



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

Parks and Properties Committee Meeting

October 18, 2022

6:30pm

Joe Doud Administration Building, 545 Academy Drive

AGENDA

- I. Call to Order—Chair Curin; Members Goodman and Simon
- II. Recognition of Visitors
- III. Approval of Meeting Minutes
10/18.41 Parks and Properties Committee Meeting of September 12, 2022
- IV. Informational Items / Verbal Updates
 - A. Licensed Fleet Vehicle Analysis
 - B. Meadowhill Aquatic Center Update
 - C. 2023 Board Workshop: Envision and Prioritize
 - D. 2022 CIP Project – Trail Through Time
 - E. West Park Update
- V. New Business
10/18.42 Consider Irrigation Pump Station Replacements, Bid #2236
10/18.43 Consider Contract Tree Maintenance Services, Bid #2231
10/18.44 Consider Contract Mowing Service Northeast, Bid #2232
10/18.45 Consider Contract Mowing Service Southwest, Bid #2233
10/18.46 Consider Landscape Maintenance Services, Bid #2234
10/18.47 Consider Natural Area Management, Bid #2235
- VI. Old Business
- VII. Next Meeting – November 14, 2022 at 6:30pm, 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

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: Parks and Properties Committee
 From: Chris Leiner, Director of Parks & Properties
 Agenda Item: 10/18.42 Consider Irrigation Pump and Controls Replacement, Bid #2236
 Date: October 14, 2022

Staff Recommendation:

Staff recommends the approval of the Irrigation Pump and Controls Replacement, Bid #2236 for the Total Base Bid and Alternate #3 for the replacement of the Heritage Oaks Classic 18 Irrigation Pump and Controller, Anetsberger Golf Course and Techny Prairie Park and Fields Irrigation Pump and Controller, Heritage Oaks Legacy 9 Irrigation Pump Controller only, and the connection of the Heritage Oaks Golf Club Well Pump station to the Classic 18 Controller, in the amount of \$643,011.00 from Liebold Irrigation, Inc. of East Dubuque, Illinois.

Background & Analysis:

As previously discussed, the irrigation pumps and controllers that service the Heritage Oaks Classic 18 and the Anetsberger Golf Course and Techny Prairie Park and Fields are at the end of their useful life and require replacement. In addition, the irrigation pump controller that services the Heritage Oaks Legacy 9 is nearing the end of its useful life and replacement is being recommended to capture economy of scale.

The District received one bid for this project.

Bidder	Total Base Bid - HOGC Classic 18: Irrigation Pump Station (Pump & Controller Replacement)	Total Base Bid - Anets GC/TPPF Irrigation Pump Station (Pump & Controller Replacement)	Total Base Bid - HOGC Legacy 9: Irrigation Pump Station (Controller Replacement)	Lump Sum of All Base Bids	Alternate #1 - HOGC Classic 18: Plywood Access Road Protection	Alternate #2 - HOGC Classic 18: Replacement of Lake Intake Screen	Alternate #3 - HOGC Classic 18: Hook Up Well Controls to Pump Station	Alternate #2 - Anets GC/TPPF: Plywood Access Road Protection
Leibold Irrigation, Inc. 18950 County Hwy 5 West East Dubuque, IL 61025	\$336,500.00	\$265,811.00	\$39,550.00	\$641,861.00	\$9,500.00	\$10,250.00	\$1,150.00	\$3,500.00

The lowest qualified bidder, Liebold Irrigation, Inc. has previously performed maintenance of the District’s irrigation systems in a satisfactory manner. Liebold Irrigation, Inc. has experience in this work, recently replacing the pump station and controller for the Deerfield Park District. Saff at Deerfield Park District provided a positive reference.

Explanation:

- Budgeted Cost: NA
- Budget Source: 2023 Capital Improvement Plan – Project numbers pending

NORTHBROOK PARK DISTRICT

Motion:

The Parks and Properties Committee Chair moves to approve the Irrigation Pump and Controls Replacement, Bid #2236 for the Total Base Bid and Alternate #3 for the replacement of Heritage Oaks Classic 18 Irrigation Pump and Controller, Anetsberger Golf Course and Techny Prairie Park and Fields Irrigation Pump and Controller, Heritage Oaks Legacy 9 Irrigation Pump Controller only, and the connection of the Heritage Oaks Golf Club Well Pump station to the Classic 18 Controller, in the amount of \$643,011.00 from Liebold Irrigation, Inc. of East Dubuque, Illinois to the full Board for approval.

Pc: Molly Hamer, Executive Director



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MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 10/18.43 Consider Contract Tree Maintenance Services, Bid #2231
Date: October 14, 2022

Staff Recommendation:

Staff recommends the approval of the three-year hourly rate schedule for Tree Maintenance Services, Bid #2231, from Nels Johnson SavATree of Evanston, Illinois. Staff further recommends allocating \$65,000 for tree maintenance performed by Nels Johnson SavATree through the remainder of 2022.

Background & Analysis:

Before this bid cycle, the District previously maintained two separate tree maintenance agreements. One agreement at Heritage Oaks Golf Club and another shared service agreement with the Village of Northbrook for tree pruning throughout the park system.

The Heritage Oaks Golf Club Tree Pruning, Bid #2216 was awarded to Nels Johnson SavATree and the award amount was below the threshold requiring Board approval. The shared service agreement between the Park District and the Village of Northbrook was awarded to Advantage Tree Care. The scope of work specified in the Nels Johnson SavATree agreement and the Advantage Tree Care agreements has been completed for 2022. Staff is not recommending renewing either agreement in its existing form.

The specifications for the two agreements were structured differently. The Heritage Oaks Golf Club Tree Pruning bid requires tree climbers to complete most of the pruning work. The contract is a unit cost agreement per tree.

The park system bid specifications were structured by the Village of Northbrook for their operational needs, and the specifications are that of a parkway pruning bid. Based on these specifications, the shared contract with the Village was not as effective for a significant amount of the park system which cannot be maintained via a bucket truck like the Village's tree inventory.

Due to the concerns with specifications in the park and golf tree contracts, staff opted to develop an hourly rate climber specification due to the nature of the work requested. The previous park and golf specifications requested unit costs per removal and tree pruned. This does not take into account the unique nature of the park system. Costs for maintaining a tree are different based on location. For example, the effort necessary to remove a tree from the top of the Wood Oaks sled hill is different from the parking lot adjacent to the same park.

The hourly rate bid structure allows for the contractor to charge a variable fee based on the actual time it takes to complete a task versus developing an inflated unit cost to cover hard-to-reach trees. Furthermore, by specifying climbing, staff is actively minimizing the root compaction of the tree inventory by keeping bucket trucks out of the parks as much as possible.

In short, the District is moving away from two separate agreements to an improved single agreement in use for the entire Park District.

NORTHBROOK PARK DISTRICT

The Park District received one bid for the specified hourly rate contract with climbers.

Bidder	Rates	10/1/22-9/30/23	10/1/23-9/30/24	10/1/24-9/30/25
Nels Johnson SavATree	Hourly rate per worker - Climber	\$85.00	\$87.50	\$90.00

The District has traditionally used contractors for larger-scale removals. At this time, the District has a backlog of large-diameter trees requiring removal that are beyond the Parks Division's ability to remove. This allocation will allow the District to move through the backlog of tree removal and pruning that has accumulated. The District currently has a backlog of approximately 75 trees of various sizes that are permitted and ready for removal.

Beyond that task, the additional funds would be used for as-needed smaller-scale removals and safety pruning. This contract would help offset the existing labor shortage as smaller removals and limited ground pruning have previously been completed in-house.

Staff expects to use the corresponding hourly rates to budget tree maintenance each fiscal year based on existing conditions that year.

The lowest qualified bidder Nels Johnson SavATree currently provides tree removal and pruning services at various locations throughout the District. The District has a long-term successful relationship with the contractor.

Explanation:

1. Budgeted Cost: NA
2. Budget Source: 2022 Operating Budget- 10-20-82-620-1102-5050

Motion:

The Parks and Properties Committee Chair moves to approve the three-year hourly rate contract for Tree Maintenance Service, Bid #2231, from Nels Johnson SavATree of Evanston, Illinois, to the full Board for approval.

Motion:

The Parks and Properties Committee Chair moves to approve a \$65,000 allocation of Grounds Department surplus wages to be expensed on tree maintenance to the full Board for approval.

Pc: Molly Hamer, Executive Director



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MEMORANDUM

To: Parks and Properties Committee
 From: Chris Leiner, Director of Parks and Properties
 Agenda Item: VI.10/18.44 Consider Northbrook Park District Contract Mowing Services – Northeast, Bid #2232
 Date: October 14, 2022

Staff Recommendation:

Staff recommends the approval of the Northbrook Park District Contract Mowing Services – Northeast, Bid #2232 base bid from Moore Landscapes, LLC of Northbrook, Illinois in the amount of \$178,857.96 for a three-year contract: Years 1 (2023), 2 (2024) and 3 (2025).

Background & Analysis:

The project will consist of the contractor providing weekly mowing service to the District's Northeast area consisting of Brees Park, Cedar Lane Lot A, Cedar Lane Tot Lot, Countryside Park, Crestwood Park, Dundee Fire House and Water Filtration, Engelhardt Park, Greenbriar School, Meadow Lane Tot Lot, Meadowbrook School, Oaklane Park, West Park and Northbrook Sports Center, Tower Rink, United Methodist Church soccer fields and Williamsburg Square Park.

The District received the following three Bids for this project:

Bidder	Base YR1 2023	Base YR2 2024	Base YR3 2025	Total Base Bid	Spring Clean- Up Total	Fall Mulching Total
Moore Landscapes, LLC 1869 Techny Road Northbrook, IL 60062	\$56,735.28	\$59,572.04	\$62,550.64	\$178,857.96	\$4,098.62	\$6,147.93
Milieu Design, LLC 525 Enterprise Parkway Lake Zurich, IL 60047	\$69,020.00	\$71,092.00	\$73,164.00	\$213,276.00	\$3,135.00	\$9,405.00
Brightview Landscapes, LLC 3490 Long Grove Road Long Grove, IL 60047	\$77,700.00	\$81,676.00	\$85,792.00	\$245,168.00	\$2,602.00	\$7,806.00

Moore Landscapes, LLC is currently the awarded contractor for the District’s central mowing region and 2023 will be the third and final year of that contract.

Explanation:

- Budgeted Cost: To be included in the 2023 Fiscal Year Budget
- Budget Source: 1102-5212 Operations Budgets

Motion:

The Parks and Properties Committee Chair moves to approve the Northbrook Park District Contract Mowing Services – Northeast, Bid #2232 to Moore Landscapes, LLC of Northbrook, Illinois for the total base bid of \$178,857.96 for three years to the full Board for approval.

Pc: Molly Hamer, Executive Director



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MEMORANDUM

To: Parks and Properties Committee
 From: Chris Leiner, Director of Parks and Properties
 Agenda Item: VI. 10/18.45 Consider Northbrook Park District Contract Mowing Services – Southwest, Bid #2233
 Date: October 14, 2022

Staff Recommendation:

Staff recommends the approval of the Northbrook Park District Contract Mowing Services – Southwest, Bid #2233 base bid from Milieu Design, LLC of Lake Zurich, Illinois in the amount of \$185,300.00 for a three-year contract: Years 1 (2023), 2 (2024, and 3 (2025).

Background & Analysis:

The project will consist of the contractor providing weekly mowing service to the District’s Southwest area consisting of Field Jr. High School, Floral Drive Park, Greenview Park, Hampton Lane Detention, Heritage Oaks Golf Club perimeter parkway, the Leisure Center and Indian Ridge Park, Maple Jr. High School, Public Safety Center, Stonegate Park, Wescott Park and Wescott Elementary School.

The District received the following Bids for this project:

Bidder	Base YR1 2023	Base YR2 2024	Base YR3 2025	Total Base Bid	Spring Clean- Up Total	Fall Mulching Total
Milieu Design, LLC 525 Enterprise Parkway Lake Zurich, IL 60047	\$60,130.00	\$61,778.00	\$63,392.00	\$185,300.00	\$2,650.00	\$7,950.00
Brightview Landscapes, LLC 3490 Long Grove Road Long Grove, IL 60047	\$67,032.00	\$79,392.00	\$73,920.00	\$211,344.00	\$3,486.00	\$10,458.00

Milieu Design, LLC is currently the awarded contractor for the District’s northwest mowing region and 2023 will be the second year of their three-year contract.

Explanation:

- Budgeted Cost: To be included in the 2023 Fiscal Year Budget
- Budget Source: 1102-5212 Operations Budgets

Motion:

The Parks and Properties Committee Chair moves to approve the Northbrook Park District Contract Mowing Services – Southwest, Bid #2233 to Milieu Design, LLC of Lake Zurich, Illinois in the amount of \$185,300.00 for three years to the full Board for approval.

Pc: Molly Hamer, Executive Director



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MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 10/18.46 Consider Contract Landscape Maintenance Services, Bid #2234
Date: October 14, 2022

Staff Recommendation:

Staff recommends the approval of the Contract Landscape Maintenance Services, Bid #2234 for year one of the Base Bid in the amount of \$63,420.00 and the 2023 Fall Clean-up Alternate in the amount of \$6,225.00 for a total amount of \$69,645.00 from Milieu Design LLC of Lake Zurich, Illinois with the option to renew years two and three.

Background & Analysis:

This contract includes select landscape maintenance and fall clean-up at the following sites: Anetsberger Golf Course Clubhouse (Techny Prairie Center), Coast Guard Park, Joe Doud Administration Building, Leisure Center and Indian Ridge Park, Meadowhill Aquatic Center, Ed Rudolf Velodrome, Northbrook Sports Center and West Park, Techny Prairie Activity Center, Techny Prairie Park and Fields and Village Green Park.

While this is a three-year contract, staff is only recommending the approval of year one. Year one of this agreement will act as a bridge to support rebuilding the Grounds Department. Staff has set a goal to be fully staffed in the coming year. Currently, the Department has two of five full-time positions filled and four of thirteen permanent part-time positions filled. When fully staffed, 66% of staff will be new in their roles next season.

This contract will give the Department a foundation of support while new staff is familiarized with routines, park sites, safety procedures, equipment operation and regular job duties. In addition, the District will have a contractor already on board if staffing efforts are not as successful as desired.

The legal bid includes an hourly rate for on-demand, as-needed, non-prevailing wage landscape services. However, at this time, staff is not requesting approval for an hourly rate contract.

The District received one bid for this contract:

Bidder	Base YR1 2023	Base YR2 2024	Base YR3 2025	Total Base Bid	Fall Cleanup 2023	Fall Cleanup 2024	Fall Cleanup 2025	YR 1 Hourly Rate	YR 2 Hourly Rate	YR 3 Hourly Rate
Milieu Design LLC 525 Enterprise Pkwy Lake Zurich, IL	\$63,420	\$65,420	\$67,420	\$196,260	\$6,225	\$6,495	\$6,765	\$50	\$52	\$55

The lowest qualified bidder, Milieu Design LLC, is currently providing mowing and landscape maintenance services at various locations throughout the District. Staff has had a positive experience with this contractor.

NORTHBROOK PARK DISTRICT

Explanation:

1. Budgeted Cost: NA
2. Budget Source: 2023 Operating Budget- 10-20-82-620-1102-5050

Motion:

The Parks and Properties Committee Chair moves to approve the Contract Landscape Maintenance Services, Bid #2234 year one of the Base Bid and year one of the Fall Clean-up Alternate from Milieu Design, LLC of Lake Zurich, Illinois, for the total amount of \$69,645.00 with the option to renew years two and three to the full Board for approval.

Pc: Molly Hamer, Executive Director



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MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 10/18.47 Consider Natural Area Management, Bid #2235
Date: October 14, 2022

Staff Recommendation:

Staff recommends approving the Natural Area Management, Bid #2235 base bid from V3 Construction Group, Ltd. of Woodridge, Illinois, in the amount of \$250,411.00 for a three-year contract.

Background & Analysis:

The project will include professional services to ecologically maintain 48.56 acres of designated native open spaces within Coast Guard Park, Engelhardt Park, Floral Park, Heritage Oaks Golf Club, Techny Prairie Park and Fields and Wood Oaks Green Park.

The District received two bids for this project.

Bidder	Base Bid – Year 1	Base Bid – Year 2	Base Bid – Year 3	Total – 3 Years
V3 Construction Group, Ltd. 7325 Janes Avenue Woodridge, IL 60517	\$92,640.00	\$79,623.00	\$78,148.00	\$250,411.00
Pizzo & Associates, Ltd. 10729 Pine Road Leland, IL 60531	\$83,985.00	\$83,985.00	\$83,985.00	\$251,955.00

Staff recommends proceeding with the base bid of \$250,411.00 for three years. The initial year of the contract is more expensive to aggressively treat and control invasive plant species, which will lead to more healthy native plant management through the three years of the contract. V3 Construction Group, Ltd. completed Phase I of the Wood Oaks Green Park Shoreline Restoration in 2021. V3 was also the Village of Northbrook contractor for the stormwater management projects completed at Wescott Park and West Park. Staff have been very satisfied with their workmanship and responsiveness. The DuPage County Forest Preserve also provided a positive reference.

Explanation:

1. Budgeted Cost: \$250,411.00 (three-year total)
2. Budget Source: Heritage Oaks Golf Club and Parks & Properties Operating Budgets

Motion:

The Parks and Properties Committee Chair moves to approve the Natural Area Management, Bid #2235 base bid from V3 Construction Group, Ltd. of Woodridge, Illinois in the amount of \$250,411.00 for a three-year contract to the full Board for approval.

Pc: Molly Hamer, Executive Director