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**MINUTES
BUILDING AND GROUNDS COMMITTEE
May 2, 2017**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on May 2, 2017 at 7:03 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kilbridge, Comm Rep Bettencourt, Dekirmenjian, Friedman, Chairman McGinn

Absent: Comm Rep R. Neel, S. Triphahn

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Parks and Risk Director Giacalone, Golf Course Superintendent Huguen

Audience: Commissioners R. Evans, Kaplan, Kinnane, President Bickham; Mr. K. Evans

2. Approval of Agenda:

Commissioner Kilbridge made a motion, seconded by Comm Rep Bettencourt to approve the agenda as presented. The motion carried by voice vote.

3. Recognition of Remaining B&G Reps (BOH for February):

Chairman McGinn recognized Comm Rep Bettencourt for his service to the park district.

4. Minutes:

Comm Rep Bettencourt made a motion, seconded by Comm Rep Freidman to approve the minutes of the April 4, 2017 meeting as presented. The motion carried by voice vote.

5. Comments from the Audience:

Mr. K. Evans made mention regarding the noise above the locker room at TC as it related to the off-ice training area. He said that while it was noticeable, it was not overly invasive.

6. Old Business:

None

7. New Business:

A. PSSWC Wet Areas Renovation/M17-052:

Deputy Director Talsma gave an overview of the financial and general project.

Director Buczkowski explained that the district was in receipt of 5 bids, a complete schedule of projects and had moved the project back for better pricing on the project. He explained that the references had spoken highly on the low bid from Opcon, Inc. as well as Shannon Baird from DLA recommending the company. Director Buczkowski noted that he talked with the VP of the company explaining the critical issue of timing and noted that the VP said they prided themselves on meeting timelines. Director Buczkowski also explained that the district would be going with Option 1 and that the project was scheduled from July 10 to September 29.

Commissioner McGinn asked if with only 5 returns if the scope was too big and Director Buczkowski said he felt it was an issue of finding the time to go after a project of this size. Deputy Director Talsma answered Commissioner McGinn's questions as they related to the locker's accessibility and Deputy Director Talsma clarified the numbers in the bid bond.

Mr. K. Evans asked how they would move members and Director Kies explained the process.

Director Buczkowski noted that trying to split the project brought the cost of the project to \$1 million/\$1.1 million. Deputy Director Talsma noted that the district would offer credits to the monthly membership if there were issues.

Mr. K. Evans said he understood the Community locker rooms, Commissioner R. Evans asked if the various trades were involved and being the busy year was staff concerned about the limitation of labor or competition for projects. Director Buczkowski highlighted the deadline requirements within the bid specs and penalties involved for not completing the project in the appropriate time line. Commissioner Kilbridge asked about the impact the locker room project would have on lap swimming. Director Kies responded that the only limitation would be to enter from the Community Pool/Locker room entrances.

President Bickham asked about the approval from the Village and the percentage of contingency to hard cost for DLA. Director Buczkowski responded that the Village approval had been obtained and explained the specifics as it pertained to the hard costs from DLA.

Comm Rep Bettencourt made a motion, seconded by Commissioner Kilbridge to recommend that the B&G Committee recommend to the board approval of the PSSWC locker room renovation project for a total amount of \$800,000 as follows:

\$702,050 to Opcon, Inc. which includes Alternate #1 (floors in toilet area) and includes an owner's allowance contingency of \$50,000.
\$66,695 to DLA Architects for services
\$12,300 for environmental monitoring
\$18,955 Additional contingency

The motion carried by voice vote.

B. Crack fill and seal coating/M17-046:

Director Buczkowski reviewed the item noting that Patriot Maintenance, Inc. of Mundelein was new to the bidding but their bid was in order and their recommendations high.

Commissioner Kilbridge made a motion, seconded by Comm Rep Bettencourt to recommend the board approve Patriot Maintenance, Inc. in the low bid amount of \$34,078. The motion carried by voice vote.

C. Maintenance Facility Supply and Install of New Fuel Pumps/M17-056:

Deputy Director Talsma reviewed the item; Director Giacalone asked for questions. Commissioner Kilbridge asked how many pumps and Director Giacalone noted there were two.

Mr. K. Evans asked how the holding tanker condition was and Director Giacalone noted that it was fine.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to recommend the board award a contract for the parks maintenance fuel pump replacement to Accurate Tank Technologies in the amount of \$20,465. The motion carried by voice vote.

D. Balance Scorecard/M17-055:

Executive Director Bostrom reviewed the item.

Commissioner Kilbridge made a motion, seconded by Comm Rep Friedman to recommend the board approve the Balanced Scorecard as presented for the 1st Quarter 2017. The motion carried by voice vote.

E. Parks Board Report/M17-057:

Director Giacalone reviewed the item.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to send the parks report to the board as presented. The motion carried by voice vote.

F. P&D Report/M17-053:

Director Buczkowski reviewed the item. He noted that Innovation Landscapes was out every day and that Seascape Family Aquatic Center playground was completed Friday.

Chairman McGinn asked about who was responsible for the GIS program /system and Director Buczkowski explained that GIS/Parks Services Admin Wozny was responsible for this program /system.

Comm Rep Bettencourt made a motion, seconded by Commissioner Kilbridge to send the P&D Report to the board as presented. The motion carried by voice vote.

8. Committee Member Comments:

None

9. **Adjournment:**

Commissioner Kilbridge made a motion, seconded by Comm Rep Friedman to adjourn the meeting at 8:05 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean Bostrom
Executive Director

Peg Kusmierski
Recording Secretary