



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, MAY 18, 2021**  
**7:00 p.m.**  
**\*Remotely via ZOOM**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - April 20, 2021
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Bridges Driving Range Enhancement Project / M21-050
  - B. General Contractor for Building Finishes, Doors, Windows, Electric and Gas /M21-044
  - C. Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement / M21-045
  - D. Change Order #1 for General Contractor for Building Finishes, Doors, Windows, Electric and Gas at Bridges Driving Range Enhancement / M21-046
  - E. Change Order #1 Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement / M21-047
  - F. Parks, Planning & Maintenance April Board Report / M21-051
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  
BUILDING & GROUNDS COMMITTEE MEETING  
April 20, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on April 20, 2021 at 7:00 p.m. remotely via ZOOM.

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

Absent: Comm Rep Bettencourt

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

Audience: President Kaplan, Commissioners K. Evans, Chhatwani, Friedman, McGinn, Comm Reps MacGregor, Henderson

**2. Approval of Agenda:**

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

On a Roll Call: Carried 4-0-2  
Ayes: 4 R.Evans, Aguilar, Poeschel, Kinnane  
Nays: 0  
Absent: 2 Sernett, Bettencourt

**3. Approval of the Minutes:**

Commissioner R.Evans made a motion, seconded by Comm Rep Poeschel to approve the minutes of the March 16, 2021 meeting as presented.

On a Roll Call: Carried 4-0-2  
Ayes: 4 R.Evans, Aguilar, Poeschel, Kinnane  
Nays: 0  
Absent: 2 Sernett, Bettencourt

4. **Comments from the Audience:**

None

5. **Old Business:**

None

6. **New Business:**

A. **Birch Playground Install / M21-040:**

Four bids received for playground install. Hacienda Landscaping is the lowest qualifying bidder who did Victoria Park, Sheffield Park, South Ridge Park, and Canterbury Park Place. Protesters were outside Triphahn Center for a month when Hacienda was hired to do the last playground install. Director Hugen confirmed with legal counsel that Hacienda is in good standing with the state.

Commission R. Evans made a motion, seconded by Comm Rep Poeschel to recommend to the Board the Birch Park playground installation contract to Hacienda Landscaping for \$42,515.00.

On a Roll Call:	Carried 4-0-2
Ayes:	4 R.Evans, Aguilar, Poeschel, Kinnane
Nays:	0
Absent:	2 Sernett, Bettencourt

B. **Parks, Planning & Maintenance Board Report and 1Q Goals / M21-039:**

Director Hugen highlighted the following:

- All custodial supplies will be purchased district-wide through the parks department and store in one location. Facility custodians will request supplies through the parks department for the product they need. Commissioner McGinn asked if a sprinkler system is in the storage facility.
- Golf course driving range shelter was completed.
- Bids for the new driving range facility were received higher than projected. Staff is making plans to value engineer and decrease project costs. Commissioner K.Evans asked what the bids totaled. The project was budgeted at \$650,000 and bids totaled \$990,000. A memo to the Board will be presented at the higher price along with a Change Order to the original bid amount that will decrease the project cost. Executive Director Talsma explained that staff met with the Top Tracer company and the bidding vendors to eliminate or change project features to be within budget.

Commissioner K.Evans asked about the impact of the smell with the wood floors being refinished. Hugen explained that the week the project will be complete is during a break in programming.

Commissioner McGinn asked where the cross country ski trail will be planned. Hugen answered that the tentative plan is to have the trail at Fabbrini Park.

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend to forward the Parks, Planning & Maintenance and Q1 Goals Report to the full board.

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

**7. Committee Member Comments:**

Comm Rep Poeschel thanked everyone for their hard work.

Comm Rep Sernett spoke to Executive Director Talsma about the upcoming neighborhood and park being built in the western Hoffman Estates area.

Comm Rep Aguilar thanked staff and congratulated Executive Assistant Logan on her baby.

Commissioner R.Evans was sorry to hear about the pricing challenges with the Bridges project. He is feeling more confident in it working out.

Commissioner Kinnane congratulated the candidates in the election. He also visited The Club with his daughter and was impressed with the facility. Kinnane thanked Christine Tusa, Beth Zimmer and Sarah Koeckritz and desk staff Eric.

**8. Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 7:22 p.m.

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

Respectfully submitted,

B&G Committee  
April 20, 2021 – Page 4

Craig Talsma  
Secretary

Alisa Kapusinski  
Director of Recreation

## MEMORANDUM M21-050

**TO:** Buildings & Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
Brian Bechtold, Director of Golf & Facilities  
**RE:** Bridges Driving Range Enhancement Project  
**DATE:** May 18, 2021

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### **Background:**

At the October 2020 Recreation Committee meeting, staff presented a Driving Range Enhancement Project. The goal of bringing a technology-based virtual golf system includes a covered structure with 10 hitting stations. This structure will consist of a social area that provides seating behind each station. Each station will be complete with Top Tracer Technology and heaters to provide an all-season experience. The structure will be located at the far East end of the current hitting stations. The overall project was entered in the 2020 budget at \$600,000 with the Board Approval of \$650,000 plus contingency. Bids were received on April 12<sup>th</sup> and 13<sup>th</sup> for the Bridges Driving Range Enhancement Project. These bids came in along with, other project costs in the excess of \$1 million in total project costs. Due to the total project costs, staff recommended in last month's Rec Committee meeting to reject the following bids to be rebid at a later date as needed.

1. Concrete at Bridges Driving Range
2. Furniture at Bridges Driving Range
3. Bridges Driving Range Tee Box Dispenser

Staff then began a thorough evaluation of the low bid for the prefabricated building structure and install along with; General Contractor for building finishes, doors, windows, electric and gas. As part of this process we are allowed to work with the low bidder and make adjustments to overall design based on value engineering.

### **Implications:**

Since the original \$650,000 project budget was presented, building materials; including steel, lumber and concrete work have risen almost 35%. Based on this cost increases, staff had several meetings with WT Engineering and Integrity Builders to create a final value engineering designed. From this design, we made the the following adjustments from the original project scope. These adjustments allowed for substantial cost savings without sacrificing the overall concept of the enhancement.

- Gas heaters have been modified to increase heat in overall area to allow the heated concrete to be removed.
- Adjusted the width of the building from 30 feet to 24 feet. This still allows the hitting areas to be 10 feet deep, sitting area 9 feet and then an ADA walkway of 5 feet.
- Removed 6 foot concrete service pathway in front of building.
- Altered check-in desk to be portable to allow us to eliminate the rolling security door between check-in area and hitting stations.
- Updated the automatic sliding glass entry door to a standard glass storefront door.
- Removed one sliding glass door & added windows with the ability to open and close.

With the value engineering designs in place, staff has created an updated budget for this project.

<b><i>Adjusted Value Engineered Budget</i></b>	
WT Engineering & Consultant Fee	\$ 33,000.00
Original Prefabricated Building Purchase Price	\$ 431,190.00
Value Engineering Design Change Order	\$ (152,671.10)
General Contractor For Building Finishes, Doors, Windows, Electric & Gas	\$ 404,000.00
General Contractor Value Engineering Design Change Order	\$ (122,444.75)
Soil Testing	\$ 1,948.00
Shingles/Roof	\$ 5,500.00
Gutters	\$ 3,500.00
Drywall & Painting	\$ 3,500.00
Security Gate	\$ 5,875.00
Internet Fiber	\$ 3,000.00
Furniture - Tables	\$ 13,822.50
Furniture - Chairs	\$ 23,022.00
Garbage Cans	\$ 1,658.35
Tee Box Dispenser	\$ 30,000.00
Range Matts (10) Dual Sided Fiberbuilt	\$ 8,100.00
TVs (20)	\$ 12,500.00
Beer Garden Concrete	\$ 30,000.00
Firepit Kits & Install	\$ 6,000.00
Beer Garden Service Building	\$ 2,500.00
Beer Garden Furniture	\$ 9,000.00
Beer Garden Landscaping	\$ 5,000.00
Target Lights Installed	\$ 27,000.00
<b><i>Total Budget</i></b>	<b>\$ 785,000.00</b>

**Recommendation:**

Staff recommends the Recreation Committee to send to full Board to approve the additional \$135,000 in funding from the Capital Fund to reflect the updated Value Engineered Budget of \$785,000 plus 5% contingency for the Driving Range Enhancement Project.

**MEMORANDUM M21-044**

**TO:** Buildings & Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
Brian Bechtold, Director of Golf & Facilities  
**RE:** General Contractor for Building Finishes, Doors, Windows, Electric and Gas  
**DATE:** May 18, 2021

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**Background:**

At the October 2020 Recreation Committee meeting, staff presented a Golf Learning Enhancement Project. The goal of bringing a technology based virtual golf system includes a covered structure with 10 hitting stations. This structure will consist of a social area that provides seating behind each station. Each station will be complete with Top Tracer Technology and heaters to provide an all-season experience. The structure will be located at the Far East end of the current hitting stations. The overall project was approved with a budget of \$650,000 and additional contingency of 10% during the 2021 budget process. Several bids were then created for the entire scope of the project with a submittal date of April 12<sup>th</sup> & 13<sup>th</sup> of 2021.

Due to the current uncertainty of the total project costs the following bids were rejected by the Park Board at the April Board Meeting.

1. Concrete at Bridges Driving Range
2. Furniture at Bridges Driving Range
3. Bridges Driving Range Tee Box Dispenser

District staff began working with the lowest qualified bidder on the General Contractor for Building Finishes, Doors, Windows, Electric and Gas bid.

**Implications:**

Bids were received on April 13<sup>th</sup> for General Contractor for Building Finishes, Doors, Windows, Electric and Gas bid. The bid results are listed below.

1. Integrity Builders Inc. \$404,000
2. Orbis Construction Co. Inc. \$598,700

Integrity Builders is the lowest qualified bidder. Staff have worked with Integrity Builders on valued engineering changes. Integrity Builders Inc. has completed building construction jobs such as the Rand Research Center (Arlington Heights) and Chicago Veterinary Cancer Center (Chicago) with good references.

The park district would be accepting the original bids as bid from Integrity Builders followed by staff providing change orders based on the valued engineering.

**Recommendation:**

Staff recommends the B&G committee recommend to the Board awarding the contract for General Contractor for Building Finishes, Doors, Windows, Electric and Gas to Integrity Builders Inc, for a total of \$404,000.



**MEMORANDUM M21-045**

**TO: Buildings & Grounds Committee**  
**FROM: Craig Talsma, Executive Director**  
**Dustin Hugen, Director of Parks, Planning & Maintenance**  
**Brian Bechtold, Director of Golf & Facilities**  
**RE: Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement**  
**DATE: May 18, 2021**

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**Background:**

At the October 2020 Recreation Committee meeting, staff presented a Golf Learning Enhancement Project. The goal of bringing a technology based virtual golf system includes a covered structure with 10 hitting stations. This structure will consist of a social area that provides seating behind each station. Each station will be complete with Top Tracer Technology and heaters to provide an all-season experience. The structure will be located at the Far East end of the current hitting stations. The overall project was approved with a budget of \$650,000 and additional contingency of 10% during the 2021 budget process. Several bids were then created for the entire scope of the project with a submittal date of April 12<sup>th</sup> & 13<sup>th</sup> of 2021.

Due to the current uncertainty of the total project costs the following bids were rejected by the Park Board at the April Board Meeting.

1. Concrete at Bridges Driving Range
2. Furniture at Bridges Driving Range
3. Bridges Driving Range Tee Box Dispenser

District staff began working with the lowest qualified bidder on the Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement

**Implications:**

Bids were received on April 13<sup>th</sup> for Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement.

- |                            |           |                       |           |
|----------------------------|-----------|-----------------------|-----------|
| 1. Integrity Builders Inc. | \$431,190 | Alternate Roof Design | Not bid   |
| 2. Morton Building Inc.    | \$368,921 | Alternate Roof Design | \$316,201 |

Integrity Builders is the lowest qualified bidder that could meet current timing of the project. Morton Building Inc. was not able to begin the project until December of 2021 and at that point in the year you cannot guarantee being able to pour concrete, so project would most likely not start until spring of 2022. Staff began working with Integrity Builders on valued engineering changes as well as the alternate roof design. Integrity Builders Inc. has completed building construction jobs such as the Rand Research Center (Arlington Heights) and Chicago Veterinary Cancer Center (Chicago) with good references.

The park district would be accepting the original bids as bid from Integrity Builders followed by staff providing change orders based on the valued engineering.

**Recommendation:**

Staff recommends the B&G committee recommend to the Board awarding the contract for Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement to Integrity Builders Inc, for a total of \$431,190.

**MEMORANDUM M21-046**

**TO:** Buildings & Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
Brian Bechtold, Director of Golf & Facilities  
**RE:** Change Order #1 for General Contractor for Building Finishes, Doors, Windows, Electric and Gas at Bridges Driving Range Enhancement  
**DATE:** May 18, 2021

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**Background:**

Integrity builders was our lowest qualified bidder for the General Contractor for Building Finishes, Doors, Windows, Electric and Gas bid. After working with them on value engineering a change order for the project was developed. The change order is attached to the memo.

**Implications:**

The original bid amount from Integrity Builders Inc., was \$404,000.

Change Order #1 that involves the building size changes, combo of drywall and metal interior instead of metal, alternate roof design and open concept for cashier's areas. Breakdown is listed below.

- Bid Amount \$404,000
- Value Engineer Total with Concrete \$281,555.25
- Change Order Deduct \$122,444.75

Change orders cannot exceed plus or minus 50% of the original bid amount and this change order is 30.3% of the original bid amount.

**Recommendation:**

Staff recommends the B&G committee recommend to the Board Change Order #1 for a total deduction of \$122,444.75 for General Contractor for Building Finishes, Doors, Windows, Electric and Gas at Bridges Driving Range Enhancement.

**MEMORANDUM M21-047**

**TO:** Buildings & Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
Brian Bechtold, Director of Golf & Facilities  
**RE:** Change Order #1 Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement  
**DATE:** May 18, 2021

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**Background:**

Integrity builders was our lowest qualified bidder for the Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement. After working with them on value engineering a change order for the project was developed. The change order is attached to the memo.

**Implications:**

The original bid amount from Integrity Builders Inc., was \$431,190.

Change Order #1 that involves elimination of interior garage door, window and exterior door layout, feature reduction and install, electrical service needed reduced, gas heating units layout, heated concrete removed, addition of concrete for the interior of the building and minor items to be completed by district staff. Change Order #1 details are below:

- Prefab Bid Amount                   \$431,190.00
- Value Engineering Total         \$278,519.90
- Change Order Total                 **\$152,670.10**

Change orders cannot exceed plus or minus 50% of the original bid amount and this change order is 35.4% of the original bid amount.

**Recommendation:**

Staff recommends the B&G committee recommend to the Board Change Order #1 for a total deduction of \$152,670.10 for Prefabricated Building Purchase and Install at Bridges Driving Range Enhancement.

## Memorandum M21-051

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance April Board Report  
**Date:** 5/18/2021

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### ADMINISTRATIVE

Staff continued to work on valued engineering with WT and low bidders on the bridges driving range project, with a goal of starting work with low bid contractors as soon as approval has been granted by the board. The schedules for parking lot crack fill, sealcoating and striping have been set and will take place at Triphahn Center on May 13<sup>th</sup> and 14<sup>th</sup>, at Fabbrini Park, Canterbury Park Place and Canterbury Park on May 18<sup>th</sup>.

As mentioned at the last board meeting Steve Bessette has moved on to Hanover Park District to serve as their Superintendent of Parks. We went through the process of hiring a new Park Grounds Supervisor and are pleased to announce that Matt Schiller has accepted the position and his first Day is May 18<sup>th</sup>. Matt previously worked for Golf Visions, managing the maintenance for six golf courses and prior to that for the Niles Park District, we are excited for him to come on board.

Birch Park permit has been approved by the Village and a construction meeting with all contractors has been scheduled for the week of May 17<sup>th</sup>.

### BIRCH PARK

Staff was busy in April with the demolition of the existing Birch Park Playground. All the equipment was removed from the ground and separated from the concrete that it was in, this allows staff to bring all the metal to the scrap yard. The sidewalk that was around the existing playground was also removed by staff which consisted of 4300 square feet of concrete ranging from 6-12 inches thick.



## **PARK GROUNDS**

Seasonal mowing crews started this month. After a week of training new staff members on equipment and locations of all our parks we were able to get started mowing. The landscape crew was busy with multiple tree removals and cleanups at Tall Oaks, Rhohrsen, Walnut Pond, Hunter Ridge, Black Bear, Pebble, North Ridge, Westbury, North Twin, South Twin, and Charlemagne. All the wood chips from the tree cleanups are either brought directly to Black Bear for the Frisbee golf fairways or stored at our maintenance facility for future use. When not completing tree cleanup crews were working on weeding landscape beds and park ID signs at all park location.

The sports field crew has been on Mother Nature's good side this year and has allowed the team to get baseball, softball and soccer fields all set up and playable. After evaluating our baseball and softball infields this spring, the parks department worked with the recreation department to set standards for field maintenance moving forward, in the past staff would spin every field for all practices and games, causing some fields to get spun multiple times in a given week. Spinning or grooming the baseball fields too much can cause them to be a dust bowl and not enjoyable to play on unless you have the ability to wet them which we do not have except for at Cannon Crossings. Staff will now be grooming all baseball and softball infields once per week based on a maintenance schedule and not a practice schedule but attempting to align the two if possible. All planned games will still receive full field preparation outside of the weekly grooming at all fields. After rain events or any damage to a field, the field will be prepped to the best ability of the parks team.

## **SEASCAPE FAMILY AQUATIC CENTER**

Staff began the preparation for opening Seascape after a long layoff, last open in September of 2019. Many of the normal start-up items had to be taken care of such as; setting up tents, life guard chairs, slide repairs, showers repairs, bathhouse cleanup, landscape work and privacy screens. This year staff took extra precautions with a deep clean of the surge tank in the filter building, valve repairs, and main drain replaced in deep end, and scheduling a pipe test using gas to identify leaks. A leak was detected in an 8 inch line that feeds the play feature and geysers in the pool. Staff removed concrete and dug to the pipes, found the leaks and removed a large section of pipe and completed the repairs. With no other leaks detected staff started scraping paint chips, power washing and prepping for new paint. The pool is being filled the week of May 10<sup>th</sup>.

After all the investigating of the pool structure staff has begun looking into the overall condition of the base of the pool and the pool deck. With the pool being 26 years we were not shocked with some of the results from our investigations. The pool bottom is developing some hollow spots in the concrete, which causes minor cracking to occur, there is about 8-10 layers of paint on the concrete, gutters and lights are slightly recessed or need all caulking removed and repaired, pool deck is developing cracks in concrete. Staff has started getting pricing for repairs of all these items and will begin to put them into our GIS data base for future capital repairs.

## **VOLUNTEER EVENTS**

The parks department held a district wide park cleanup day, Earth Day and Arbor Day events in April. With the help from the recreation department we were able to have volunteers sign up for these events just like a regular program for the district. On April 17<sup>th</sup> we held a park cleanup day at Chino/Hoffman Park, Black Bear Park, Charlemagne Park and Victoria Park. Even with our original day getting rained out the event still had roughly 55 participants. On April 22<sup>nd</sup> we held our Earth Day events at Cannon Crossings, Vogeley Park and South



Ridge Park. At Earth Day we had volunteers collect trash and seed native plants as well as wild flowers into shore lines or native areas. Parks staff made 50 bags of seed mixtures for volunteers to spread at these locations, all bags were seeded as we had nearly 40 residents take part. Finally we held an event at Oak Park on April 30<sup>th</sup> for Arbor Day, we had 3 volunteers at this event and the three of them along with staff planted five new trees at Oak Park.



The following is a brief list of other items completed by staff during April.

- HVAC preventative maintenance and repairs.
- Boiler repair at BPC.
- Drinking fountain filters changed.
- South Ridge bath house finishes completed.
- Park restroom startups.
- Chino garden water hookup.
- Thorguard installed.
- New Park ID signs at Olmstead Park and Freedom Run.
- Playground shade canopy installed.
- Vandalism cleanup and graffiti removal at Fabbrini, Tropicana, Sheffield and Victoria.
- Track repairs at Eisenhower track.
- New tennis nets installed at WRC and Charlemagne.
- South Ridge zip line repaired.
- Aquatic applications made to ponds at Black Bear, Princeton, Yorkshire Ponds, South Ridge and North Ridge.
- GIS updating maps and assets.
- Parks Garbage at all locations has begun.
- Custodial maintenance at all facilities.
- Playground checks
- Vehicle safety and emission test completed.
- Vehicle checks and repairs.