

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, March 4, 2019

6:00 PM

Village Hall

Parks and Recreation Committee

*Chairman Daniel T. Calandriello
Trustees Patricia A. Gira and Michael F. Carroll
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:21 P.M.

Present: 2 - Chairman Calandriello and Trustee Gira

Absent: 1 - Trustee Carroll

APPROVAL OF MINUTES**2019-0160 Approval of the February 4, 2019 Parks and Recreation Minutes**

I move to approve the Minutes of the Regular Meeting of the Parks and Recreation Committee of February 4, 2019.

A motion was made by Trustee Gira, seconded by Chairman Calandriello, that this matter be APPROVED. The motion carried by the following vote:

Aye: 2 - Chairman Calandriello, and Trustee Gira

Nay: 0

Absent: 1 - Trustee Carroll

ITEMS FOR SEPARATE ACTION**2019-0168 John Humphrey Renovation (re-issue) RFP Award #19-002**

Park's Division Director Gary Couch reported that a Request for Proposals for the John Humphrey Complex Renovation was re-issued on January 7, 2019 by the Parks & Grounds Department. The RFP was opened on February 7, 2019. The RFP was posted on Bid Net and was matched to four hundred and twenty vendors (420). Information was downloaded fifty six (56) times with twelve (12) being complete downloads. A total of four (4) proposals were submitted for the project. Staff reviewed the submitted proposals and evaluated each based on criteria that was identified in the RFP - cost (40%), past performance (10%), physical and economic experience (20%), organizational/managerial capacity (15%) and experience/reputation (15%).

Geotechnical sampling was discussed and is being scheduled to further identify any soil conditions that could potentially increase the costs of the project. In the event the geotechnical report determines that the site soil base needs to be augmented, either with additives installed to stabilize the base or materials removed and replaced with new materials, the overall costs could substantially increase.

Proposals were reviewed in great detail and based on this interview, as well as the Village's long and successful history with V3 projects, staff recommends awarding the RFP to V3 Construction Group Ltd. The scope of the project was

proposed at \$1,163,000. Alternative options for the project that staff recommends are the installation of the backstop netting and homerun fencing on fields one (1) through five (5) for a cost of \$445,377, bringing the total project cost to \$1,608,378. Staff is requesting a contingency budget of ten percent (10%), which equates to \$160,838 to address any unforeseen issues that could arise on a project of this scope.

Chairman Calandriello had comments regarding this matter. (refer audio file)

Trustee Gira had questions regarding this matter. (refer to audio file)

Director Couch responded to Trustee Gira's questions regarding this matter. (refer to audio file)

Village Manager Joseph LaMargo and Director Couch had additional comments regarding this matter. (refer to audio file)

Trustee Gira had additional questions regarding this matter. (refer to audio file)

Director Couch, Village Manager LaMargo, Village Clerk John Mehalek and Chairman Calandriello had comments in response to Trustee Gira's questions. (refer to audio file)

I move to recommend to the Village Board to award RFP #19-002 (re-issue) John Humphrey Complex Renovation to V3 Construction Group Ltd., of Woodridge IL., at a cost not to exceed \$1,769,215

And

Recommend approving draws on the previously established BMO Harris Bank line of credit in the amount not to exceed \$785,819.

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

Aye: 2 - Chairman Calandriello, and Trustee Gira

Nay: 0

Absent: 1 - Trustee Carroll

2019-0171 Wooded Path II Estates Stewardship (Updated)

Park's Division Director Gary Couch reported that a Wooded Path stewardship was presented to committee and board approved on October 15, 2018 for the years 2019, 2020 and 2021. In reviewing the pricing documents presented the line referencing the costs for the 2020 and 2021 services was inadvertently omitted. Below are the updated costs for the stewardship of the seven (7) sites in the

Wooded Path II Estates that are currently being maintained by Pizzo and Associates. The vendor has updated their proposal document in an effort to improve clarity. Pizzo and Associates submitted a proposal for a three (3) year (2019, 2020 and 2021) stewardship and a prescribed control burn in 2019 at a cost of \$18,853.00. Years 2020 and 2021 at a cost of \$14,013.00 each for a total cost of \$46,879.00

The work includes the control of invasive woody and herbaceous flora through cultural methods, physical removal or the application of appropriate herbicides. The native plants will take advantage of the competitive release created by mowing, the timely application of herbicide or physical removal of the non-native plants.

The scope of work and the total cost for the three-year program is attached to the Committee Packet.

Chairman Calandriello had questions and comments regarding this matter. (refer to audio file)

Director Couch responded to Chairman Calandriello's questions and comments. (refer to audio file)

I move to recommend to the Village Board to approve the Stewardship of Wooded Path II Estates for 2019, 2020, and 2021 to Pizzo and Associates for an amount not to exceed a total of \$46,879.00 to include a controlled burn in 2019.

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

Aye: 2 - Chairman Calandriello, and Trustee Gira

Nay: 0

Absent: 1 - Trustee Carroll

2019-0155 Taste of Orland Park Tent & Supply Rental Contract

Recreation Division Director Nancy Flores reported that on January 4, 2019, the Village of Orland Park issued an RFP for 2019, 2020 and 2021 Taste of Orland Park tents and supplies. The RFP projected the greatest number of tents, tables, chairs, lighting & extension cords that might be required to successfully produce this event. The actual number of tents and other equipment utilized will depend upon the actual participation numbers of restaurants, community booths, sponsors and event other needs.

Proposals (summary attached) were received by Arena Americas (vendor from 2013 - 2018), Marquee Event Rentals and Special Events Group.

Proposal Cost:

Arena Americas:	2019 - \$26,941.25
Marquee Event Rentals:	2019 - \$22,229.60
Special Events Group:	2019 - \$27,169.35

Village staff toured and met with Todd Lazzarotto of Marquee Event Rentals on February 15, 2019. Staff went onsite to visit two warehouses and directly viewed and inspected tents, tables, chairs, linens and other rental supplies typically used for the Taste. Staff found Marquee Events inventory to be excellent in terms of quality and quantity. Located in McCook, IL, Marquee Event Rentals merged with Classic Party Rentals and M & M rentals in 2018. As such, Marquee Events has increased their inventory, item selections and staff to meet the needs of clients.

Marquee provides tent and other supplies for local events including: Lisle Eye to the Sky, Star Event's 25 Street Festivals, Bartlett's Fourth of July event and Rockton's Old Settlers Day.

In checking references, Dick Gaddini of Lisle stated Marquee was "very accommodating, on-time, flexible, good in an emergency with strong staff providing set-up and supervision." Jessica Smith from Star Events has worked with Marquee for 2 years and shares that "staff is experienced, on-time and responsive including overnight hours." Andy Watson of Bartlett found Marquee to be "accommodating, respectful and the equipment was of good quality." Cory Magnus of the Lions club stated: "equipment quality is good, crews are flexible and supervisory staff ensure the job is done correctly."

Staff would like to recommend that this RFP be awarded to Marquee Event Rentals at an amount not to exceed the RFP proposal amount for 2019, 2020 & 2021.

Trustee Gira had questions and comments regarding this matter. (refer to audio file)

Director Flores responded to Trustee Gira's questions and comments regarding this matter. (refer to audio file)

I move to recommend to the Village Board to approve the contract with Marquee Events to provide Taste tents and supply rentals for the 2019 - 2021 Taste of Orland Park for an amount not to exceed the \$22,229.60.

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

Aye: 2 - Chairman Calandriello, and Trustee Gira

Nay: 0

Absent: 1 - Trustee Carroll

2019-0163 2018 Holiday Festival/Tree Lighting Ceremony and Santa's North Pole Express

Recreation Division Director Nancy Flores reported that the 2018 Holiday Festival/Tree Lighting Ceremony and Santa's North Pole Express continue to be popular events to kick off the holiday season. Santa's North Pole Express celebrated its' 5th year selling out the first day with 265 participants. The event netted an income of \$1462.00 as a result of sponsorship revenue, higher than anticipated registrations, and a savings in expenses. The 33rd Holiday Festival and Tree Lighting Ceremony is an important tradition for our community. Crafts, holiday themed items, and a variety of food and beverages from local and Wisconsin vendors were featured. 1,000 participants showed up even with the heavy rain. Actual net income was (\$5,062) which was an improvement over the (\$10,905) budgeted amount.

Chairman Calandriello had comments regarding this matter. (refer to audio file)

Trustee Gira had comments regarding this matter. (refer to audio file)

Parks Division Director Gary Couch and Director Flores responded to Trustee Gira's comments. (refer to audio file).

Trustee Gira had additional comments regarding this matter. (refer to audio file).

ADJOURNMENT: 6:36 P.M.

A motion was made by Chairman Calandriello, seconded by Trustee Gira, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 2 - Chairman Calandriello, and Trustee Gira

Nay: 0

Absent: 1 - Trustee Carroll

2019-0180 Audio Recording for the March 4, 2019 Committee Meetings - Public Safety, Parks & Recreation, & Finance

NO ACTION

/AB

APPROVED: April 1, 2019

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk