



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

Golf Operations Committee Meeting

February 15, 2021

5:45pm or immediately following the Administration and Finance Committee Meeting
Joe Doud Administration Building, 545 Academy Drive

The Northbrook Park District Board of Commissioners will offer a hybrid option to attend the Committee Meeting on Monday, February 15 starting at 5:30pm. If you wish to attend electronically, provisions have been made to join via Zoom. Please contact Wendy Peterson at wpeterson@nbparks.org or 847-897-6106 by 4pm, Monday, February 15 to request login information. For those who wish to attend in-person, Commissioners and staff will be meeting in the Joe Doud Administration Building, 545 Academy Drive. CDC guidelines will be followed, and a face covering is required. Community members wishing to respectfully share thoughts about any matter concerning the Northbrook Park District may do so during Recognition of Visitors. 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.

AGENDA

- I. Call to Order – Chair Ziering; Members Randel and Schyman
- II. Recognition of Visitors
- III. Approval of Meeting Minutes
2/15.3 Golf Operations Committee Meeting of January 18, 2021
- IV. Informational Items/Verbal Updates
 - A. Heritage Oaks Golf Club Clubhouse and Site Work Change Orders
 - B. Project Update
- V. Unfinished Business
- VI. New Business
2/15.4 Consider Approval of Clubhouse Furniture, Furnishings and Equipment, Bid #2191
- VII. Old Business
- VIII. Next Meeting – March 15, 2021 at 5:45pm or immediately following the Administration and Finance Committee Meeting, Joe Doud Administration Building, 545 Academy Drive
- IX. 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

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.



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MEMORANDUM

To: Golf Operations Committee
From: Greg Baron, Director of Golf Operations
Kris Scharp, Specialist
Agenda Item: VI. 2/15.4 Consider Northbrook Park District Clubhouse Furniture, Furnishings and Equipment, Bid #2191
Date: February 12, 2021

Staff Recommendation:

Staff recommends the approval of the Northbrook Park District Clubhouse Furniture, Furnishings and Equipment base bid in the amount of \$246,640.74 from Office Revolution of Chicago, Illinois.

Background & Analysis:

This project is the purchase of new furniture for the clubhouse golf shop, lobby, flex space, restaurant, simulator room and the terrace.

Four companies submitted a bid and are listed below.

Bidder	Base Bid
Office Revolution 905 S. Menard Avenue Chicago, IL 60644	\$246,640.74
Henricksen's 1101 W Thorndale Avenue Itasca, IL 60143	\$254,001.13
Interiors for Business, Inc. 409 N. River Street Batavia, IL 60510	\$265,526.66
Forward Space 222 Merchandise Mart Plaza, Suite 614 Chicago, IL 60654	\$275,572.91

RATIO has worked with Office Revolution in the past and the references contacted expressed having a positive experience. The references contacted include the Chicago Blackhawks, the American Association of Endodontists and GNP Realty Partners.

Explanation:

1. Budgeted Cost: \$270,000
2. Budget Source: 2021 Capital Improvement Plan – Project Number 1051-6505-GSCC01-2018
3. Legal Requirement: None

NORTHBROOK PARK DISTRICT

Motion:

The Golf Operations Committee Chair moves to approve the Northbrook Park District Clubhouse Furniture, Furnishings and Equipment, Bid #2191 for \$246,640.74 from Office Revolution of Chicago, Illinois, to the full Board for approval.

Pc: Molly Hamer, Executive Director