

# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orland-park.il.us](http://www.orland-park.il.us)



## Meeting Minutes

Monday, March 21, 2016

6:00 PM

Village Hall

## Parks and Recreation Committee

*Chairman Patricia A. Gira  
Trustees Kathleen M. Fenton and Daniel T. Calandriello  
Village Clerk John C. Mehalek*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:15 P.M.

**Present:** 3 - Chairman Gira; Trustee Fenton and Trustee Calandriello

**APPROVAL OF MINUTES****2016-0140 Approval of the February 15, 2016 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of February 15, 2016.

**A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2016-0201 Rejection Dogwood Park Construction Services, Bid 15-025**

Park's Operation Manager Gary Couch reported that the Village solicited bids for the reconstruction of Dogwood Park with the bid closing on 10/5/2015. The Bid was awarded to Fuertes Systems Landscaping Inc., for the amount of \$166,484.03. The successful bidder is unable to perform the service as they have closed their business. The next bidder was Hacienda Landscaping Inc., in the amount of \$179,500.00. Hacienda did not comply with requirements to participate in a training and apprenticeship program. The next qualified bidder was ASE for \$219,500.

Staff is recommending the rejection of all bids and to rebid the project this year, funding for the project has been rolled over to FY2016. Staff feels that we can get a better price.

I move to recommend to the Village Board to approve rejecting all bids for Dogwood Park Construction Services.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0202 Football Scoreboard-Bid Award**

Park's Operations Manager Gary Couch reported that Bid 16-012 was opened on March 9, 2016 for the Football Scoreboard at John Humphrey Complex. Four bids were received; SFC Products LLC had the lowest bid with the optional upgrade at a total cost of \$10,570. However, their equal product was not within specifications (size). Sievert Electric was the next lowest bidder who had the correct size with an equal product with a bid of \$12,145.

Trustee Fenton asked why a bidder would bid on a project and not meet the specifications that were outlined in the bid specs.

Park's Operations Manager Couch stated that they receive bids that don't meet specification often.

I move to recommend to the Village Board to accept Sievert Electric for the Football Scoreboard Bid Award at a cost not to exceed \$12,145.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0195 Centennial Park Aquatic Center - Pool Shade structure quote**

Park's Operations Manager Gary Couch reported that staff is requesting approval to replace nine (9) Funbrella umbrellas at the pool with new shade structures. The old Funbrellas have significant maintenance issues and the weight and design requires them to be closed during inclement weather throughout the season. Closing the heavy Funbrellas presented challenges and a hazard to staff.

Staff recommends replacement and purchase of shade structures that do not require closure and that match those purchased in prior years. In addition, staff is recommending the purchase of one (1) five-sail shade structure in the concession area to fill the void created by the removal of three (3) larger twenty foot diameter Funbrellas that were decommissioned several years ago due to failure.

Staff received quotes from Parkreation Inc. of Prospect Heights, IL. This company is the sole representative for the Shade System Inc. company in our area. This company manufactures the shade structures that the Village has been using at CPAC. The Village selected this product for its durability and low maintenance and staff recommends keeping these units in the parks and pool areas for a consistent look and maintenance.

The quote for the shade structures is as follows:

- Nine (9) SP12 Single post pyramid shade unit by Shade Systems Inc., 12' x 12' x 8' high eave with steel frame and single color fabric, in ground mount, turn-n-slide system on all four corners. Cost: \$2335.00 each (x 9=) Total \$ 21,015.00
  - One (1) Custom Shade Sail consisting of (5) 10' columns and (1) 15' column and 5 Shade Sails, direct bury in-ground footings, engineering on unit. Cost: \$19,558.00
- Total Cost = \$44,093.00

By combining the purchase, the Village will save \$1,151.00 on shipping. The single pole units will be purchased for \$154.00 less than last year's cost for similar items.

Trustee Calandriello asked if they would be coming down during the winter months.

Park's Operations Manager Couch stated that as soon the new ones arrive, the old ones will be pulled out.

I move to recommend to the Village Board waiving the bid process;

And

Recommend the purchase of the new shade structures as described from Parkreation Inc. at a cost not to exceed \$44,093.00.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

### **2016-0193 Lazy River Turbine Pump Repair**

Park's Operations Manager Gary Couch reported that the Lazy River Turbine Pump #3 which provides flow to the Lazy River needs to be rebuilt. Three (3) quotes were received for the rebuilding of the pump: Thomas Pump of Aurora - \$6,188.00, General Pump of Montgomery - \$8,218.00, and Illinois Pump of Rolling Meadows - \$5,486.00. Staff will be notified should any additional repairs be brought to light once the unit is disassembled. The cost of rebuilding the pump is less expensive than a replacement pump and motor which could cost approximately \$18,000.

This agenda item is being considered by the Park and Recreation Committee and the Village Board of Trustees on the same night.

I move to recommend to the Village Board to approve building of the Lazy River Turbine Pump #3 by Illinois Pump, Inc. of Rolling Meadows at a cost not to exceed \$5,486.00.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

### **2016-0187 Day Camp Field Trip Bussing - Approval**

Recreation Division Director Nancy Flores reported that on January 6, 2016, requests for proposals were sent out for bussing needs for camp participants during the day camp season. Transportation is used for all camp groups (Buddies, Voyagers, Adventurers, and Summer Pals) for field trips and pool shuttles. All bus rental field trips, with few exceptions, are 3+ hours in length.

Four bus companies submitted proposals (American School Bus, First Student, Illinois Central School Bus, and Sunrise Southwest, LLC.). After review of the proposals, staff determined that First Student met all the required needs of the program and provided cost savings on price per hour, 81+ passengers/lift bus, overtime rate, time charge begins and ends, pool shuttle rate, Chicago ground tax, and percentage increase for the second year.

Staff is requesting approval to accept the proposal and award the contract to First Student for summer 2016 and 2017, with the option to renew for summer 2018 season. The total budget cost for the 2016 day camp transportation is \$16,500.

I move to recommend to the Board of Trustees to approve accepting the proposal and awarding the contract, for the amount of \$16,500 for summer 2016 and budgeted amounts for summer 2017, with an option to renew for summer 2018 for budgeted amounts, for day camp bus service to First Student Bus Company.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

### **2016-0188 City Lights Orchestra Concert Stage & Audio**

Recreation Division Director Nancy Flores reported that the 2016 City Lights Concert at Centennial Park West will be held on Sunday, July 3, 2016. The concert had previously been planned for June 26, 2016; however, the City Lights Orchestra will be performing at Ravinia on that date. As a result, the mobile 40' x

24' stage, normally rented for this concert is not available on July 3, a holiday weekend. An extensive search has revealed that no mobile stages with a roof are available in IL, IN, MI or WI.

An alternative 40' x 20' stage, without a roof is available, however, this stage is vulnerable to soft ground from wet weather and does not have a roof. The Orchestra leader, expressed concern about performing outside on July 3rd on a stage with no shade. In addition, if the site experiences rain in close proximity to the date of the concert, leveling the stage will be very difficult as each section is 4' x 8' and must be pieced together.

A 32' x 30' x 21' stage, with a hydraulic roof has been identified as available from Tennessee at a cost higher than the Village has paid in previous years. Total cost of sound, stage, generator and labor for the 32' x 30' x 21' stage, with a roof, is \$9,250. The total cost of sound, stage, generator and labor for the 40 x 20' stage, with no roof, is \$6,850.

Staff recommends approval to enter into a contract with Sound Works Productions to provide the service for the 2016 City Lights Orchestra performance at a cost of \$9,250 for a 32' x 30' x 21' stage with a roof, to meet the requirements of the orchestra and to ensure that the stage can be constructed should we experience a wet summer.

Trustee Fenton asked what the stage would have cost if the concert was held in June.

Director Flores stated that she believed it was \$6800.

Trustee Fenton asked why a different date was not settled on that wasn't on a busy holiday weekend.

Director Flores stated that they looked into doing it the day before or day after Ravinia but the Orchestra didn't feel comfortable in doing so.

I move to recommend to the Village Board to approve the contract with Sound Works Productions in the amount of \$9,250 to provide stage, sound, generator, and labor for the City Lights Concert at Centennial Park West.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0189 Centennial Park Aquatic Center Concession Furniture Purchase**

Recreation Division Director Nancy Flores reported that this is the fourth year of an ongoing effort to replace all of the concession tables at the Centennial Park Aquatic Center. In prior years, a total of nineteen (19) tables have been purchased through Upbeat Site Furnishings. In the fall of 2015, the west concessions area was updated with a concrete patio. Fifteen (15) picnic tables and benches are now needed to provide seating to pool patrons utilizing this area. To ensure all of the tables in this area are identical (table/seat/frame, color, and shape), staff from both the Recreation and the Parks Departments recommend purchasing the remaining tables through Upbeat Site Furnishings.

Upbeat's tables are covered by a seven year surface warranty and 20-year limited structural warranty. The coating process is a patented process referred to as a Fusion Coating. In this process, the table top and seats are coated with a minimum ¼" plastisol coating. The surface warranty warrants this product against rust, fading, peeling, chipping, cracking, mold and mildew. Both Belson & Barco products carry only a one-year warranty with higher prices.

Attached to the Committee Packet, please find a quote from Upbeat Site Furnishings totaling \$12,042.90 for fifteen (15) F113 Round Expanded Steel Picnic Tables. These are identical to those purchased in 2013 and 2014.

Chairman Gira asked how long the warranty was for.

Director Flores responded that it was for 20 years.

I move to recommend to the Village Board to approve the purchase of fifteen (15) round picnic tables from Upbeat Site Furnishings, including shipping, for a total cost of \$12,042.90.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**2016-0192 Summer Entertainment Guide 2016 - Quotes for Publication**

Recreation Division Director Nancy Flores reported that the FY2016 budget includes the printing of a Summer Entertainment Guide. At this time, staff is completing the piece and received quotes on the printing. (See attached.) The department will print 28,000, with 26,274 mailed to Orland Park residents via the Orland Park Post Office. The remaining 1,726 will be distributed to the public at village facilities and special events.

The specifications for the piece are 28,000 items, 8.5 x 5.5, 24 pages with perforated flap on back cover, 4/C with bleeds, 80.00# White Offset Text, saddle stitch. FOB Orland Park Post Office 26,274; and the remaining 1,726 to the Recreation Administration office.

Quotes are as follows:

John S. Swift Co., Inc.	\$5,926.00
M & G Graphics	\$7,850.00
Liberty Creative Solutions	\$11,590.00
Allegra Printing	\$11,424.00

Shipping is included in price quotes.

Staff is recommending the low quote from John S. Swift Co., Inc.

I move to recommend to the Village Board to approve the quote from John S. Swift Co., Inc. to print the Summer Entertainment Guide at a cost not to exceed \$5,926.00.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

#### **2016-0196 Dance Costume Payment Approval**

Recreation Division Director Nancy Flores reported that each year, the Recreation Department Dance Program culminates with a dance recital in June. Costume orders are typically placed in late January and early February to ensure delivery by picture day which is held in May and also to accommodate for returns and exchanges before the recital dates. The cost of costumes is included in the registration fee of each dance class. Staff typically utilizes 3-4 companies in order to maximize the discount received from vendors. Some companies give a percentage discount and others give discounts for payment-in-full. This year, costumes were procured from three vendors and received a volume discount from each of the three companies.

The dance program has a total of 319 dance participants, which has grown from last year by 40 students and costume prices have increased. Due to the increase in participants, purchases from one of the vendors, Curtain Call, totaled \$6,922.16. To ensure the costumes are received and sized in a timely manner, staff had to proceed with the purchase and is subsequently requesting authorization to pay Curtain Call in the amount of \$6,922.16.

I move to recommend to the Village Board to approve payment to Curtain Call in

the amount of \$6,922.16.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

### **2016-0198 Taste of Orland Park Tent & Supply Rental Contract**

Recreation Division Director Nancy Flores reported that on January 27, 2016, the Village of Orland Park issued an RFP for Taste of Orland Park Tents & Supply Rentals for 2016 - 2018. The RFP incorporated the quantity and size of tents used in 2015, projecting the greatest number of tents, tables, chairs, lighting, & extension cords that might be needed. The actual number of tents and other equipment will depend upon actual participation numbers (restaurants, community booths, sponsors, other needs).

Proposals (summary attached) were received from Arena Americas, AAA Rental Systems and Special Events Services Group.

#### Proposal Cost

Arena Americas: \$20,476

AAA Rental: \$23,790.50

Special Events Services: \$27,185.05

Village staff toured and met with Arena Americas on March 4, 2016. Staff found Arena's inventory to be excellent in terms of quantity and quality. During an interview portion of the meeting, Arena New Business Development Manager, Jim Decatur answered questions related to set-up, staffing, meeting deadlines, safety, emergency protocols, and other similar events.

Arena provides tent and other supplies for local events including: the Shamrock Shuffle, The Chicago Marathon, the NFL Draft, and Lollapalooza to name a few. Arena has facilities worldwide and will be providing tents for the 2016 Olympics in Rio. In addition to their facility in Hodgkins Illinois, Arena has facilities in Milwaukee, Wisconsin to support event needs in the Chicago area.

In checking references, Michael Neri of the Village of Elmwood stated that Arena has been "outstanding, accommodating, quick to fix problems, safety oriented, on-time and exceeds expectations." Arena provides tents and supplies for the Village of Elmwood Park's taste event. Tina Sdiens of Tamar Productions, Chicago, who produces the Magnificent Mile Festival, stated that Arena is "phenomenal before the event and onsite during production." She also stated that Arena "goes above and beyond, and consistently completes work early."

Staff would like to recommend accepting the proposal from Arena Americas, the lowest proposal, at an amount not to exceed \$20,476 per year.

I move to recommend to the Village Board to approve the contract with Arena Americas to provide Taste tents and supply rentals for 2016 - 2018 Taste of Orland Park for an amount not to exceed \$20,476.

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

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**ADJOURNMENT: 7:35 P.M.**

**A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be ADJOURNED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee Fenton, and Trustee Calandriello

**Nay:** 0

**/AS**

APPROVED: April 18, 2016

Respectfully Submitted,

/s/ John C. Mehalek

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**John C. Mehalek, Village Clerk**

/s/ Casey Griffin

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**Casey Griffin, Deputy Village Clerk**