

AGENDA
BUILDINGS & GROUNDS COMMITTEE MEETING
TUESDAY, MARCH 21, 2023
7:00 P.M.

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - February 21, 2023
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Purchase & Install Fence at Fabbrini / M23-027
 - B. Purchase & Install 30 Ton RTU at The Club / M23-028
 - C. Parks, Planning & Maintenance Board Report / M23-029
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT



MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
February 21, 2023

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on February 21, 2023 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kaplan, Comm Reps Evans, Poeschel, and Sernett, and Utas, Chairman Chhatwani; Student Liaison Sabesan

Absent: Comm Rep Macdonald

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Recreation Kapusinski, Director of Administrative Services Cahill, Director of Finance & IT Hopkins, Executive Assistant Flynn, Superintendent of IT John Agudelo, IT Specialist Kevin Hassler

Audience: President Kinnane, Commissioners Evans, Dressler, and McGinn; Comm Reps Henderson, Beranek, and McIlrath, Christine Tusa, Brian Wright, Steve Dietz

2. Approval of Agenda:

Comm Rep Utas 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 Kaplan made a motion, seconded by Comm Rep Evans to approve the minutes of the January 17, 2023 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. **New Business:**

A. Asphalt Repairs and Sealcoat / M23-016

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to recommend to the full board to award the crack filling and sealcoating bid project to Patriot Maintenance Inc. for \$88,804 with a 10% contingency for a total of \$97,684.40.

Director Hugen stated that this is a regular maintenance project; parking lots and parks are rotated each year. The District received seven bids, and Patriot Maintenance was the lowest qualified bidder. We have used them before with successful timing and completion of work. They worked well within our hours of operations with minimal disruption.

The motion carried by voice vote.

B. Parks, Planning & Maintenance Board Report / M23-018

Commissioner Kaplan made a motion, seconded by Comm Rep Poeschel to include the Parks, Planning & Maintenance February Board Report in the February Executive Director's Report.

Director Hugen noted the renovations that staff completed in the bar area at Bridges of Poplar Creek, where the bar was rebuilt and the entire area was repainted.

Commissioner McGinn asked about the delayed delivery of the playground equipment. Director Hugen confirmed that the shipment was indeed delayed.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Poeschel said she was happy to read that HEParks was a Bronze partner for the Salvation Army.

Comm Rep Evans reminded everyone that the SRT Golf Outing is Wednesday, June 7, and asked all to put together a foursome or volunteer.

Commissioner Chhatwani said she attended the Breakfast with the Mayor to hear about community updates, and she volunteered with Commissioner Dressler at the electronics recycling event.

8. **Adjournment:**

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:08 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

MEMORANDUM M23-027

TO: Building & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Purchase and Install Fence at Fabbrini Park
DATE: 3/21/2023

Motion:

Approve to the full board the purchase and installation of a 10-foot fence at Fabbrini Park pickleball and tennis court from Action Fence Contractors, Inc. for \$54,571.00 with a 15% contingency of \$8,185 for a total cost of \$62,756.00.

Background:

The board has approved \$80,000 for this project in the 2023 budget. The current fence at Fabbrini Park has fallen over three times due to wind damage. The 10-foot fence was not installed with the intent to have wind screens installed on the fence for pickleball. The new fence will have the proper gauge material with posts set closer together on center and driven four feet into the ground with all corners and gates set in concrete footings.

Rationale:

A total of five bids were received. The bid results are below. The low bid is from Action Fence Contractors for 54,571.00. Bids were reviewed by staff for accuracy and everything was found to be in order. Action Fence has completed like work for Deerfield, Bolingbrook and Itasca Park District. The original bid request was for an 8-foot fence to save on costs and to prevent wind damage. However, Action Fence has stated that with the footings and gauge they will use for installation, a 10-foot fence will be supported. Therefore, the motion includes the cost for the alternate fence.

Scope of Work	Action Fence Contractors, Inc.	American Fence Professionals	Paramount Fence	Peerless Fence	Proline Fence
Demo Work	\$ 3,700.00	\$ 2,080.00	\$ 6,480.00	\$ 16,500.00	\$ 9,500.00
New Fence Install	\$ 46,450.00	\$ 78,278.00	\$ 53,820.00	\$ 60,720.00	\$ 65,488.00
Bid Total	\$ 50,150.00	\$ 80,358.00	\$ 60,300.00	\$ 77,220.00	\$ 74,988.00
Alternate for 10 foot fence	\$ 4,421.00	\$ 3,453.00	\$ 4,920.00	\$ 7,920.00	\$ 8,074.00
Total Bid with Alternate	\$ 54,571.00	\$ 83,811.00	\$ 65,220.00	\$ 85,140.00	\$ 83,062.00

MEMORANDUM M23-028

TO: Building & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Purchase and Install 30 Ton RTU @ The Club
DATE: 3/21/2023

Motion:

Approve to the full board the purchase and installation of a 30 ton roof top unit at The Club from Cahill Heating & Air Conditioning Services, Inc. for \$77,400.00 with a 10% contingency of \$7,700 for a total of \$85,100.

Background:

The Board has approved \$60,000 for this project in the 2023 budget. RTU #3 at The Club supplies heat and air conditioning to the new fitness areas (old tennis courts). This unit has been in service for 22 years with a life expectancy on these units of 20 years. The unit is showing signs of reaching its life cycle; one compressor was replaced in 2014, coils are beginning to degrade and corrode and staff has had to change belts more regularly showing that the motor is fatigued. The unit was planned for replacement in GIS this year, and staff does not feel the current unit will make it through another year.

Rationale:

A total of seven bids were received. The bid results are below. The low bid is from Cahill Heating & Air Conditioning Services, Inc. The project has a \$60,000 budget and with contingency we are at \$85,100. The cost of metal, steel and refrigerant for the unit have all increased over the past six months, and along with low availability of units, these factors have driven this cost past our budget. If the current unit were to fail, parts would be extremely hard to locate and the entire new training area at the club would be without heat or AC. Cahill Heating & Air Conditioning Services has completed similar jobs with success for the Village of Wheeling and the Village of Mundelein.

Scope of Work	Cahill Heating & Air Conditioning Services, Inc.	Amber Mechanical Contractors, Inc.	C. Acitelli Heating & Sun Piping Contractors, Inc.	Mechanical Systems	MG Mechanical Contracting, Inc.	Hartwig Mechanical Inc.	Core Mechanical Inc.
Mobilization	\$ 900.00	\$ 2,000.00	\$ -	\$ 500.00	\$ 1,000.00	Included	\$ 1,500.00
Demo Work	\$ 5,000.00	\$ 3,000.00	\$ -	\$ 1,500.00	\$ 8,000.00	\$ 10,170.00	\$ 5,000.00
New Unit	\$ 66,000.00	\$ 55,000.00	\$ -	\$ 72,000.00	\$ 62,500.00	\$ 71,370.00	\$ 63,250.00
Installation of Unit	\$ 5,000.00	\$ 24,000.00	\$ -	\$ 12,638.00	\$ 8,000.00	\$ 2,205.00	\$ 6,950.00
Start Up	\$ 500.00	\$ 2,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	Included	\$ 6,325.00
Bid Total	\$ 77,400.00	\$ 86,000.00	\$ 84,000.00	\$ 87,638.00	\$ 80,500.00	\$ 83,745.00	\$ 83,025.00

Memorandum M23-029

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance March Board Report
Date: 3/21/2023

MOTION

Recommend to the full board to include the Parks, Planning & Maintenance March Board Report in the March Executive Director's Report.

ADMINISTRATION

Contracts have been completed for asphalt repairs with Patriot Maintenance.

Bids have been received for the following:

- Fabbrini Pickleball Fence Replacement
- RTU #3 replacement at The Club

Joanne Douglas was hired and started on 3/13/2023 as the Parks Administrative Assistant.

Construction material for TC fitness room remodel have been ordered and a construction schedule is in place.

Huntington Park install with GLI started on Monday 3/13/2023. Completion date is unknown as the area is extremely wet and project is completely based on weather.

Inventory and ordering of supplies for Seascape is complete.

PARKS DEPARTMENT

1. HVAC repairs and preventative maintenance
2. Removed and replaced two heat exchangers at BPC RTU 3 and RTU 2
3. Media change on activity pool filter
4. Replaced 6" effluent gasket on activity pool filter
5. Aluminum gas valve vent lines installed on all domestic hot water boilers at The Club
6. Overnight work was completed to replace auto-fill main valve on lap pool at The Club
7. New gas valve installed for range at BPC
8. O-Rings replaced on sand filter at TC
9. Brittle chlorinator lines replaced for spa at TC
10. New basketball hoop key switches installed at The Club
11. Dry system at Seascape was in fault. System was drained by staff. Total Fire came to check it out but temperatures were too cold to see if any repairs are needed.
12. New tot swings installed at Colony and Brittany Parks
13. Dog ramp installed at Freedom Run
14. Pump House renovation work completed at BPC to replace roof, roof hatches, all new wood and siding for soffits and painting of doors.
15. Playground inspections

16. Locate Huntington playground drainage for contractor to tie into
17. Warning track edges and cleanup on ball fields at Fabbrini and Cannon
18. Tree cleanup due to winter storms at: Tall Oaks, Fabbrini, Olmstead, Colony, Pine, Evergreen, South Ridge, Canterbury, TC, The Club, WRC and Bridges of Poplar Creek
19. Lot cleanup at BPC to provide space for all the branch cleanup
20. Storm debris ran through chipper, all mulch is stored at BPC for the season
21. Controlled burns at Evergreen, North Twin, South Twin and Whispering Parks
22. Vehicle emission test
23. Vehicle fleet and equipment maintenance