

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, December 5, 2011

6:00 PM

Village Hall

Parks and Recreation Committee

*Chairman Patricia A. Gira
Trustees Brad S. O'Halloran and James V. Dodge
Village Clerk David P. Maher*

CALL TO ORDER/ROLL CALL

In the absence of Village Clerk David P. Maher, Deputy Clerk Joseph S. La Margo was present.

The meeting was called to order at 6:18 PM.

Present: 2 - Chairman Gira and Trustee Dodge

Absent: 1 - Trustee O'Halloran

APPROVAL OF MINUTES

2011-0731 Approval of the November 7, 2011 Parks and Recreation Committee Minutes

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of November 7, 2011.

A motion was made by Trustee Dodge, seconded by Chairman Gira, that this matter be APPROVED. The motion carried by the following vote:

Aye: 2 - Chairman Gira and Trustee Dodge

Nay: 0

Absent: 1 - Trustee O'Halloran

ITEMS FOR SEPARATE ACTION

2011-0768 Franklin Loebe Center Renovation - Architecture Services

Assistant Village Manager Ellen Baer reported that in 2008, the Village conducted a Space Needs Assessment completed by Gilfillan Callahan Nelson Architects (now Studio GCN) that focused on the efficient use of some Village-owned facilities. The study determined there were significant inefficiencies that the Village faces in the Parks/Facilities and Recreation operations due to the facility and space limitations. A discussion of the future long-term goals for Village facilities determined utilization and the next steps in completing facility projects.

In summary, the completed Space Needs;

- documented the present operation and facilities (including a clear understanding of the building types and physical characteristics of each space)
- defined the current and future activities of the Recreation and Parks/Facilities Departments meeting with key stakeholders
- identified activity relationships to see where efficiencies could be maximized
- determined square footage requirements for programming, office, work space, etc.
- inventoried square footage requirements for equipment and vehicles
- modeled the existing plan layouts and provided recommendations for future

plan layout

Since the study, several phases of recommendations were adopted by the Village Board and have already been completed. The first phase of renovation in the facility located at 14600 Ravinia - Recreation Administration - has been completed. The required exterior repairs and the upper level of the interior were completed with a build-out of the south wing by the tenant, Recording for the Blind & Dyslexic (now called Learning Ally), and the remainder by Village staff using Parks and Building Maintenance skilled staff to save the Village significant cost.

14600 Ravinia (former Police Station)

Phase I - Renovation of the Exterior - COMPLETED FY2010 Project Budget: \$ 518,093

Actual Final Exterior Rehab Project Expenditure: \$333,605

Additional Expense: Security System for building \$22,362

Remaining Funds - rolled-over to FY11 for Phase II \$ 162,125 (see below)

Phase II - Renovation of the Interior - COMPLETED Winter 2010/11

- The Recording for the Blind and Dyslexic - ($\frac{3}{4}$ south side of upper level)

Renovation work was fully provided and funded by the RFBD.

- Renovation of the offices, bathrooms, hallway, lobby and exterior landscaping

Completed largely in-house with remaining funds from prior work. \$100,912

(north side of upper level and $\frac{1}{4}$ of south side of upper level)

Security alarms and swipe cards \$ 27,475

New fire alarm panel to serve the entire facility \$ 8,868

Window replacement on the south side of the building \$ 21,670

Facility signage \$ 3,200

Assistant Village Manager Baer explained that the lower level of the Recreation Administration facility (14600 Ravinia) includes concrete-block walls and a great deal of unnecessary plumbing associated with the former use as jail cells. Reconfiguration of this area will be more labor intensive and thus more expensive to renovate. The Space Needs Plan also suggests an option to create a new enhanced public entryway on the south side of the building and cross-connection of the parking lots thus creating a more connected campus feel. Cross-connection of the parking lot was also completed this year to further that connection. The Space Needs plan recommends that the Recreation registration group be relocated to a portion of the lower level at a new south-facing entrance. The ESDA group also plans to relocate to half of the north side of the lower level. Details on the lower level are still to be determined. The renovation of the lower level is tentatively programmed for FY2013.

FY2012 - Franklin Loebe Center - 14650 Ravinia Avenue

Renovation of the interior space. As you may recall, the Space Needs Study recommended consolidation of the pre-school program into the FLC facility. The

Board confirmed that desire when the move to relocate Recreation Administration to make room for additional classrooms at FLC was approved last year.

During the 2012 budget planning process, staff recommended scaling back the plans identified in the Space Needs to include the additional classroom space to accommodate the entire Preschool Program, but to keep as much within the existing footprint of this facility as possible. Besides the classes currently held at the Robert Davidson Center, the programming and storage currently at the Old Village Hall would also be relocated to FLC.

Parks and Building Maintenance Director, Frank Stec, has indicated that his staff will work to renovate the interior classroom space during the winter months when possible and during inclement weather days in the early part of the year. The budget recommendation also included the study's reconfiguring of the entrance to the FLC building to create a small lobby entrance. With the increased number of patrons, this additional space will allow for a more appropriate access point.

The item before you recommends the additional work required by Studio GC to review the pre-school operation needs including parking and entryways and to prepare required construction drawings for the renovation and lobby addition. The addition work will be bid out to a contractor early next year.

I move to recommend to the Village Board of Trustees approval of a contract with Studio GC in the amount of \$13,125 plus reimbursables to prepare revise the existing plan for the Franklin Loebe Center located at 14650 Ravinia Avenue renovation and to prepare basic construction plans for the same.

A motion was made by Chairman Gira, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 2 - Chairman Gira and Trustee Dodge

Nay: 0

Absent: 1 - Trustee O'Halloran

2011-0770 Fitness Equipment Purchase for 2012

Recreation Division Director Nancy Flores reported that in an effort to continually replace aging fitness equipment at the Sportsplex, staff is requesting approval to purchase 3 new Precor Ellipticals, 2 Life Fitness Integrity Treadmills and 4 Life Fitness Integrity Ellipticals. This replacement equipment will increase member satisfaction/retention, assist in attracting new members and reduce the frequency of out-of-service equipment.

This purchase is part of an annual replacement plan to help avoid the need to replace a large volume of equipment at a much higher cost at any one time. At this time staff is requesting approval to waive the bid process and accept the

proposals to purchase the equipment directly from the manufacturers.

The first purposed purchase will include (3) Precor EFX 825 P20 Console Ellipticals from Direct Fitness Solutions at a cost of \$16,188.00 plus \$681.47 for installation, freight and delivery. Additionally this company will accept a trade-in of three Ellipticals and credit us with \$1,800.00 bringing the total cost to \$15,069.47.

The second purposed purchase will include (2) Life Fitness Integrity Treadmills at a cost of \$7,950.00 and (4) Life Fitness Integrity Ellipticals at a cost of \$12,900.00 plus \$1,824.48 freight and installation bringing a total cost to \$22,674.48.

I move to recommend to the Board of Trustees to approve waiving the bid process for the purchase of three Precor EFX P20 Console Ellipticals, two Life Fitness Integrity Treadmills and four Life Fitness Integrity Ellipticals; and

I move to recommend to the Board of Trustees to approve the purchase of three Precor EFX 825 P20 Console Ellipticals from Direct Fitness Solutions at a cost not to exceed \$15,069.47 and

I move to recommend to the Board of Trustees to approve the purchase of two Life Fitness Integrity Treadmills and four Life Fitness Integrity Ellipticals at a cost not to exceed \$22,674.48.

A motion was made by Chairman Gira, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 2 - Chairman Gira and Trustee Dodge

Nay: 0

Absent: 1 - Trustee O'Halloran

2011-0751 Sportsplex Scoreboard - Bid Award

Recreation Division Director Flores reported that the current scoreboards at the Sportsplex are in need of replacement. Both are nearly ten years old and have undergone multiple repairs with mixed success. Staff has been seeking sponsorships for the two scoreboards and has secured one \$5,000 sponsorship check from Athletex Sports and Occupational Physical Therapy toward replacing one scoreboard at the Sportsplex. With this donation Athletex Sports and Occupational Physical Therapy will hold a five year sponsorship which will include an 18" x 8' sponsor panel that will be affixed to the scoreboard. The department is pleased to secure this first sponsorship and will continue to work with local businesses to encourage future sponsorship opportunities to offset the cost of replacing a scoreboard to be replaced in FY12.

Attached to the Committee packet, please find three quotes for Daktronics BB-2101-13 scoreboard. The lowest quote is from Sievert Electric at an installed

cost of \$6,305. The purchase includes (1) sponsor panel, (2) corner logo panels, border striping, wireless controller, shipping and installation by union electricians.

I move to recommend to the Village Board to approve accepting the quote from Sievert Electric at an installed cost not to exceed \$6,305.00.

A motion was made by Trustee Dodge, seconded by Chairman Gira, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 2 - Chairman Gira and Trustee Dodge

Nay: 0

Absent: 1 - Trustee O'Halloran

ADJOURNMENT - 6:29 PM

A motion was made by Trustee Dodge, seconded by Chairman Gira, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 2 - Chairman Gira and Trustee Dodge

Nay: 0

Absent: 1 - Trustee O'Halloran

/nm

APPROVED: January 3, 2011

Respectfully Submitted,

/s/ David P. Maher

David P. Maher, Village Clerk

/s/ Joseph S. La Margo

Joseph S. La Margo, Deputy Clerk