



Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

## Parks and Properties Committee Meeting

September 11, 2019

6:30pm 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  
9/11.31 Parks and Properties Committee Meeting of August 19, 2019
- IV. Informational Items / Verbal Updates
- V. Unfinished Business
- VI. New Business  
9/11.32 Consider Activity Center Commissioning Proposal  
9/11.33 Reject Recreation Guide Printing, Bid #2172  
9/11.34 Reject Batting Cage Netting Replacement, Bid #2173
- VII. Next Meeting – October 16, 2019 at 6:30pm 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, The Northbrook Tower, Village of Northbrook,  
Posted on Park District Website: [nbparks.org](http://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](mailto: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.



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: VI. 9/11.32 Consider Professional Services Contract Activity Center Commissioning  
Date: September 6, 2019

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## **Staff Recommendation:**

Staff recommends the approval of the Professional Services Contract for the Activity Center building systems commissioning and 18-month building systems monitoring with Aero Building Solutions of Franklin Park, Illinois for a lump sum fee for services not to exceed \$116,540.00.

## **Background & Analysis:**

With the acceptance of the Illinois Clean Energy Community Foundation Net Zero grant, 40% of the grant reimbursement is for the successful 12-month demonstration that the building systems are indeed operating effectively and at an annual net zero energy consumption. Upon the recommendation of our architect, Wight & Company, the District has sought out an engineering firm that will assist in developing and implementing a commissioning plan in addition to the development and administration of the building system monitoring program.

## **Project timeline:**

- Begins September 2019
- Occupancy estimated for October 2020
- End of monitoring period (estimated 18-months after occupancy) April 2022.

Staff had Wight & Company assist in evaluating the four proposals and found Aero Building Solutions as the most qualified. No other firm has the ongoing monitoring for net zero projects. In addition, their project approach is very detailed and reflective of their understanding of the needs of commissioning this building, positioning it for an efficient turnover to monitoring during the performance period, trouble shooting to optimize the performance of the building and participating in the training of staff in the management of the building.

The other three engineering firms were Edison Energy of Chicago, Illinois; Priority Energy of Omaha, Nebraska; and Farnsworth of Lisle, Illinois.

## **Explanation:**

1. Budgeted Cost: \$12,000,000
2. Budget Source: 2018-20 Capital Improvement Plan
3. Public / Customer Impact: Assistance in meeting the operating requirement for the Net Zero Grant
4. Legal Requirement: None

# NORTHBROOK PARK DISTRICT

**Motion:**

The Parks and Properties Committee Chair moves to approve the contract for professional services with Aero Building Solutions of Franklin Park, Illinois for building systems commissioning and monitoring services in the amount of \$116,540.00 to the full Board for approval.

**Pc:** Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: 9/11.33 Reject Recreation Guide Printing, Bid #2172  
Date: September 6, 2019

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**Staff Recommendation:**

With errors in the received bids, staff recommends the rejection of all bids and to rebid Recreation Guide Printing later this year.

**Background & Analysis:**

The bid amount includes an entire year of printing four seasonal Recreation Guides beginning with the Winter 2019-20. The price includes proofs, printing of 17,500 guides per quarter, bindery, freight and delivery of guides to the Northbrook Park District Administration Building and the Northbrook Post Office.

Five contractors submitted the bids listed below.

Bidder	Base Bid: 2019-2020	Optional Renewal Year 1: 2020-2021	Optional Renewal Year 2: 2021-2022
Action Printing N6637 Rolling Meadows Drive Fond du Lac, WI 54937	\$44,684.00	N/A	N/A
Indiana Printing and Publishing Company, Inc. 118 Greenview Dr. Indiana, PA 15701	\$54,544.00	\$55,360.00	\$56,192.00
John S. Swift Co., Inc. 999 Commerce Court Buffalo Grove, IL 60089	\$55,412.00	\$56,520.00	\$58,848.00
Creekside Printing 2439 N. Janssen Ave. Chicago, IL 60614	\$68,764.00	\$70,140.00	\$71,544.00
FCL Graphics, Incorporated 4600 N. Olcott Ave. Harwood Heights, IL 60706	\$78,000.00	\$80,000.00	\$82,000.00

Staff will be contacting the bidders and asking them to be diligent in providing all the necessary bid documents when we rebid this project.

**Explanation:**

1. Budgeted Cost: Annual printing of Park District Guides
2. Budget Source: 2019-20 Marketing and Communication Budget

# NORTHBROOK PARK DISTRICT

3. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to reject all bids for Recreation Guide Printing, Bid #2172 to the full Board for rejection.

**Pc:** Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: 9/11.34 Reject Batting Cage Netting Replacement, Bid #2173  
Date: September 6, 2019

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## Staff Recommendation:

With the errors in the received bids, staff recommends the rejection of all bids and to rebid Batting Cage Netting Replacement later this year.

## Background & Analysis:

Our batting cages comprise of three sets of nets, the vertical or side nets, the cage bay nets and the canopy or top nets. This project is to include the removal and replacement of the existing vertical and cage bay netting. The existing canopy netting was replaced in 2015 and will remain.

Two contractors submitted the bids listed below.

Bidder	Total Bid
Midwest Netting Solutions, LLC 2009 Johns Drive Glenview, IL 60025	\$19,750.00
National Sports Nets, LLC 7700 W. 79 <sup>th</sup> Street, Suite 101 Bridgeview, IL 60455	\$39,618.00

Staff will be contacting the bidders and asking them to be diligent in providing all the necessary bid documents when we rebid this project.

## Explanation:

1. Budgeted Cost: \$26,500
2. Budget Source: 2019 Capital Improvement Plan: 1053-6505-TPPF03-19
3. Legal Requirement: None

## Motion:

The Parks and Properties Committee Chair moves to reject all bids for Batting Cage Netting Replacement, Bid #2173 to the full Board for approval.

Pc: Molly Hamer, Executive Director