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MINUTES
BUILDING AND GROUNDS COMMITTEE
October 16, 2018

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on October 16, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Rep Bettencourt, Dekirmenjian, Friedman, Poeschel, Sernett, Chairman McGinn

Absent: None

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Parks, Planning and Maintenance Hugen, Director of Golf and Facilities Bechtold

Audience: President Kaplan, Commissioners Bickham, Kilbridge, Kinnane, R. Evans, Comm Rep Macdonald, C&M Superintendent Manisco

2. Approval of Agenda:

Comm Rep Bettencourt made a motion, seconded by Comm Rep Dekirmenjian to approve the agenda as presented. The motion carried by voice vote.

3. Approval of the Minutes:

Comm Rep Sernett made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the September 11, 2018 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Entertainment District Gateway Sign Easement Agreement/ M18-100:

Executive Director Talsma reviewed the memo noting that the district had been approached by the Village last year about a marquee type of signs near PSSWC to identify the district's facility. The Village would construct and own the signs and was asking for a 99 year easement agreement to place them on district property. He noted that should the signs ever be removed, one year from their removal the land would return to the district.

Comm Rep Friedman asked why the district would not have a placard on the 59/90 sign and Executive Director Talsma noted that they would receive on the PSSWC parkway sign but that there was very limited space for those placards and the PSSWC parkway sign offered better exposure.

Chairman McGinn asked what 10% of the advertising time meant and Executive Director Talsma noted it would equate to approximately \$10,000 in advertising.

Commissioner K. Evans asked about the cost of the sign and Executive Director Talsma noted he believed it would be approximately \$300,000. Commissioner K. Evans noted that the placards looked physical and Executive Director Talsma agreed but also noted that they did not have the final design.

Commissioner Bickham asked about the maintenance of the land and Executive Director Talsma explained that the district was working with the Village on those issues. He explained that in the past year the park district had approximately \$40,000 in permit fees waived by the Village for district projects and the park district was looking to reimburse those costs in in-kind work for the Village such as maintenance of this and other Village areas. He noted that the Village and park district routinely waived fees for each other and that they both preferred to keep the numbers evenly balanced.

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to recommend the B&G Committee recommend that the Board approve working with the Village to grant an easement on the NW corner of PSSWC to allow for the construction of a digital marquee sign to be owned and

operated by the Village. In return, the park district will receive a permanent placard on the sign as well as 10% advertising on that sign and 10% on advertising on the Route 59 sign. The motion carried by voice vote.

B. TC North Roof Bid/M18-099:

Director Hugen reviewed the information noting that TC North roof was in the greatest need of replacement. He also explained that the district had hired WJE as a consultant to assist with the roof bids and replacement schedule. WJE had recommended DCG Roofing for the project.

The question was raised as to what was a Kalwall system and Director Hugen explained it was the walls and insulation for the sky lights.

Director Hugen also explained that they had offered alternatives and that the vinyl type of material alternative had not been chosen as it would not decrease the cost effectively nor offer the same amount of years of life as the metal roof. He explained that the alternate to replace the flat roof at the time had been accepted as it would be more cost effective to complete that section of the roof while the roofers were on site.

President Kaplan asked about the additional \$10,000 under A3 as DCG would already be onsite and it was noted that it was the cost of bringing in the additional material for the flat roof alternative, noting that price would be closer to \$30,000 to bring them back in 3 years.

Commissioner K. Evans asked where the sky lights were located and Director Hugen noted they were all on the angled part of the roof. Commissioner K. Evans asked if they would close the facility and Director Hugen noted they would only need to close that entrance while working directly over it for a day or two. He also explained that they would be changing the gutter system.

Commissioner R. Evans asked about the warranty and the product has a warranty for 25 – 30 years with 5 years for labor.

Commissioner Bickham asked about PSSWC, Maintenance Facility and WRC and Director Hugen explained that they were in better shape and that it was being suggested that the district use a roof maintenance plan to extend the life of those roofs. He also explained that the TC North roof would be the most expensive roof replacement.

Comm Rep Dekirmenjian asked about the life expectancy and Director Hugen noted that it would be 25 – 30 years for both the angled and flat roofs.

Discussion ensued regarding the seam between the two roofs (original building and addition) and Director Hugen explained that the two roofs do

not actually touch and that the one roof would be tied to the side of the of other building.

Executive Director Talsma explained the roof replacement would be a part of the 2019 budget.

Comm Rep Sernett made a motion, seconded by Comm Rep Friedman to recommending that the B&G committee recommend to the board awarding the contract for the TC North Roof Replacement to DCG Roofing for a total of \$1,442,600 with a 5% contingency of \$72,130. The motion carried by voice vote.

After speaking with WJE after they conducted the interviews, staff and WJE interviewed the two low bidders of DCG Roofing and Anthony Roofing and also ask for proof of project work that involves Kalwall systems. The proof of Kalwall systems is still pending, but will be verified prior to Tuesday night.

C. Fertilizer and Chemical 2019 Early Order Bid/M18-098:

Director Huguen reviewed the memo explaining that in the past two years, the district had been combining the orders for the BPC and the maintenance department to take advantage of the early order discounts and rebates. He explained that it was a commitment to take the product and pay for it in the coming year (2019).

Commissioner K. Evans asked if the vendors were comfortable with receiving partial orders and Director Huguen explained that they were and that some products were only made by a single vendor.

Commissioner R. Evans asked about the amount of savings and Director Huguen noted it would probably be about \$1000.

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Poeschel to recommend that the B&G Committee recommend to the board to award the bid to Chicagoland Turf for their lowest bid products for the total of \$69,095.63, Arthur Clesen, for their lowest bid products for the total \$4,446.55, Site One Landscapes for their lowest bid products for the total of \$3,354.91 and Advanced Turf for their lowest bid products for the total of \$2,515.00. The motion carried by voice vote.

D. Parks, Planning & Maintenance Board Report and 3Q goals/M18-097:

Director Huguen reviewed the item noting that they had completed the new flooring and repainted Vogelei and WRC.

Chairman McGinn asked about the OSLAD Grant process and Director Hugen explained that they should have information on approval within the first two weeks of January.

Commissioner Kilbridge asked if the project was in the 2019 budget and it was noted that it was.

Chairman McGinn asked about the Bike Path and a particular stretch of road. Director Hugen explained that staff was working with the Village and the Railroad, however, the delay was with the Railroad and they would keep the board/committee updated. He also noted that there were no plans to include a bike path in that particular stretch.

Director Hugen noted that he had not completed the mid-year reviews, but would achieve the end of year reviews on time.

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to send the Parks Report M18-097 and 3Q Goals to the Board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Poeschel noted that she was impressed with the information provided in the packets.

Commissioner K. Evans noted that he had been to Pumpkin Fest and it was well attended.

Comm Rep Sernett echoed that she was also impressed with the packet information.

Comm Rep Friedman thanked the Parks department for the support in readying the ball fields for play; in particular Don Frye. Director Hugen explained that he had a call from another district asking how they got their fields ready so quickly.

8. Adjournment:

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 8:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Peg Kusmierski
Recording Secretary