

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, March 20, 2017

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

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

APPROVAL OF MINUTES**2017-0195 Approval of the February 20, 2017 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of February 20, 2017.

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**2017-0190 Bulk Materials Bid #17-008 Award**

Parks Director Gary Couch reported that an invitation to bid was issued on February 21, 2017 for the purchase of multiple bulk material products utilized by the Parks & Grounds and Public Works Departments. This bid was conducted to allow staff to continue to make purchases of bulk materials; as a result, exceeding the \$5,000 threshold for the year. For example, several pallets of seed will push the cost over the threshold. The bid was opened on March 7, 2017 with six (6) companies submitting bids for some or all of the listed materials. The Companies were not required to bid on all products. Attached to the Committee Packet is a spreadsheet with all the products that were requested. The spreadsheet lists each material and the bid prices submitted. The lowest cost per item is highlighted. Last fall staff presented to the committee, stating that we would be going to bid for bulk products.

I move to recommend to the Village board to approve bids for Bulk Materials bid #17-008;

And

Move to recommend to the Village Board to approve the purchase of these materials in an amount not to exceed the budgeted amounts set in the 2017 Parks & Grounds and Public Works operating budgets.

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

2017-0162 CPAC Tube Slide vertical turbine repair

Parks Director Gary Couch reported that the vertical turbine that controls the flow of water for the Lazy River tube slide needs to be repaired prior to the opening of pool season. The turbine shaft is starting to cavitate. Bushings will be replaced with an upgraded material to increase life span. The impeller will either be shaved off, or replaced to reduce the amperage the motor is currently drawing.

Staff has received two quotes from vendors that we currently work with. Illinois Pump of Rolling Meadows, IL submitted a quote for \$6,486.00 for the repair work. Thomas Pump of Romeoville, IL submitted a quote of \$5,903.00.

Staff recommends accepting the lower quote from Thomas Pump of Romeoville, IL.

I move to recommend to the Village Board to approve the quote from Thomas Pump of Romeoville for an amount not to exceed \$5,903.00 for the CPAC Tube Slide vertical turbine repair.

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

2017-0151 Imperial Pond Native Landscape Stewardship 2018, 2019 and 2020

Parks Director Gary Couch reported that in 2011, the Village established its Basin and Best Practices Management report. The report contains bids and evaluations on Village ponds and areas that require stewardship to ensure proper functionality and aesthetics of said areas. Since the compilation of the report, the Village has worked with contractors to perform the required services. The selected companies were chosen based on price and expertise in the area of ecological restoration. V3 is one of the companies that were awarded basin and restoration work. V3 has proven to be extremely knowledgeable in this area of work, and have provided exemplary service to the Village on high profile pond and natural area projects. V3 currently provides the stewardship of Imperial pond. V3 has provided superior expertise and service, significantly improving the functionality and appearance of the natural plantings at the aforementioned property.

The total cost for the three year program is attached to the Committee Packet.

Yousef Zetar of 14058 Putney Place asked how much the V3 contract was.

Director Couch stated that the total for the three year contract is \$14,200.

I move to recommend to the Village Board to approve the three year quote for Site Stewardship Management from V3 Construction Group LTD. at a cost not to exceed \$14,200.00 for Imperial Pond for the years 2018 (\$5,800), 2019 (\$4,100) and 2020 (\$4,300).

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

2017-0215 Turf Mowing RFP 17-012

Parks Director Gary Couch reported that a Request for Proposals for Turf Mowing for years 2017, 2018 and 2019, with the possibility of extending for two (2) additional years, was issued on February 24, 2017. The item closed on March 10, 2017. The Village received twelve proposals. Staff evaluated the proposals and set up interviews with six (6) companies.

The companies granted interviews were Sila Maintenance Inc, Mid America Tree and Landscape, C & T Lawn, Semmer Landscape and Acres Group. Interviews were conducted by a staff team comprised of Parks and Grounds and Public Works representatives. All vendors interviewed were asked a standard set of questions to insure uniformity (apples to apples) responses.

The team considered the ability to complete the work, size and stability of company, cost, and levels of supervision, and responsiveness to complaints. After reviewing the proposals and conducting the interviews, the team is recommending awarding the contract to Semmer Landscape.

Semmer presented very well and in fine detail explained procedures and methods to address issues that may come up. They also would reduce the size of equipment utilized on our sports fields. Alternating mowing patterns at our Parks and buildings will dramatically improve the overall appearance of our properties. Staffing and equipment levels are sufficient to meet the requirements that are needed to accomplish our mowing.

I move to recommend to the Village board to approve the proposal for Turf Mowing from Semmer Landscape for the years 2017, 2018 and 2019 with the possibility of extending the contract for two (2) additional years in an amount not to exceed proposed rates.

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

2017-0217 Veterans Park Redesign RFP 17-007 Award

Parks Director Gary Couch reported that a Request for Proposal for the redesign of Veterans Park was issued on February 2, 2017. The RFP closed on February 16, 2017 with ten (10) companies submitting proposals. Staff reviewed proposals and set up interviews with four (4) of the companies. The companies granted interviews were HR Green, Upland Design Ltd., Greenberg Farrow and RGC design. Companies were granted interviews based on several factors. Factors used to determine award were based on price point, history with Village, similar projects and reputation in the Parks community. Upon interview completion Staff recommends awarding the design and construction management to Upland Design Ltd. The Village is currently working with this firm on the Nature Center project. A neighborhood meeting is included in this process to provide residents within the area to share their thoughts on amenities they would like to see included in the project. Upland Design Ltd. presented very well and appears to be a great fit for the project.

I move to recommend to the Village board to approve the proposal from Upland Design Ltd in an amount not to exceed \$15,245.00 for the design and construction management of Veterans 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

2017-0179 Summer Entertainment Guide 2017 - Quotes for Publication

Recreation Director Nancy Flores reported that the FY2017 budget includes the printing of a Summer Entertainment Guide. At this time, staff is completing the piece and has received four quotes on the printing (See attached). Staff intends to 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:

Paulson Press, Inc. \$7,980.00
M & G Graphics \$8,631.70
Cardinal Color Group \$9,570.00
Rider Dickerson \$10,889.00

Shipping is included in these price quotes.

Staff is recommending accepting the lowest quote from Paulson Press, Inc.

I move to recommend to the Village Board to approve the quote from Paulson Press, Inc. to print the Summer Entertainment Guide at a cost of \$7,980.00.

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

2017-0180 Orland Park Concert Event - The City Lights Orchestra

Recreation Director Nancy Flores reported that on July 2, 2017, the Village will host the first of two 2017 concert events at Centennial Park West in Colette Highlands.

The City Lights Orchestra has performed at this concert venue each summer since 2011. The event brings in a very large crowd who enjoys the music, sunshine and ambiance of the Village's newest concert venue. The City Lights Orchestra and its conductor, Rich Daniels, have been together since 1974, bringing popular American music and accomplished performers to communities like ours all over the country. The orchestra will play from 5:00 p.m. to 7:00 p.m. This is a family event and patrons are encouraged to bring their blankets, lawn chairs and a picnic to enjoy popular music of this renowned orchestra.

As in past years, staff has applied for a grant from the Music Performance Fund recommended by the City Lights Orchestra. These grants are available for events that are held free for the community. If the Village is approved for the grant funding as anticipated, these funds will be used to help offset the cost of the orchestra. The City Lights Orchestra handles the payment for all the musicians, and the Village is charged only the Community Service scale rate which is about 30% of fair market value for the orchestra.

The Village will pay \$7,885.00 to CITY LIGHTS MUSIC INC. on the day of the

event. If approved, the grant revenue will offset the total cost to the village. In 2016 the Village received \$1,005.40 in grant funding from the Music Performance Fund. A similar amount is likely to be approved for 2017.

I move to recommend to the Village Board to approve payment to City Lights Music Inc. an amount not to exceed \$7,885.00 for providing orchestral music at the Concert Event at Centennial Park West in Colette Highlands on July 2, 2017.

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

2017-0189 Centennial Park Aquatic Center Concession Furniture Purchase

Recreation Director Nancy Flores reported that this is the fifth year of an ongoing effort to replace all of the concession tables at the Centennial Park Aquatic Center. In 2017, a new shade structure was added to the Centennial Park Aquatic Center concessions seating area. Previously, this area was not used by patrons since the area was too hot and sunny. With the new structure, a new, expanded, seating area is now available to pool patrons. To fill this space, existing tables will spread over; however, four additional tables are needed to fill this space. Additionally, the tables in the Blue Pavilion were purchased over twenty years ago and are in need of replacement. This area will comfortably fit twelve tables.

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 additional tables, sixteen (16) F113 Round Expanded Steel Portal Frame tables through Upbeat Site Furnishings. Upbeat's tables are covered by a seven-year surface warranty and twenty-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 1/4" 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 \$12,868.00 for sixteen (16) F113 Round Expanded Steel Picnic Tables. These are identical to those purchased in previous years.

I move to recommend to the Village Board to approve the purchase of sixteen (16) round picnic tables from Upbeat Site Furnishings, including shipping, for a total cost of \$12,868.00.

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

2017-0192 2017 Musical - Beauty and the Beast

Recreation Director Nancy Flores reported that the annual Orland Park Theatre Troupe musical production, Disney's Beauty and the Beast, will be held March 24 - 26, 2017, at Carl Sandburg High School Performing Arts Center. The rights and royalties were secured in 2016 from Music Theatre International (MTI) in New York. The total cost of the contract included royalty fees to sell tickets on the main floor at Carl Sandburg High School Performing Arts Center. The fees for rights and royalties totaled \$4,790.00.

Due to the popularity of the show, the main floor tickets for the Sunday matinee on March 26 have sold out. With this being the last performance date, staff does not want to turn people away at the door, therefore, staff would like to add the balcony seats to the Sunday performance for an additional royalty expense of \$555.00. Only 35 tickets of the 214 available balcony seats would need to be sold to cover the \$555.00 expense. The contract with MTI is currently at \$4,790.00; with the additional royalty fee for the Sunday balcony seats, the total cost would be \$5,345.00. This production is currently on track to exceed the budgeted revenues for 2017.

I move to recommend to the Village Board to approve the additional payment of \$555.00 to MTI (total contract fee of \$5345.00) for the additional royalties for balcony seats for the Sunday, March 26, 2017, production of Beauty and the Beast.

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: 6:20 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 17, 2017

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk