



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, MARCH 15, 2022  
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - February 15, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. TopTracer Bathroom Utilities / M22-027
  - B. Parks, Planning & Maintenance Board Report / M22-024
7. COMMITTEE MEMBER COMMENTS
8. 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  
BUILDINGS & GROUNDS COMMITTEE MEETING  
February 15, 2022**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on February 15, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Evans, Comm Reps Aguilar (7:07 p.m.), Poeschel, Evans, Sernett, Bettencourt

Absent: None

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Administrative Services Cahill, Director of Administration and Finance Hopkins, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Chhatwani, Dressler and Friedman, Community Reps MacGregor (7:06 p.m.) and Beranek (7:09 p.m.)

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt 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 January 18, 2022 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Crack Fill and Sealcoat / M22-012

Director Hugen stated that every year the parking lots at our facilities as well as the parking lots and paths at some of our parks receive maintenance including crack fill and sealcoating. He added that the District bid out seven locations, and received seven bids. Patriot Maintenance was the low bidder this year; we have used them twice in the last several years with no issues.

Commissioner Evans asked if this project included any repair. Director Hugen responded that no, it was only crack fill and sealcoating.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the bid to Patriot Maintenance for \$30,652 plus a contingency of \$3,065 for a grand total of \$33,717.20. The motion carried by voice vote.

B. Concrete at Seascape / M22-013

Director Hugen explained that this is part of the multi-phase renovation project taking place at Seascape this year. The first phase is the sandblasting, painting and caulking that was approved last month. This second phase involves the concrete repair of two larger joints in the pool: one extending from the shallow end to the slide area and one extending from the shallow end to the deep end. In addition, staff will remove all tiles and the contractor will fill in these areas with concrete and then paint. Finally, under the diving board, the contractor will fill cracks with epoxy.

Director Hugen stated that we received five bids for this project. Western Specialty Contractors was the low bidder. References were checked and we received great comments from all. Similar work has been completed by this contractor at a Naperville pool club and the Ritz Carlton in Chicago.

Comm Rep Sernett asked if the changing rooms were part of the renovation project. Director Hugen responded that no inside work is being done as part of this project, but that all assets in the locker rooms are in the GIS system and are up to date.

Commissioner Evans asked why the tile is being replaced with concrete as opposed to new tile. Director Hugen responded that tile is not recommended in new pools, and that water cannot get through concrete like it can tiles.

Community Rep Evans asked about the timing of the project. Director Hugen said that the plan is to have all contractors finished by the end of April.

Commissioner McGinn asked what the District is saving on this project using in-house labor for some portions. Director Hugen said he will know at the end of the project.

Comm Rep Evans made a motion, seconded by Comm Rep Bettencourt to recommend to the full board to award the bid to Western Specialty Contractors for \$47,100 plus a \$5,000 contingency for a grand total of \$52,100. The motion carried by voice vote.

C. Hoffman Park Playground Equipment / M22-014

Director Huguenot noted the following:

- The District is trying to provide a “wow” factor regardless of where the park is located, and not just at destination parks (i.e., South Ridge). The District plans to use different vendors when possible to have at least one different feature at each park to differentiate the parks and give each its own style.
- If the footprint is not changing, the District will use in-house expertise and work with vendors rather than holding a public meeting.
- For Hoffman Park, we went to an RFP with a list of everything we wanted to see in a design, including a minimum of three slides, a standalone swing feature, and multiple climbing areas.
- We received six or seven designs back (each company could submit two designs). Staff evaluated each based on our requirements, the cost and the wow factor, in addition to when equipment could be delivered. This project needed guaranteed delivery by the end of April, and only two of the companies could offer that.
- BCI Burke was selected. Director Huguenot presented a layout of their design.
- Director Huguenot reminded the board that these projects do not need to be bid. The District is using a cooperative purchasing agreement through Sourcewell who takes care of the bidding process.

Comm Rep Sernett asked if this playground would be maintained by in-house staff. Director Huguenot said that yes, all HEParks playground equipment is maintained by in-house staff.

Commissioner McGinn asked why BCI Burke happens to have available equipment. Director Huguenot explained that Burke built a mass production of their equipment so they have stock available and are selling at a discount.

Comm Rep Aguilar asked to confirm the timing of the project. Director Huguenot said that the adjacent school uses the playground, so we expect delivery by the end of April; installation will take place after the end of the school year, beginning in June and will be completed by the end of July.

Comm Rep Poeschel made a motion, seconded by Comm Rep Evans to approve to the full board the purchase of Hoffman Park playground equipment from BCI Burke for a purchase price of \$60,502.23. The motion carried by voice vote.

D. Huntington Park Playground Equipment / M22-015

Director Huguenot noted the following:

- This memo is similar to the Hoffman Park Playground Equipment memo. This park is not tied to a school, so delivery will be late August or September, with a fall installation, when kids return to school.
- Staff liked some designs that were submitted for Hoffman Park, but would not have been available for April, but could work for the Huntington Park timeline, so staff went back to one of the suppliers, ParKreation, and asked for a few changes.
- Huntington Park has a larger footprint, so staff requested more standalone items.
- Director Hugen presented a layout of the playground design.
- With the park near two baseball diamonds, swings are in high demand, so the playground will include seven regular swings and one ADA-compliant swing.
- ParKreation guaranteed delivery by September 15 at the latest, and could be as early as August.

Executive Director Talsma added that the District’s goal is to use many different providers so we get a chance to work with multiple companies, while this creates variety at parks through the community.

Commissioner Dressler expressed concern over one of the playground pieces offering “hiding” places for older children. Director Hugen stated that this piece of equipment has large holes, making it easy to see inside, preventing any unwanted behavior.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Sernett, to approve to the full board the purchase of the Huntington Park playground equipment from ParKreation (Little Tykes equipment) in the amount of \$74,637.54. The motion carried by voice vote.

#### E. Parks, Planning and Maintenance Board Report / M22-011

Director Hugen highlighted the following:

- The new Forestry & Landscape Manager was interviewed and hired. Bryan Strampel will begin Tuesday, February 22, and comes to us from Northbrook Park District.
- The Vogeley House project is coming along nicely. The outside structure you see under construction is a ramp leading up to the second floor.

Commissioner Evans asked if skateboarders would be drawn to the ramp. Director Hugen explained that there is a maximum of a 5% slope, so there are many turns and seating areas, so it is unlikely to be a popular spot for skateboarders.

Executive Director Talsma added that NWSRA is well over budget with the Vogeley House project, which will be a premier location for adult services. Staff approached the HEParks Foundation regarding a donation to help fund the project, and the Foundation board agreed to make a \$50,000 donation to NWSRA as a capital project.

Commissioner McGinn asked Director Hugen to explain why the bubblers were turned off at the park locations. Director Hugen said that whenever there is a large geese population, staff turns off the bubblers. Geese are drawn to the open water, and love the bubblers, so turning them off will help deter the geese and keep them from eating the grass around the ponds.

Comm Rep Sernett made a motion, seconded by Comm Rep Bettencourt to send the Parks, Planning and Maintenance Board Report to the full board. The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Aguilar: Well done to staff. Reports are very in-depth and informative.

Comm Rep Sernett: Excited to see all of the new playground equipment.

Commissioner Evans: It is always exciting when a neighborhood gets a new park. He asked if there is an activity where people can visit each park. There was a discussion regarding different ways to do this (stamps, QR codes, geocaching). Director Kapusinski added that we held a “Safari Scavenger Hunt” that ended at a large event, and something like this could be planned again.

Comm Rep Poeschel: If you are striving for a “wow factor”, it looks like you will achieve that! She also stated she appreciated hearing the update on the Vogeley House, and it is great of the Foundation to support that project.

Comm Rep Bettencourt thanked the staff for their work.

Chairman McGinn: Thanked the community representatives. After attending the IAPD/IPRA conference, he realizes how fortunate we are to have the community reps as part of this process.

**8. Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:34 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

**MEMORANDUM M22-027**

**TO: Building and Grounds Committee**  
**FROM: Craig Talsma, Executive Director**  
**Dustin Hugen, Director of Parks, Planning & Maintenance**  
**RE: Bridges TopTracer Bathroom Utilities**  
**DATE: 3/15/2022**

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**Background:**

The Bridges TopTracer Driving Range Facility was completed in December 2021. During our soft opening of the facility one of the largest concerns was the lack of a bathroom facility connected to the building itself. The driving range at Bridges does have a bathroom located at the facility that is 245 feet from door to door. In the capital budget we do have \$275,000 planned for the completion of a bathroom facility. In January 2022 the board approved to move forward with the engineering and going to bid for services based on our cost estimates below.

Engineering & Permitting	\$ 28,750.00
Water and Sewer/ Excavation	\$ 80,000.00
Concrete	\$ 18,000.00
Electrical	\$ 15,000.00
Plumbing	\$ 15,000.00
Building /Fixtures	\$ 32,000.00
Restoration	\$ 10,000.00
Total	\$ 198,750.00
10% Contingency	\$ 19,875.00

**Implications:**

The first item to bid was the Utilities (water, sewer), along with alternate #1, which is a concrete sanitary man hole installation that might be required by MWRD. We received three bids for this scope of work.

AJ Oleson Construction	\$75,713.00 + Alternate #1 (\$4,230)	<b><u>\$79,943.00</u></b>
Misfits Construction	\$118,970.00 + Alternate #1 (\$1,500)	<b><u>\$120,470.00</u></b>
Tracey & Ed Construction	\$130,915.00 + Alternate #1 (\$6,500)	<b><u>\$137,415.00</u></b>

AJ Oleson Construction is the lowest qualified bidder. They have completed prior utility work for the district on the projects at South Ridge Park and Birch Park. District staff has been pleased with their work on past projects.

**Staff Recommendation:**

Staff recommends that the B&G committee recommends to the full board to approve AJ Oleson Construction to complete the utilities at the TopTracer Bathroom facility for \$79,943.00 with a 10% contingency of \$7,994.00 for a total of \$87.937.00



## Memorandum M22-024

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance March Board Report  
**Date:** 3/15/2022

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### ADMINISTRATION

Bids were received for utilities at Bridges TopTracer. Additionally, the request for qualifications for architectural services is currently out, which is for general services and not just directed toward Willow Recreation Center. We also had communication with contractors on possible start dates for court repairs and asphalt work.

Last month we were excited to announce the hiring of Bryan Strampel for the Forestry and Landscape Manager Position. Unfortunately before his first day he was unable to start working due to personal reasons. We will start the process over again, looking for our Forestry and Landscape Manager.

### BRIDGES DRIVING RANGE ENHANCEMENT

Staff worked to finish areas and make upgrades based on feedback at the TopTracer Range. The storage closet had a drywall ceiling installed, walls were finished with drywall and painted, with FRD paneling on the bottom four feet. Staff built a bag holder to hold 9 sets of rental golf bags to be stored in the closet. The storage closet had a heater installed to protect the fire panel system during extreme cold temperatures. The 2x6's that were installed on all drywall seams had holes filled and painted along with some touch up painting. A yellow safety line was painted between the hitting area and the sitting area. The final step was to install the sound system, which is controlled via DirecTV music or can be used via Bluetooth. Staff installed speakers for the sound system.



### VOGELEI HOUSE (NWSRA)

Intergrity Builders continue to make progress on the Vogelei House project. Electrical and data work has been completed. The majority of the walls have been drywalled and are in the process of being taped, mudded and prepared for painting. Door and window trimming is planned to start on 3/9/2022. The second floor entrance ramp is starting to look like a ramp with railings being installed.



## **SEASCAPE RENOVATIONS**

Staff completed the removal of all tiles that are set to be removed. We are in the process of scheduling with Continental Construction to start the sand blasting process as soon as some nice days are strung together. Once the sand blasting is completed, the concrete contractor will start his work. The Parks construction team started the removal of the sand volleyball area to convert this area into open grass with two shade structures. All fencing was removed along with some concrete walks and a shower area. Staff was then able to rough grade the area. The next steps are to install drainage lines and move soil from Bridges Top Tracer (bathroom project) to Seascape to fill in the sand volleyball area prior to grassing it.

## **PARKS DEPARTMENT**

Other items completed by the parks team in February/March are listed below:

- Removed dead trees at Victoria, Black Bear, Chestnut and Bridges.
- Stump grind at Bridges.
- Greens preparations for opening of the golf course.
- Organized pesticide storage and custodial supplies.
- Brush cut natural areas at Highland Park and Eisenhower School.
- Removed undergrowth and undesirable shrubbery from southeast side of Birch Park.
- Snow removal at facilities, parks and school sidewalks.
- Installed new refrigeration unit at BPC for walk-in cooler.
- Filter changes on RTU's at all district buildings.
- Replaced damper motor on Wolves super heat in the locker rooms.
- Opened and replaced multiple dampers at The Club basketball court RTU's that were causing high limit failures with the unit.
- Finished installation of hand dryers at T.C ice locker rooms.
- Investigated calls for poor heat on Rink 1 at TC. Ice Rink temperature ranges are between recommended between 40 and 60 degrees and our rinks are working properly at 55-58 degrees.
- Installed new memorial plaque at Vogeley Park.
- Building maintenance repairs at Bridges and TC.
- Built pickle ball racquet holder for TC gym closet.
- Painted all offices at Bridges administration area.
- Installed new clips under sinks at The Club for easier changing of soap dispensers.

- Olsen (roof contractor) repaired roof leaks at The Club & Parks.
- Installed new toilet paper holders in outside park bathrooms for larger rolls.
- Removed graffiti on playgrounds at South Victoria and Birch Park
- Vehicle safety and emission test completed.
- Vehicle checks and repairs.
- Mowing cleaning and winter repairs.
- Vehicle preparation for snow plowing and snow blower maintenance.

**RECOMMENDATION:**

Staff recommends that the B&G Committee forward the March Parks, Planning and Maintenance Report to be included in the March Executive Director's Report for Board approval.