GLENCOE PARK DISTRICT
999 Green Bay Road
Glencoe, Illinois 60022

SPECIAL BOARD MEETING
Thursday, November 1, 2012
7:30 p.m.

A G E N D A

1. Call to Order
2. Roll Call
3. Matters from the Public
4. Discussion and Possible Approval of Bid for Beach Staircase Repair Project
5. Friends Park – General Update/Discussion
6. Discussion of the Current Fiscal Year Capital Budget and Process for Next Fiscal Year Budget
7. Closed Session in Accordance with Section 2(c)1 and Section 2(c)6 of the Open Meetings Act
8. Action, if Any, on Item(s) Taken in Closed Session
9. Other
10. Adjourn

TO BE HELD AT 999 GREEN BAY ROAD, GLENCOE, ILLINOIS
To: Board of Park Commissioners  
From: Steven Nagle, Interim Executive Director  
Date: October 30, 2012  
Enclosures

SUBJECT: Beach Stairway Bid Recommendation

Please see that attached letter from STR Building Resources regarding the Beach Stairway Bid recommendation. We had six companies attend the pre-bid meeting on October 22 and five of those companies submitted a bid for the project.

The bid opening was conducted on Monday, October 29 at 2 pm. All bids were opened and read aloud. STRBR is recommending the acceptance of the bid submitted by Jimmy ‘Z Masonry Corp. for the amount of $112,700.00. The bid also includes an allowance of $15,000 by the owner for any contingencies. STRBR has done work with Jimmy ‘Z Masonry in the past and feels very comfortable with its ability to do this work to our satisfaction. They have also indicated that Jimmy ‘Z wishes to begin as soon as possible and complete the project this year.

After contracts and documents are in place, I intend to send a letter to our neighbors on Hazel and Lakewood roads informing them of this project. I will also be securing a Building Permit from the Village early next week.

Staff is recommending the acceptance of the bid from Jimmy ‘Z Masonry for the amount of $112,700.
October 30, 2012

Mr. Steven T. Nagle
Director of Operations
Glencoe Park District
999 Green Bay Road
Glencoe, Illinois 60022

Re: Bid Analysis and Contractor Recommendation
Glencoe Beach Stairway Repair Project
STRBR Project No. 12400

Dear Mr. Nagle:

Per your request, STR Building Resources LLC (STR-SEG) authored a bidding document for repairs at the Glencoe Beach Stairway which incorporated The Structural Group’s construction drawings and details. A pre-bid meeting was conducted on October 22, 2012 at which six (6) contractors attended. Five (5) bids were then received by the Glencoe Park District on October 29, 2012.

The apparent low bidder is Jimmy ‘Z Masonry Corp. with a bid of $112,700.00. This is $6,300.00 below the next lowest bidder, Continental Construction Co., Inc. All necessary submittals were provided with the Bid Form and requested Unit Pricing was reviewed and found to be reasonable.

We have discussed the bid prices with Mr. Jim Zuidema at Jimmy ‘Z Masonry Corp. and he has stated that they are comfortable with their bid submission. Project schedule was discussed and Mr. Zuidema stated his firm wishes to begin as soon as possible and complete the project this year. We find no reason not to award to the lowest responsible bidder.

We will await your direction for the award of this project. Upon your direction, we will prepare a contract for signatures and begin the preconstruction process.

If you have any further questions or comments regarding the bids or the analysis, please do not hesitate to contact me.

Sincerely,
STR Building Resources, LLC (STR-SEG)

Rich Talkowski
Project Manager

Enclosure – Bid Tab Sheet
## BID TABULATION FORM

**GLENCOE PARK DISTRICT**  
**GLENCOE BEACH STAIRWAY REPAIR**  
**STR-SEG #12400**

**Bid Opening:** 2:00 pm on 10-29-2012

---

### BASE BID

<table>
<thead>
<tr>
<th></th>
<th>ATP Enterprise</th>
<th>Continental</th>
<th>D Kersey Const</th>
<th>Jimmy Z Masonry</th>
<th>RW Clark</th>
<th>Utility &amp; Industrial</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Bid: Stairway repairs</strong></td>
<td>$149,500.00</td>
<td>$119,000.00</td>
<td>$120,100.00</td>
<td>$112,700.00</td>
<td>No Bid Submitted</td>
<td>$167,000.00</td>
</tr>
</tbody>
</table>

### UNIT PRICES

<table>
<thead>
<tr>
<th>Description</th>
<th>ATP Enterprise</th>
<th>Continental</th>
<th>D Kersey Const</th>
<th>Jimmy Z Masonry</th>
<th>RW Clark</th>
<th>Utility &amp; Industrial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stone masonry veneer reconstruction- remove, cut, reinstall/SF</td>
<td>$250.00</td>
<td>$40.00</td>
<td>$125.00</td>
<td>$69.00</td>
<td></td>
<td>$85.00</td>
</tr>
<tr>
<td>Remove/replace add’l concrete foundation wall/SF</td>
<td>$240.00</td>
<td>$60.00</td>
<td>$38.00</td>
<td>$39.00</td>
<td></td>
<td>$115.00</td>
</tr>
<tr>
<td>Remove/replace add’l concrete slab incl remove/replace of</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>stone masonry veneer/SF</td>
<td>$105.00</td>
<td>$20.00</td>
<td>$79.00</td>
<td>$66.00</td>
<td></td>
<td>$85.00</td>
</tr>
<tr>
<td>Extension of existing concrete footings/LF</td>
<td>$300.00</td>
<td>$180.00</td>
<td>$88.00</td>
<td>$85.00</td>
<td></td>
<td>$215.00</td>
</tr>
</tbody>
</table>

### PROJECT TIMEFRAME

<table>
<thead>
<tr>
<th>Description</th>
<th>ATP Enterprise</th>
<th>Continental</th>
<th>D Kersey Const</th>
<th>Jimmy Z Masonry</th>
<th>RW Clark</th>
<th>Utility &amp; Industrial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calendar days ff Contract Award for Submittals/days</td>
<td>15</td>
<td>10</td>
<td>7</td>
<td>14</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Calendar days ff submittal review for materials/days</td>
<td>45</td>
<td>20</td>
<td>7</td>
<td>5</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Bid Bond Y/N</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>A305 Y/N</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Current Rate Sheet</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Addendum Acknowledged Y/N</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>
To: Board of Park Commissioners, Staff  
From: Steven T. Nagle, Interim Executive Director  
Date: October 29, 2012  
SUBJECT: FRIENDS PARK

At the October 16 Board Meeting, staff was given consensus to move forward in discussions with a Landscape Architect for the development of a plan for the future of Friends Park. Director Bold and I met with a Landscape Architect from RCG Design to review the process and their services. I have updated the Friends Park replacement timeline below.

1. Removal / cleanup of damaged items  
2. Review Consultant Services (RCG)  
3. Discussion of Friends Park – Special Board Meeting  
4. Create / Invite / E-blast Friends of Friends Community Group  
   Develop Donation program  
5. Collect input from public via web-survey to contact list  
6. Review conceptual plans developed by RCG and Playground Mfg’s  
7. Gather community input via displays at Centennial Event  
8. Update Conceptual Plans / Additional Community Input  
   ELC Parent Groups / Watts Displays / Winter Carnival  
9. Discuss ADA funding and budget  
10. Board discussion / Determine concept and approve budget  
11. Project bid / documents  
12. Bid acceptance  
13. Construction begins  

Current estimated budget  
$150,000 - $180,000  

Includes:  
- Architect Services  
- Park Signage  
- Final landscaping  
- Equipment  

Playground Resources:  
- NRPA (National Recreation and Park Association)  
- ASTM International (American Society for Testing and Materials)  
- CPSC (Consumer Product Safety Commission)  
- Landscape Structures / Miracle / Playtime  
- IPEMA - International Play Equipment Manufacturers Association
To: Park Board of Commissioners                  Date: October 26, 2012

From: Carol Mensinger

cc: Steve Nagle

SUBJECT: Ranking of Proposed Capital Items for NEXT FY 2013/14

Attached is the proposed, currently unranked capital listing for potential projects to be included in NEXT FY 2013/14 budget. Given our budgetary timeline schedule, the District's executive staff (Steve, Cheryl, Rick and Carol) will rank all projects that are not considered either "a carryover item" or "an annual/ongoing item" (i.e. essentially, all new items) as highlighted in yellow. (Annual/ongoing items are actually budgeted in the operational funds, and do not impact the Capital Projects Fund).

Given our annual capital budget amount of $425,000, the District looks to have minimal monies next fiscal year due to the fact that carryover projects from our current FY2012/13 already total approximately $361,000. Granted, the Board may decide that certain projects listed as carryover should not be re-budgeted, but that directive really needs to be given soon.

In addition to the usual $425,000 used for capital each year, the Board has also committed an additional $200,000 in Corporate Fund fund balance reserves to be used for future capital. However, some or all of this money will be used most likely toward the Beach Stairway Project and/or the Friends Playground replacement.

Given that we are now in the midst of preparing the full District budget, both capital and operating at this time, staff's intent with sharing this information is to provide the Board with an understanding of the limited resources that exist. The first draft of the FY2013/14 budget gets finalized in mid/late January and is distributed to the Board in early February for initial discussion.
# Capital Wish List Items

## FY2013/2014

### Carryover Projects from Previous Year:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consulting-IT System Plan-Phase 3</td>
<td>$30,000</td>
</tr>
<tr>
<td>Financial Software System</td>
<td>$65,000</td>
</tr>
<tr>
<td>Hardware-Phase 3</td>
<td>$42,000</td>
</tr>
<tr>
<td>Comprehensive Master Plan</td>
<td>$120,000</td>
</tr>
<tr>
<td>Repave Asphalt Garages</td>
<td>$10,000</td>
</tr>
<tr>
<td>Replace 1996 Chevy S-10 Pickup Truck (Beach)</td>
<td>$20,000</td>
</tr>
<tr>
<td>Tuckpointing Watts</td>
<td>$20,000</td>
</tr>
<tr>
<td>Sun Shade-EC Wing Playground</td>
<td>$20,000</td>
</tr>
<tr>
<td>Digital Sign-Takiff</td>
<td>$5,000</td>
</tr>
<tr>
<td>Reconfigure Takiff Front Desk</td>
<td>$25,000</td>
</tr>
<tr>
<td>Power Wash-Stone Walls Leading to Beach</td>
<td>$4,000</td>
</tr>
</tbody>
</table>

Sub-Total: $361,000

### B. Community Center/Recreation

#### Ongoing/Annual

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Replacement-Gross Motor Equipment</td>
<td>$1,500</td>
</tr>
<tr>
<td>Annual Tool Replacement</td>
<td>$500</td>
</tr>
<tr>
<td>Annual Replacement Tables/Chairs</td>
<td>$2,000</td>
</tr>
<tr>
<td>Annual Roof Replacement-Contingency</td>
<td>$5,000</td>
</tr>
<tr>
<td>Annual Tuckpointing-Contingency</td>
<td>$20,000</td>
</tr>
<tr>
<td>Annual Interiors-Painting</td>
<td>$7,000</td>
</tr>
</tbody>
</table>

Sub-Total: $36,000

### New Items This Year

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Cost</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Gas Grill for Camp Cook-outs</td>
<td>$600</td>
<td></td>
</tr>
<tr>
<td>Acoustical Sound Proofing of Yoga Room</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Equipment</td>
<td>$4,500</td>
<td></td>
</tr>
<tr>
<td>Science Tables 2 @ $500=$1000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classroom Play Pit=$400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Magnetic Tables 2 @ $500=$1000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organizer Shelf 2 @ $450=$900</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacement Dress-up Clothes =$700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Book and Small Manipulatives=$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Early Childhood Copier</td>
<td>$550</td>
<td></td>
</tr>
<tr>
<td>Outdoor Signage on North Entrance on GB</td>
<td>$15,000</td>
<td></td>
</tr>
</tbody>
</table>
Enhanced Building Signage/Info $2,500  
Replacement Vacuums at Takiff (5) $2,000  
Takiff Sound, AV, Projector, Room Darkening $18,000  
Shades-Community Hall  
Security Cameras-Community Hall Wing $5,000  
Concrete Ramp-Children’s Circle Emergency Exit $25,000  
Kitchenette Update Next to Activity Room $5,000  
Parking Lot Reconfigure & Improvements $20,000  
Energy Cost Reduction Measures (ECRM #3) $25,000  

Sub-Total $129,850  

C. Lakefront/Beach/Boat House  
Annual & Ongoing  
1. Annual Boardwalk/Deck Repair-Beach $1,000  
2. Annual Boardwalk/Deck Repair-Boathouse $2,000  
3. Annual Grading-Beach $7,500  
4. Annual Grading-Boathouse $7,500  
5. Annual Flagstone Repairs-Beach $2,000  
6. Annual Stone Wall Tuckpointing-Boathouse $2,500  
7. Annual Personal Locker Repairs-Boathouse $2,000  
8. Annual Beach Signage $2,000  
9. Annual Ejector Pump Cleanout-Beach $5,500  
10. Annual Shower Cleanout-Beach $1,000  

Sub-Total $33,000  

New Items This Year  
Boat/Beach:  
1. Trellis Tables (2)-Replacement $2,500  
2. Consultant Fees-South Shore Shack, Storage $15,000  
3. Sand Tires for Fleet Trailers (3 sets) $1,000  
4. Storage/Re-Org GPD Fleet Storage Area (North) $5,000  
5. Beach House-Back Room Redesign $3,000  
6. Beach House-Shower Timers $5,000  
7. Beach House Doors $38,000  
8. Wallet Lockers-Beach $2,000  
9. New Handicap Accessible Golf Cart $10,000  
10. New FCC Required Radios $4,000  
11. Sun Shelter Tops-Replacement (4) $2,000  
12. Shore Area Jet Ski Launch $5,000  
13. Display Cabinet-Boat Club Items $1,500  

Rank

2
14. New Rescue Boat-Replacement of Zumero/Jet Ski $ 8,000
15. Boat House Bathroom Updates (New Sinks, Counters, Shower Basin, Tile Fixes) $ 6,000
16. Beach Playground Slide-Replacement $ 6,000
17. Rebuild Halfway House $70,000
18. Install Comcast Service-Halfway House/Renovate For Maximum Computerization of Cash Handling With New RecTrac system $15,000

Sub-Total $199,000

D. **Watts Ice Center**

**Cost**

**Annual and Ongoing**

1. Annual Rink Glass Replacement $ 1,000
2. Annual Skate Replacement $ 2,000
3. Annual Outdoor Rub Mat/Walkway $ 1,000
4. Annual Offseason Chiller Contingency $ 1,000
5. Annual Paint/Refurbishment Off Season/Lines $ 3,000

Sub Total $ 8,000

**New Items This Year**

1. Downstairs Locker Room Storage $ 3,000
2. Watts Master/Plan/Consultant/2nd Floor $20,000
3. Security Cameras $ 5,000
4. Rental Storage $ 8,000

Sub Total $36,000

E. **Parks Maintenance/Construction/Grounds/Vehicles**

**Cost**

**Ongoing/Annual**

1. Construction Project Supplies $ 3,000
2. Building Improvements $ 2,000
3. Small Equipment Purchases $ 3,000
4. Property Line Trimming/Clean-up $ 3,000
5. Landscape Maintenance/Development $10,000
6. Bluff Maintenance/Cleaning/Burns $10,000
7. Tennis Court Maintenance $ 1,000
8. Asphalt Maintenance $ 1,000
9. Play Equipment Upgrades $ 2,000
10. Ball Field Maintenance $ 1,500
11. Soccer Field Maintenance $ 1,500  
12. Fencing Replacement $ 1,000  
13. Sign Maintenance $ 1,000  
14. Windscreens Replacement $ 1,000  
15. Replace Fencing - Skate Park $ 1,500  
16. Everly/Dietz Sanctuary Maintenance $ 6,000  
17. Tree Planting $ 7,500  
18. Tree Trimming $ 30,000  
19. Green Bay Road Maintenance $ 5,000  

Sub Total $ 91,000

<table>
<thead>
<tr>
<th>New Items This Year</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment</td>
<td></td>
</tr>
<tr>
<td>1. Replace Ballfield Trailer $ 2,500</td>
<td></td>
</tr>
<tr>
<td>2. Replace Bobcat Skid Steer with Larger Model $ 20,000</td>
<td></td>
</tr>
<tr>
<td>3. Replace 200 Chevy Dump Truck $ 20,000</td>
<td></td>
</tr>
<tr>
<td>4. Replace 2003 Ford Holland Tractor/Loader $ 25,000</td>
<td></td>
</tr>
<tr>
<td>5. Replace 2003 Smithco Ball Field Drag $ 10,000</td>
<td></td>
</tr>
<tr>
<td>6. Purchase New Pull Behind Dump Trailer $ 3,000</td>
<td></td>
</tr>
<tr>
<td>7. Purchase New 2 Man Auger $ 2,000</td>
<td></td>
</tr>
<tr>
<td>8. Purchase New Sweeper for Use on Synthetic Turf on the Lakefront Tennis Courts $ 5,000</td>
<td></td>
</tr>
<tr>
<td>9. Replace Morbark Chipper-w/ trade of existing unit $ 25,000</td>
<td></td>
</tr>
<tr>
<td>10. Purchase New Wire Feed Welder $ 2,000</td>
<td></td>
</tr>
<tr>
<td>11. Purchase New Snow Pusher for Skid Steer or Front End Loader $ 3,500</td>
<td></td>
</tr>
<tr>
<td>12. Purchase New Lift Gate for 2008 Ford Truck $ 3,000</td>
<td></td>
</tr>
<tr>
<td>13. Purchase New Turbine Type Pull Behind Blower $ 7,500</td>
<td></td>
</tr>
</tbody>
</table>

Sub Total $ 128,700

<table>
<thead>
<tr>
<th>Parks and Playgrounds</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Replace Friends Park Playground $150,000</td>
<td></td>
</tr>
<tr>
<td>2. Replace Watts Park Playground $ 60,000</td>
<td></td>
</tr>
<tr>
<td>3. Replace West Park Playground $ 60,000</td>
<td></td>
</tr>
</tbody>
</table>

Sub total $270,000

<table>
<thead>
<tr>
<th>Garages/Office/Residences</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Install New Garage Door Openers in Brown $ 3,500 Garages (7 doors)</td>
<td></td>
</tr>
<tr>
<td>2. Install Concrete Floors in Two Storage Garages $ 5,000 each</td>
<td></td>
</tr>
<tr>
<td>3. Demolish 292 Green Bay Road 2010 Budget $ 10,500 (includes site restoration)</td>
<td></td>
</tr>
</tbody>
</table>
Sub Total $24,000

Athletic Facilities
1. Resurface West Tennis Courts $60,000
2. Resurface and color coat Watts Park Basketball Courts $60,000
3. Add Irrigation at West Baseball Field $5,000
4. Replace Backstop and side fencing at Reinsdorf Field $45,000
5. Replace West Field Backstop, Side Fencing and Players Benches $45,000
6. Replace Central Park Ball Field Players Benches $5,000
   Sub Total $112,500

Facilities
1. Install Lighting in Stone Walls Along Walkways Down to Beach $10,000
2. Install Lighting Along Walkway to GYS $2,500
   Sub Total $12,500

F. Administration
   *See Carryover Projects-No New Projects

G. Day Care
   Annual and Ongoing
   1. Appliance Replacement Contingency $3,000