

# 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, May 6, 2013

6:00 PM

West Conference Room

## Parks and Recreation Committee

*Chairman Patricia A. Gira  
Trustees Brad S. O'Halloran and James V. Dodge  
Village Clerk John C. Mehalek*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order 6:07 PM

**Present:** 3 - Chairman Gira; Trustee O'Halloran and Trustee Dodge

**APPROVAL OF MINUTES****2013-0232 Approval of the April 1, 2013 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of April 1, 2013.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2013-0272 Shade Structures for Dog Park Quote**

We have received a quote from Parkreaction for five (5) shade structures manufactured by Shade Systems Inc. These are the same shade structures used throughout Centennial Park. Parkreaction, Inc. is the local representative for these structures. The cost per structure is \$3,116.00 each plus freight. The dog park contains five (5) structures at a total of \$17,220.00. The Parks and Building Maintenance Department install the units.

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

And

To recommend accepting the quote from Parkreaction Inc., at a cost not to exceed \$17,220.00.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**2013-0263 Franklin Loebe Center Data/Voice Cabling Renovations Bid Award**

Three (3) bids were received for the Franklin Loebe Center Data/Voice Cabling Renovations on April 5, 2013. The low bid was from Chicago Cabling Solutions, Inc. at a cost of \$62,081.00 with Alternate 1 at \$1,376.00 for a total of \$63,457.00.

The engineer estimated that the cost would be somewhere between \$80,000.00 and \$95,000.00. This renovation and relocation is the first step in advancing the Franklin Loebe Center addition. The project will provide for long needed renovations to the phone system cabling and relocate it to an area well outside of the project limits of the FLC addition. Due to the complexity of the work, it was advanced as a separate contract from the addition itself. The bids were reviewed by Studio GC, Inc., the Village architect for this project. They have confirmed that all provisions of the scope of work have been met.

I move to recommend to the Village Board to approve accepting the low bid from Chicago Cabling Solutions Inc., at a cost not to exceed \$63,457.00.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

### **2013-0253 2013 Stormwater Basin Management Plan**

On June 30, 2011, V3 Companies prepared a Basin Assessment and Management Plan for 25 of the Village's ponds. The restoration/stewardship plan outlines restoration plans and cost estimates and the recommendation for future stewardship programs on these ponds.

V3 has been working with the Village on several ponds including Imperial Pond. Staff is recommending some additional work and stewardship at this pond site and a proposal for this work is attached to the Committee packet.

In addition, Caro Vista pond is in need of immediate attention. Staff informally requested proposals from several companies and received four quotes for work at Caro Vista. The proposals varied due to different approaches to solving some of the issues found at this pond. Pizzo and Associates, Ltd submitted a proposal that was lower in cost than all but one vendor who was within \$5,000 of their price. What stood out about this proposal was that Pizzo provided a thorough review of the Village's plan and further recommended additional plantings and stewardship.

They also indicated a prescribed burn would not be done until the fourth year of the renovation should the Village approve their recommendations. This is a large project that would normally be formally bid. Due to the severity of the pond, staff is recommending that the bid process be waived for this pond and the proposal from Pizzo and Associates be advanced.

The work specified will be reduced due to some engineering work that needs to be performed on one side of this pond. Costs will be adjusted accordingly following a meeting with Public Works and Parks staff. Public Works will be advancing the needed functional improvements at this pond.

Finally, Colette Highlands pond was badly impacted by recent rains and is also in need of immediate attention. Pizzo and Associates provided the lowest price proposal for this work and was the original contractor for this pond. Staff is recommending approval of this proposal.

Other pond projects will be bid this year and will be brought back to the Committee and Board for consideration.

**Pizzo - Restoration Project with Alternates**

Caro Vista Pond           \$104,507.49

**Pizzo - Stewardship**

Colette Pond               \$23,562.97

**V3 - Stewardship**

Imperial East Pond       \$15,765.00

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

And

To recommend accepting the proposal from V3 Companies for the specified work on Imperial pond in the amount of \$15,765.00

and

To recommend accepting the proposals from Pizzo and Associates, Ltd. for the specified work on Colette Pond in the amount of \$23,562.97 and Caro Vista Pond in the amount of \$104,507.49.

**A motion was made by Trustee James Dodge, Jr., seconded by Trustee Brad O'Halloran, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**2013-0254 Eagle Ridge Park Play Unit Quote**

The Village Board provided for the replacement of the play unit equipment at Eagle Ridge Park in the FY2013 budget. Design proposals were requested from several vendors. Each company was provided a price limit of \$80,000 and two companies each submitted two options for the Village's consideration. One of the proposal options from Nutoys Leisure Products is being recommended. This proposal provides for the greatest variety of amenities and play pieces that fit well within the existing footprint at Eagle Ridge Park. They were also able to include handicap accessible pieces to accommodate people of all abilities. The park

proposal and a breakdown of costs are attached to the Committee packet.

The installation of the recommended equipment will be bid separately.

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

And

To recommend accepting the quote from Nutoys Leisure Products at a cost of \$78,170.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

#### **2013-0247 Dog Park Gate Access Hardware and Installation**

Village Staff researched proximity readers for the dog park. It was determined that the only local vendor that sells and installs the desired type of proximity reader gate access is Goldy Locks of Tinley Park. This type of reader will allow a card holder access through the gate at the dog park and allow village systems to track who accessed the park and when the individual visited the park. The locks are battery operated, can be tripped by card, keypad access or key. They are also able to withstand extreme hot and cold and are very durable. The system will provide access for up to 2000 users, can be programmed for desired access hours and will hold up to a 40,000 downloadable event audit.

Total cost for 2 units (one for the large dog area and one for the small dog area), hardware, handheld reader, and installation is \$5425.00 (estimate attached to the Committee packet).

I move to recommend to the Village Board to accept the estimate from Goldy Locks, Inc. in the amount of \$5425.00.

**A motion was made by Trustee James Dodge, Jr., seconded by Trustee Brad O'Halloran, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

#### **2013-0268 Taste of Orland Park Tent & Equipment Rental Contract**

The Village of Orland Park had a three year contract which included 2012, 2013, and 2014 with Wilson Tent Company for the Taste of Orland Park. Wilson Tent Company closed its business in February, 2013 which necessitated putting the

Taste Tent & Equipment Rental out to bid again for the years 2013, 2014, and 2015.

A request to bid on the Taste of Orland Park tents, tables, chairs, and lights for 2013, 2014 and 2015 was published in the SouthtownStar and on the Village website. Bidders were requested to price items individually, based on approximate quantities as these may change from year to year.

The village received inquiries from four companies, but only two submitted bids. Bids were received from Classic Party Rental of McCook, Illinois and AAA Rental of Markham, Illinois. The bids were opened on April 5, 2013. Copies of the bid summaries are attached to the Committee packet.

AAA Rental's bid is \$13,642 for 2013, \$14,478 for 2014, and \$15,391 for 2015. In previous years AAA Rental has provided the required paper work for village bids, however, for the 2013 tent bid they did not submit the required supporting documents with their bid, rendering them as non-responsive, per the village attorney.

Classic Party Rental's bid is \$15,781.50 for 2013, \$15,781.50 for 2014, and 17,444.50 for 2015. Village staff contacted Classic Party Rental regarding prices on certain items to make sure comparisons from both companies were equal or like. After clarification and changes to certain items, prices and products were competitive and in line with the non-responsive bidder. The Classic Party Rental's adjusted pricing will be \$15,587.50 for 2013, \$15,591.50 for 2014, and \$17,228.50 for 2015.

References were called including Chicago Event Management and Churchill Downs to confirm quality of service and equipment. Both shared exceptional feedback on the customer service, equipment, and responsiveness. Some events that Classic Party Rental executes for Chicago Event Management are the Chicago Marathon, Shamrock Shuffle, and Chicago's Lollapalooza.

I move to recommend to the Village Board to approve awarding the contract to Classic Party Rental of McCook, Illinois for rental of tents, tables, chairs, and tent lights for the Taste of Orland Park 2013, 2014 and 2015 at the per item price as adjusted in their bid, not to exceed \$15,781.50 for 2013; \$15,781.50 for 2014; and \$17,444.50 for 2015.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**2013-0256 Special Recreation Christmas Dinner Dance**

The annual Special Recreation Christmas Dinner Dance will be held on December 13, 2013 at Georgio's Banquets. This event has been held for the past 14 years and is very well attended by Orland Park's Special Recreation participants, as well as invited nearby Special Recreation agencies. Based on prior experience, we anticipate 300 - 400 people will be in attendance at this event.

The dinner dance is funded through the registration fees of those who attend. The Village does pay for 20 employees to attend to staff the event. These employees attend the event to assist our participants as we would for another Special Recreation Program.

Payment to Georgio's consists of a deposit of \$4,000.00 and the remaining cost is based on the number of participants attending. We estimate the total cost will not exceed \$12,000.00 as the maximum capacity of the banquet room is 400.

I move to recommend to the Village Board to approve payment to Georgio's Banquets for a deposit of \$4,000.00, and to make the appropriate payment both for staff and registrants dependent upon the actual number of participants who register for the event not to exceed a total of \$12,000.

**A motion was made by Trustee James Dodge, Jr., seconded by Trustee Brad O'Halloran, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**2013-0258 Recreation Department Program Brochure - Fall 2013 Programs**

Lists of recommended programs to be offered in the Recreation and Parks Department 2013 Fall brochure are attached to the Committee packet. Included in the lists are contractual costs (over \$5,000) that would need Board approval associated with the fall sessions. These costs are covered by revenue generated through registration fees and actual costs are dependent on the number of participants registered.

Staff is requesting approval of the recommended programs and payment to the contractual instructors at time of invoicing.

I move to recommend to the Village Board to approve the recommended programs and payment to the contractual instructors at time of invoicing.

**A motion was made by Trustee Brad O'Halloran, seconded by Trustee James Dodge, Jr., that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

Nay: 0

**ADJOURNMENT - 6:19 PM**

**A motion was made by Trustee James Dodge, Jr., seconded by Trustee Brad O'Halloran, that this matter be ADJOURNED. The motion carried by the following vote:**

**Aye:** 3 - Chairman Gira, Trustee O'Halloran, and Trustee Dodge

**Nay:** 0

**/AJ**

Approved: June 3, 2013

Respectfully Submitted,

/s/ John C. Mehalek

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**John C. Mehalek, Village Clerk**