



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
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**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, MARCH 16, 2021**  
**7:00 p.m.**  
**\*Remotely via ZOOM**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - February 16, 2021
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Birch Park OSLAD Utilities Contract / M21-025
  - B. Birch Park OSLAD Earthwork Contract / M21-026
  - C. Birch Park OSLAD Concrete Contract / M21-027
  - D. Birch Park OSLAD Asphalt Contract / M21-028
  - E. Birch Park OSLAD Playground Equipment / M21-033
  - F. Parks, Planning & Maintenance Board Report / M21-029
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

*\*For access to remote meetings held via ZOOM, please email [mlogan@heparks.org](mailto:mlogan@heparks.org). You will be provided the link to join the ZOOM and you will be able to participate during the "Comments from the Audience" portion of the meeting. For ease, you may also email your comment prior to the start of the meeting time and your comment will be read aloud on your behalf during the meeting.*



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**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
February 16, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on February 16, 2021 at 7:01 p.m. remotely via ZOOM.

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

Absent: Comm Rep Sernett

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

Audience: President Kaplan, Commissioners Chhatwani, K. Evans, Friedman, McGinn

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to approve the agenda as presented.

On a Roll Call: Carried 5-0-1

Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane

Nays: 0

Absent: 1 Sernett

**3. Approval of the Minutes:**

Commissioner R. Evans made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the January 19, 2021 meeting as presented.

On a Roll Call: Carried 5-0-1

Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane

Nays: 0

Absent: 1 Sernett

4. **Comments from the Audience:**

None

5. **Old Business:**

None

6. **New Business:**

A. **Court Repairs at Evergreen Park and Victoria Park / M21-013:**

Director Hugen noted the park courts needing to be resurfaced this year were covered with snow when the bids were to be released. Staff added an addendum to the bids prior to being released with the linear feet of cracks needing to be filled based on the last time the courts were resurfaced. Bids came in higher than expected because the vendors were unable to see the courts to give a proper estimate of the costs and needed to ensure they covered themselves for the project. Staff would like to reject all of the bids received and put out proposals to those who submitted bids once the snow has cleared from the courts.

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to recommend the Board reject all bids at this time with the plan for staff to get a new proposal in the spring.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

B. **Crack Fill and Sealcoating / M21-014:**

Director Hugen noted the work at the Triphahn Center parking lot will include a crack fill, sealcoating, and striping of parking lot. Nine competitive bids were received and all were under the budgeted amount of \$40,850. Since the bids were so much lower than the amount budgeted, staff reached out to the low bidder, Maul Enterprises, Inc., to add to their bid three parking lots, Canterbury Park Place, Canterbury Fields Park, and Fabbrini Parking Lot, that were set to receive crack fill and sealcoating next year. He noted staff are allowed to complete change orders on a bid up to 50% of the original bid, and the total will still be under the \$25,000 bid requirement amount.

Commissioner K. Evans asked if extra work will be completed around the sewers in the parking lots and Director Hugen noted it is not needed at these sites at this time.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend the Board approve of the crack filling and sealcoating bid project to Maul Enterprises, Inc. for \$20,749.14 with a 10% contingency of \$2,075 for a total of \$22,824.14.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

C. Parks, Planning & Maintenance Board Report / M21-015:

Director Hugen commended Steve Bessette, Supervisor of Park Grounds, and Gail Fitch, Turf Manager, on receiving third place for the Illinois Sports Turf Managers Association's Field of the Year award.

Director Hugen commended the Ice Maintenance staff, from Stan Dubicki, GM of Ice Operations, and staff, to Nikolas Catino, Ice Operations Manager, and staff, on running a top notch ice rink for the Chicago Wolves to play their home games on.

Chairman McGinn asked about the preparation for stain treatments at the pool at The Club. Director Hugen explained it is a two part process of removing stains from the metal on the side of the pool. He added the process is water-safe and the pool does not need to be drained in order to complete the process.

Chairman McGinn added the locker room renovation at The Club looks incredible and he complimented Director Hugen and staff on the work completed there.

Commissioner K. Evans asked if there is a particular season with a particular type of weather pattern that impacts the cracks in the asphalt. Director Hugen explained the recommendation is, when filling the cracks, a minimum night time temperature to be above 60°F and minimal moisture (non-humid) for the product to work its best. He added you do not want to be around the freeze and thaw time of year.

Commissioner R. Evans made a motion, seconded by Comm Rep Bettencourt to send the Parks, Planning & Maintenance Board Report to the Board as presented.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

7. Committee Member Comments:

Comm Rep Aguilar commended staff on a job well done and congratulated Gail Fitch on third place award for Field of the Year.

Comm Rep Poeschel and Comm Rep Bettencourt commended staff on a job well done.

Commissioner R. Evans commended staff on the great job on the ice rink and managing a positive relationship with the Chicago Wolves. He asked how the sidewalk sweeper has been doing on the paths from the parks to the schools and Director Huguenot noted it is going really well and has been a great addition to the Parks Department.

Chairman Kinnane thanked Peter Murphy, IAPD President & CEO, and IAPD staff for this year's virtual conference and noted it was very informative and well done. He added a thanks to staff for their hard work.

**8. Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 7:32 p.m.

On a Roll Call:           Carried 5-0-1  
Ayes:                 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays:                 0  
Absent:                1 Sernett

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant

**MEMORANDUM M21-025**

**TO: Buildings & Grounds Committee**  
**FROM: Craig Talsma, Executive Director**  
**Dustin Hugen, Director of Parks, Planning & Maintenance**  
**RE: Birch Park OSLAD Utilities Contract**  
**DATE: March 16, 2021**

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**Background:**

In 2020, the District was awarded an OSLAD grant for the Birch Park project. Staff has spent the last year working with WT Group on the planning, permitting, and construction design. The bids for the construction of the park were released and opened on March 3, 2021.

District staff will serve as the general contractor on the project. By the District staff acting as the general contractor, it will keep pricing down and create the opportunity to receive more competitive bids.

**Implications:**

We received two bids for the utilities at Birch Park:

- 1. AJ Oleson Construction      \$34,365.25
- 2. DK Construction              \$63,017.00

The lowest qualified bidder was AJ Oleson Construction for a total of \$34,365.25. AJ Oleson Construction completed the utilities portion of the South Ridge Park project and staff was very pleased with their work. With the district staff acting as the General Contractor for this project, the total budget will come from a number of contractors. Birch Park has a capital budget of \$450,000 and, as the chart below shows, all the current bids and expected other costs for the project will be completed within budget.

<b>Actual Cost Breakdown</b>	
<i>Project Name</i>	<i>Cost</i>
Earthwork/Excavation (w/ alternates)	\$72,537.50
Park Landscaping	\$10,000.00
Asphalt (w/ alternates)	\$67,880.00
Basketball Hoop	\$1,500.00
Concrete (w/ alternates)	\$88,780.00
Utilities (w/ alternates)	\$34,364.25
Playground	\$65,000.00
Open Air Picnic Shelter	\$24,925.00
Soccer Field/ Accessories	\$6,000.00
A/E Design Fees	\$39,000.00
Project Contingency	\$10,000
Playground Install	\$30,000.00
<b>Total</b>	<b>\$449,986.75</b>
Lowest Bid Pricing	
Confident Estimated Pricing	

The contingency amount will be part of the total project and consist of \$10,000 as shown in the chart. This is to allow the district to use the contingency funds for the project and not just each contractor.

**Recommendation:**

Staff recommends the B&G Committee recommend to the Board the awarding of the contract to AJ Oleson Construction for the completion of the utilities at Birch Park for a total of \$34,365.25 with the contingency included as part of the overall cost of the project.

MEMORANDUM M21-026

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Birch Park OSLAD Earthwork Contract
DATE: March 16, 2021

Background:

In 2020, the District was awarded an OSLAD grant for the Birch Park project. Staff has spent the last year working with WT Group on the planning, permitting, and construction design. The bids for the construction of the park were released and opened on March 3, 2021.

District staff will serve as the general contractor on the project. By the District staff acting as the general contractor, it will keep pricing down and create the opportunity to receive more competitive bids.

Implications:

We received three bids for the earthwork at Birch Park:

- 1. Evans & Sons \$36,800.53
2. AJ Oleson Construction \$72,537.50
3. DK Construction \$140,049.00

Evans & Sons pulled their bid after the bid process stating that they missed about half of the scope of work.

The lowest qualified bidder was AJ Oleson Construction for a total of \$72,537.50. AJ Oleson Construction completed the earthwork at South Ridge and the district was pleased with the work completed. With the district staff acting as the General Contractor for this project, the total budget will come from a number of contractors. Birch Park has a capital budget of \$450,000 and, as the chart below shows, all the current bids and expected other costs for the project will be completed within budget.

Table with 2 columns: Project Name, Cost. Rows include Earthwork/Excavation, Park Landscaping, Asphalt, Basketball Hoop, Concrete, Utilities, Playground, Open Air Picnic Shelter, Soccer Field, A/E Design Fees, Project Contingency, Playground Install, Total, Lowest Bid Pricing, and Confident Estimated Pricing.



The contingency amount will be part of the total project and consist of \$10,000 as shown in the chart. This is to allow the district to use the contingency funds for the project and not just each contractor.

**Recommendation:**

Staff recommends the B&G Committee recommend to the Board the awarding of the contract to AJ Oleson Construction for the completion of the earthwork at Birch Park for a total of \$72,537.50 with the contingency included as part of the overall cost of the project.

MEMORANDUM M21-027

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Birch Park OSLAD Concrete Contract
DATE: March 16, 2021

Background:

In 2020, the District was awarded an OSLAD grant for the Birch Park project. Staff has spent the last year working with WT Group on the planning, permitting, and construction design. The bids for the construction of the park were released and opened on March 3, 2021.

District staff will serve as the general contractor on the project. By the District staff acting as the general contractor, it will keep pricing down and create the opportunity to receive more competitive bids.

Implications:

We received four bids for the concrete at Birch Park:

- 1. Paul Herrera Construction \$88,780.00
2. Abbey Paving \$115,095.00
3. Schaeffes Brothers \$146,600.00
4. Integrity Builders \$94,055.00 No Bid on the alternate, base bid was third highest.

The lowest qualified bidder was Paul Herrera Construction for a total of \$88,780.00. Paul Herrera Construction completed the concrete work at South Ridge Park, it was completed in a timely manner, and staff was pleased with the quality of work. With the district staff acting as the General Contractor for this project, the total budget will come from a number of contractors. Birch Park has a capital budget of \$450,000 and, as the chart below shows, all the current bids and expected other costs for the project will be completed within budget.

Table with 2 columns: Project Name, Cost. Rows include Earthwork/Excavation, Park Landscaping, Asphalt, Basketball Hoop, Concrete, Utilities, Playground, Open Air Picnic Shelter, Soccer Field/ Accessories, A/E Design Fees, Project Contingency, Playground Install, Total (\$449,986.75), Lowest Bid Pricing, and Confident Estimated Pricing.

The contingency amount will be part of the total project and consist of \$10,000 as shown in the chart. This is to allow the district to use the contingency funds for the project and not just each contractor.

**Recommendation:**

Staff recommends the B&G Committee recommend to the Board the awarding of the contract to Paul Herrera Construction for the completion of the concrete at Birch Park for a total of \$88,780 with the contingency included as part of the overall cost of the project.

MEMORANDUM M21-028

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Birch Park OSLAD Asphalt Contract
DATE: March 16, 2021

Background:

In 2020, the District was awarded an OSLAD grant for the Birch Park project. Staff has spent the last year working with WT Group on the planning, permitting, and construction design. The bids for the construction of the park were released and opened on March 3, 2021.

District staff will serve as the general contractor on the project. By the District staff acting as the general contractor, it will keep pricing down and create the opportunity to receive more competitive bids.

Implications:

We received nine bids for the asphalt at Birch Park:

- 1. Champion Paving Corp. \$67,880.00
2. Evans & Sons \$91,954.75
3. Chicagoland Paving \$100,000.00
4. Briggs Paving \$104,900.00
5. Troch-McNeil Paving \$108,000.00
6. Accu-Paving \$108,500.00
7. Maneval Construction \$112,950.00
8. Abbey Paving \$135,315.00
9. Integrity Buildings \$168,035.54

The lowest qualified bidder was Champion Paving Corp. for a total of \$67,880.00. Staff called Dundee Township Park District, Village of Hampshire, and Kane County Forest Preserve to check on projects that Champion Paving Corp completed in the last two years. All agency were very pleased with the work and stated they would use them again. With the district staff acting as the General Contractor for this project, the total budget will come from a number of contractors. Birch Park has a capital budget of \$450,000 and, as the chart below shows, all the current bids and expected other costs for the project will be completed within budget.

Table with 2 columns: Project Name, Cost. Rows include Earthwork/Excavation, Park Landscaping, Asphalt, Basketball Hoop, Concrete, Utilities, Playground, Open Air Picnic Shelter, Soccer Field, A/E Design Fees, Project Contingency, Playground Install, Total (\$449,986.75), Lowest Bid Pricing, and Confident Estimated Pricing.

The contingency amount will be part of the total project and consist of \$10,000 as shown in the chart. This is to allow the district to use the contingency funds for the project and not just each contractor.

**Recommendation:**

Staff recommends the B&G Committee recommend to the Board the awarding of the contract to Champion Paving Corp for the completion of the asphalt at Birch Park for a total of \$67,880.00 with the contingency included as part of the overall cost of the project.

**MEMORANDUM NO. M21-033**

**TO:** B&G Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Birch Park OSLAD Playground Equipment  
**DATE:** March 16, 2021

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**Background:**

Planning for the enhancements for Birch Park started in July 2019 when staff began writing the application for the OSLAD Grant. As part of the planning, staff held a public meeting to gather input from the community on what they would like to see in the park. The main attraction of the park is the playground and the goal for the playground is to be active while offering activities for all ages.

**Implications:**

Staff began researching different play structures from multiple vendors and researching possible grant and/or sale prices from playground vendors.

Staff developed the park layout with a base playground from BCI Burke. The playground will feature a 5-12 year old playground, a 2-5 year old playground, two regular seat swings, two toddler swings, two standalone motion pieces, and a new adventure glider swing. Price breakdown for the playground is below:

Equipment	List Price	Our Price	Savings
2-5 Year Old	\$73,620.00	\$44,220.00	\$29,400.00
5-12 Year Old	\$13,292.00	\$8,592.00	\$4,700.00
Arch Swings	\$3,288.00	\$2,800.00	\$488.00
Adventure Glider	\$5,530.00	\$5,100.00	\$430.00
2 Seat Rocker	\$1,708.00	\$1,250.00	\$458.00
Pony Rocker	\$1,113.00	\$1,038.00	\$75.00
Shipping	\$0.00	\$2,000.00	0
Total Price	\$98,551.00	\$65,000.00	\$35,551.00

The savings represent a BCI Burke New Year Playground Sale. The purchase of the Burke playground would be through OMNIA Partners. OMNIA Partners are a purchasing coop that Hoffman Estates Park District belongs to. The coop bids and negotiates prices allowing partners to use those already bid prices for their purchases.



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Asphalt (w/ alternates)	\$67,880.00
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Utilities (w/ alternates)	\$34,364.25
Playground	\$65,000.00
Open Air Picnic Shelter	\$24,925.00
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A/E Design Fees	\$39,000.00
Project Contingency	\$10,000
Playground Install	\$30,000.00
<b>Total</b>	<b>\$449,986.75</b>
Lowest Bid Pricing	
Confident Estimated Pricing	

**Recommendation:**

Staff recommends the B&G Committee recommend to the Board the purchase of Birch Park playground equipment to Play Illinois for a total of \$65,000. (Play Illinois is the Illinois supplier of Burke playground equipment).



## Memorandum M21-029

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance February Board Report  
**Date:** March 16, 2021

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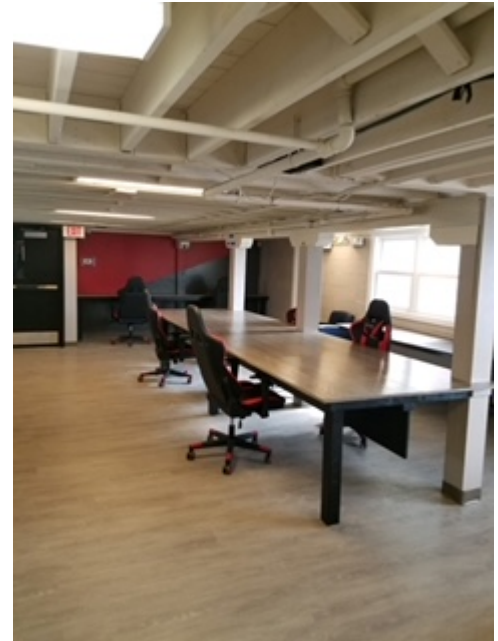
### ADMINISTRATIVE

Staff has been working with WT Engineering and The Village on the plans for the new Bridges TopTracer Range building. The plans should be completed by March 12, 2021 with the bids being released on March 19, 2021.

Staff has started the planning process for other park projects including: hot water tank replacement at TC, Pine Park hockey rink renovation, Vogelei Barn lift replacement/refurbishment, court resurfacing of all hardwood gyms within the district, and preschool flooring. All of these projects are being coordinated with other departments to limit disruptions.

### VOGELEI BARN ESPORTS

Parks staff has been working with the Business and Recreation Departments on the face lift of the current teen center. The renovation will allow the teen center to serve as an eSports gaming site as well as a host for other activities. Staff cleaned out the area and then began the renovation process by updating the kitchen area, and painting the walls and doors. Staff then worked on building tables designed to properly fit the correct amount of computer stations and fit within the columns in the basement. Once the tables were built and installed, staff ran electrical to each table to allow for a clean look with the computer wiring. New TV's were hung in three areas of the basement.



### BRIDGES POWERED BY TOPTRACER RANGE

Staff started the portions of this capital project that are being completed in-house. The current range building has had the windows removed and framed in, drop ceiling removed to accommodate the new garage door, walls

removed to allow space for new ball washing system, and electrical removed to allow for it to be repurposed to new locations. Staff is currently completing the new siding of this building with the anticipation of the siding being finished in the next couple of weeks.



### **BRIDGES GOLF CART BATTERY REMOVAL & INSTALL**

Parks staff, along with golf course maintenance staff, began removing the old batteries from the golf carts at Bridges. This was a big undertaking with the snow outside and not much room to move carts around in the basement. After a system was developed, all 520 batteries were removed and placed on pallets for pick-up by interstate batteries. Once all new batteries were delivered, staff worked on placing the new batteries in the carts. After creating an installation system, staff placed the batteries, installed the cables and lines, and then put the watering caps on as the final touch.

This task was listed as an alternate on the bid for this project with the lowest bid at \$13,000 for install; however, staff felt we could complete this install to save those funds. Staff completed this capital project in just over two weeks and did an excellent job.

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

- HVAC preventative maintenance and repairs.
- Installed a new reznor heater at Bridges' main shop.
- Install new motor and bearing assembly for The Club's domestic hot water boiler 1.
- Clean out of floor drains at The Club.
- Repair broken conduit at The Club basketball court and run new wiring to outlet.
- Installation of new north side sliding doors by Stanley Access.
- GIS updating maps and assets.
- Parks garbage at walking parks and dog parks.
- Ice checks – flags changed back to red.
- Custodial maintenance at all facilities.
- Hanging of banners and cardboard cutouts for the Chicago Wolves.
- Built and installed a tool cage for Ice Maintenance.
- Vehicle checks and repairs.