Board of Park Commissioners
Parks and Properties Committee
Meeting Minutes

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062

847·291·2960

nbparks.org

MINUTES of the Parks and Properties Committee Meeting of the Northbrook Park District Board of Commissioners held Tuesday, January 12, 2016 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER— The meeting was called to order at 6:09pm by Chair Chambers

Members Present— Chair Chambers, Commissioner Slepicka
Members Absent— Commissioner Randel
Ex-Officio Members— Executive Director Hanetho; Commissioners Simon, Schyman, Ziering and Zima
Staff— Directors Baron, Dalton, Loftus, Munn and Ziolkowski; Administrative Assistant Silvestri

RECOGNITION OF VISITORS — Megan Horstead, Reporter from the Northbrook Tower, and Eric Anderson of Piper Jaffray were in attendance.

APPROVAL OF MINUTES —
Parks and Properties Committee Meeting Minutes of November 16, 2015 were approved as presented.

UNFINISHED BUSINESS — None

NEW BUSINESS

Consider Northbrook Sports Center HVAC Replacement, Bid 2087

Director Dalton gave a brief overview of Bid 2087. He noted that staff recommends the approval of the third alternate bid for Northbrook Sports Center HVAC replacements in the amount of $25,385 from Jensen's Plumbing and Heating, Inc. of Woodstock, Illinois. The third alternate consists of the replacement of the rooftop unit servicing the Hall of Fame area of the building. At this time, he explained, staff does not recommend approving the base bid to replace the current makeup air unit. The unit services the team rooms in the southeast quadrant of the building and draws air off the ice rinks to cool sections of the building. On high humidity days however, there are issues with this process as well as the temperature of the ice rinks. Staff question if an undersized cooling tower is the issue and need all questions answered before moving forward with the replacement. The consensus of the Committee was to move the third alternate of Bid 2087 to the full Board for approval.

Consider A & B Rink Show System Sound, Bid 2088

Director Dalton asked for any questions from the Committee. After a brief discussion, the consensus of the Committee was to move Bid 2088 for $59,700 from Pentegra Systems LLC of Addison, Illinois to the full Board for approval.

Consider MAC Water Service Line Upgrade, Bid 2091

Director Dalton explained that the project consists of replacement of the water service line connecting the facility to the new water main, installed in 2009. There will also be two valves installed to allow water main shut downs on either side of MAC. The existing water line is rusting and in poor condition. The building's electrical grounding system will also be upgraded as part of this project. Director Dalton noted that the project was previously put out to bid but was rejected when the bid amounts received were over budget. Prior to putting the project out to bid the second time, staff met with all contractors at the site to get a better understanding. Due to the complexities of the project however, bid results still came in $40,000 over budget. Director Dalton noted that the higher than

expected bid totals were partly due to the number of sub-contractors required for the project. Bidding companies want to limit their loss in the event they are met with unforeseen circumstances. Director Dalton explained that there is the option to hold off on the project altogether and reschedule it in a future Capital Improvement Plan. If a breakdown occurs prior to the replacement, however; this could lead to an extended closure of the pool during the summer months. Staff recommend moving forward with the bid now, as there are capital dollars available from other projects to cover the $40,000 difference. After a brief conversation regarding subcontractors and the estimated completion of the project, the consensus of the Committee was to move Bid 2091, MAC Water Service Line Upgrade, for $103,420 from Lifco Construction to the full Board for approval.

Consider Contract Mowing Service Northeast, Bid 2092; Northwest, Bid 2093; and Northeast, Bid 2094
The Committee simultaneously discussed bids 2092, 2093 and 2094. Director Dalton gave a brief overview of the bids and called for questions from the Committee. He confirmed with Commissioner Chambers that the District utilized a one year renewal option from a bid received in 2015. The mowing areas completed by this contractor are not included in the proposed bids. The consensus of the Committee was to move Bids 2092, Northeast Mowing Contract, for $27,930 from Fleck's Landscaping; 2093, Northwest Mowing Contract, for $55,825 from the Brickman Group LTD., LLC; and 2094, Southwest Mowing Contract, for $31,836 from Fleck's Landscaping to the full Board for approval.

Consider Wescott IGA with Village of Northbrook
Director Dalton explained that the Village is currently voting on the Intergovernmental Agreement, pending Park District approval. He also confirmed that the District negotiated everything the Committee requested into the final IGA. If approved, a construction fence should go up in February. After a brief discussion regarding the rain harvesting system, use of water and usability of the fields, the consensus of the Committee was to move the Intergovernmental Agreement For the Granting of Easements For the Construction, Installation and Maintenance of a Stormwater Storage Facility with the Village of Northbrook at Wescott Park to the full Board for approval. The Committee commended staff on their work in negotiating the Agreement and requested that the Park District be listed as a project partner in all informational materials displayed and distributed to the public.

INFORMATIONAL ITEMS/VERBAL UPDATES

Sports Center Pool Update
Director Dalton gave an update on the project. He explained that the District received the first round of comments back from the Illinois Department of Public Health. The comments included a number of questions but nothing that raised any red flags. The District is meeting with FGM Architects and Corporate Construction to ensure budget numbers are as accurate as possible; however, staff won't know exactly where the numbers will fall until the project goes out to bid. Executive Director Hanetho noted that the Board will decide what action to take after receiving bid information. If necessary, there is the opportunity to allocate additional funds through the CIP or reject alternates that can be phased in over time. He also confirmed that while there has been some frustration with differences in cost estimates between FGM and Corporate Construction, the current numbers are based on a similar project completed in Deerfield. If necessary, the District can invite FGM and Corporate Construction to a February Committee Meeting for further clarification.

Comprehensive Plan Update
Executive Director Hanetho gave an update on the Comprehensive Master Planning process. He noted that the online portal, mySidewalk, recently closed and data from this site is currently being gathered. Staff and Hitchcock Design Group worked with ETC Institute to finalize the Community Survey tool. ETC is administering the survey starting at the end of this week and Hitchcock Design Group will present initial survey results to staff at the end of February. Following this initial review, staff will schedule a time for Hitchcock Design Group to present the final survey information to the Board. District staff are meeting with Hitchcock Design Group on January 25th to review expectations for the project and finalize data gathered in the Inventory and Analysis Phase of the project.

NEXT MEETING
The next Committee meeting is scheduled for February 15, 2016 at 6pm at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT
With no further business, the meeting was adjourned at 6:53pm

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Richard A. Hanetho
Richard A. Hanetho, Secretary
Board of Commissioners/aps