



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

Parks and Properties Committee Meeting

March 19, 2018

5:30pm

Joe Doud Administration Building, 545 Academy Drive

AGENDA

- I. Call to Order—Chair Chambers; Commissioners Chalem and Ziering
- II. Recognition of Visitors
- III. Approval of Minutes
 - Parks and Properties Committee Meeting of February 19, 2018
- IV. Unfinished Business
- V. New Business
 - A. Consider Northbrook Sports Center Dehumidification Repairs, Bid #2143
 - B. Consider Custodial Services – Various Locations, Bid #2148
 - C. Consider HVAC Services – All Buildings, Bid #2149
 - D. Consider HVACR Services – Ice Refrigeration Equipment: Northbrook Sports Center, Bid #2150
 - E. Consider Sports Center Front Office & Vestibule Renovation, Bid #2153
 - F. Consider Agreement with Northern Suburban Special Recreation Agency (NSSRA)
- VI. Informational Items / Verbal Updates
 - A. 180 Anets Well Sealing Update
- VII. Next Meeting – Monday, April 16, 2018 at 5:30 pm., Joe Doud Administration Building
- VIII. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, Northbrook Star, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District's ADA Compliance Officer, at the Park District's Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days' advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: V. A. Consider Northbrook Sports Center Dehumidifier Repairs, Bid #2143
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the Northbrook Sports Center Dehumidifier Repairs bid from McDonough Mechanical Services, Inc. of Waukegan, Illinois for a base bid of \$51,797.

An alternate bid was solicited for temporary dehumidification, if adequate humidity levels cannot be maintained inside the rink during repairs. Repairs will occur late in the fall to reduce the possibility of needing the temporary units. The alternative would be to close a rink during the repairs.

Background and Analysis:

The repairs to both dehumidifiers includes the replacement of the heaters and heat exchanges, replacement of all door seals, caulking to seal external ducts, new disconnect switches, fabrication and installation of post heat exhaust pipes to prevent rusting on the exterior of the units, replacement of rusting exterior wall panels, thorough cleaning of the interior of each unit and repair of cracks in the desiccant wheel of the A Rink unit.

Four contractors attended the mandatory pre-bid meeting with three submitting bids that are listed below.

Company	Base Bid	Alternate	Total
		Temporary Dehumidification Per Week x 2 (estimated)	
McDonough Mechanical Services, Inc. Waukegan, IL	\$51,797.00	\$15,067.00	\$66,864.00
RMC Mechanical Services, Inc. Bensenville, IL	\$62,869.00	\$14,000.00	\$76,869.00
Oak Brook Mechanical Services, Inc. Elmhurst, IL	\$76,150.00	\$43,839.00	\$119,989.00

McDonough Mechanical Services, Inc. references (Waukegan Water Department, City of Waukegan and City of Highland Park) report a positive experience for their respective projects.

Explanation:

1. Budgeted Cost: \$160,000.00
2. Budgeted Source: 2018 Capital Improvement Plan
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the bid from McDonough Mechanical Services, Inc. of Waukegan, Illinois for a bid of \$51,797.00 to the full Board for approval.

Pc: Molly Hamer, Executive Director



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: V. B. Consider Custodial Services – Various Locations, Bid #2148
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the base bid for Custodial Services – Various Locations in the amount of \$30,072.80 from ECO-CLEAN Maintenance, Inc. of Elmhurst, Illinois.

Background and Analysis:

Contracted custodial services have been incorporated at the Joe Doud Administration Building, Meadowhill Aquatic Center, Sportsman's Country Club Clubhouse and Golf Maintenance Buildings for the base bid. The alternate bid is for Village Green, which will not be accepted at this time. One vendor at the various locations allows for more efficient contract management by staff. ECO Clean has provided service in the past and will be managed closely by staff.

Seven contractors attended the mandatory pre-bid meeting with two submitting bids that are listed below.

Company	Base Year 1	Year 2 Option	Year 3 Option	Total Aggregate
Eco-Clean Maintenance, Inc Elmhurst, IL	\$30,072.80	\$30,072.80	\$30,072.80	\$90,218.40
Alternate Bid #1 Village Green	\$6,800.00	\$6,800.00	\$6,800.00	\$20,400.00
Multisystem Management Company Elk Grove Village, IL	\$34,365.00	\$34,365.00	\$34,365.00	\$103,095.00
Alternate Bid #1 Village Green	\$5,800.00	\$5,800.00	\$5,800.00	\$17,400.00

Explanation:

1. Budgeted Cost: Varies per facility
2. Budgeted Source: 2018 Operating Budgets – Various
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the Custodial Services – Various Locations for \$30,072.80 from ECO-CLEAN Maintenance, Inc. of Elmhurst, Illinois to the full Board for approval.

Pc: Molly Hamer, Executive Director



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: V. C. Consider HVAC Services – All Buildings, Bid #2149
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the HVAC Services – All Buildings bid from RMC Mechanical Services, Inc. of Bensenville, Illinois for a three-year contract for a total bid of \$77,556.

Background and Analysis:

The services involve preventative maintenance of the District's heating and cooling equipment at the administration building, Leisure Center, Meadowhill Aquatic Center, all buildings at Sportsman's Country Club, the Village Green Center and the Sports Center. The repairs of equipment will be paid at the labor rates provided on the bid form, and material costs cannot be marked up more than ten percent.

Seven contractors attended the mandatory pre-bid meeting with five submitting bids and are listed below.

Company	Base Year 1	Option Yr 2	Option Yr 3	Total 3 Yrs
RMC Mechanical Services, Inc. Bensenville, IL	\$25,224.00	\$25,848.00	\$26,484.00	\$77,556.00
Northern Weathermakers HVAC, Inc. Northbrook, IL	\$26,844.00	\$26,844.00	\$26,844.00	\$80,532.00
The YMI Group Elk Grove Village, IL	\$30,492.00	\$30,492.00	\$30,492.00	\$91,476.00
Edwards Engineering, Inc. Elk Grove Village, IL	\$44,532.00	\$45,192.00	\$45,876.00	\$135,600.00
AMS Mechanical Services, Inc. Woodridge, IL	\$91,644.00	\$94,560.00	\$96,924.00	\$283,128.00

RMC Mechanical Services, Inc., has completed preventative maintenance and repair services on heating and cooling equipment for several decades. They understand the commitment in terms of timeliness and the labor hours required for successful completion of the contract.

NORTHBROOK PARK DISTRICT

Explanation:

1. Budgeted Cost: Varies by facility
2. Budgeted Source: 2018 Facility Operating Budgets
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the bid from RMC Mechanical Services, Inc. of Bensenville, Illinois for a bid of \$77,556 for a three-year contract to the full Board for approval.

Pc: Molly Hamer, Executive Director



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: V. D. Consider HVACR Services – Ice Refrigeration Equipment: Northbrook Sports Center, Bid #2150
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the HVACR Services –Ice Refrigeration Equipment: Northbrook Sports Center bid from RMC Mechanical Services, Inc. of Bensenville, Illinois, for a bid of \$80,016 for a three-year contract.

Background and Analysis:

The services involve preventative maintenance of the ice rink ammonia refrigeration equipment and dehumidifiers at the Sports Center. The repairs of equipment will be paid at the labor rates provided on the bid form, and material costs cannot be marked up more than ten percent.

Three contractors attended the mandatory pre-bid meeting with two submitting bids and are listed below.

Company	Base Year 1	Option Yr 2	Option Yr 3	Total 3 Yrs
RMC Mechanical Services, Inc. Bensenville, IL	\$26,016.00	\$26,664.00	\$27,336.00	\$80,016.00
AMS Mechanical Services, Inc. Woodridge, IL	\$41,850.00	\$42,897.00	\$43,943.00	\$128,690.00

RMC Mechanical Services, Inc. has completed preventative maintenance and repair services on the ice refrigeration equipment for several decades. They understand the commitment in terms of timeliness and the labor hours required for successful completion of the contract.

Explanation:

1. Budgeted Cost: Sports Center Operational Budget
2. Budgeted Source: 2018 Operating Budget – Sports Center
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the bid from RMC Mechanical Services, Inc. of Bensenville, Illinois, for a bid of \$80,016 for a three-year contract to the full Board for approval.

Pc: Molly Hamer, Executive Director



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: V. E. Consider Sports Center Front Office & Vestibule Renovation, Bid #2153
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the Sports Center Front Office & Vestibule Renovation base bid in the amount of \$276,000 from CCDS, Inc., from Morton Grove, Illinois.

Background & Analysis:

The project will include adding two additional work spaces providing a more suitable work environment with privacy. Work areas for part-time and seasonal employees will also be configured at this time. The front desk staff and patrons are constantly affected by the cold drafts, creating an uncomfortable space. The vestibule enclosure at the main entrance of the building will be renovated to help eliminate the cold drafts from the sliding door. Automatic doors will also be added to the southeast entrance, and a push button opening system will be added to the north entrance.

Six contractors submitted a bid that is listed below.

Bidder	Total Base Bid
CCDS, Inc. 5836 Lincoln Ave. #200 Morton Grove, IL 60053	\$276,000.00
OMNI Commercial Group, Inc. 1501 Commerce Dr. Elgin, IL 60123	\$314,391.00
MAG Construction Co. 629 Homewood Ave. Highland Park, IL 60035	\$338,500.00
Efraim Carlson & Son, Inc. 14052 Petronella Dr., Suite 105 Libertyville, IL 60048	\$339,600.00
Construction Solutions of Illinois, Inc. 12540 Holiday Dr., Unit D Alsip, IL 60803	\$358,723.00
ATP Enterprise Group, Inc. 400 Central Ave., Suite 250 Northfield, IL 60093	\$373,000.00

CCDS, Inc. references were checked and were all positive for quality of workmanship and materials. The references included the City of Evanston, Hawthorn School District 73, the Deerfield Park District, Niles Township, the Lake County Forest Preserve and the Skokie Park District.

NORTHBROOK PARK DISTRICT

Explanation:

1. Budgeted Cost: \$712,000 (less architectural and construction management fees)
2. Budget Source: 2018 Capital Improvement Plan: 1053-6515-SC01-2018
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the Sports Center Front Office & Vestibule Renovation for \$276,000 from CCDS, Inc. of Morton Grove, Illinois, to the full Board for approval.

Pc: Molly Hamer, Executive Director



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MEMORANDUM

To: Parks and Properties Committee
From: Molly Hamer, Executive Director
Agenda Item: V. F. Consider Agreement with Northern Suburban Special Recreation Agency (NSSRA)
Date: March 16, 2018

Staff Recommendation:

Staff recommends the approval of the Preliminary Intergovernmental Agreement between Northbrook Park District and NSSRA to jointly plan and construct an Activity Center at 180 Anets Drive, Northbrook, Illinois.

Background & Analysis:

In response to priorities for investment identified through the Comprehensive Master Plan, the Northbrook Park District plans to construct an Activity Center to provide programming in the areas of fitness and wellness, active adult and senior activities, youth and general programs, with the inclusion of a gymnasium and walking track. NSSRA requires expanded facility space to meet administrative and operational needs, and to include a gymnasium. A key criteria of their board approved Facility Acquisition Plan is to partner with a member agency for a facility to meet their needs.

The Preliminary Agreement is a framework document. A Final IGA will be developed upon completion of the design development phase of the project.

Explanation:

Budget: n/a

Legal Requirements: Drafted and approved by Robbins Schwartz

Motion:

The Parks and Properties Committee Chair moves to approve the Preliminary Intergovernmental Agreement between the Northbrook Park District and the Northern Suburban Special Recreation Association for the design and construction of an Activity Center at 180 Anets, Northbrook.