

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, March 5, 2012

6:00 PM

Village Hall

Parks and Recreation Committee

*Chairman Patricia A. Gira
Trustees Brad S. O'Halloran and James V. Dodge
Village Clerk David P. Maher*

CALL TO ORDER/ROLL CALL

In the absence of Village Clerk David P. Maher, Deputy Clerk Joseph S. La Margo was present.

The meeting was called to order at 6:27 PM.

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

AMEND THE AGENDA

The agenda was amended to add a Presentation.

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

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

Nay: 0

2012-0156 Jonah Marshall - Presentation

Chairman Gira recognized six year old Jonah Marshall whose picture appeared on the front cover of the 2012 Spring/Summer Recreation Brochure.

The Marshall family was presented with a framed photo of that front cover picture.

This was a presentation, NO ACTION was required.

APPROVAL OF MINUTES**2012-0024 Approval of the January 3, 2012 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of January 3, 2012.

A motion was made by Trustee Dodge, seconded by Chairman Gira, 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**2011-0765 Holiday Light Recycling Drive - Discussion Only**

The Recreation & Parks Department partnered with Acme Refining Company on a Holiday Light Recycling Drive. The Village accepted old or unused lights and extension cords beginning December 1, 2011 through February 1, 2012. Acme has provided 95 gallon containers which were conveniently located in the

Sportsplex, Village Hall, Franklin Loebe Center, Recreation Administration, Cultural Center and the Police Station. Acme will pay the Village \$.05 per pound of recycled lights that are turned in. Staff actively promoted the recycling project and it has been very well received.

Anthony Pontillo, from Acme Refining, was present to discuss the recycle drive, the benefits of their environmentally friendly process and provide a brief power point presentation.

This was for discussion only, NO ACTION was required.

2012-0047 Centennial Park Aquatic Center 2012 - Lifeguard Licensing

Recreation Division Director Nancy Flores reported that in preparation of the upcoming pool season, a license must be purchased for each Centennial Park Aquatic Center (CPAC) lifeguard. These licenses, known as CAP Packs, are provided by Starfish Aquatics.

Starfish Aquatics is the agency which certifies our managers, squad leaders, and team leaders to teach and certify our lifeguards. Starfish Aquatics is regarded as the gold standard in the industry and enables the CPAC staff to provide a safe and responsive environment to CPAC patrons.

CAP Packs are \$30 each and are sold in bundles of 12 for \$360. To meet the required number of licenses needed, 14 bundles at \$360 each are required for a total of 168 CAP Packs. The total purchase will be \$5,040. Staff is requesting approval for purchase.

I move to recommend to the Village Board of Trustees to approve the purchase of CAP Packs (lifeguard licenses) from Starfish Aquatics Institute at a cost not to exceed \$5,040.00

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0112 Centennial Park Aquatic Center - Lifeguard Staff Uniforms & Equipment

Director Flores reported that in preparation for the 2012 pool season, staff has obtained quotes from several vendors for the purchase of lifeguard uniforms and equipment.

Requests for proposals were sought for seven (7) different types of lifeguard uniforms/supply items. Seven (7) companies provided proposals. After review of the proposals, staff recommends accepting the lowest quote for each item, except

the lanyards, as follows:

Recreonics for item #3 (female board shorts), for a total cost of \$408.58.

The Lifeguard Store for items #1 (female suits), #2 (male suits), #4 (seal easy kit w/valve), #5 (whistle w/mouth guard), #6 (break-away lanyards), and #7 (hip packs) at a total cost of \$7,774.50. The exception for lanyards: The recommended lanyard is .37 cents more than the lowest quote and .25 cents more than another quote; however the recommended lanyards have preferred features for the guard staff and match those used the last few years. Total lanyard expense is \$74.00 more than the lowest quoted lanyards.

I move to recommend to the Village Board to approve the proposals for lifeguard uniforms and equipment from the following vendors:

Recreonics for item #3 (female board shorts), for a total cost of \$408.58.

The Lifeguard Store for items #1 (female suits), #2 (male suits), #4 (seal easy kit w/valve), #5 (whistle w/mouth guard), #6 (break-away lanyards), and #7 (hip packs) at a total cost of \$7,774.50.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0101 Spring/Summer 2012 Program Brochure - Distribution

Director Flores reported that the Village has budgeted for the distribution of the Spring/Summer 2012 Program Brochure in the Orland Park Prairie. The final cost to mail 23,750 brochures to residents through 22nd Century Media, LLC (Orland Park Prairie) is \$7,380.00. The remaining brochures will be distributed to the public at Village facilities.

The brochure weight of 8.2 oz. has increased due to the higher quality of paper, foldout cover, and added pages for our largest program brochure.

I move to recommend to the Village Board to approve payment to 22nd Century Media, LLC in the amount of \$7,380.00.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0102 Taste of Orland Park Tent & Equipment Rental Contract

A request to bid on the Taste of Orland Park tents, tables, chairs, and lights for the years 2012, 2013, and 2014 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 four bids from Wilson Rental, Classic Party Rental, AAA Rental, and Special Event Services Group, Inc. The bids were opened on February 13, 2012. Copies of the bid summaries are attached.

Wilson Rental's total bid was \$13,180.00 for each of the three years. AAA Rental's bid was \$13,642 for 2012, \$14,478 for 2013, and \$15,376 for 2014. The bid was for rental of tents, tables, chairs, and tent lights at the Taste of Orland Park for the years 2012, 2013, and 2014.

I move to recommend to the Village Board to approve awarding the contract to Wilson Rental, Inc. for the rental of tents, tables, chairs, and tent lights at the Taste of Orland Park for the years 2012, 2013 and 2014 at the per item price listed in their bid, for a total of approximately \$13,180.00, depending on the number of items ordered each year;

And

To authorize the Village Manager to sign the contract.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0103 Taste of Orland Park Entertainment - American English

American English is a popular local group that has been a big draw at the Taste of Orland for the last several years. The village would like to hire the group American English to close out the entertainment at Taste of Orland Park 2012 on Sunday, August 5 from 7 p.m. to 9 p.m. Cost of the performance is \$5,000.00.

I move to recommend to the Village Board to approve the contract for the group American English in the amount of \$5,000.00 to provide entertainment at the Taste of Orland Park on Sunday, August 5, 2012 from 7 p.m. to 9 p.m.

And

Approve payment of a \$2,500.00 deposit to be paid upon approval of contract

and balance to be paid at the Taste of Orland Park 2012.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0099 Disposal of Village Property (Fitness Equipment) - Recommended Ordinance

The Parks & Building Maintenance Department is requesting permission to dispose of four pieces of obsolete fitness equipment. These pieces have been taken out of use and utilized for parts. They are now no longer of any use.

I move to recommend to the Village Board to pass an Ordinance entitled:
ORDINANCE AUTHORIZING THE DISPOSAL OF UNUSABLE MUNICIPAL
PROPERTY AS SCRAP (FITNESS EQUIPMENT)

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

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

Nay: 0

2012-0105 Stainless Steel Pool Handrails Bid Award

Bids were received on February 23, 2012, 11:00 a.m. in the Clerk's office for Stainless Steel Pool Handrails. Low bid was from Fence Masters, INC. of Chicago Heights at a cost of \$17,000.00. Funds for this project will come from the 2012 pool budget.

Park's Division Director Frank Stec reported that the additional Stainless Steel Pool Handrails are being installed under a new unfunded mandated safety law.

I move to recommend to the Village Board to approve Fence Masters, INC. for the Stainless Steel Pool Handrails at a cost of \$17,000.00

And

Approve a budget adjustment in the amount of \$8,376.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0106 ADA Portable Pool Lift Bid Award

Bids were received on Thursday, February 23, 2012 at 11:30 a.m. in the Clerk's office for 2 ADA Patriot Portable Pool Lifts. Five bids were submitted with Lincoln Equipment, Inc. of Concord, GA submitting the lowest qualified bid at \$11,376.00. Funds for this purchase will come from the 2012 pool budget.

The pool already has one ADA pool lift making the pool handicapped accessible. However, due to the size of the pool the new rules require an additional lift be installed so now there will be access into the pool at two different locations.

I move to recommend to the Village Board to approve Lincoln Equipment, Inc. for the purchase of 2 ADA Patriot Portable Pool lifts at a cost of \$11,376.00.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0108 Bulk CO2 Tank and Fill Box Bid

The bid for the Bulk CO2 Tank and Fill Box was opened on February 24, 2012 at 11:00 a.m. No bids were submitted. The Parks Department called companies to submit bids but there were no replies. Subsequently, staff obtained a quote from MacCarb for the Bulk CO2 Tank and Fill Box at a cost of \$12,174.00, and a cost of 0.225 per LB for product. It appears some companies are not experienced in responding to formal bids. We will continue to work with companies to educate them on our bid process.

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

And

Recommend to the Village Board to approve accepting the quote from MacCarb for Bulk CO2 Tank and Fill Box at a cost of \$12,174.00 and a cost of \$0.225 per pound throughout the year for product.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0109 Centennial Pool Pumps Purchase Bid Award

The bid for the Purchase of Pool Pumps was opened on February 24, 2012 at 12:00 p.m. One bid was received, and it was from Controlled Environmental Systems, Inc. of Orland Park at a cost of \$66,075.00 installed. Because of the 6 to 8 week delivery time it is noted that this item will be sent to the Board for full approval at tonight's meeting in order for the pumps to be delivered and installed by May 15, 2012.

I move to recommend to the Village Board to approve accepting the bid from Controlled Environmental Systems, Inc. at a cost of \$66,075.00 for the pumps with installation.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0110 Lochinvar Copper-Fin 2 Pool Heater Bid Award for Centennial Pool

The bid for the Lochinvar Copper-Fin 2 Pool Heater was opened on February 24, 2012 at 11:30 a.m. Three bids were received and SG Supply - a Ferguson Enterprise was low bid at cost of \$37,133.00. These heaters are for the zero depth pool.

I move to recommend to the Village Board to approve accepting the bid from SG Supply - A Ferguson Enterprise at a cost of \$37,133.00 for two pool heaters and accessories;

And

Recommend approval for a budget adjustment of \$4,133.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0057 One Man Mobile Vertical Lift Bid Award

Bids were received and opened on January 31, 2012 at 11:00 a.m. for a new one man mobile vertical lift for the Building Maintenance Department. Three bids were received and the lowest qualified bidder was Randall Industries, Inc. of Elmhurst, IL at a cost of \$13,999.44. The amount budgeted for this purchase was \$14,000.

I move to recommend to the Village Board to approve Randall Industries, Inc. of Elmhurst, IL for the purchase of a one man mobile vertical lift at a cost of \$13,999.44.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0124 Park Court Repairs Bid Award

The bids for the Park Court Repairs (attached) were opened on February 28, 2012 at 11:00 a.m. Two bids were received and the low qualified bidder was U. S. Tennis Court Construction Co., of Lockport at a cost of \$82,900.00, which is \$36,016 less than the other bidder.

I move to recommend to the Village Board to approve accepting the bid from U. S. Tennis Court Construction at a cost of \$82,900.00 for Park Courts Repairs.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0125 Sportsplex Kids Room Carpeting Quote

Three quotes were received for the Sportsplex Kids Room Carpeting. Low quote is from Consolidated Tile & Carpet at a cost of \$5,250.00.

I move to recommend to the Village Board to accept the quote from Consolidated Tile & Carpet at a cost of \$5,250.00 to install the carpet in the Sportsplex Kids Room.

A motion was made by Trustee Dodge, seconded by Trustee 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

2012-0126 Brick Repair Architectural Services Quote

Robert Juris & Associates has provided architectural and structural engineering services for the Village Center Brick repair over the past few years and this should be the final work needed. They know our buildings well and the following quotes demonstrate that. The first quote (\$4,400.00) is for their adjustments and

recommendations to the existing prints; the second (\$2,700.00) is for work that does not appear on the original prints and must be measured by hand and in some cases utilizing an aerial lift. Their work has been exemplary over the past years and they have always been right on target with our budgets. The total for this work is \$7,100.00. \$200,000 has been budgeted in 2012 to complete this project.

I move to recommend to the Village Board to approve accepting the quote from Robert Juris & Associates for a cost of \$7,100.00.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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

2012-0127 Native Landscape Stewardship 2012 Quote

We received a proposal for the third year of the Native Landscape Stewardship around the New Police Station. Pizzo & Associates, Ltd. took this over for the past 2 years after we settled with the construction management company. They have done a great job and it is improving. Their cost is \$7,000.00 for the year 2012. This cost is down from the past few years due to less maintenance being required, last years cost was \$10,660.

I move to recommend to the Village Board to accept the quote amount of \$7,000.00 from Pizzo & Associates, Ltd.

A motion was made by Trustee O'Halloran, seconded by Trustee Dodge, 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 - 6:47 PM

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

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

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk

Joseph S. La Margo, Deputy Clerk