

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, September 21, 2015

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 6:28 PM

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

APPROVAL OF MINUTES**2015-0553 Approval of the August 17, 2015 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of August 17, 2015.

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**2015-0581 Bioseal Quote - Police Lot**

Park's Division Director Frank Stec reported that a quote was received from Bioseal of Mokena, IL for sealing the recently resurfaced parking lot at the Police Department. The product used by the vendor is a clear, eco-friendly asphalt sealant. It will extend the pavement life and lower the life cycle pavement cost. The product dries in 30 minutes, versus the regular oil base sealcoat that takes 24 to 48 hours. Public Works has tested this product on a few roads and recommends it as a viable alternative to the sealants we typically use on Village lots. Bioseal is the only company in our area that offers this particular product. Bioseal also offers a 3-year guarantee against surface cracking resulting from oxidation

I move to recommend to the Village Board to approve the quote from Bioseal of Mokena at a cost not to exceed \$9,082.08 for sealant application on the Police Station parking lot.

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

2015-0582 Village Hall Door Replacement - Bid Award

Park's Division Director Frank Stec reported that the existing front doors at the Village Hall were installed when the building was built. The doors were constructed more as interior, not exterior doors. As such, during the winter months the doors do not shut with a proper seal and the interior of the Village Hall lobby becomes cold and drafty. In summer, the doors allow air conditioning to compete with the warm outside air through the same gaps.

On October 14, 2014, bids were received for the Village Hall door replacement. Two bids were submitted and the lowest qualified bidder was D. Kersey Construction Co. at a cost of \$29,390.00. The project was subsequently delayed as it was identified as an issue because the Village Hall has a local landmark status. Consequently, any replacement or modifications to the building must either match exactly or closely match the original design. The original bid that was issued in early October of 2014 did not have the specifications that met this criteria. The bids were formally rejected by the Village Board to allow staff to reevaluate the specifications.

The Development Services Department completed a review and prepared proper specifications. The team assisted in evaluating the many designs that were submitted when the project was re-bid.

Staff recommends that the company D. Kersey be awarded the project. D. Kersey is able to build and install the doors at the same cost as the original bid, while maintaining the historical design.

Chairman Gira asked if they are the doors facing the monument in front of village hall.

Director Stec responded yes.

Trustee Fenton asked if the new doors would be easier to open.

Director Stec responded yes.

I move to recommend to the Village Board to approve D. Kersey Construction Co. for the Village Hall Door Replacement Bid Award at a cost not to exceed \$29,390.00.

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

2015-0584 Holiday Lighting for 2015-2016 Season

Park's Division Director Frank Stec reported that Bright Ideas has provided the installation, maintenance, takedown and storage of all village-owned holiday displays at the Village Hall, along Ravinia Avenue and at Centennial Park since 2001. Bright Ideas staff members are also on-site for the Mayors Annual Tree Lighting Ceremony to work with Village staff to make sure all displays are turned on and in working order. The services that Bright Ideas provides are only for village-owned holiday displays, and include all of the ground displays that are located in Centennial Park and along Ravinia Avenue. The street pole holiday banners and decorations, such as fantasy trees and toy soldiers with pole trim garland were installed by Bright Ideas in 2014-2015.

The Village also owns 95 lit snowflakes which are typically installed on LaGrange Road, 94th Avenue, 151st St and around the Downtown area. Unlit pole decorations (toy soldiers and fantasy trees with pole trim garland and holiday banners) are usually installed in locations including: Old Orland, 159th Street, 151st Street, 94th Avenue, and Ravinia Avenue; and the holiday banners are installed on the north side of 159th Street.

If the Village wishes to purchase new decorations and obtain storage space; the expenses would need to be planned for in the budget process. In anticipation of a new bid, staff is continuing to research options for the replacement of outdated decorations, installation, maintenance, storage, and removal services for the decorations the Village owns. This project should correspond with the completion of the majority of the construction along LaGrange Road along with several other projects that are underway in the downtown area.

Staff has been unable to identify any other local companies that will maintain products not originally sold by them. Therefore, this year, Bright Ideas agreed to perform these services at the same cost as last year. Since no vendors are willing to offer these needed services and reuse of the existing decor for the 2015 to 2016 holiday season, staff recommends waiving the bid process and extending the existing agreement with Bright Ideas.

I move to recommend to the Village Board to waive the bid process

AND

I move to recommend to the Village Board to accept the extension to Bright Ideas' contract at a cost not to exceed \$11,500 for the 2015 - 2016 season.

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

2015-0589 Holiday Lighting for Downtown and Village Complex

Park's Division Director Frank Stec reported that the 2015 budget includes aesthetic enhancements for the Main Street area of the downtown. These enhancements will include items such as banners for the light poles, holiday lighting and other economic development attractions.

In 2014, the Parks Department staff provided specifications for lighting required during the holiday season. The specification was broken into component parts to allow flexibility in selecting the areas that would have the most impact. Staff had met with three vendors to obtain proposals for lighting the trees in the Main Street Area and requested pricing for the Village Complex lighting which would be separately charged to the Building Maintenance budget.

It was approved by the Village Board that only the areas around Crescent Park be referenced as "143rd Metra train station circle" and "142nd from Ravinia to LaGrange" for the Main Street Area. In addition, the Board approved enhancing the Village Hall Complex area separately and maintaining this service with one vendor.

Staff is continuing to research other companies in anticipation of a new bid for the replacement of outdated decorations, installation, maintenance, storage, and removal services for the decorations the Village owns. As a result, staff requested a quote from B & B Holiday Decorating which was awarded the bid in 2014 to continue to provide service for the Downtown and Village Complex. Staff therefore recommends accepting the proposal with B & B Holiday Decorating for the 2015 - 2016 season.

I move to recommend to accept the proposal from B & B Holiday Decorating for 143rd Metra, 142nd, and Village Hall tree lighting at a cost not to exceed \$30,210.00 for the 2015 - 2016 season.

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

2015-0585 Landscape Management & Maintenance of Rights of Way Contract Extension

Park's Division Director Frank Stec reported that in 2013, three companies submitted proposals for the Landscape Management & Maintenance of Village Rights of Way (ROW). The proposal with the lowest price was from J.G.S. Landscape Architects, Inc. at a cost of \$51,000.00 for 2013, \$52,000.00 for 2014,

and \$53,000.00 for 2015. The scope of these proposals is for the management and maintenance of the Rights of Way at 159th and LaGrange, 143rd and LaGrange, 143rd and Harlem, and 142nd and LaGrange.

Staff recommends extending the contract for two years until LaGrange Road aesthetic enhancements are complete at such time we will put out an RFP for the total ROW. J.G.S. Landscape is keeping their prices the same as the 2015 cost for 2016 and 2017 season.

I move to recommend to the Village Board to approve an extension of the contract with J.G.S. Landscape Architects, Inc. for the Landscape Management & Maintenance of Rights of Way added work for the contract years 2016 and 2017 not to exceed the proposed amounts.

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

2015-0575 2015 Turkey Trot Race Shirt Purchase Approval

Recreation Director Nancy Flores reported that the 27th Annual Turkey Trot will be held on Thursday, November 26, 2015. This event has grown over the last few years to include 800 participants in this family friendly, traditional 2.5 mile cross country race. Staff is requesting approval to purchase long sleeve race shirts for the 2015 Turkey Trot. The cost of the race shirts is included in the registration fee.

Staff has received eight quotes for Expert Brand AJ901 100% microfiber long sleeve tech race shirts. (See attached) Staff is recommending the purchase be made through Marathon Sportswear, Inc. of Blue Island, Illinois, the lowest quote received in the amount of \$5,195.52 plus shipping.

On September 21, 2015 this item was reviewed and approved by the Parks and Recreation Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

I move to recommend to the Village Board to approve the purchase of the 2015 Turkey Trot race shirts from Marathon Sportswear, Inc. of Blue Island, Illinois in the amount of \$5,195.52 plus shipping.

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

2015-0491 Approve Increase to Classic Party Rentals Contract for the 2015 Taste of Orland Park

A three-year contract with Classic Party Rentals to provide tents and equipment for the Taste of Orland Park event in 2013, 2014, and 2015 was approved by the Board of Trustees on May 20, 2013.

The 2015 contract amount was set at \$17,228.50. The addition of one new restaurant and two new community booths in 2015 Taste of Orland Park increased revenue to the event by \$3,260. The additional cost to provide tents and equipment for one new restaurant and two new community booths increased expenditures by \$1,079.27. The contracted price was originally \$17,228.50 and the new total 2015 invoice is \$18,307.77. Accordingly, staff seeks authorization to add to the contracted amount.

I move to recommend to the Village Board to approve payment to Classic Party Rentals in the amount of \$18,307.77 to provide tents and equipment for the 2015 Taste of Orland Park.

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: 6:37 PM

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: October 19, 2015

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk