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**MINUTES
BUILDING AND GROUNDS COMMITTEE MEETING
February 18, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on February 18, 2020 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Kinnane, Commissioner R. Evans, Comm Reps Aguilar, Friedman, Poeschel, Sernett

Absent: Comm Rep Bettencourt

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

Audience: President Kaplan, Commissioners Chhatwani, McGinn, K. Evans, Kilbridge, Comm Reps Macdonald and Wilson

2. Approval of Agenda:

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

3. Approval of the Minutes:

Commissioner R. Evans made a motion, seconded by Comm Rep Poeschel to approve the minutes of the January 21, 2020 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Purchase of Ford T350 Transit Cargo Van/M20-019:

Director Hugen reviewed the item noting that it was through the Illinois State Contract Purchasing Program. Executive Director Talsma noted that the accessories and safety materials had to be purchased separately.

Comm Rep Friedman made a motion, seconded by Comm Rep Aguilar to recommend the board approve the purchase of the 2020 Ford T350 Transit Cargo Van from Landmark Ford for \$31,423 as outlined in M20-019. The motion carried by voice vote.

Chairman Kinnane asked about the motion dollar amount for only the van and it was noted that the accessories and safety materials did not require to be bid out.

B. Purchase of Two sand Pros for BPC/M20-022:

Director Hugen reviewed the item.

Comm Rep Sernett asked if the old machinery was being sold for scrap and Director Hugen noted that it would require removal of all non-metal parts and better to sell it on www.govdeals.com.

Comm Rep Poeschel made a motion, seconded by Commissioner R. Evans to recommend the board purchase the Toro Sand Pro 2040 and Toro Sand Pro 5040 from Reinders through the joint purchase contract for a purchase price of \$35,139.61 as outlined in M20-022. The motion carried by voice vote.

C. IGA with Village and Forest Preserve/M20-028:

Executive Director Talsma reviewed the item noting it was the East/West Project portion and that the district had put in \$10,000 with approximately another \$26,000 budgeted for this year. He explained that it was a re-approval of the agreement between the Village, Forest Preserve and Park District.

Director Hugen explained that the North/South Project portion was being held up by the railroad as they would not allow the use of the underpass that belonged to them.

Commissioner K. Evans noted that the completion of the East/West portion of this project was a huge success and that the railroad was looking for access for more track and using the underpass as a bargaining chip.

Chairman Kinnane noted that the railroad wanted to double track all tracks in Elgin and expand.

Commissioner McGinn asked about the 70% Federal funding for the project and Executive Director Talsma noted that the Federal Government was giving \$470,000,

Forest Preserve \$70,000 and the Village and Park District both \$36,000. He also explained that the grant could expire if they did not complete the project now.

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend the board approve the revised IGA for the Shoe Factory Road Bike Path as outlined in M20-028. The motion carried by voice vote.

D. Carpet Installation at The Club/ M20-021:

Director Huguenot reviewed the item noting that this was a separate project from the renovation of the club and a budgeted item as per the GIS system. He explained that the cost included the removal of the carpeting, moving and replacing the equipment as well as the installation of the new carpeting. He explained that the budget was for \$100,000 which also included the replacement of the rubber flooring with hardwood in the current weight room.

Comm Rep Sernett asked about the sub flooring and Director Huguenot noted there was a ¼ inch of sub flooring.

Chairman Kinnane asked about additional tiles for future replacement and Director Huguenot explained that the contractor would add 10% material to their measurement and Executive Director Talsma noted that the district would also add to the order to make sure they had replacement tiles. It was expected to take 2-3 days per section.

Chairman Kinnane asked about member inconvenience and Director Huguenot noted there should not be much inconvenience as the project would be done by section but they might have to close the elliptical section for two days.

Comm Rep Sernett asked if they were familiar with Scharm's work and Director Huguenot explained that they had done all the carpeting and hard woods at BPC as well as TC preschool.

Commissioner Chhatwani asked about Danny Flooring and Executive Director Talsma explained that the awarded \$24,200 was budgeted and within the Executive Director's spending authority so it did not need to be approved again by the board.

Commissioner K. Evans asked about laminate for that flooring and it was noted that it was not recommended because they needed more bounce to the floor than laminate would offer.

Commissioner R. Evans asked if everyone bid on the same item and Director Huguenot noted that they did and no one had offered an alternative (that would have to have been approved by staff).

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to recommend the board approve a contract with Scharm Flooring for the purchase and installation of carpet tiles for The Club for the low bid price of \$45,381 plus an additional 5% contingency (\$2,270) as outlined in M20-021. The motion carried by voice vote.

E. South Ridge Park OSLAD Construction Contract/M20-020:

Director Huguen explained that the district had received only two bids with extremely high mark up primarily due to the inclusion of the general contractor in the contract. He also explained that staff felt they could get more reasonable bids if they re-bid the project out by phase. He explained the district was looking at using Mr. Buczkowski as the general contractor to coordinate the work.

Commissioner R. Evans made a motion, seconded by Comm Rep Poeschel to recommend the board reject all bids and rebid this project for a March approval as outlined in M20-020. The motion carried by voice vote.

F. Playground Installation at Princeton Park/M20-017:

Director Huguen reviewed the item noting that Hacienda Landscape had work for the district installing Victoria Playground in 2016 and was recommended by Schaumburg Park District for work done last year. He explained that the project should come in \$10,000 under budget.

Comm Rep Sernett made a motion, seconded by Comm Rep Friedman to recommend the board approve a contract with Hacienda Landscaping for the installation of playground equipment at Princeton Park for the low bid price of \$75,801 and an additional 5% contingency (\$3,790) as outlined in M20-017. The motion carried by voice vote.

G. Path Snow Plowing/M20-023:

Director Huguen noted that they were testing equipment to maintain paths and in the meantime, signage was being created to explain how the park district treated snowy paths.

Commissioner R. Evans asked about the life expectancy of the brushes and Director Huguen noted it was 10 to 15 years if only used on snow. He explained that the purchase would be a 2021 capital expense.

No motion as this was an informational memo.

H. PP&M Board Report/M20-016:

Director Huguen reviewed the report noting that the TC north roof had its final inspection scheduled for next week. He also noted that Minnesota Ice would start heating the TC ice rink in April that would take between 30 and 50 days. He also explained that they would install a flow system with venting and plastic off the rink to prevent the bad smell that the district experienced with the previous rink renovation.

President Kaplan asked about the period of time from March 13 to April and Director Huguen noted that they would be demolishing the floor. President Kaplan asked about

the hockey operation and Director Kapusinski noted that the district would work off one rink over the summer season.

Comm Rep Sernett asked about outdoor ice rinks and Director Huguenot noted that there had been one at Pine Park many years ago. Executive Director Talsma noted that they preferred to have residents skating indoors and Director Huguenot explained that it took overnight to create layers of ice, required days of below freezing temps and often only offered 2 or 3 days of use per season.

Comm Rep Aguilar made a motion, seconded by Comm Rep Poeschel to send the PP&M Report M20-016 to the board for approval as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Sernett and Poeschel thanked staff for their research and detailed information.

Comm Rep Aguilar complimented staff on a good job.

Commissioner R. Evans said he heard all good comments about the art work at The Club.

Comm Rep Friedman noted that they had a great basketball week with Windy City Gusto on site for games.

Chairman Kinnane said he was hearing good things about The Club renovation and wanted to compliment two staff; front desk at TC Brian and Emma as well as reminding all of the Fish Fry to start at BPC February 28th.

8. Adjournment:

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 7:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Peg Kusmierski
Recording Secretary