

VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, February 17, 2025

6:00 PM

Village Hall

Committee of the Whole

*Village President Keith Pekau
Village Clerk Brian L. Gaspardo
Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,
Sean Kampas, Brian Riordan and Joni Radaszewski*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:00 P.M.

Present: 7 - President Pekau; Trustee Healy; Trustee Nelson Katsenes; Trustee Milani; Trustee Kampas; Trustee Riordan and Trustee Radaszewski

APPROVAL OF MINUTES**2025-0141 Approval of the February 3, 2025, Committee of the Whole Minutes**

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of February 3, 2025.

A motion was made by Trustee Nelson Katsenes, seconded by Trustee Kampas, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

NON-SCHEDULED CITIZENS AND VISITORS FOR AGENDA-SPECIFIC PUBLIC COMMENT

Resident Pete Deman had comments regarding the park at Eagle Ridge III. (refer to audio)

ITEMS FOR SEPARATE ACTION**2025-0128 The Orland Park Police Department's Biannual Awards Ceremony, Badge Pinning and Swearing in of a Newly Promoted Sergeant and Patrol Officer.**

At the biannual Orland Park Police Department's Awards Ceremony held during the Committee of the Whole Meeting, Mayor Pekau and Chief Eric Rossi honored members of the Orland Park Police Department for their heroic and selfless actions that took place from July 1, 2024, through December 31, 2024. (refer to audio)

Dave O'Connor, the Chairman of the Board of Fire and Police Commission swore in recently promoted Sergeant Michael Freeman and Patrol Officer Sebastian Dziewulski. (refer to audio)

This item was a presentation. NO ACTION was required.

2025-0124 2025 Playground Renovations - Purchase and Installation

There are fifty-four (54) playgrounds spread across sixty-six (66) park and facility sites in the Village. According to the 2020 NRPA Agency Performance Review, which highlights characteristics of America's local public park agencies, a community with a population range between 50,000 to 99,999 has on average one (1) playground for every 3,859 residents. With a population of roughly 60,000, the Village of Orland Park fares substantially better, with one (1) playground for every 1,111 residents.

According to the U.S. Access Board and the National Center on Accessibility, a typical public playground is designed to be in place for ten to twenty (10-20) years. It should be noted that while some Village playgrounds have surpassed that average life span, Village playgrounds are maintained to the highest possible safety standards. A Certified Playground Safety Inspector (CPSI) from the Public Works Department inspects and reports on each playground on a monthly basis, and all hazards and other issues are addressed promptly.

The Public Works Department currently employs five (5) Certified Playground Safety Inspectors (CPSI). Upon completion of each playground, a Village CPSI audits all work to ensure compliance with manufacturer requirements and national playground standards. Once approved by a Village CPSI, playgrounds are opened to the public for all to enjoy.

Since 2020, the Village has renovated twenty-six (26) playgrounds based on data outlined in the "2019 Village Park Assessment" and subsequent "2023 Playground and Pavilion Assessment". The 2019 Assessment was used to help determine which playgrounds would be renovated from 2020-2023 and provided a comprehensive look at the condition of the Village's parks, while the goal of the "2023 Playground and Pavilion Assessment" was to provide a roadmap for the next five (5) years (2024-2028) for playground and pavilion renovations. The 2023 Playground and Pavilion Assessment is available for public review via the Public Works website.

Playground Funding

The Village's 5-Year Capital Budget includes funding for sixteen (16) playground and ten (10) pavilion renovations between 2024 and 2028 as detailed below:

2024

Playgrounds: Colonial, Frontier, Mallard Landing and Treetop Parks

Pavilions: Brown (new), Cameno Real (new), Capistrano (replacement), and Country Club Estates (replacement) Parks

2025

Playgrounds: Country Club Estates, Laurel Hill, Eagle Ridge III, Doogan and

Schussler Parks

Pavilions: Doogan (new) and Helen (replacement) Parks

2026

Playgrounds: Evergreen View, Grasslands, and Helen Parks

Pavilions: Eagle Ridge III (replacement) and Evergreen View (replacement) Parks

2027

Playgrounds: Crystal Creek, Equestrian, and Fountain Hills Parks

Pavilions: Frontier (replacement) and Veterans (replacement) Parks

2028

Playgrounds: Deer Point Estates and Wlodarski Parks

Pavilions: Crescent Park (depending on development plans for the Triangle)

It should be noted that Playground and Pavilion renovations are presented to the public and Recreation Advisory Board (RAB) on an annual basis, and as such, the proposed renovation list is subject to change.

2025 Proposed Playground Renovations

The Village's FY2025 budget includes funding for four (4) playground renovations, which based on data from the 2023 Playground and Pavilion Assessment, includes Country Club Estates, Laurel Hill, Eagle Ridge III, and Doogan Parks. The renovation of the playground at Schussler Park is part of a larger renovation of the park and has been budgeted/reviewed separately from the 2025 Playground Renovations (see 2023-1001).

The full scope of work of these renovations includes new playground equipment, new engineered wood fiber (wood mulch), improved edge restraints, new site amenities, and ADA improvements. A description of proposed playground improvements and a map of the location of these parks are provided as an attachment to this report.

Public Notification of Proposed Improvements

To notify residents of the proposed playground improvements, postcards were sent to the three hundred and thirty-seven (337) residents who live within three hundred (300) feet of the parks where improvements are proposed. Postcards included general information about the proposed improvements, as well as a QR Code that links to the website where more detailed information was available. A survey was posted on the Public Works website for residents to vote on their preferred playground option (1 or 2) and provide comments regarding the improvements. An invitation to the February 4, 2025, Recreation Advisory Board (RAB) meeting was also included.

At the RAB meeting on February 4th, held at the Civic Center, Public Works Staff presented all proposed playground and pavilion improvement projects to the

public and RAB members. Survey results were presented for each park. No residents attended the meeting. Ultimately the RAB voted on each of the proposed playground options and a final recommendation was made for each park, as summarized below:

Playgrounds

Country Club Estates Park: Option 1 (no changes proposed)

Laurel Hill Park: Option 2 (no changes proposed)

Eagle Ridge III Park: Option 1 (no changes proposed)

Doogan Park: Option 2 (no changes proposed)

Pavilions

Helen and Doogan Parks: No changes proposed

The RAB-recommended options aligned with the preferred options of residents as indicated on the online survey results. The playground proposal described below, which is attached for approval, reflects the updated playground selections voted on and recommended by the members of the Recreation Advisory Board.

Playground Proposal

A co-op proposal from Landscape Structures Inc. (LSI) for the purchase and installation of the aforementioned playground improvements is attached for review. The proposal was facilitated by Landscape Structures' local vendor, NuToys Leisure Products. The proposal includes an 8% discount on playground equipment based on the co-op pricing offered via Sourcewell Contract # 010521-LSI. The co-op discount is typically 6%, but because of the volume of equipment purchased, the Village will receive an 8% discount. The proposed contractor site work has been competitively bid by NuToys and is based on prevailing wage rates. This is the same proposal process that has been used since 2020 for playground improvements.

The scope of LSI's proposal includes: new playground equipment, professional playground installation, safety surfacing (mulch) removal and replacement, edge restraint (border) removal and replacement, and the installation of access ramps per the ADA. It should be noted that, due to long lead times, approval for the purchase of the pavilions that will be installed in 2025 were purchased in December 2024 (see 2024-0863).

To complete the proposed playground renovations, the Village utilizes LSI as the general contractor to ensure the playground equipment, safety surfacing, and concrete work is installed correctly by certified local contractors. The Village would work closely with Landscape Structures' local vendor, NuToys Leisure Products, on a day-to-day basis during the duration of the project. This is the same arrangement used by the Village since 2020 which has provided an efficient and effective means of completing the scope of work. Since 2020, procurement of equipment was completed on schedule and the installation of all work exceeded

Staff's expectations for quality and attention to detail.

LSI has also used this type of co-op purchasing/installation services contract with several other local municipalities, including the City of Lake Forest, Arlington Heights School District, Buffalo Grove Park District, Algonquin School District 300, Niles Park District, West Aurora School District, Peoria Park District, and Naperville School District 203.

As such, Staff recommends approving the proposal from Landscape Structures Inc. for the 2025 playground equipment purchase and installation for \$776,632.00.00. A 2% contingency of \$15,533.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the contract was signed. As such, the total requested approval is for an amount not to exceed \$792,165.00.

Public Works Director Joel Van Essen presented information regarding this matter. (refer to audio)

Trustee Kampas had questions. (refer to audio)

Director Van Essen responded to Trustee Kampas. (refer to audio)

Trustee Kampas had additional questions. (refer to audio)

President Pekau had comments. (refer to audio)

Director Van Essen responded to Trustee Kampas and presented information regarding this matter. (refer to audio)

President Pekau had questions. (refer to audio)

Director Van Essen and Director of Recreation and Parks Ray Piattoni responded to President Pekau. (refer to audio)

President Pekau had comments. (refer to audio)

I move to recommend to the Village Board to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Sourcewell pursuant to Contract # 010521-LSI and authorize the approval and execution of a vendor contract with Landscape Structures, Inc. for the 2025 Playground Renovations - Purchase and Installation, based on Landscape Structures, Inc.'s proposal dated February 5, 2025, for \$776,632.00 plus a \$15,533.00 contingency, for a total not-to-exceed contract price of \$792,165.00.

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

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

2025-0125 Village Hall Uninterruptible Power Supply (UPS) System Project

The Village Hall Generator Project, which was completed in 2024, included the installation of a standby generator capable of supplying Village Hall with enough electricity to function as normal in the case of a power outage, including critical hardwired systems like HVAC, computer, and security systems. One feature that was not included with this project was the installation of an uninterruptible power supply (UPS).

A UPS is an electrical apparatus that provides emergency power when the actual power source is reduced, overloads, or fails. The battery runtime for most UPS systems is relatively short (only a few minutes) but sufficient to start a standby power source (e.g. a generator) or properly shut down protected equipment. In short, a UPS bridges the gap between a power source (i.e. ComEd) and the startup of a backup power source (e.g. standby generator) by providing a short-term, uninterrupted supply of power.

To address the design and installation of a new UPS system at Village Hall, Public Works coordinated with Dav-Com Electric, Inc. ("Dav-Com"), who participate in the Omnia Cooperative Purchasing program, on a proposal for this work. On all accounts, the staff from Dav-Com have provided excellent customer service and high-quality installation services on previous electrical projects. Public Works also contracted Dav-Com to replace an outdated UPS system at the Police Department in 2021.

Proposal #25-167-03 submitted by Dav-Com is based on pricing from Omnia Affiliate Compliance Management Contract #02-139. The scope of work includes the design, procurement, and installation of the new UPS system, a two (2) year warranty, and manufacturer startup and training. The RS Means pricing book, a commercial industry standard, was used to determine the fair and reasonable cost of labor, material, and equipment. The majority of the cost is for the purchase of UPS rack system that is sized to support the entire Village Hall load that includes IT equipment, HVAC, lighting, and other equipment. Due to accounting for more of these power needs with a larger rack system, the end cost was more than what was originally budgeted. A summary of the proposal price is provided below:

Dav-Com Electric, Inc.
TOTAL: \$242,300.00

Based on the provided co-op proposal price and company qualifications, staff recommends approving the proposals from Dav-Com for a total of \$242,300.00. A contingency of \$10,000.00 is requested to address change orders made

necessary by circumstances not reasonably foreseeable at the time the proposals are signed, for a total contract price not to exceed \$252,300.00.

President Pekau had comments. (refer to audio)

Public Works Director Joel Van Essen had comments. (refer to audio)

President Pekau had additional comments. (refer to audio)

I move to recommend to the Village Board to approve the waiver of the competitive bid process in lieu of participation in joint purchasing cooperative Omnia Partners pursuant to Contract #02-139 and authorize the approval and execution of a vendor contract with Dav-Com Electric, Inc. for the Village Hall UPS System Project, based on Dav-Com Electric, Inc.'s proposal #25-167-03 dated January 26, 2025, for \$242,300.00 plus a \$10,000.00 contingency, for a total not-to-exceed contract price of \$252,300.00.

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

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

2025-0129 Recreation & Parks Refund Policy Amendment

The Recreation and Parks Department administers a refund policy for recreation programs and classes. Refunds for special events, trips and sports leagues utilize protocols which are specific to each.

The refund policy includes 12 guidelines as detailed below. Brief explanations are noted for each refund guideline.

1. All withdrawal requests must be made before the start of the second class and cannot be done online.
 - Withdrawals before the start of class are fully refunded less a \$5 administrative fee. After the first class, approved refunds are on a prorated basis.
 - Online withdrawals are prohibited to permit staff to review and approve withdrawal requests.
2. No refund will be granted after the second meeting of the program or without written medical excuse prior to completion of the program.
 - This ensures a participant does not participate in a reduced number of classes, then withdraws impacting the overall class viability and cost recovery.
3. All refunds, including online registration, must be made in person at the Sportsplex or Village Hall.

- Allows review of refund ensuring request adheres to stated rules in the refund policy.
4. A \$5 administrative charge will be assessed per program for all refunds over \$5 including refunds for medical reasons.
 - Fee covers administrative fees including staff time.
 - Staff seek approval to allow refunds for a documented medical excuse without assessing the \$5 fee.
 - Additionally, staff seek approval to levy one \$5 fee per transaction instead of per person, per program.
 5. Refunds will not be issued if the refund amount is \$5 or less. Funds will be left on the customer's account.
 - Processing of a refund of less than \$5 is not cost effective.
 - The credit on the customer's account can be used when and as needed for another program, membership or other Recreation & Parks offering.
 6. Refunds will not be given on special events, workshops, or certain trips less than seven days prior to the date of the program.
 - Deposits made to vendors on behalf of a participant are not refundable.
 7. Refunds requested after the start of a contractual class will be subject to proration. Participant will also incur the cost of any related supplies, tickets, etc.
 - A prorated refund of a contractual class is consistent with in-house taught program class refunds.
 - Payment by the participant for supplies, tickets for attractions, etc., offset the expense made on behalf of the participant for the class.
 8. No refunds will be given for adult sports leagues.
 - Refunds are allowed prior to the start of a league. After the play has begun, a team's withdraw jeopardizes the league and results in extensive rescheduling.
 9. The online \$2.50 convenience fee is non-refundable.
 - This fee is paid to the online vendor and is non-refundable to the Village.
 10. When any program is canceled or changed by the Recreation & Parks Department, a full refund will be given on the program.
 - a. No proposed change.
 11. Medical excuses will result in a prorated refund based upon the number of classes held prior to the date listed on the physician's excuse.
 - Participants are assessed an appropriate fee based on the number of classes which have occurred, prior to the request to withdraw.
 12. Please allow four to six weeks for the refund check to arrive. These may not be cashed at Village Hall.

- Check requests go through a review and approval process that can take up to six weeks.
- Credit card refunds are processed as requested following the guidelines noted above.

As a matter of good customer service, staff seek to 1.) amend item number four eliminating the \$5 fee charged to individuals that withdraw from a recreation program with documentation from a medical provider and 2.) assess one \$5 fee for a single transaction.

Assessing the \$5 fee when a customer withdraws due to an uncontrollable medical experience has resulted in customer dissatisfaction and a decrease in future participation.

Eliminating the \$5 fee for medical withdrawals, and accessing one \$5 transaction fee is estimated to result in a loss of revenue of \$425. In 2024, refund fees generated a total of \$1,700.

The proposed change was presented to the Recreation Advisory Board (RAB) on February 4, 2025. The RAB approved the proposed changed in vote of 6 - 1.

Director of Recreation and Parks Ray Piattoni had comments regarding this matter. (refer to audio)

President Pekau had comments. (refer to audio)

I move to recommend to the Village Board to approve amending the Recreation & Parks refund policy number four as listed above, eliminating the \$5 fee charged to individuals that withdraw from a recreation program when documentation from a medical provider is provided, and to assess one \$5 fee for a single transaction that includes multiple withdrawals.

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

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

2025-0146 143rd Street and John Humphrey Drive Intersection and Bridge Improvements, Phase III Construction Engineering/Observation Services, Contract Award Recommendation

The Engineering Department issued a Request for Qualifications (RFQ #24-057) for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements project. The project received federal construction funding of \$3 million through the Surface Transportation Program (STP). The funding applications were managed and processed by the Southwest Conference of Mayors (SCM), Chicago Metropolitan Agency for Planning (CMAP) and Illinois Department of Transportation (IDOT). Since the project received federal funding, it required a Quality Based Selection (QBS) process with cost negotiation only after the initial selection was made. The RFQ was issued through the Village's BidNet system and the following six (6) engineering consultants submitted their responses:

1. Baxter & Woodman, Inc.
2. Benesch
3. EXP
4. Patrick Engineering Inc. (dba RINA)
5. Thomas Engineering Group, LLC
6. TranSystems Corporation

The Selection Committee ranked the RFQ responses based on the following selection criteria defined in the RFQ:

- Firm's Phase III experience with intersection improvements, traffic signal upgrades, drainage improvements, and dry land improvements using pile supported embankment system - 20%
- Project team's experience with similar projects - 25%
- Project team that will work on the project - 35%
- Overall completeness of submittal and project understanding - 10%
- Selection team's discretion - 10%
- Total - 100%

After reviewing the qualifications, staff invited the top three firms for in-person interviews at the Village Hall. Based on the outcomes of the interviews, the Selection Committee ranked and scored each consultant as follows:

- | | |
|--|----|
| 1. Patrick Engineering Inc. (dba RINA) | 91 |
| 2. EXP | 89 |
| 3. Benesch | 86 |

In accordance with the QBS process and based on the above interview results, staff initiated the scope of services and professional fees negotiations with Patrick Engineering Inc. (dba RINA). The first scope and fee submittal showed a

total professional fee of \$920,314. Staff continued scope of services and professional fees negotiations over the last few weeks and we successfully completed our negotiations for a total not-to-exceed professional fee of \$849,927. We are recommending that Patrick Engineering (dba RINA) be approved as the consultant for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements project.

The following are the high-level man-hours included in Patrick Engineering Inc. (dba RINA) professional services:

- Resident Engineer	1,972 hours
- Inspector	1,758 hours
- Document Technician	1,200 hours
- Office/Designer Assistance	152 hours

Staff also required a written commitment from Patrick Engineering Inc. (dba RINA) that experienced and trained staff will be available for the project. Please refer to the attached letter.

President Pekau had a question. (refer to audio)

Director of Engineering Khurshid Hoda responded to President Pekau. (refer to audio)

I move to recommend the execution of a Professional Services Agreement between the Village of Orland Park and Patrick Engineering Inc. (dba RINA) for Phase III Construction Engineering/Observation Services for the 143rd Street and John Humphrey Drive Intersection and Bridge Improvements for a total not-to-exceed amount of \$849,927;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.

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

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

COMMITTEE COMMENTS

President Pekau had comments. (refer to audio)

ADJOURNMENT: 6:59 P.M.

A motion was made by Trustee Kampas, seconded by Trustee Nelson Katsenes, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

Nay: 0

2025-0188 Audio Recording for the February 17, 2025, Committee of the Whole Meeting

NO ACTION

/AS

APPROVED:

Respectfully Submitted,

Brian L. Gaspardo, Village Clerk