance with IPRA's Environmental Report Card	Complete by end of 4 th quarter	C	Park's division is in compliance

District Initiative 3: Advance environmental and safety awareness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain PDRMA accreditation for the parks division	Accreditation maintained with a division score of at least 95%	C	Requirements have been met
2	Oversee all divisions PDRMA accreditation	Accreditation maintained with an overall district score of at least 95%	C	Requirements have been met
3	Maintain the District's accident reports and review claims	Review 100% of accidents and recommend corrective / preventative actions	C	District wide accident reports are in my file
4	Keep the Parks Division current with new PDRMA requirements	Review all new material and inform all divisions of the changes	C	Added new and revised programs to the safety manual
5	Add playground safety surface to required locations	Complete by end of 3 rd quarter	C	Surface added to Birch, community, highpoint, Hoffman, pine, TC, PSSWC, and Cannon playgrounds

DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 1: Develop leadership that ensures work force readiness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Instruct and train members of the training committee on district wide trainings	Complete by end of March 2014	C	Communicated expectations to the training team

District Initiative 2: Build organization culture based on I-2 Care Values

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Regularly reinforce the I-2 CARE Values	Complete by end of 4 th quarter	C	Review at January, February and March, April, May, June, September, December meetings

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Train and document 100% of all staff on job specific and mandatory training with in the Parks Division	Within one week of their employment start date	C	All full time staff and seasonal training is complete

MEMORANDUM M15-016

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Board Report
DATE: January 29, 2015

1. Overall Planning Projects:

The district currently has \$1.1 million in work out for bid or being currently reviewed for award. The goal is to have all bids secured and awarded by the end of March/April. By doing this, the district will receive the most competitive pricing possible given the present construction bidding atmosphere.

2. Future Skate Board Facility:

On January 21st staff met with teens interested in the sport of skate boarding. This meeting was held at the Sheffield Townhomes club house and was intended to better understand the interest in this activity and the opportunity available to this user group. Members of the Sheffield Board of Directors have offered the possible use of their land adjacent to the playground as a possible location should the district determine that a skate park is needed in the southeast quadrant of the district. Presently, the teens are using a small facility in the Knollwood subdivision and traveling to other regional facilities including WRC Skate Park. Given the lack of recreational amenities for this age group, staff is aggressively assessing the viability for new facilities of this type in the district.

3. High Point Park Path and Restroom Renovations:

Staff is currently procuring materials for the renovation of the interior restrooms at High Point Park. Of particular need is to make the hand sinks ADA accessible in both bathrooms as the current configuration is not wide enough to allow for wheelchair access. In addition to the interior upgrades, staff is currently looking at the feasibility of adding a pedestal type of drinking fountain that would accommodate wheelchair bound individuals and a pet bowl. This drinking fountain would be located away from the restroom facility and adjacent to the existing path. The major issue in relocating this drinking fountain is providing water access and a means to drain waste water. Because of the concrete work and asphalt path work currently planned for the area, now is the time to make this improvement.

4. Marquee Signs:

Staff has ordered the perennial plants to be installed as part of the landscape plan that was developed for each of the 4 locations. These plants will help soften the impact of the architectural look of the signs and digital boards. It is hoped that perennial plants will require less maintenance and yet provide the aesthetic appeal.

Hoffman Estates Park District – 2014 Goals Planning & Development Division

Report Date: February 2015

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun / NA = Not Accomplished

DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Design and implement corrective solutions for ADA issues listed in the District's ADA Assessment Plan	By December 31,2014	C	Solutions for Poplar, Seascap & Olmstead south walk were completed early this year and will be implemented as part of the construction projects awarded in March. All scheduled items were completed by end of June.
2	Develop in cooperation with Recreation staff, an activity tracker program to respond to the obesity concerns with the youth of the community.	Pilot program to be run with summer camps 2014 and documented prior to October 1, 2014.	C	Planning staff has successfully tested a device which can be used to track activity/movement. The platform is designed to be used by children in the age group 8-12 years old. Staff is currently working with recreation staff to find a funding source to Beta test units locally with children. Technology costs to run a three month program would be about \$1,500 for one hundred participants for three months. Staff met with Alexian Bros. to partner with their Verizon grant program. More details will be presented in 3Q. The activity tracker concept was developed by Alexian Hospital and Verizon. The proto type application has been rolled out and is now being used by local Teens that are being medically treated for overweight issues. Each of the participants in the program receives a smart phone and the software to track their progress. In addition medical care givers are also tracking results of participants. The park

				district is now involved with providing some of the activity opportunities the teens can participate in.
3	Construct an accessible swing at Eisenhower Park requiring state funding and coordination with Parks Division staff.	By September 2014	C	Materials for the project have been ordered and will be available for maintenance staff to install once classes are out for summer break. Staff is currently awaiting the executed agreement with the State of Illinois. Once that agreement is in hand maintenance personnel will be notified to begin the construction process. Project was completed in August and is now in use by the public. Staff is currently completing grant paperwork for state reimbursement.

District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace existing Marquee signs at various park locations with modern electronic message board systems. Vogelei, Triphahn, Willow & BPC	By December 1,2014	C	Final design concepts were completed and public input meetings were scheduled in the month of March. Staff will present plans to committees and board in April. Award of a contract for installation of the four signs was approved by the full board at the June park board meeting. The contractor is now completing the final design engineering of the signs to be submitted to the Village code enforcement department for review and permitting. The signs are currently being fabricated and are scheduled to be shipped and installed at the end of October. Foundations and electrical services were completed at the end of September in preparation for the install of sign units. The signs were installed and made operational on November 20, 2014 and have had no operating issues. The final cost of the project came in \$200 K under budget.
2	Evaluate the development and implementation of a Park Portal communication device in coordination with Recreation, C&M and Parks Divisions.	Test devices and technology along with soliciting customer interest through surveys to determine long-term viability and interest of	C	Staff has completed concept plans and is confident that the technology is available and reliable to make this program work. Fundamentally the district is not in a

		concept as a communication tool for the district prior to November 1, 2015.		position to make the commitment to develop and make time sensitive information available. Such information must be refreshed in a timely way if the program is going to be sustainable. Staff is currently developing video articles and/or stories to be used during the pilot test of I Parks which will include play activities for the youth of the community. I Parks will be available beginning in April 2015. The number of user hits will be documented to determine public use of concept and ultimate viability of concept as a communicative tool.
--	--	---	--	--

DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administer the Planning and Development division budget and meet all time lines established by the Finance division.	By November 1 2014	C	The sum total of all projects awarded to date is currently at or below budgeted total amounts.
2	2014 Capital Projects at or below budget amounts	End of 4 th Quarter		

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Coordinate construction of hotel at BPC	Contingent on partnership & agreement	NB	HEPD is still waiting for a potential interested investor to commit to the project.
2	Work with Admin Department to secure a means to fund the Marquee Project at no or minimal cost to existing programs and tax payers.	End of 4 th Quarter	C	Planning staff along with Admin. Staff has identified Windsor Outdoor as a potential advertising agent. Staff will be presenting an advertising agreement with Windsor at the April A&F meeting. The board has approved an agreement with Windsor to sell ad space on four of the eight sign faces.

District Initiative 3: Utilize our resources effectively & efficiently

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Research, develop and recommend Planning & Development section of the 2014 CMP including recommended CIRP projects, goals and objectives.	By May 2014	C	Planning has prepared a capital replacement plan for existing amenities to address the districts needs for 2015-2019. That plan will be presented to the board for approval by the end of the year Possible new project are currently being reviewed and of formulated for consideration by the board. Planning staff has completed all research items and prepared recommendations to be considered as part of the 2014-2019 CMP.
2	Research green alternatives for each of the CMP identified and / or future identified projects.	Research and implement as part of the 2014 budget and bid processes.	C	As part of the playground replacement process planning staff looked into the possibility of recycling the old equipment for third world countries. Unfortunately the company who is involved in the process evaluated our equipment and saw no value in perusing it with HEPD. With this in mind staff made recycling the old obsolete materials a requirement of the installation bid. Metal and plastic will be salved for scape value. New playground equipment used in the replacement program must consist of no less than 5% recycled content.

DISTRICT GOAL 3

Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop conceptual plans for the renovation and improvement of Chino Park.	By July 2014	NB	No program information at this time from recreation department.
2	Replace Locust Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified. Completed May
3	Replace Willow Recreation Center Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May

4	Replace Cottonwood Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May
5	Replace Poplar Park Playground	By August 2014	IP	Designs completed and bid, Materials ordered and installer identified
6	Repair and/or re-coat tennis courts (15 tennis/6 pickleball) Charlemagne & South Ridge total re-coat. All others patch cracks.	By August 2014	C	Contractor identified and now under contract to complete this work. Completed June
7	Repair and re-coat the inline rinks at Community and Pine Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
8	Repair and/or re-coat the basketball courts at Olmstead, Charlemagne & Victoria Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
9	Patch and/or sealcoat parking lots at Olmstead Park, Triphahn Center, Seascape and BPC.	By July 2014 By August 2014	C	Contractor identified and now under contract to complete this work Completed June
10	Shoe Factory to Prairie Stone Bike Trail coordinate with Village/ Cook County Forest Preserve/IDOT/Illinois Toll way.	Ongoing , anticipated completion fall 2016	IP	Engineering design is currently underway. Concepts have been developed by the toll way engineers for the construction of the bike trail bench under the toll way as part of the bridge reconstruction. Plublic meeting are to be scheduled in the Spring or summer of 2015. The preliminary design is currently being reviewed by State regulatory agency.
11	Work with NIRC to maintain and expand Raptor programs at Vogelei according to plans approved by the Park Board	Fall 2014	NB	No program requests have be put forward from either recreation staff or the Raptors Organization.
12	Design projects utilizing Smart Cad	By April 2014	C	All 2014 project were designed and estimated utilizing Smart CAD technology. 2014 projects designed with SMART CAD were constructed and tracked utilizing quantities driven by drawing data base information.

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Proragis – Coordinate and maintain all district current statistical data as required by Proragis.	By December 31, 2014	IP	Staff has updated all the park district data base info as of December 15, 2014 Staff has also begun mapping all HEPD park site location in the Proragis mapping

				system.
--	--	--	--	---------

DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	CE Courses by Planning Staff	End of 4 th Quarter	IP	Goal is 14. 21 CEU's obtained to date.