



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

Parks and Properties Committee Meeting

April 17, 2019

6pm or immediately following the Administration & Finance Meeting
Joe Doud Administration Building, 545 Academy Drive

AGENDA

- I. Call to Order—Chair Chambers; Commissioners Chalem and Ziering
- II. Recognition of Visitors
- III. Approval of Minutes
4/17.17 Parks and Properties Committee Meeting of March 20, 2019
- IV. Unfinished Business
- V. New Business
4/17.18 Consider Surplus Ordinance 19-O-3
4/17.19 Consider Renewal of Custodial Services-Variou Locations Bid #2148
- VI. Informational Items / Verbal Updates
A. Activity Center
- VII. Next Meeting – May 15, 2019 at 6pm or immediately following the Administration and Finance Committee Meeting, Joe Doud Administration Building, 545 Academy Drive
- VIII. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, Northbrook Star, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District's ADA Compliance Officer, at the Park District's Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days' advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.



MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: 4/17.18 Consider Surplus Ordinance 19-O-3, Park District Equipment
Date: April 12, 2019

Staff Recommendation:

Staff recommends the approval of the following as surplus Park District equipment;

Parks

- (1)-1993 Wacker Compactor Plate, Model # VPA 1740 Serial # 697401175
- (1)-1993 Giant Vac Walk Behind Blower, Model and Serial # plate missing
- (100)- Samsonite, brown plastic folding chairs
- (1)- Delta Rockwell Drill Press, Series #15-655. Serial # 1557721
- (1)- Binks Super B Airless Paint Sprayer
- (1)- J-Line Brodhead-Garrett planer, Series #2148E
- (1)-Hild Floor Machine, Model VA, Serial # PS76671
- (2)-1994 Venture Lighting International, Dark Brown 2'x2'square light fixtures
- (4)-Siemens 200-amp 3 pole contactor, #CLH003
- (1)- Metro Tech Locator, Model # 810A, Serial # 029171
- (12)- Metal foldable garbage/recycling containers
- (1)-Bobcat Snow Thrower truck loading chute, Erskine MFG Model # 2418
- (1)-Kline Tool Tire Inflation Cage, Model T106, #36006
- (1)-Industrial Metal Band Saw
- (1)-Three-point hitch Spring Rake

Golf

- (8)-2016 Southwest Synthetic Turf range mats
- (3000) Dozen Pinnacle range golf balls
- (1)-2003 Toro 3020 Sand Pro, Model # 08885, Serial # 230000549
- (1)-2009 Kawasaki String Trimmer, Model # KGT27A-A1, Serial # 1020165
- (1)-2009 Kawasaki String Trimmer, Model #KGT27B-A1, Serial # 1004139

Administration/IT

- (1)-Fax machine, Konica Minolta/7218, Serial #28HE01695
- (1)-Firewall, Cisco/ASA 5505, Serial #JMX154442D8
- (1)-Thin Client Wyse/V10L WTOS 800M, Serial # 6WODJ101198
- (1)-1Switch, Linksys/SRW208MP, Serial # RMX00J700115 GPB3256 MM
- (1)-Web Filter, Barracuda/BYF210a, Serial # BAR-YF-328689
- (1)-Access Point, Cisco/Aironet 1130AG, Serial # FTX1642N1HN
- (1)-Access Point, Cisco/Aironet 1130AG, Serial # FTX1642N1HK
- (1)-Access Point, Cisco/Aironet 1130AG, Serial # FTX1536N1BS
- (1)-Access Point, Cisco/Aironet 1130AG, Serial # FTX1642N1HJ
- (1)-Access Point, Cisco/Aironet 1310G, Serial # FTX1411UOAW

NORTHBROOK PARK DISTRICT

- (1)-Access Point, Cisco/Aironet 1310G, Serial # FTX1411UOAT
- (1)-Access Point, Cisco/Aironet 2600, Serial # FTX1733J1F5
- (1)-Power Injector, Cisco/Aironet Power Injector LR2, Serial # FOC1407J07H
- (1)-Power Injector, Cisco/Aironet Power Injector LR2, Serial # FOC1407J0V1
- (1)-Thin Client, Wyse/C10LE WTOS 1G, Serial # 2EKDM104477
- (1)-Printer, HP/Deskjet 6988, Serial # CB055A-003
- (1)-Printer, Japan CBM/CT-300, Serial # 03X1042
- (1)-Phone, Premier/2500+ACCESS+M, Serial # W204A015537
- (1)-Phone, Cortelco 2500-VBA20M, Serial # 250047-VBA-20M
- (1)-Barcode Scanner, Orbit/MS7120, Serial # 2S 12 08 0563
- (1)-KVM, IOGear, GCS632UW6 Serial # Z3D2G009D1S0124
- (1)-Fax, Panasonic UF-770, Serial # 1971100038
- (1)-UPS Tripp Lite, OMNI650LCD, Serial # 2449EVHOM808300398
- (1)-Printer, HP/LaserJet CM2320, Serial # CNB996CB4N
- (1)-Monitor, LG, Flatron W1934S-BN, Serial # 902UXFV0N187
- (1)-Monitor, ViewSonic/VS13698, Serial # S9Y121741595
- (1)-Monitor, DELL/1908WFPf
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112800890
- (1)-Monitor, ViewSonic/VA1903wmb, Serial # R72092000630
- (1)-Monitor, ViewSonic/VX1932WM-LED, Serial # RML104500874
- (1)-Monitor, eMachines/E181HV Serial # ETQ3008001004013EB4217
- (1)-Monitor, HP/P2013, Serial # CQ3501BJ2
- (1)-Monitor, ViewSonic/VX1932WM-LED, Serial # RML104500372
- (1)-Monitor, ASUS/VW199, Serial # FSLMTF058517
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- (1)-Monitor, eMachines/E181HV, Serial # ETQ3008001004013E04217
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112800450
- (1)-Monitor, i-inc/IF191A, Serial # 938PP1NA00471
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112402910
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112800835
- (1)-Monitor, ViewSonic/VA1931wm, Serial # S9Y121741605
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112500418
- (1)-Monitor, AOC/2036S, Serial # Q81A2HA164448
- (1)-Monitor, i-inc/IF191A, Serial # 938PP1NA00470
- (1)-Monitor, ViewSonic/VA1906a, Serial # SN4112403370
- (1)-Printer, HP/LaserJet P2035, Serial # CNB9R82352
- (1)-Desktop, DELL/XPS, Serial # 94BCWH1
- (1)-Desktop, DELL/OptiPlex, Serial # 7SNZ9K1
- (1)-Desktop, DELL/OptiPlex 760, Serial # 3SNZ9K1
- (1)-Desktop, DELL/OptiPlex, serial # JSNZ9K1
- (1)-Desktop, DELL/OptiPlex 760, Serial # 7TNZ9K1
- (1)-Desktop, DELL/OptiPlex 380, Serial # GSP6CP1
- (1)-Desktop, DELL/OptiPlex 760, Serial # 6G05WH1
- (1)-Desktop, DELL/OptiPlex 760, Serial # FK615J1
- (1)-Desktop, DELL/OptiPlex, Serial # BTNZ9K1
- (1)-Printer HP/T1120PS 44" Plotter, Serial # MY91M1C02J
- (1)-Desktop, Dell/Optiplex 760, Serial # 8RNZ9K1
- (1)-Desktop, Dell/Optiplex 760, Serial # 5TNZ9k1
- (1)-Desktop, Dell/Optiplex 760, Serial # GSNZ9K1
- (1)-Desktop, Dell/Optiplex 760, Serial # GGQ5WH1
- (1)-Desktop, Dell/Optiplex 380, Serial # GSNZBP1
- (1)-Desktop, Dell/Optiplex 380, Serial # GSP2CP1

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- (1)-Desktop, Dell/Optiplex 330, Serial # 28w15G1
- (1)-Network Switch, Cisco catalyst 3560 8 Port, Serial # FOC1105U0NU
- (1)-Network Switch, Cisco Catalyst 3560 24 Port, Serial # CAT0939N4VP
- (1)-Network Switch, Cisco Catalyst 3560 48 Port, Serial # CAT0934Z07Z
- (1)-Network Switch, Cisco Catalyst 3560 48 Port, Serial # CAT0917K0YC
- (1)-Network Switch, Cisco Catalyst 2960G 44 Port, Serial #FOC1316V3DR
- (1)-Network Switch, Cisco Catalyst 2960S 24 Port, Serial # FOC1447Z3U3
- (1)-Laptop, HP Elitebook / 8540W, Serial # CND0370SKW
- (1)-Laptop, HP Elitebook / 8570W, Serial # 5CB3480WXN
- (1)-Laptop, HP Elitebook / 8540W, Serial # CND0350MCM
- (1)-Laptop, HP Elitebook / 8540W, Serial # CND034170B
- (1)-Laptop, HP Elitebook / 8460P, Serial # CNV136493J
- (1)-Laptop,HP Elitebook / 8570P, Serial # 5CB4025NDJ

Background & Analysis:

Staff recommends that the equipment listed above be declared surplus Park District equipment to be sold, traded or discarded of whichever is the best method of disposal.

Motion:

The Parks and Properties Committee Chair moves to approve Surplus Ordinance 19-O-3, Park District Equipment to the Board for approval.

Pc: Molly Hamer, Executive Director

ORDINANCE NO. 19-O-3

NORTHBROOK PARK DISTRICT

**AN ORDINANCE DECLARING CERTAIN NORTHBROOK PARK DISTRICT
PERSONAL PROPERTY AS SURPLUS AND AUTHORIZING SALE OR DISPOSAL**

* * *

WHEREAS, the Northbrook Park District, Cook County, Illinois (the "District") has accumulated certain personal property (the "Property") which has been used for various park and recreation purposes including:

Parks

- (1)-1993 Wacker Compactor Plate, Model # VPA 1740 Serial # 697401175
- (1)-1993 Giant Vac Walk Behind Blower, Model and Serial # plate missing
- (100)- Samsonite, brown plastic folding chairs
- (1)- Delta Rockwell Drill Press, Series #15-655. Serial # 1557721
- (1)- Binks Super B Airless Paint Sprayer
- (1)- J-Line Brodhead-Garrett planer, Series #2148E
- (1)-Hild Floor Machine, Model VA, Serial # PS76671
- (2)-1994 Venture Lighting International, Dark Brown 2'x2'square light fixtures
- (4)-Siemens 200-amp 3 pole contactor, #CLH003
- (1)- Metro Tech Locator, Model # 810A, Serial # 029171
- (12)- Metal foldable garbage/recycling containers
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- (1)-Kline Tool Tire Inflation Cage, Model T106, #36006
- (1)-Industrial Metal Band Saw
- (1)-Three-point hitch Spring Rake

Golf

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Administration/IT

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WHEREAS, the District has determined that the Property is beyond its useful service life; and

WHEREAS, Section 8-22 of the Illinois Park District Code provides as follows:

“Whenever a park district owns any personal property that in the opinion of three fifths of the members of the board then holding office is no longer necessary, useful to, or for the best interests of the park district, three-fifths of the park board then holding office, at any regular meeting or at any special meeting called for that purpose, by ordinance, may authorize the conveyance or sale of the personal property in any manner that they may designate, with or without advertising the sale”; and

WHEREAS, this ordinance is being considered at a regular meeting of the Board of Park Commissioners of the District.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE NORTHBROOK PARK DISTRICT AS FOLLOWS:

Section 1. It is hereby found and determined by the Board of Park Commissioners that the Property is no longer necessary, useful to, or for the best interest of the District.

Section 2. That the District hereby authorizes staff to sell, trade, transfer, donate or convey the Property as follows:

Parks

- (1)-1993 Wacker Compactor Plate, Model # VPA 1740 Serial # 697401175
- (1)-1993 Giant Vac Walk Behind Blower, Model and Serial # plate missing
- (100)- Samsonite, brown plastic folding chairs
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- (1)-Laptop, HP Elitebook / 8460P, Serial # CNV136493J
- (1)-Laptop, HP Elitebook / 8570P, Serial # 5CB4025NDJ

Section 3. The Property shall be conveyed in “as is condition” without any warranties, express or implied at the time the benefactor takes possession of the Property.

Section 4. This Ordinance shall be effective immediately upon passage and approval by a three-fifths majority of the members of this Board of Park Commissioners.

Section 5. All prior ordinances, resolutions, motions, orders or policies in conflict herewith, be and the same hereby are, repealed to the extent the conflict herewith.

Section 6. If any clause or provision of this Ordinance shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.

PASSED: This 24th day of April 2019

APPROVED: This 24th day of April 2019

RECORDED: This 24th day of April 2019

VOTES: Ayes: Nays:

Absents:

ATTEST:

Secretary, Board of Park Commissioners
Northbrook Park District
Cook County, Illinois

President, Board of Park Commissioners
Northbrook Park District
Cook County, Illinois

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

I, MOLLY HAMER, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Northbrook Park District and of the Board of Park Commissioners of the Northbrook Park District; and that I have access to and am custodian of the official Minutes of the Meetings of the Board of Park Commissioners and of the Northbrook Park District.

I DO FUTHER CERTIFY that the above and foregoing is a true and correct copy (duplicate) of a certain Ordinance entitled:

ORDINANCE NO. 19-O-3

NORTHBROOK PARK DISTRICT

**AN ORDINANCE DECLARING CERTAIN NORTHBROOK PARK DISTRICT
PERSONAL PROPERTY AS SURPLUS AND AUTHORIZING SALE OR DISPOSAL**

That the foregoing was passed by the Board of Park Commissioners of said Northbrook Park District on the 24th day of April, 2019, and was on the same day executed by the President; that it was filed and recorded in the office of the Secretary of the Northbrook Park District, of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Northbrook Park District this 24th day of April 2019.

Secretary
Northbrook Park District
Cook County, Illinois

(SEAL)



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: 4/17.19 Consider Renewal of the Custodial Services – Various Locations, Bid #2148
Date: April 12, 2019

Staff Recommendation:

Staff recommends the renewal of the Agreement for the base bid Year 2 and Year 3 for Custodial Services – Various Locations in the amount of \$30,072.80 each year from Eco-Clean Maintenance, Inc. of Elmhurst, Illinois.

Background and Analysis:

Eco-Clean Maintenance Inc. has successfully completed the first year of their contract. Staff is now recommending that the District approve our Year 2 and 3 options for their custodial services.

Contracted custodial services have been incorporated at the Joe Doud Administration Building, Meadowhill Aquatic Center, Sportsman’s Country Club Clubhouse and Golf Maintenance Buildings for the base bid. The alternate bid was for Village Green, which will not be accepted. Eco-Clean has provided service in the past and is managed closely by staff.

Seven contractors attended the mandatory pre-bid meeting with two submitting the bids listed below in February 2018.

Company	Base Year 1 Completed	Year 2 Option	Year 3 Option	Total Aggregate
Eco-Clean Maintenance, Inc Elmhurst, IL	\$30,072.80	\$30,072.80	\$30,072.80	\$90,218.40
Alternate Bid #1 Village Green	\$6,800.00	\$6,800.00	\$6,800.00	\$20,400.00
Multisystem Management Company Elk Grove Village, IL	\$34,365.00	\$34,365.00	\$34,365.00	\$103,095.00
Alternate Bid #1 Village Green	\$5,800.00	\$5,800.00	\$5,800.00	\$17,400.00

Explanation:

1. Budgeted Cost: Varies per facility
2. Budgeted Source: 2019 and 2020 Operating Budgets – Various
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the renewal of the Custodial Services – Various Locations Agreement for \$30,072.80 in Year 2 and \$30,072.80 in Year 3 from Eco-Clean Maintenance, Inc. of Elmhurst, Illinois to the full Board for approval.

Pc: Molly Hamer, Executive Director