



1685 West Higgins Road, Hoffman Estates, Illinois 60169
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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 COMMITTEE MEETING
TUESDAY, AUGUST 18, 2020
7:00 P.M.
***Room 113 of the Triphahn Center**
(Northside – 50+ Program Rooms)

1. ROLL CALL
2. APPROVAL OF AGENDA
3. RECOGNITION
 - A. Service Awards
 - Patricio Aguilar – 2 years
 - Suzanne Poeschel – 2 years
4. APPROVAL OF COMMITTEE MINUTES
 - July 21, 2020
5. COMMENTS FROM THE AUDIENCE
6. OLD BUSINESS
7. NEW BUSINESS
 - A. Virtual Park Tour
 - B. Boiler Disconnects / M20-096
 - C. Parks, Planning & Maintenance Board Report / M20-095
8. COMMITTEE MEMBER COMMENTS
9. 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. If an accommodation or modification is required to attend this public meeting please call 847-885-8500 with at least 48 hours' notice.



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**MINUTES
BUILDING AND GROUNDS COMMITTEE MEETING
July 21, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings and Grounds Committee was held on July 21, 2020 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Reps Aguilar, Bettencourt (teleconference), Friedman, Poeschel

Absent: Chairman Kinnane, Comm Rep Sernett

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

Audience: President Kaplan, Commissioners Chhatwani, Kilbridge, McGinn, K. Evans, Comm Reps Dressler, Macdonald, MacGregor (7:18)

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Poeschel made a motion, seconded by Comm Rep Friedman to approve the minutes of the June 16, 2020 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. The Club at Prairie Stone Locker Room Flooring / M20-081:

Director Hugen reviewed the flooring bid for the renovation of The Club at Prairie Stone locker rooms. The bid was for a Rock Tread Epoxy flooring. This product will deliver a flush, seamless look once installed, it is anti-slip, and it will be very easy to clean. Three bids were received from the following contractors: RANCO Services, Tiles in Style LLC, and Mazarini Inc. Of the bids submitted, RANCO Services offered the lowest bid at \$63,170.

Comm Rep Aguilar noted the bid from RANCO Services is much lower than the other two bidders. Director Hugen explained RANCO Services works directly with Rock Tread and may be receiving a discount. He added RANCO Services may not be applying as much of a markup as the other bidders.

Comm Rep Aguilar asked about the application process. Director Hugen explained it is a three part process which includes cleaning of the tile, sealant, and then the epoxy.

Commissioner K. Evans asked if there will be a noticeable odor during the construction. Director Hugen explained the space is doored-off from the main facility, so there shouldn't be, but if there is any smell, it will be minimal, and the bathroom exhaust system should alleviate any odor.

Commissioner McGinn asked how staff created the budget for this portion of the renovation. Director Hugen explained the sales representative from Rock Tread met staff onsite to help prepare the budget based on the renovation space.

Commissioner R. Evans asked what other product types were considered for the project. Director Hugen explained regular tiles were looked at, but are more expensive to replace and require maintenance of grout lines. A second product that was considered was another type of epoxy flooring, but it paled in comparison.

Comm Rep Aguilar made a motion, seconded by Comm Rep Bettencourt to recommend the Board approve awarding the bid to RANCO Services for a total of \$63,170 with a 5% contingency of \$3,160 for a total of \$66,330 as outlined in M20-081. The motion carried by voice vote.

B. Parks, Planning & Maintenance Board Report / M20-078:

Director Hugen reviewed the item noting the ice rink renovation is going very well and is on schedule to open early September 2020. South Ridge is still on track for a fall 2020 completion.

Director Hugen highlighted that Vogelei Park has achieved Arboretum Accreditation at Level I through The Morton Arboretum for exemplifying standards of excellence in the arboretum community.

Comm Rep Aguilar made a motion, seconded by Comm Rep Friedman to send the Park, Planning & Maintenance Board Report M20-078 to the Board as presented. The motion carried by voice vote.

C. Amended B&G 2020 Goals & Objectives / M20-085:

Executive Director Talsma reviewed the item noting that as a result of the COVID-19 pandemic and how it has impacted the District's operations, staff has reviewed the previously approved 2020 Goals & Objectives and presented the amended 2020 Goals & Objectives with indications of the likelihood of completion of each item as well as whether each item will require modification in order to be completed.

Comm Rep Poeschel made a motion, seconded by Comm Rep Aguilar to recommend the Board approve the Amended B&G 2020 Goals & Objectives as presented in M20-085. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Aguilar, Comm Rep Bettencourt, and Commissioner R. Evans thanked staff for a great job.

Comm Rep Poeschel is impressed with all that staff has accomplished during the pandemic and congratulated Director Hugen on the Arboretum Accreditation.

Comm Rep Friedman shared he is pleased baseball is back, numbers look good, and those participating are doing a good job of being respectful, wearing masks, and adhering to social distancing where possible.

8. **Adjournment:**

Comm Rep Friedman made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:26 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant

Memorandum M20-096

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Boiler Disconnects
Date: August 18, 2020

Background

At the beginning of 2020, it was brought to our attention by the state pool inspector that the regulations for pool boilers, as well as building hot water boilers installed after a certain year, must have shut off switches on the wall outside of the boiler rooms. Previous regulations required the breaker in the breaker box to be labeled to the appropriate boilers. The new regulations require shut off switches outside the boiler rooms, so that in the case of an emergency, the boilers and water heaters can all be shut down from an easy to access location. In order to be compliant with the new regulations, the District will need to add the shut off switches at Willow Recreation Center (WRC), Triphahn Center (TC), and The Club at Prairie Stone (The Club).

Implications

Shut off switches were not included the budget for 2020. For 2020, we started budgeting a capital contingency for unforeseen projects. The capital contingency budget is for \$75,000. Staff worked with the State Department to make sure the proper work was being completed which includes adding shut off switches outside the sauna and spa at TC, the boiler room at TC, the boiler room at WRC, and the boiler room and the spa at The Club. We sent this bid to six vendors who we felt would be able to complete this work. In addition, we posted the bid in the Daily Herald and on our website to meet public bid requirements. Two of the six vendors got back to us and let us know there was too much electrical for them to complete the task. We received bids from the following vendors:

Fitzgerald Lighting

• TC-	\$9250
• WRC -	\$2350
• The Club -	\$19000
• Total -	\$30,600

Tiles in Style, LLC

• TC-	\$6386
• WRC -	\$1850
• The Club -	\$9550
• Total -	\$17,786

Staff has not worked with Tiles in Style, LLC on any other projects and has reached out to them to confirm that they have bid the project correctly and fully understand the scope of work. After speaking with them, they have confirmed their numbers are correct, the project is bid to our specifications, and all electric work will be to code.

Recommendations

Staff recommends the B&G Committee recommend to the Board awarding the bid for the installation of boiler disconnects to Tiles in Style, LLC for a total of \$17,786 with a 20% contingency of \$3,560 for a total of \$21,346.

Memorandum M20-095

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance July Board Report
Date: August 18, 2020

TC ICE RINK 2 RENOVATION

Minnesota Ice completed the heat piping, cold floor insulation, and cold floor piping prior to the scheduled concrete pour on Friday, July 31. The concrete pour of the rink went very well and without disruptions. The rink is currently in the curing process and the dasher board installation set to begin August 24. The rink system is set to be started up on August 27 and the ice painting is scheduled for September 1 and September 2. HEParks staff will have September 3 through September 6 to build the ice.

THE CLUB RENOVATIONS

The Parks Department started the construction of the new locker areas within The Club Locker Rooms. All of the old lockers were removed and placed in a dumpster for disposal. The frames that the lockers are set on were repaired, and in some cases replaced, to meet the specifications of the new lockers. Staff removed all of the carpet in these locker rooms to prepare for the new surface. New bases were built where needed and electrical was removed. The flooring contractor was able to get into the locker rooms and prep the floor for the install. The floor install was finished on August 8.

SOUTH RIDGE OSLAD (project can be followed at [Park Projects](#) via drone footage)

- The earthwork contractor continues to establish subgrade elevations, parking lot elevations, and berm elevations, as well as spreading top soils to existing areas.
- HEParks Maintenance staff continued to work on the exterior walls of the bathroom. The internals for the bathroom have been ordered and planned into the schedule. The mechanicals for the splash pad room were installed and we are in the final phase of selecting the control to install meters and reduced pressure zone (RPZ) valves. HEParks Maintenance staff has installed the turf nailer board to the concrete curb around the entire playground and fitness equipment for the turf fall surface installer scheduled for September 14.
- Staff has not been running the fountains at South Ridge to avoid issues with wiring during the undercuts performed by the contractor. Once the new path is installed, staff will be placing one fountain back into the center of the lake (there used to be two fountains). The new fountain is a 5hp fountain that is designed for a pond with the depth and muck like that of South Ridge. With the district now offering kayak and non-motorized boating at South Ridge, PDRMA recommended we limit it to one hazard in the water. The new fountain will actually provide equal to, if not more, water movement with a 20 foot high by 72 foot wide spray pattern that will serve as an aesthetic focal point.
- Staff met with the earthwork contractor and a subcontractor who will be hired by the earthwork contractor to grade the path base around the lake. The subcontractor performed the undercuts and path way grading including the new path that leads to the new fishing/kayak pier.
- Work on the paths was substantially completed on August 3. A proof roll of the paths was done on August 4. All but 28 feet of the path was determined acceptable by Chicagoland Paving, the paving contractor. The 28 lin. feet was undercut by the earthwork contractor and 3” stone with underlying

fabric was installed. This work resolved the issue. The paving contractor is set to begin the path completion on August 18.

- Hacienda Landscaping was onsite to finish the subgrade for the fall surface of the playground and fitness area, as well as work on punch list items. The last item to be completed is the installation of the bollards for the splash pad.

FACILITY AIR QUALITY

Currently, there are many thoughts and demands when keeping up with the COVID-19 pandemic and air quality is definitely one of them. We had been looking into this, and it was also brought to our attention by a member of the Park Board, so we wanted to share our findings in dealing with air quality.

Our rooftop units (RTU) that are not split systems, or are over 5 tons, are all equipped with economizers. Currently, our filters have a minimum efficient reporting value (MERV) rating of 7 and filter to 1-3 microns; to put this into perspective: dust, pollen, and microbiological growth are typically 10 microns. If we were to go with a higher MERV rating, giving us a lower micron rating, it would affect air flow and put more strain on the mechanical units. Our units are also equipped with power exhaust, so if the barometric pressure is too high, the air is exhausted out of the unit through our power exhaust. Our evaporating coils (inside the units) are currently being cleaned with an anti-microbial solution to aid in the movement of bacteria. Our air quality meets the International Energy Conservation Code (IECC) standards thanks to these measures.

Since the outbreak of the COVID-19 pandemic, our building team has been working with our HVAC vendor on how to protect our air quality and patrons. UV light is believed to be a way to control the spread of COVID-19 through HVAC systems, as is the use of ionization. Ionization is believed to release charged atoms that attach to and deactivate harmful substances like bacteria, mold, allergens, and viruses, in the same way that UV light would work. As explained though, our current filtration eliminates microbiological growth.

After speaking with our HVAC vendor for HEParks and doing more research, it is unknown if the COVID-19 virus has the ability to move through HVAC systems. For this virus to become part of our HVAC system, it would need to travel upward into the HVAC system and through our filtration system and coils. The UV Light and Ionization System on the market are selling based on the guarantee of killing the COVID-19 virus. The validity of this has not been proven or disproven, but sources have informed staff that it is more of a perception. With our cleaning schedules, the UV foggers, and our current filtration system, staff feels we are holding air quality to a high standard. If proven quality controls are listed, staff will look more into the purchase of one of the systems for our buildings.

The following is a brief list of other items completed by staff during July:

- Park mowing and garbage removal
- Weed control at TC, The Club, and WRC landscapes
- Tree removals at Bridges irrigation pond
- Aquatic applications for algae and bottom growth
- Maintenance of sports fields
- Baseball and softball field set-ups and maintenance
- Freedom Run and Canterbury Park Place were vandalized with graffiti. Graffiti was on every structure from park benches to bleachers, garbage cans, sidewalks, port-o-lets, and landscape rocks. Once a police report was finalized, staff worked on removing graffiti.
- Park ID signs landscape and weed removal
- Brush mowing at Colony, Kingston, and Douglas
- Playground repairs

- Wolves' locker room upgrades: new equipment room combining old room with large closet to create one room with work bench and cabinets for storage, updated player's lounge, all new carpet in ice rink level and deep cleaning of all tile and sauna.
- HVAC checks and repairs.
- Activity pool is leaking from the seals of valves. Leak detection was completed and confirmed. Contractor made repairs on July 7. Contractor made repairs, and in-house staff completed the filling, proper chemical balance, and completed repairs to the boiler system which was not operating properly.
- Electrical repairs at Bridges and The Club
- Mower maintenance and repairs
- Vehicle checks and repairs