



Board of Commissioners - Regular Business Meeting  
910 N Gary Ave  
Carol Stream, Illinois  
Room 120

**February 25, 2019**

**7:00 pm**

1. **Call To Order**
2. **Roll Call – Pledge of Allegiance**
3. **Listening Post**
  - A. IAPD Award
4. **Changes or Additions to the Agenda**
5. **Consent Agenda**

All items listed are included in the Consent agenda. There will be no separate discussion of these items. Members of the public may petition in writing that an item be removed from the Consent Agenda.

  - A. Approval of Regular Minutes: February 11, 2019
6. **Discussion Items**
  - A. Weekly Happenings (oral)
7. **Action Items:**
  - A. Approval: Simkus and Coral Cove Water Park ADA Improvements Bid
  - B. Approval: Carolshire Bid Approval
8. **Closed Session**
  - A. Sale of Lease or Property, Section 2(c)(6)
9. **Action pertaining to closed session**
10. **Adjournment**

**Carol Stream Park District  
Board of Commissioners  
Regular Meeting  
February 11, 2019  
7:00pm**

<b>Call to Order</b>	Commissioner Sokolowski called the meeting to order at 7:00pm.
<b>Roll Call/Pledge of Allegiance</b>	Present: Commissioners Powers, Gramann, Bird, Sokolowski, Jeffery and Del Preto Absent: Commissioner Jaszka Staff: Executive Director Reuter, Directors Bachewicz, Hamilton, Rini.
<b>Listening Post</b>	<p>A. Carol Stream Parks Foundation Foundation Board members Frank Parisi, Mike Ashby, Craig Cronquist and Clem Malinowski were present. Frank Paris announced that Parks Foundation Board members elected Dave Creighton as President. Frank discussed progress on Veterans Memorial Plaza fundraising standing at \$188,000. Upcoming events include Chicago Steel Hockey game at Fox Valley Ice Arena on February 15, Spaghetti Dinner at American Legion. There is fundraiser in the works at 25 West Brewing Company at Stratford Square.</p> <p>One of the main missions of the foundation is to help fund the Scholarship Program and a check in the amount of \$3,000 was presented to the Board. Frank thanked the Board, Executive Director Reuter and Community Relations Coordinator Falco for all they do.</p>
<b>Changes to the Agenda</b>	None
<b>Consent Agenda</b>	<p>Commissioner Powers made a motion to accept the consent agenda. Seconded by Commissioner Bird.</p> <p>A. Approval: Regular Minutes: January 14, 2019 B. Ratify January Bills C. Approval: Treasurer's Report D. Approval: Ordinance No. 530 Park District Surplus Property</p> <p>Roll Call Vote:</p> <p>Commissioner Powers: Aye Commissioner Gramann: Aye Commissioner Bird: Aye</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye Commissioner Del Preto: Aye</p> <p>Motion Passes 6 - 0 - 1</p> <p>Commissioner Gramann made a motion to approve the consent agenda. Seconded by</p>

	<p>Commissioner Jeffery.</p> <p>Roll Call Vote:</p> <p>Commissioner Powers: Aye  Commissioner Gramann: Aye  Commissioner Bird: Aye</p> <p>Commissioner Sokolowski: Aye  Commissioner Jeffery: Aye  Commissioner Del Preto: Aye</p> <p>Motion Passes 6 - 0 - 1</p>
<p><b>Discussion Items</b></p>	<p>A. Annual Recreation Report  Director Bachewicz reviewed programs and events held during 2018. See attached Report. Commissioner Sokolowski said gaming is going to be the next big thing. Recreation should look into setting up an event. He also liked the testimonials on the report suggesting we put some of them up on our website.</p> <p>B. Sponsor and In-Kind Donation Report  Community Relations Coordinator Falco presented how sponsors and in-kind donations are obtained and where we stand. See attached Report. Commissioner Gramann asked how we target sponsors. Falco explained there is a sponsor packet and it asks them who they want to market to. Commissioner Sokolowski asked if anyone realizes that the Park District pays for half of the annual Fourth of July Fireworks show. Executive Director Reuter spoke with the Village Community Relations Department about making the Park District more visible in that regard.</p> <p>C. Community Park  Staff continues to meet with the Village of Carol Stream to discuss the acquisition of Community Park. A surveyor has been hired (costs split 50/50) with the Village to establish the 11 high and dry parcels and create subdivisions. The survey should be complete by the end of February. We will interview several architects to determine which will prepare a master plan for the park. The location should qualify for OSLAD and CDBG funding. Commissioner Sokolowski said they want to be very involved in the direction we take with this park. Commissioner Gramann suggested we discuss this at further at the next meeting. Commissioner Bird suggested we have a special committee meeting before the next Regular Board Meeting. We will schedule a meeting at 6:00 pm on February 25.</p> <p>D. Meet Us At The Park  The Board has directed staff to plan Meet Us At The Park for the summer of 2019. Staff suggested keeping the same schedule, selecting the third Monday on June 17, July 15 and August 19 from 6 – 8 pm. A map of park district boundaries was presented showing where the events were held last year and offering suggestions for 2019. Commissioner Gramann suggested instead of three dates in the summer of 2019, we only have two; in June and August. She also suggested we have the event on a regular meeting date. The park district boundary map was displayed and staff suggested six options among small and large parks in the community. The</p>

board narrowed it down to Bierman Park and Walter Park.

E. Weekly Happenings (oral)

- Commissioner Gramann attended a conference workshop about social media. One take away was to be very careful expressing political views on social media. The presenter said if a group text is going around, taking a screen shot of the text messages meets the Open Meeting Act requirements. Commissioner Jeffery added that we should add the Digital Millennium Copyright Act to our website. Another fun idea was to post signs at our facilities saying, "Smile, your picture could be used on marketing material."
- Commissioner Jeffery asked if we have plans to meet with the new superintendents at Benjamin District 25 and CCSD93. Executive Director Reuter said he has met them and there is a meeting tomorrow morning he hopes both of them will attend. Commissioner Jeffery asked if we have a relationship with the HOA at Central Park. Director Bachewicz said we have been to Colony Park but not Central Park.
- Commissioner Powers attended a Legislative session. They suggested we attend the Parks Day in Springfield in April. Executive Director Reuter mentioned we just received the invitation for the Legislative Awareness Breakfast at Wheaton Park District scheduled March 8 at 7:30 am.
- Commissioner Bird asked about the progress on the potential purchase of the WeGoParks minibus. Director Hamilton said we had the bus inspected at Kammes Auto & Truck Repair and will review the report with Senior Leadership tomorrow.
- Commissioner DelPreto asked if we sell goggles, swim diapers and towels at our pools. Director Bachewicz said we do sell goggles and swim diapers but not towels.

**Action Items**

A. Approval: Coral Cove Water Park Repairs Bid Approval

The Coral Cove Water Park waterslide tower stair treads and the top deck are bubbling creating safety and maintenance concerns. Additionally, the cracked stairs on the drop slide tower are also a safety concern. Repairing these items prior to the water park opening will help prevent our patrons from injury. Combining the two projects allowed us to get a better price. Garland handled the bid for the installation of their product, which was advertised on December 20. Three companies bid with Futurity 19, Inc. being the lowest bidder. Their work has been of high quality, on budget and performed in a timely manner. The product and the labor will be guaranteed

Commissioner Bird made a motion to approve a base contract with Garland/DBS, Inc., Cleveland, OH, for Coral Cove Water Park repairs totaling \$41,528. Seconded by Commissioner Powers.

	<p>Roll Call Vote:</p> <p>Commissioner Powers: Aye  Commissioner Gramann: Aye  Commissioner Bird: Aye  Motion Passes 6 - 0 - 1</p> <p>Commissioner Sokolowski: Aye  Commissioner Jeffery: Aye  Commissioner Del Preto: Aye</p>
<b>Closed Session</b>	<p>A. Personnel: Performance of an Employee, Section 2(c)(1)  Commissioner Gramann made a motion to move too closed session to discuss Personnel Section 2(c)(1) Performance of an Employee. Seconded by Commissioner DelPreto. Voice vote taken. Motion passed 6-0-1.  Closed session adjourned at 9:35.</p>
<b>Action Pertaining to Closed Session</b>	<p>Commissioner Jeffery made a motion to increase Executive Director Reuter's salary 5.475% effective March 2, 2019 as discussed in closed session. Seconded by Commissioner Del Preto. Voice vote taken. Motion passed 6-0-1.</p>
<b>Adjournment</b>	<p>Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Gramann. Voice Vote taken. Motion passed 6-0-1. Meeting adjourned at 9:38 pm.</p>

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President  
Brian Sokolowski

\_\_\_\_\_  
Secretary  
Jim Reuter

February 25, 2018  
Date

**To: Board of Commissioners**  
**From: Shane Hamilton, Director of Parks & Facilities**  
**Date: February 25, 2019**  
**Approval: Simkus & Coral Cove ADA Doors** **Agenda Item #: 7A**

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## Issue

Should the Board award the bid to Schaeffges Brothers, Inc., Wheeling, IL, for the ADA compliance projects at Simkus Recreation Center and Coral Cove Water Park.

## Background/Reasoning

- The bid was advertised on BHFxPlanroom.com and emailed to numerous contractors per DuPage County requirements on January 22, 2019.
- The base bid includes ADA accessible door openers at Simkus Recreation Center and new doors at Coral Cove Water Park with ADA accessible door openers.
- Alternate #1 includes concrete work giving individuals with mobility issues an easier entrance/exit from the facility with curb cuts providing a clear path to and from the parking lot.
- Three companies bid on the project with Schaeffges Brothers, Inc., Wheeling, IL, being the lowest bidder. Greenberg Farrow has reviewed the qualifications and references of the low bid contractor and has found no evidence which would disqualify them from being awarded the contract for this work. Their staff has worked successfully with Schaeffges Brothers, Inc. and they have a history of doing excellent work.

## Cost

- Total Base Bid for ADA Doors at Simkus Recreation Center and Coral Cove Water Park is \$43,000.
- Alternate #1 to perform concrete work for easier entrance/exit from each facility is \$10,500.
- Base bid and Alternate #1 total is \$53,500.
- Budget source: Special Recreation Fund Account #25-5-00-00-759.

## Public/Customer Impact

New ADA doors, ADA door openers and concrete work will allow individuals with disabilities easier access to our facilities.

**Recommendation**

- That the Board approves Schaeffges Brothers, Inc., Wheeling, IL for construction services at Simkus Recreation Center and Coral Cove Water Park for the base bid and alternate #1 totaling \$53,500.



2/12/2019

BIDDERS:			
Simkus Recreation Center, Carol Stream Park District			
BID RECAP SUMMARY	Continental Construction	Schaefgus Brothers	Expedia Construction
<b>BID BOND INCLUDED</b>	X	X	X
<b>ACKNOWLEDGEMENT OF ADDENDA</b>	X	X	X
<b>BID GRAND TOTAL</b>	\$98,080.00	\$43,000.00	\$54,300.00
<b>ALTERNATE BID ITEMS</b>			
A. Concrete Alternate	\$8,400.00	\$10,500.00	\$7,800.00



**To: Board of Commissioners**

**From: Shane Hamilton, Director of Parks & Facilities**

**Date: February 25, 2019**

**Approval: Carolshire Park Bid Award**

**Agenda Item #: 7B**

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## Issue

Should the Board award the bid to E. Hoffman, Inc., Lombard, IL, for the construction of Carolshire Park.

## Background/Reasoning

- The bid was advertised on BHFxPlanroom.com and emailed to numerous contractors per DuPage County requirements on January 22, 2019.
- The base bid includes earthwork, hardscape, site amenities, playground and fence along Gary Avenue and synthetic turf on a portion of the playground.
- Alternate #1 includes synthetic turf throughout entire playground.
- Six companies bid on the project with E. Hoffman, Inc. being the lowest bidder. Greenberg Farrow has reviewed the qualifications and references of the low bid contractor and has found no evidence which would disqualify them from being awarded the contract for this work. Their staff has worked successfully with E. Hoffman, Inc. on Twin Lakes Park in Palatine, and they have a history of doing excellent work.

## Cost

- Total Base Bid for Carolshire Park is \$322,633.10.
- Alternate #1 for synthetic turf throughout entire playground is \$17,325.
- Base bid and Alternate #1 total is \$339,958.10.
- Budget source: Capital Fund Account #42-5-00-00-762.

## Public/Customer Impact

Carolshire Park fulfills a park/playground void in an underserved area of the community.

## Recommendation

- That the Board approves E. Hoffman, Inc., Lombard, IL for construction services at Carolshire Park for the base bid and alternate #1 totaling \$339,958.10.



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We Are Global

February 15, 2019

Mr. Shane Hamilton  
Carol Stream Park District  
849 W. Lies Road  
Carol Stream, IL 60188

Re: Carolshire Park: Letter of Recommendation

Dear Shane:

Bids were opened on Tuesday, February 12, 2019 for the Carolshire Park project. Six bids were received, opened, and read aloud and included the following bidders: Clauss Brothers, E Hoffman Inc., Hacienda Landscaping, Innovation Landscape, Integral Construction and Team Reil. The low bid received was **\$322,663.10** from **E Hoffman, Inc.**, located in Lombard, IL. GreenbergFarrow has reviewed the qualifications and references of the low bid contractor and has found no evidence which would disqualify them from being awarded the contract for this work. Our staff has worked successfully with E Hoffman, Inc. on Twin Lakes Park in Palatine, and they have a history of doing excellent work. Attached is the Bid Tabulation Summary.

The bid is below the project budget of \$400,000.00. It is the Park District's option to negotiate with the low bidder. GreenbergFarrow recommends considering the option of installing synthetic turf for the entire play area in lieu of the proposed engineered wood fiber mulch. Per the unit price for the synthetic turf and the ability to delete the thickened curb edge, the revision to the play surface will incur a cost increase of approximately \$17,295.50, for a bid total of **\$339,958.10**. This information would need to be presented to the contractor for final review and pricing.

We hereby recommend that the contract for the Carolshire Park project be awarded to **E Hoffman, Inc.**, with the condition that they register with SAM.gov per the County requirements. Please call should you have any questions or require additional information. We look forward to working with the Carol Stream Park District toward a successful completion of this project!

Sincerely,

Lori Vierow, PLA, ASLA

Enc: Bid Tabulation

Cc: Jim Reuter, CSPD

Randy Anderson, CSPD

Sarah Dreier, GF

BIDDERS:		Clauss Brothers	E Hoffman Inc.	Hacienda Landscaping	Innovation Landscape	Integral Construction	Team Reil
<b>Carolshire Park, Carol Stream Park District</b>							
BID RECAP SUMMARY							
<b>BID BOND INCLUDED</b>	X	X		X	X	X	X
<b>ACKNOWLEDGEMENT OF ADDENDA</b>	X	X		X	X		X
<b>BID GRAND TOTAL</b>	\$366,893.75	\$322,663.10	\$345,816.40	\$346,854.34	\$331,892.04		\$440,523.14
<b>ALTERNATE BID ITEMS</b>							
1. Deduct Alternate Asphalt Path	\$400.00	-\$6,000.00	-\$3,500.00	-\$500.00	-\$1,449.00		-\$1,127.00
2. Deduct Alternate Synthetic Turf	-\$20,705.00	-\$22,000.00	-\$25,000.00	-\$2,555.00	-\$22,887.00		-\$33,945.00
3. Deduct Alternate: Pathway Light	-\$5,445.00	-\$4,500.00	-\$4,950.00	-\$4,950.00	-\$4,950.00		-\$5,470.00