



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

## Parks and Properties Committee Meeting

May 19, 2020

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

The Northbrook Park District Board of Commissioners will hold virtual Committee Meetings on Tuesday, May 19 starting at 5:30pm. Community members wishing to respectfully share thoughts about any matter concerning the Northbrook Park District may do so by submitting an email to Wendy Peterson at [wpeterson@nbparks.org](mailto:wpeterson@nbparks.org) by 4pm, Tuesday, May 19. Emails received will be read aloud during the Recognition of Visitors. We ask that you keep your emailed response to under 200 words to allow time for others to be heard and for the Board to progress through the public meeting agenda. The Board typically does not immediately respond to public comments or engage in open dialogue, but we are of course actively listening to your comments. If follow up communication is necessary, a Northbrook Park District staff member will contact you within two business days. Thank you for your understanding of these guidelines.

If you wish to listen to the Regular Board meeting, provisions have been made to join via conference call. Please contact Wendy Peterson at [wpeterson@nbparks.org](mailto:wpeterson@nbparks.org) or 847-897-6106 for instructions.

### AGENDA

- I. Call to Order—Chair Chambers; Members Chalem and Ziering
- II. Recognition of Visitors
- III. Approval of Minutes  
5/19.20 Parks and Properties Committee Meeting of April 13, 2020
- IV. Informational Items / Verbal Updates
  - A. Activity Center Change Orders and Update
  - B. Tennis Update
- V. Unfinished Business  
5/19.21 Review of Oaklane Park Final Concept Plan
- VI. New Business  
5/19.22 Consider Joint Tree Pruning Agreement  
5/19.23 Consider Request to Withdraw of Bid Hard Court Repair, Bid #2182  
5/19.24 Consider Purchase of Activity Center Fitness Equipment  
5/19.25 Consider Cell Tower Lease Extension
- VII. Next Meeting – June 17, 2020 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, Daily Herald, 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: 5/19.22 Consider Tree Pruning Agreement  
Date: May 15, 2020

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**Staff Recommendation:**

Staff recommends the approval of the bid for Tree Pruning and Removals from Advanced Tree Care of Lincolnshire, Illinois for a total of \$28,300.

**Background and Analysis:**

Since 2010 the Village of Northbrook and the Park District have had a joint tree pruning and removal contract with various tree contractors. Bidding our tree pruning service jointly allows both organizations the opportunity to receive better pricing as the contractor is bidding on a larger number of trees.

Our latest contract with Nels Johnson has expired and the Village released the project for bidding. The bid was broken out into two sections, Village of Northbrook and Northbrook Park District, and was made up of five (5) tree size categories. This is a 1-year contract from May 1, 2020 to April 30, 2021 with the option to renew 4 additional years if agreeable to both parties. There is no obligation to extend the contract beyond the initial year.

See attached Bid Tabulation.

**Explanation:**

1. Budgeted Cost:
2. Budgeted Source: 2021 Operations Funds
3. Public/Customer Impact: Dead tree removal and selective pruning results in customer safety
4. Legal Requirement: None

**Motion:**

Staff recommends that the bid from Advanced Tree Care of Lincolnshire, Illinois in the amount not to exceed \$28,300 for fiscal year 2021 be moved to the full Board for approval.

Pc: Molly Hamer, Executive Director

Village of Northbrook  
Tree Trimming Bid Tabulation  
April 20th, 2020 - 10:00 a.m.

Company	Trimming Class A 400 Trees	Trimming Class B 650 Trees	Trimming Class C 550 Trees	Trimming Class D 150 Trees	Trimming Class E 25 Trees	Trimming Totals 1775 Trees
Advanced Tree Care 600 Industrial Dr. Lincolnshire, IL 60069	\$12/\$4,800	\$30/\$19,500	\$50/\$27,500	\$70/\$10,500	\$120/\$3,000	\$65,300
Kinnucan 28877 Nagel Ct. Lake Bluff, IL 60044	\$20/\$8,000	\$30/\$19,500	\$65/\$35,750	\$115/\$17,250	\$170/\$4,250	\$84,750
Nels Johnson Tree Experts 912 Pittner Ave. Evanston, IL 60202	\$20/\$8,000	\$55/\$35,750	\$95/\$52,250	\$120/\$18,000	\$195/\$4,875	\$118,875
Sunrise Tree Care 110 Midlothian Rd. Hawthorn Woods, IL 60047	NO	BID				
Save-A-Tree 3520 Commercial Ave. Northbrook, IL 60062	\$25.20/ \$10,080	\$28/\$18,200	\$56/\$30,800	\$84/\$12,600	\$126/\$3,150	\$74,830
Winkler's Tree Service P.O. Box 1154 LaGrange Park, IL 60526	\$15/\$6,000	\$49/\$31,850	\$96/\$52,800	\$96/\$14,400	\$96/\$2,400	\$107,450

Northbrook Park District  
Tree Trimming Bid Tabulation  
April 20th, 2020 - 10:00 a.m.

Company	Trimming Class A 130 Trees	Trimming Class B 300 Trees	Trimming Class C 125 Trees	Trimming Class D 40 Trees	Trimming Class E 10 Tree	Trimming Totals 605 Trees
Advanced Tree Care 600 Industrial Dr. Lincolnshire, IL 60069	\$30/\$3,900	\$40/\$12,000	\$60/\$7,500	\$90/\$3,600	\$130/\$1,300	\$28,300
Kinnucan 28877 Nagel Ct. Lake Bluff, IL 60044	\$20/\$2,600	\$35/\$10,500	\$70/\$8,750	\$120/\$4,800	\$180/\$1,800	\$28,450
Nels Johnson Tree Experts 912 Pittner Ave. Evanston, IL 60202	\$20/\$2,600	\$55/\$16,500	\$95/\$11,875	\$120/\$4,800	\$195/\$1,950	\$37,725
Sunrise Tree Care 110 Midlothian Rd. Hawthorn Woods, IL 60047	NO	BID				
Save-A-Tree 3520 Commercial Ave. Northbrook, IL 60062	\$25.20/ \$3,276	\$28/\$8,400	\$56/\$7,000	\$84/\$3,360	\$126/\$1,260	\$23,296
Winkler's Tree Service P.O. Box 1154 LaGrange Park, IL 60526	\$15/\$1,950	\$49/\$14,700	\$96/\$12,000	\$96/\$3,840	\$96/\$960	\$33,450

Village of Northbrook &  
Northbrook Park District  
Tree Trimming Bid Tabulation - Total  
April 20th, 2020 - 10:00 a.m.

Company	Total Bid for Tree Trimming for Village and Park District
Advanced Tree Care 600 Industrial Dr. Lincolnshire, IL 60069	\$93,600
Kinnucan 28877 Nagel Ct. Lake Bluff, IL 60044	\$113,200
Nels Johnson Tree Experts 912 Pittner Ave. Evanston, IL 60202	\$156,600
Sunrise Tree Care 110 Midlothian Rd. Hawthorn Woods, IL 60047	NO BID
Save-A-Tree 3520 Commercial Ave. Northbrook, IL 60062	\$98,126
Winkler's Tree Service P.O. Box 1154 LaGrange Park, IL 60526	\$140,900



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: 5/19.23 Consider Request to Withdraw of Bid Hard Court Repair, Bid #2182  
Date: May 15, 2020

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## Staff Recommendation:

With the guidance of legal counsel, staff recommends the approval of the Request to Withdraw bid submitted and approved by American Sealcoating of Indiana, Inc. due to the inability to provide required insurance coverages. See attached letter from the contractor (Exhibit A).

## Background & Analysis:

This project was to include the preparation, crack repair with Armor patching, color coating and line painting at Greenview Park basketball court and Meadowhill Park basketball court.

Three contractors submitted bids that are listed below. Due to deferment of many projects, staff recommends reducing the project to Meadowhill Park basketball court due to its current condition. New quotes will be obtained for this work.

Company	Base Bid Greenview Basketball	Base Bid Meadowhill Basketball	Total Base Bid	Alternate 1 Basketball Goals
American Sealcoating of Indiana, Inc. Michigan City, IN	\$5,800.00	\$10,050.00	\$15,850.00	\$9,950.00
MCH Sports Surfaces, INC. Hanover Park, IL	\$11,100.00	\$5,000.00	\$16,100.00	\$7,650.00
U.S. Tennis Court Construction Co. Lockport, IL	\$11,800.00	\$5,750.00	\$17,550.00	\$5,365.00

## Explanation:

1. Budgeted Cost: \$18,500.00
2. Budget Source: 2020 Capital Improvement Plan – (\$18,500) Project Number 1050-6505-PARKS14-20
3. Legal Requirement: None

## Motion:

The Parks and Properties Committee Chair moves to approve the Request to Withdraw of the bid from American Sealcoating of Indiana, Inc. of Michigan City, Indiana to the full Board for approval.

Pc: Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
 From: Eileen Loftus, Director of Recreation  
 Meri Shea, Activity Center Manager  
 Kris Scharp, Parks Operations Specialist  
 Agenda Item: 5/19.24 Consider Activity Center Fitness Equipment  
 Date: May 15, 2020

**Staff Recommendation:**

Staff recommends approval to purchase the Activity Center fitness equipment through Sourcewell (formerly National Joint Powers Alliance) from the area sales representatives of Direct Fitness Solutions of Mundelein, Illinois and LifeFitness of Forest Park, Illinois. Staff also recommends approval to purchase Climbmills through National Cooperative Purchase Alliance (NCPA) from the area sales representative of Matrix of Cottage Grove, Wisconsin.

**Background & Analysis:**

**Direct Fitness Solutions**

The purchase and installation recommendation for Direct Fitness Solutions consists of cardio (\$218,255) and strength equipment (\$108,459.50) for the fitness floor including the following items:

Direct Fitness Solutions – Fitness Floor		
Cardio Machines	Strength Machines	Weights
12 Precor Treadmills	<b>Precor Resolute Series Equipment:</b>	<b>Precor Plate Loaded Equipment:</b>
6 Precor Ellipticals	Inner Thigh	Half Rack
2 Precor Adaptive Motion Trainers	Outer Thigh	Angled Leg Press
3 Precor Recumbent Bikes	Abdominal Crunch	Smith Machine
3 Precor Upright Bikes	Shoulder Press	Curl Bar
2 Model D Rowers	Leg Extension	Olympic Bar
2 Assault Bikes	Seated Leg Curl	74 Olympic Plates
9 Stages Cycles	Tricep Extension	<b>TAG Fitness:</b>
1 SciFit Accessible - Upper Body	Lat Pull Down	Preacher Curl Bench
1 NuStep Accessible - Lower Body	Chest Press	Adjustable Decline Bench
	Rear Delt/Pec Fly	Multipurpose Bench
	Seated Row	Flat Bench
	Leg Press	Olympic Flat Bench
	Bicep Curl	4 Multi-adjustable Benches
	Precor Functional Strength Trainer w/Cross Over Adjustable Pulleys, Dip Chin Assist	Dumbbells (multiple sizes)

# NORTHBROOK PARK DISTRICT

Staff also recommends the purchase of an extended warranty for \$13,600 that includes 3-years for parts and 3-year for service of all cardio pieces. Cardio equipment typically lasts 7-10 years with proper maintenance and consideration of usage and wear and tear of each piece.

## LifeFitness

The purchase and installation recommendation for LifeFitness fitness studio equipment, LifeFitness and Hammer Strength equipment for the fitness floor, and equipment for the stretching area, studios and fitness floor (\$56,776.53) includes the following items:

LifeFitness		
Studio Equipment	Studio & Fitness Floor	Stretching Area
Bosu Balls Pro Balance Trainer	Bosu Balls Pro Balance Trainers	Accessory Racks
Dumbbells	Stability Balls	Stability Balls
Kettlebells	Steps	Kettlebells
Stability Balls	Powerbands	Mats
Steps with Risers	Hammer Dumbbells	Foam Rollers
Plates	Wall Balls	Resistance Tubes
Barbells	Hammer Slam Bags	
Mats	Loop Bands	
Medicine Balls	Signature Leg Raise	
Resistance Tubes	Synergy 180 Storage/Wall Unit	
Foam Rollers	Medicine Balls	
	TRX Suspension Trainers	
	Heavy Bag	
	Jump Ropes	
	Kettlebells	
	Studio Decks	
	Battle Ropes	

## Matrix

The purchase and installation recommendation for Matrix includes 3 Climbmills for \$19,800. Staff also recommends the purchase of an extended warranty for \$1,350 which is \$450 per Climbmill to extend parts and labor for an additional 2 years for a total of 5 years.

## Summary of Purchases

Company	Base Pricing	Warranty	Total
<b>Direct Fitness Solutions</b>			
Cardio Equipment	\$218,255.00	\$13,600.00	\$231,855.00
Strength Equipment	\$108,459.50	included	\$108,459.50
<b>LifeFitness</b>			
Strength Equipment	\$56,776.53	included	\$56,776.53
<b>Matrix</b>			
Climbmills	\$19,800.00	\$1,350.00	\$21,150.00
<b>Total</b>			<b>\$418,241.03</b>

# NORTHBROOK PARK DISTRICT

Sourcewell and NCPA are purchasing co-ops that have completed the bidding process already (similar to the state purchase agreement). Legal counsel has reviewed and approved the Direct Fitness Solutions, LifeFitness and Matrix contracts.

**Explanation:**

1. Estimated Soft Cost: \$361,000
2. Budget Source: 2020 Capital Improvement Plan – Project Number 1053-6510-PARKS01-18
3. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to approve the purchase of the Activity Center fitness equipment in the amount of \$418,241.03 from Direct Fitness Solutions of Mundelein, Illinois and LifeFitness of Forest Park, Illinois through Sourcewell and Matrix Equipment of Cottage Grove, Wisconsin through the National Cooperative Purchase Alliance.

**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: 5/19.25 Consider Cell Tower Lease Extension  
Date: May 15, 2020

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## Background

The PSC PrimeCo, L.P. cell tower lease will expire September 28, 2020 and they have been notified that we were not renewing any of our cell tower leases.

Nicole Karas was contacted by PSC PrimeCo, L.P. and was asked if the Park District would be willing to extend the cell tower lease for another 6 months. PSC PrimeCo, L.P. has been negotiating with the Village of Northbrook and the selected site needs to clear some zoning issues. In case these issues cannot be overcome in the next few weeks, PSC PrimeCo, L.P. is looking for a short-term extension to allow them more time to negotiate and construct the new tower. At this time, Nicole had only received this communication through a phone call. She has asked that they provide a written proposal.

Staff is looking for consensus to pursue negotiations and then will report back to the Committee.

**Pc:** Molly Hamer, Executive Director