



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

Parks and Properties Committee Meeting

March 13, 2023

6:45pm or immediately following the Administration and Finance Committee Meeting
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
3/13.9 Parks and Properties Committee Meeting of February 16, 2023
- IV. Move Into Closed Session To Discuss The Purchase of Real Property For The Use Of The Public Body, Including Meeting Held For The Purpose Of Discussing Whether A Particular Parcel Should Be Acquired.
5ILCS 120/2 (c)(5)
- V. Informational Items / Verbal Updates
 - A. Oaklane Park Renovation Project Component Cost and Budget Evaluation
 - B. Recycling and Refuse Update
 - C. Salceda Park Property Boundaries
 - D. Williamsburg Square Park OSLAD Grant Award
 - E. Parks Division Staffing Update
 - F. 4th of July Parade
- VI. New Business
 - 3/13.10 Consider Oaklane Park Renovation, Bid #2240
 - 3/13.11 Consider Trail Through Time Gravel Pathway Top Dressing, Bid #2246
 - 3/13.12 Consider District Concrete, Bid #2247
 - 3/13.13 Consider District Site Amenities, Bid #2248
 - 3/13.14 Consider Golf Equipment Purchase, Bid #2249
 - 3/13.15 Consider Custodial Services Renewal, Bid #2217
 - 3/13.16 Consider Professional Service Agreement with Wight & Company – Leisure Center
 - 3/13.17 Consider Professional Service Agreement with Hitchcock Design Group – Outdoor Athletic Field and Hard-Court Assessment
- VII. Old Business
- VIII. Next Meeting – April 19, 2023 at 6:30pm, 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.



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 3/13.10 Oaklane Park Renovation, Bid #2240
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of the Oaklane Park Renovation, Bid #2240 Base Bid and Alternates #1 and #2 from Hacienda Landscaping, Inc. of Minooka, Illinois for the total amount of \$497,164,50.

Background & Analysis:

Base Bid includes installing new playground equipment, replacing the existing two tennis courts with one new tennis court and two new pickleball courts with new fencing included, installation of a shade structure, crushed granite walking path, site amenities and drinking fountain replacement. Alternate #1 includes replacing the existing asphalt park entry path with new concrete. Alternate #2 includes adding an adhesive stabilizing product to the park pathway crushed granite mix. The adhesive product is used in high traffic pedestrian applications to improve surface performance. The adhesive will decrease long-term maintenance needs of this pathway.

The District received five qualified bids for this project:

Bidder	Base Bid Total	Alternate #1	Alternate #2	Total Bid
Hacienda Landscaping, Inc. 17840 Grove Road Minooka, Illinois 60447	\$432,514.50	\$41,850.00	\$22,800.00	\$497,164.50
Landworks Limited 751 North Bolingbrook Drive, Link 17 Bolingbrook, Illinois 60440	\$476,649.50	\$42,898.00	\$11,160.00	\$530,707.50
D&J Landscape, Inc. 25920 W. Black Road Shorewood, Illinois 60404	\$482,879.91	\$28,086.00	\$7,000.00	\$517,965.91
Great Lakes Landscape Company 365 Miles Parkway Bartlett, Illinois 60103	\$574,541.00	\$22,475.00	\$6,050.00	\$603,066.00
Clauss Brothers, Inc. 12N330 Switzer Road Elgin, Illinois 60124	\$565,332.71	\$15,700.00	\$6,955.00	\$587,987.71
Innovation Landscape, Inc. 1481 Plainfield Road Oswego, Illinois 60543	\$650,573.82	\$28,520.00	\$15,000.00	\$694,093.82

NORTHBROOK PARK DISTRICT

Hacienda Landscaping, Inc. completed the replacement of the Cedar Lane Tot Lot and Meadowhill Park playgrounds and staff recommends proceeding.

Explanation:

1. Budgeted Cost: Oaklane Park Renovation Project Budget \$1,022,000.
2. Budget Source: 2023 Capital Improvement Plan

Motion:

The Parks and Properties Committee Chair moves to approve the Oaklane Park Renovation, Bid #2240 Base Bid and Alternates #1 and #2 to Hacienda Landscaping, Inc., of Minooka, Illinois for a total amount of \$497,164.50 to the full Board for approval.

Pc: Molly Hamer, Executive Director



MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 3/13.11 Trail Through Time Top Dressing, Bid #2246
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of the Trail Through Time Top Dressing, Bid #2246 Base Bid and Alternate #2 from Schroeder Asphalt Services, Inc. of Huntley, Illinois in the total amount of \$44,000.

Background & Analysis:

This Base Bid includes (Primary Trail Through Time Pathway/Gravel Parking Lot):

- Spray all paths for weeds before work commences (non-selective and pre-emergent application required).
- Compact existing base course.
- Top dress and roll all base bid paths and parking lot with crushed asphalt at a depth of 1.5 inches.
- Supply 1/2 inch of crushed asphalt milling.

Alternate #1 includes (Primary Trail Through Time Pathway/Gravel Parking Lot):

- Upgrade all paths and parking lot to limestone screenings at a depth of 1.5 inches.
- Supply 3/8 inch of limestone screening.

Alternate #2 includes (Activity Area Spurs from Primary Trail Through Time Pathway):

- Upgrade small paths to decomposed granite at a depth of 1.5 inches.
- Supply 3/8 inch of crushed red granite.

Alternate #3 includes (Anetsberger Golf Pathways, Fishing Piers and Bluegill Shelter):

- Spray all paths for weeds before work commences (non-selective and pre-emergent application required).
- Compact existing base course.
- Top dress and roll paths at fishing piers and Bluegill Shelter.
- Top dress and roll paths at Techny Prairie Center and playground with decomposed granite at a depth of 1.5 inches.
- Supply 3/8 inch of crushed red granite.

Based on the existing site conditions and budget, staff recommends approving the Base Bid and Alternate #2. The remaining project funds will be used for improvements to the landscaping in the pergola area.

Based on previous performance on Northbrook Park District projects and reference checks, staff recommends rejecting the bid from Chicagoland Paving Contractors, Inc. Legal counsel supports the staff recommendation.

NORTHBROOK PARK DISTRICT

The District received six qualified bids for this project:

Bidder	Base Bid Total	Alternate #1	Alternate #2	Alternate #3
Chicagoland Paving Contractors, Inc. 225 Telser Road Lake Zurich, Illinois 60047	\$26,000.00	\$6,000.00	\$1,000.00	\$25,000.00
Schroeder Asphalt Services, Inc. PO Box 831 Huntley, Illinois 60142	\$36,000.00	\$13,500.00	\$8,000.00	\$31,000.00
Hacienda Landscaping, Inc. 17840 Grove Road Minooka, Illinois 60447	\$37,737.00	\$33,700.00	\$8,000.00	\$19,500.00
Landworks Limited 751 North Bolingbrook Drive, Link 17 Bolingbrook, Illinois 60440	\$49,746.00	\$5,103.00	\$4,964.00	\$24,256.00
Patriot Pavement Maintenance 165 W. Hintz Road Wheeling, Illinois 60090	\$56,070.00	\$27,850.00	\$15,178.00	\$41,500.00
Great Lakes Landscape Company 365 Miles Parkway Bartlett, Illinois 60103	\$57,000.00	\$5,000.00	\$10,692.00	\$44,720.00
Maneval Construction Company, Inc. 28090 West Concrete Drive Ingleside, Illinois 60041	\$77,743.02	\$16,655.18	\$7,660.90	\$33,996.09

Staff received positive reference checks on Schroeder Asphalt Services, the next lowest qualified bidder and recommend proceeding with awarding the bid.

Explanation:

1. Budgeted Cost: Trail Through Time Maintenance Project Budget \$58,500.00
2. Budget Source: 2023 Capital Improvement Plan

Motion:

The Parks and Properties Committee Chair moves to reject the bid from Chicagoland Paving Contractors, Inc. and award the Trail Through Time Top Dressing, Bid #2246 Base Bid and Alternate #2 to the next lowest qualified bidder, Schroeder Asphalt Services, Inc. of Huntley, Illinois in the total amount of \$44,000.00 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks and Properties
Agenda Item: 3/13.12 Consider District Concrete, Bid #2247
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of District Concrete, Bid #2247 Base Bid #1, Base Bid #2 and Alternate #1 to Advantage Paving Solutions, Inc. of Joliet, Illinois in the total amount of \$54,667.80.

Background & Analysis:

The project scope includes:

- **Base Bid #1:** Remove and replace thirteen (13) 7ft x 7ft squares and one (1) 9ft x 7ft square on the south side of the Northbrook Sports Center.
- **Base Bid #2:** Remove and replace fifteen (15) 7ft x 7ft squares and five (5) 8ft x 8ft squares on the north side of the Northbrook Sports Center (Pool Entrance Plaza).
- **Alternate #1:** Remove and replace all the remaining concrete on the north side of the Northbrook Sports Center (Pool Entrance Plaza).

The District received six qualified bids for the project:

Bidder	Base Bid #1	Base Bid #2	Total Combined Base Bids	Alternate #1	Total Bid
Advantage Paving Solutions, Inc. 20502 S. Cherry Hill Road Joliet, Illinois 60433	\$9,801.55	\$13,240.25	\$23,041.80	\$31,626.00	\$54,667.80
Hacienda Landscaping, Inc. 17840 Grove Road Minooka, Illinois 60447	\$14,058.00	\$18,990.00	\$33,048.00	\$45,360.00	\$78,408.00
Patriot Pavement Maintenance 165 W. Hintz Road Wheeling, Illinois 60090	\$15,670.00	\$20,970.00	\$36,640.00	\$49,100.00	\$85,740.00
Schroeder & Schroeder Inc. 7306 Central Park Skokie, Illinois 60076	\$15,620.00	\$21,100.00	\$36,720.00	\$63,000.00	\$99,720.00
BP Construction and Remodelers, Inc. 3705 N. Odell Avenue Chicago, Illinois 60634	\$17,963.00	\$24,265.00	\$42,228.00	\$57,960.00	\$100,188.00
Innovation Landscape, Inc. 1481 Plainfield Road Oswego, Illinois 60543	\$35,145.00	\$45,225.00	\$80,370.00	\$88,200.00	\$168,570.00

NORTHBROOK PARK DISTRICT

Based on the existing site conditions and budget staff recommends approving Base Bid #1, Base Bid #2 and Alternate #1.

Staff performed reference checks on Advantage Paving Solutions, Inc. and recommends proceeding based on the results. The work will not impact Northbrook-On-Ice or the opening of Sports Center Pool.

In the 2023 CIP, \$258,000.00 was budgeted for Asphalt/Concrete Repairs and Maintenance. The asphalt portion was awarded at the February Regular Board Meeting.

Total project budget:

Asphalt/Concrete Repairs and Maintenance	
Task	Cost
Asphalt Repairs and Seal Coating Bid #2243 (awarded February 22, 2023)	\$125,532.00
District Concrete Bid #2247	\$54,667.80
TOTAL	\$180,199.80
2023 CIP Budget Total	\$258,000.00
Budget vs. Actual	\$77,800.20

Explanation:

1. Budgeted Cost: Asphalt/Concrete Repairs and Maintenance \$258,000.00
2. Budget Source: 2023 Capital Improvement Plan
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to award District Concrete, Bid #2247 Base Bid #1, Base Bid #2 and Alternate #1 to Advantage Paving Solutions, Inc. of Joliet, Illinois in the total amount of \$54,667.80 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks and Properties
Agenda Item: 3/13.13 District Site Amenities, Bid #2248
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of District Site Amenities, Bid #2248 Base Bid to NuToys Leisure Products of Westchester, Illinois in the amount of \$105,816.00.

Background & Analysis:

Several projects included new site amenities as part of the 2023 CIP. These items are a District standard and are used throughout the park system. To avoid paying the installation contractor a markup on catalog items, the District opted to purchase these items directly from the product representative. The size of the purchase necessitated a legal bid process. The bid package includes: twenty-seven (27) park benches, two (2) tables, eighteen (18) trash cans, five (5) recycling cans, one (1) bike rack, three (3) trash can plazas and five (5) extra can lids.

The District received one qualified bid for the project:

Bidder	Total Base Bid
NuToys Leisure Products 70560 W. Cermak Road Westchester, Illinois 60154	\$105,816.00

The lowest qualified bidder is a longtime District vendor who has previously provided these site amenities for District projects and furnished the Cedar Lane Tot Lot playground equipment. Unit quantity costs were known during budget preparation and were included in each project as appropriate.

The chart represents the financial allocation of the full Site Amenities Bid.

Site Amenities Budget Allocation	
Task	Cost
Oaklane Park Renovation	\$ 20,221.00
Countryside Park Playground Replacement	\$ 9,828.00
Stonegate Park Renovation	\$ 26,216.00
General Replacements Park System	\$ 44,707.00
Shipping	\$ 4,844.00
TOTAL	\$ 105,816.00

NORTHBROOK PARK DISTRICT

Explanation:

1. Budgeted Cost: Various Accounts
2. Budget Source: 2023 Capital Improvement Plan
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve District Site Amenities, Bid #2248 Base Bid to NuToys Leisure Products of Westchester, Illinois in the amount of \$105,816.00 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks and Properties
Agenda Item: 3/13.14 Consider Golf Equipment Purchase, Bid #2249
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of Golf Equipment Purchase, Bid #2249 the purchase of one (1) Wiedenmann Super 600 Heavy Duty Sweeper and two (2) Tru-Turf RB70 Super Wide Greens Rollers from Revels Turf & Tractor, LLC. of Elgin, Illinois in the total amount of \$95,307.02.

Background & Analysis:

This equipment purchase request is for one (1) Wiedenmann Super 600 and two (2) Tru-Turf RB70 Super Wide Greens Rollers. These new units will be utilized at the Heritage Oaks Golf Club and the turf areas in many parks and athletic fields. The new units will replace four existing pieces of equipment. The District will auction off the existing 2006 John Deere Core Pulverizer, 1990-Vacuum trailer and two (2) 2011 Tru-Turf Greens Rollers.

The specified equipment is unique, and only one authorized dealer exists for this area. Revels Turf & Tractor is the exclusive authorized dealer for Northern Illinois for both Wiedenmann and Tru-Turf; therefore, no other company could provide a bid on the specified equipment.

Staff conferred with legal counsel on the matter and were informed that unlike other units of local government the *Park District Code* does not provide clear provisions on sole source purchasing without a legal bid process. Legal counsel advised using the legal bid process to align this purchase with state law.

As anticipated, the District received one qualified bid for the equipment:

Bidder	Base Bid - Wiedenmann Super 600 Heavy Duty Sweeper	Base Bid - Two (2) Tru-Turf RB70 Super Wide Greens Roller	Total Base Bid
Revels Turf & Tractor, LLC 180 Corporate Drive Elgin, IL 60173	\$52,637.62	\$42,669.40	\$95,307.02

1. Budgeted Cost: One (1) Wiedenmann: \$51,000 and Two (2) Super Wide Greens Rollers: \$43,000
Total \$94,000
2. Budget Source: 2023 Capital Improvement Plan
3. Legal Requirement: Legal Bid

NORTHBROOK PARK DISTRICT

Motion:

The Parks and Properties Committee Chair moves to approve the Golf Equipment Purchase, Bid #2249 of one (1) Wiedenmann Super 600 Heavy Duty Sweeper and two (2) Tru-Turf RB70 Super Wide Greens Rollers from Revels Turf & Tractor, LLC. of Elgin, Illinois in the total amount of \$95,307.02 to the full Board for approval.

Pc: Molly Hamer, Executive Director



25A Telfair Place, Savannah, Georgia 31415
912-790-3004, www.wiedenmannusa.com

January 9, 2023

Northbrook Park

To Whom It May Concern:

This letter is to confirm that Wiedenmann North America, LLC has appointed Revels Turf and Tractor, LLC as its sole distributor of Wiedenmann grounds maintenance products for Northern Illinois, North and Eastern Wisconsin, Michigan, Northern Indiana, Northern Ohio, Western Pennsylvania, Virginia, most of North Carolina (excluding the cities of Charlotte and Asheville), and Eastern South Carolina. They are an authorized sales, warranty, service, repair, maintenance, and parts supply facility.

Please let me know if you have any questions.

Regards,

A handwritten signature in black ink, appearing to read "W.R. Wolverton", is written over a light blue circular watermark that contains the text "WIEDENMANN".

William R. Wolverton
President
Wiedenmann North America, LLC

(912) 596-5662



Golf & Sports Turf Rollers

January 12th, 2023

To whom it may concern,

This letter is to certify that Revels Turf and Tractor is Tru-Turf's exclusive authorized dealer for northern Illinois, including Northbrook, IL.

Best regards,



Bruce Allison
Business Development
Manager
TRU-TURF

+61 418 722 260
bruce@truturf.com
www.truturf.com
16/6 Energy Circuit, Robina QLD,
Australia, 4226



Official Licensed Product





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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 3/13.15 Consider Renewal of Custodial Services – Various Locations, Bid #2217
Date: March 10, 2023

Staff Recommendation:

Staff recommends the renewal of the Custodial Services – Various Locations, Bid #2217 for year two of the three-year bid to Bravo Services, Inc. of Chicago, Illinois in the amount of \$120,909.18.

Background & Analysis:

The base bid custodial services are for the Joe Doud Administration Building, Meadowhill Aquatic Center, Heritage Oaks Golf Club Clubhouse, Range Service Building and the Golf Maintenance Building. In addition, window cleaning will occur at Heritage Oaks Golf Club Clubhouse during April through November (all interior and exterior glass) and at Techny Prairie Activity Center (second-floor exterior) every other month April through October. Two additional restroom cleanings per day will be provided at the Clubhouse and Range Service Building from March 1 through November 30, 2023.

Company	Base Services	Windows Cleaning	Additional Restroom Services	Total
Bravo Services, Inc. 6015 N. Milwaukee Avenue Chicago, IL 60646	\$88,023.18	\$21,420.00	\$11,466.00	\$120,909.18

Last fiscal year, staff recommended awarding this bid to Bravo Services, Inc. The bid was for three-years and the District awarded year one only to evaluate Bravo's level of service. Bravo Services, Inc. met District standards and staff recommends renewing the contract for year two.

Explanation:

1. Budgeted Cost: \$120,100
2. Budget Source: 2023 Operating Budgets - Various
3. Legal: Consulted

Motion:

The Parks and Properties Committee Chair moves to recommend a one-year renewal of the Custodial Services – Various Locations, Bid #2217 to Bravo Services, Inc. of Chicago, Illinois in the amount of \$120,909.18 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 3/13.16 Consider Professional Services Agreement with Wight & Company – Leisure Center
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of the Professional Services Agreement with Wight & Company of Darien, Illinois for architectural services to develop a multi-phased renovation concept plan for the Leisure Center. The concept plan development process will include meetings with stakeholders including the Board of Commissioners, staff, program participants and Senior Center patrons. The professional service fee for developing the concept plan is \$38,500.00.

Background & Analysis:

At the Envision and Prioritize Workshop, the Board directed staff to engage a consultant to develop a multi-phased renovation concept plan for the Leisure Center. Upon development of the concept plan, the District can apply for a PARC Grant in June of 2023 if the Board so chooses.

Explanation:

1. Budgeted Cost: N/A
2. Budget Source: 2023 Parks Operating Budget
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the Professional Services Agreement with Wight & Company of Darien, Illinois for architectural services to develop a multi-phased renovation concept plan for the Leisure Center for a fee of \$38,500.00 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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

MEMORANDUM

To: Parks and Properties Committee
From: Chris Leiner, Director of Parks & Properties
Agenda Item: 3/13.17 Consider Professional Services Agreement with Hitchcock Design – Outdoor Athletic Field and Hard-Court Assessment
Date: March 10, 2023

Staff Recommendation:

Staff recommends the approval of the Professional Services Agreement with Hitchcock Design Group of Naperville, Illinois for Landscape Architecture services to develop and deliver an Athletic Field and Hard-Court Assessment for the Northbrook Park District. The professional service fee for developing the concept plan is \$37,200.

Background & Analysis:

As part of the 2021 Comprehensive Master Plan Update (CMP) Action Plan, the District planned to conduct a District-wide Athletic Field and Hard-Court Assessment to include the physical track at the Ed Rudolph Velodrome. As noted in the 2023 Capital Improvement Plan (CIP), funds were budgeted in the 2023 Parks Division Operating Budget to fund this project.

Staff reviewed several similar plans from surrounding park districts and nationwide. The deliverable provided by Hitchcock Design Group rose to the top as the superior product. Hitchcock Design Group is familiar with the District and has a tremendous amount of material already available to them after the 2021 CMP Update process.

Explanation:

1. Budgeted Cost: \$40,000
2. Budget Source: 2023 Parks Operating Budget
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the Professional Services Agreement with Hitchcock Design Group of Naperville, Illinois, for Landscape Architecture services to develop and deliver an Athletic Field and Hard-Court Assessment for the Northbrook Park District for a fee of \$37,200 to the full Board for approval.

Pc: Molly Hamer, Executive Director