



PARK DISTRICT of OAK PARK

**PARK DISTRICT OF OAK PARK
Committee of the Whole Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois 60302
Thursday, January 12, 2023 at 7:30pm**

AGENDA

- I. Call to Order/Roll Call**
- II. Public Comment**
Each person is limited to three minutes. The Board may set a limit on the total amount of time allocated to public comments.
- III. Recreation and Facility Program Committee – Commissioner Wollmuth**
 - A. Rehm Pool Master Plan*
- IV. Parks and Planning Committee – Commissioner Worley-Hood**
 - A. 228-230 Madison Lot Improvements*
- V. Administration and Finance Committee – Commissioner Wick**
 - A. Local Government Efficiency Act*
 - B. 2023-2024 Brochure Bid Results*
 - C. 2022 Tax Year Levy – Abatement Resolution for 2022 Levy Adjustment*
 - D. Custodial Contract Approval*
- VI. New Business**
- VII. Closed Session**
- VIII. Adjournment**

* Indicates information attached.

** Indicates information to be provided before or at the meeting.

Update/Recap indicates verbal report provided at meeting no materials attached.

The Park District of Oak Park welcomes the opportunity to assist residents and visitors with disabilities. If you need special accommodations for this meeting, please call (708) 725-2017 or via email at Edith.Wood@pdop.org.

In partnership with the community, we enrich lives by providing meaningful experiences through programs, parks, and facilities.



Memo

Rehm Pool Master Plan



PARK DISTRICT of OAK PARK

Memo

To: Jake Worley-Hood, Parks and Planning Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: January 4, 2023

Re: Rehm Pool Master Plan



Statement

Rehm Pool, originally built in 1966, received a partial renovation in 1997, a new pool filter and pump/motor was installed in 2010, a play feature was added to the zero edge in 2013, 3 family changing rooms were added to the locker rooms in 2013, new main pool drains were installed and diving well gutter repairs made in 2022. Throughout these renovations and improvements, numerous issues persist. Both pool tanks remain largely the same and with the exception of repairs, retain the majority of the original concrete work. There is also the need for additional modern recreational amenities such as slides and zero depth spray features to meet the needs of our recreational swimming community. The bathhouse has significant outdated plumbing/electric service and significant functional obsolescence, including ingress and egress difficulties, modern locker room amenities and insufficient staff spaces. Although the building currently meets ADA guidelines, there are accessible upgrades needed to improve the experience along with other more inclusive elements.

Discussion

Staff has engaged Perkins and Will to submit a Rehm Pool Master Planning services proposal (see attached). The plan generally addresses three goals. 1) repurposing the existing diving well into a safer more engaging space, 2) exploring options to convert the wading pool area to a splash pad, 3) repurposing the existing bathhouse with a focus on improving accessibility, creating an inclusive, non-binary locker and changing space, and providing a new customer check-in area, guard office, improved storage and vending space.

Included in the proposed scope of work is:

- Project Kick-off and Facility Tour
- Development of 2-3 concepts
- Community Engagement featuring 2 virtual meetings
- Community Engagement Recap meeting with the Park Board
- Refined Concept Meeting featuring feedback from the public, Staff and the Park Board as well as rough order of magnitude pricing.
- Final presentation, featuring recommendations, to the Park Board
- Final Deliverables

A twelve-week schedule is estimated to accomplish the full scope of work. Perkins and Will has committed Managing Partner, Lindsey Peckinpugh and Project Manager, Brent Ross to lead the project. Councilman-Hunsaker will be enlisted by Perkins and Will for their aquatic facility planning and design expertise.

Recommendation

In the 2023 Capital Improvement Budget, \$350,000 has been allocated in the Capital Improvement Plan for various Rehm Pool Projects. Perkins and Will's Rehm Pool Master Plan Proposal is in the amount of \$32,725. Per the Illinois Procurement Code section 30 ILCS 500/30-20(b) construction related professional services may be awarded in excess of the District's normal bidding threshold without holding a public bid. Additionally, the Park District has an existing relationship with Perkins and Will for Professional Services. Staff is recommending that the Park District Board of Commissioners award the contract for the Rehm Pool Master Plan to Perkins and Will, 410 Michigan Avenue, Suite 1600, Chicago, Illinois 60611.

Attached: Rehm Pool Master Plan

Perkins&Will

11.7.2022

~~Revised: 11/15/2022~~

Revised: 12/13/2022

Jan Arnold

Executive Director
Park District of Oak Park
218 Madison Street
Oak Park, IL 60302

Re: Rehm Pool Master Plan

Dear Jan,

We are pleased to submit a proposal for Master Plan services for the Rehm Pool Facility. Per your email on October 26th, 2022, we understand the project to have the following goals:

- Repurpose the existing diving well into a safer more engaging use of space. The current sixteen-foot depth needs to be revised.
- Explore options to convert the existing baby pool area to a splash pad.
- Repurpose the existing bathhouse with the goals of:

Improving accessibility (wheel-chair access is provided by a long ramp that is not integrated into the existing construction.)

Creating an inclusive, non-binary locker and changing space for the pool.

Providing a small check-in space, guard office, storage, and vending spaces.

We will study alternatives to renovate, repurpose, and improve the facilities to reach these goals. The following proposal outlines our approach.

PROJECT TEAM:

We propose the following staff from Perkins&Will to provide lead our process.

- Managing Principal: Lindsey Peckinpaugh
- Project Manager: Brent Ross

To aid Perkins&Will in the project, we have enlisted the help of Councilman-Hunsaker. They specialize in the planning and design of aquatic facilities and are a trusted partner of Perkins&Will.

410 N. Michigan Avenue, Suite 1600

Chicago, Illinois 60611 ~~410 N. Michigan Avenue, Suite 1600~~

~~Chicago, Illinois 60611~~

www.perkinswill.com

11.7.2022

Rehm Pool Master Plan

PROPOSED SCOPE

Project Kick-off / Facility Tour:

We will meet with the Park District to develop the vision and goals for the project. We will tour the site to visually assess the facility conditions and project challenges. We will request all existing drawings of the facilities construction and renovations if available. We will review with the Park District any known deferred maintenance issues related to the pools or facilities on site.

Concept Options:

We will present 2-3 concepts to improve the existing bathhouse and deep pool area for review and feedback. Concepts will be presented with plan and elevation sketches to represent the scope of the improvements.

Community Engagement (2 Virtual Meetings):

We will present 2-3 refined concepts to the public for input on the process. We will work with the Park District to develop an agenda comprised of informational and interactive elements. Interactive components of the virtual meeting could be live polling, or virtual white boards (Miro). Within our proposal we have additional staff to support up to 4 break-out groups. **The two meetings will occur during the same stage in the process and will have the same agenda and content.**

Community Engagement Recap for Park Board:

We will recap our community engagement activities and receive additional feedback from the Park Board.

Refined Concept Meeting:

We will present a refined concept based on feedback from PDOP, the Park Board, and the Community. Concept will be accompanied by rough-order-of-magnitude pricing for proposed improvements, a draft project schedule, and phasing recommendations if necessary.

Presentation to the Park Board:

We will present our final recommendations and findings to the Park Board for review and comment.

Final Deliverable:

Final deliverable is anticipated to be Final Board Presentation with Appendix document capturing minutes, alternative concepts, and public engagement documentation.

11.7.2022

Rehm Pool Master Plan

SCHEDULE

We propose a 12-week duration from the kick-off meeting to accomplish the proposed scope of work.

PROFESSIONAL SERVICES FEE

We propose the following scope of services a professional services fee of thirty-two-thousand seven-hundred-twenty-five (\$32,725) dollars with an additional allowance for reimbursables of one-thousand (\$1,000) dollars.

OWNER ITEMS

We request the following from the Owner to ensure a smooth and expedited process:

- All existing facility drawings, original and renovations that are available
- Survey w/ Topographic Data
- Deferred maintenance data and associated costs

EXCLUSIONS

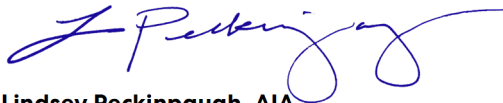
The following items are excluded from our base scope of services. Additional services for items may be included upon further request.

- Survey of As-Built Conditions
- 3D renderings or animations
- Detailed facility conditions assessment (including structural and MEP assessments)
- Traffic and parking studies

Please do not hesitate to contact me directly at (312) 550-2396 or Lindsey.Peckinpaugh@perkinswill.com if you have any questions or comments. If authorized to proceed, Perkins and Will shall submit monthly invoices for services to date; payment would be expected within 30 days of invoice.

We appreciate the opportunity to be of service to the Park District of Oak Park. Thank you for your consideration.

Sincerely,



Lindsey Peckinpaugh, AIA
Managing Principal
Perkins and Will
Lindsey.Peckinpaugh@perkinswill.com

312-550-2396

CC: Project Team and File



Memo

228-230 Madison Lot Improvements

Memo

To: Jake Worley-Hood, Chair, Parks & Planning Committee
Board of Park Commissioners

From: Chris Lindgren, Superintendent of Parks & Planning

CC: Jan Arnold, Executive Director

Date: January 4, 2023

Re: 228-230 Madison Lot Improvements



Statement

The Park District purchased the building at 228-230 Madison in 2019. The condition of building led us to its demolition in the Fall of 2021. Our plans are to provide much needed parking relief for busy times during the Community Recreation Center's (CRC) usage and also provide parking space for our buses and larger parks vehicles.

The lot was fenced off in Spring of 2022 per the Village's request until the project was complete. The Park District engaged Terra Engineering in March for the lot design and engineering as they are also working across the street, on the CRC project.

Discussion

Due to the loss of the parking area for our buses, parks' lift, and dump trucks, we had an agency need to have parking nearby for program staff to bus children for the many district programs. This lot will also mainly provide overflow parking for the Community Recreation Center.

In our current design, there would be 14 parking stalls along with bike parking for 16 bicycles, native plantings, pavers for drainage, a new approach driveway, privacy wall for PDOP vehicles and future public art, lighting, and our first EV charging stations. PDOP staff will be handling the plantings, EV chargers, and lighting work to save on cost. The current construction market is very high, so forecasting cost is difficult. This project was bid in multiple scopes, in an effort to target smaller firms and also allow for contractors to pick multiple packages to potentially drive cost down.

The District went out to bid on June 27, 2022, with bids coming in over budget, then re-bid on October 28, 2022 with numbers much higher than the first bid. Staff revised the drawings slightly and re-bid on December 21, 2022 with two bids received on January 4, 2023. The low bidder is being reviewed and references will be called prior to a recommendation.

Conclusion

Staff will bring a recommendation for contract approval at the January Regular Board Meeting.



Memo

Local Government Efficiency Act



PARK DISTRICT of OAK PARK

Memo

To: David Wick, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Mitch Bowlin, Director of Finance

CC: Jan Arnold, Executive Director

Date: December 13, 2022

Re: Local Government Efficiency Act



Statement

Effective June 10, 2022, the State of Illinois enacted Public Act 102-1088 which requires local governments within one year of the effective date (and subsequently every 10 years thereafter) to form a committee to study efficiencies and accountability, and report recommendations to the local county board.

Discussion

Public Act 102-1088 creates a new state mandate with the following requirements for the District:

- Form a committee by June 10, 2023. The committee must include the Executive Director, all Board members, and at least two residents of the community appointed by the Board President.
- The committee must meet at least three times. All meetings are public meetings and subject to OMA requirements (including posting notice of meetings, opportunity for public comment, and keeping minutes). At the end of the committee meeting the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting.
- The meetings can be part of an already existing public meeting so long as separate notice for the committee meeting is also given, the committee meeting is listed on the agenda, and a majority of the Board is present.
- The committee is subject to the Freedom of Information Act.
- The committee's duties include the study of the District's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State.
- File a report of findings with Cook County by December 10, 2024.

Recommendation

Staff recommends the Board consider the appointment of Jake Vest and Mike Baiardo to the committee.



Memo

2023-2024 Brochure Bid Results



PARK DISTRICT of OAK PARK

Memo

To: David Wick, Chair, Administration & Finance Committee
Board of Park Commissioners

From: Ann Marie Buczek, Communication & Community Engagement Manager

CC: Jan Arnold, Executive Director

Date: January 2, 2023

Re: 2023-2024 Brochure Bid Results



Statement

Bid specifications for the 2023 Brochure Series were posted on the Park District website on November 28, 2022, and emails were sent to two printing companies who had asked to be notified. Two companies submitted sealed bids for brochure printing services which were opened and read aloud on December 9, 2022, at 1:15pm. A summary table of the results is attached.

Discussion

Paulson Press, Inc. from Elk Grove Village, IL, submitted the lowest base bid of \$51,970 for two issues, including a 4-color cover body and color additional inserts in the spring/summer issue (annual report). The Park District worked with Paulson Press from 2009 to 2020 and received a favorable review from our work with them in the past. The next lowest bid was from Premier Print Group, at \$90,766. Shuman Printers, the former printer from 2021-2022, did not submit a bid.

Included in the bid packet was a request for an alternate bid for the printing of the 2024 brochure series. Paulson Press, Inc was also the lowest bidder for the alternate bid at \$58,735 as compared to the next lowest bid of \$90,766 from Premier Print Group.

The bid from Paulson Press, Inc. is below the 2023 budget allocation of \$60,000 for brochure printing.

Recommendation

Staff recommends that the Board approves the authorization for Executive Director Arnold to sign the contract to print the Park District of Oak Park's 2023 Brochure Series with Paulson Press, Inc. from Elk Grove Village, IL in the amount of \$51,970. Additionally, further recommends to provide Executive Director Arnold the ability to approve the Alternate Bid #1 for the printing of the 2024 Brochure Series in the amount of \$58,735 pending performance in 2023.

Attachment: Bid Results

Park District of Oak Park Brochure Bid Opening 12.9.2022

Company	Base Bid	Alt 1
Paulson Press	\$ 51,970.00	\$ 58,735.00
Premier Print Group	\$ 90,766.00	\$ 96,724.00

*No notarized anti-collusion affidavit



Memo
*2022 Tax Year Levy – Abatement
Resolution for 2022 Levy
Adjustment*



PARK DISTRICT of OAK PARK

Memo

To: David Wick, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Mitch Bowlin, Director of Finance

CC: Jan Arnold, Executive Director

Date: December 13, 2022

Re: 2022 Tax Year Levy – Abatement Resolution for 2022 Levy Adjustment



Statement

Starting in 2022, Cook County began automatically increase tax levies to recapture any losses from assessment appeal refunds. The District can abate this levy increase similar to the bond levy abatements until April 1, 2023.

Discussion

The State of Illinois passed Public Act 102-0519 (SB 508) in 2021, which will direct counties to automatically increase a taxing body's levy by the amount lost due to assessment appeal refunds. This additional levy does not affect the PTELL calculation in future years. The Park District's calculated amount for tax year 2022 is \$122,733.

The 2023 Budget did not include this additional levy. The additional tax as a result of this levy would be \$1.58 per \$100,000 of equalized assessed valuation. Since this levy was not part of the 2023 Budget and has no impact on future PTELL calculations, staff feel it is prudent to abate this levy and not collect the additional taxes from residents.

Recommendation

Staff recommends the 2022 Tax Levy Abatement Resolution 2023-01-01 for the 2022 Tax Year be approved.

Attached: Abatement Resolution for 2022 Levy 2023-01-01

**Park District of Oak Park
Resolution No. 2023-01-01**

A RESOLUTION abating the tax levy increase for 2022
provided by Public Act 102-0519 (SB 508), of the Park District of
Oak Park, Cook County, Illinois.

WHEREAS, the Board of Park Commissioner (the “Board”) of the Park District of Oak Park, Cook County, Illinois (the “District”), by ordinance adopted on the 17th day of November, 2022, did provide for the levy of \$11,641,170 in property taxes to fund its operations;

WHEREAS, the Property Tax Code was amended by Public Act 102-0519 (SB 508) (the “Act”), providing PTELL Districts an increase to their annual levies as an offset for property tax assessment appeal refunds;

WHEREAS, it is necessary and in the best interests of the District that the levy increase due to the Act for the year 2022 be abated in its entirety;

NOW THEREFORE, it is hereby resolved by the Board of Park Commissioners of the Park District of Oak Park, Cook County, Illinois, as follows:

Section 1. Abatement of Tax. The levy increase heretofore levied for the year 2022 as a result of Public Act 102-0519 (SB508), namely one hundred twenty two thousand and seven hundred thirty three dollars (\$122,733), is hereby abated in its entirety.

Section 2. Filing of Resolution. Forthwith upon the adoption of this resolution, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Cook County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2022 in its entirety in accordance with the provisions hereof.

Section 3. Effective Date. This Resolution shall be in full force and effect forthwith upon its adoption.

Adopted by roll call vote January 19, 2023.

Ayes: _____

Nays: _____

Abstained: _____

Absent & Not Voting: _____

By: _____
Kassie Porreca, Park Board President

ATTEST:

Chris Wollmuth, Secretary

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Chris Wollmuth, do hereby certify that I am Secretary of the Board of Park Commissioners of the Park District of Oak Park, Cook County, Illinois and as such official, I am keeper of the records, ordinances, files and seal of said Park District, and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of the Ordinance No. 2023-01-01 entitled:

A RESOLUTION abating the tax levy increase for 2022
provided by Public Act 102-0519 (SB 508), of the Park District of
Oak Park, Cook County, Illinois.

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Park District of Oak Park, held at Oak Park, Illinois, in said District at 7:30 p.m. on the 19th day of January, 2023.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the said Park District at Oak Park, Illinois, this 19th day of January, 2023.

January 19, 2023

Chris Wollmuth, Secretary
Board of Park Commissioners

(SEAL)



Memo
Custodial Contract
Approval

Memo

To: David Wick, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Chris Lindgren, Superintendent of Parks & Planning

CC: Jan Arnold, Executive Director

Date: January 4, 2023

Re: Custodial Contract



Statement

The current contract for custodial cleaning of eleven of our buildings lapsed at the end of December 2022. The Park District formulated specifications and went out to bid for a new janitorial three-year contract with an out after each year or based on performance.

Discussion

On Friday, October 14, 2022, a public notice for the opportunity to bid on/for the custodial contract for the eleven Park District of Oak Park Buildings was published in the Wednesday Journal. Contacts were also made with several companies that had successfully bid on our work in the past.

This contract is split into three sections,

Section I	Andersen Center, Field Center, Stevenson Center, Dole Center, 218 Madison Administration
Section II	Barrie Center, Carroll Center, Fox Center, Longfellow Center, Austin Gardens Environmental Education Center
Section III	Conservatory

On November 3rd and 4th, 2022, the District held pre-bid walk-thru meetings at the Administrative offices and all facilities, with multiple companies represented at this meeting. All seven bids were read aloud in public at the Park District Administrative building on Friday, November 18, 2022, at 10:00 am. These bids came in relatively close other than one very high bid and our lowest bid was within our budgeted allowance for 2023. Our lowest bidder has backed out of their contract and we have moved on to the next low bidder which is Eco Clean Maintenance. Their total bid was only \$1920.00 more than the previous bidder. Eco Clean Maintenance has been a contractor for our custodial services in the past, and references have been called with favorable results.

Conclusion

Staff will bring a contract for approval at the January Regular Board Meeting.

Attachment: Bid Results

PARK DISTRICT OF OAK PARK
CUSTODIAL SERVICE BIDS / November 18th, 2022, 10:00am

			1	2	3
Vendors			Bravo Services	MultiSystem Management	Chi-Town Cleaning Serv.
		Bid Bond	Yes	Yes	Yes
PG 3	Section I	A, S, FI, Dole, 218 Mad Per Year Total	91,104	8,850	36,774
	Section I	First Set Up Per Year Total	2,438	16,832	18,036
	Section I	Total	93,542	34,572	
PG 3	Section II	Fx, LF, B, C, AG Per Year Total	64,056	46,800	48,888
	Section II	First Set Up Per Year Total	2,724		
	Section II	Total	66,780	46,800	48,888
PG4	Section III	Conservatory Per Year Total	7452	2,080	2280
	Section III	First Set Up Per Year Total	325		2280
	Section III	Total	7,777	2,080	2,280
PG 4	Section IV	GRC Per Year Total			
	Section IV	First Set Up Per Year Total			
	Section IV	Total			
		Section Totals Summary			
		Section I			
		Section II			
		Section III			
		Section IV			
		Base Bid Total	162,612	83,452	87,942

PARK DISTRICT OF OAK PARK
CUSTODIAL SERVICE BIDS / November 18th, 2022, 10:00am

			1	2	3
Vendors			Eco Clean Maint.	Crystal Maintenance	Vega Building Maint.
		Bid Bond	Yes	Yes	Yes
PG 3	Section I	A, S, FI, Dole, 218 Mad Per Year Total	44,640	42,120	41,952
	Section I	First Set Up Per Year Total	720	1,140	300
	Section I	Total	45,360	43,260	42,252
PG 3	Section II	Fx, LF, B, C, AG Per Year Total	27,000	35,400	39,744
	Section II	First Set Up Per Year Total	900	1,800	500
	Section II	Total	27,900	37,200	40,244
PG4	Section III	Conservatory Per Year Total	7,140	10,200	5,520
	Section III	First Set Up Per Year Total	240	240	100
	Section III	Total	7,380	10,440	5,620
PG 4	Section IV	GRC Per Year Total			
	Section IV	First Set Up Per Year Total			
	Section IV	Total			
		Section Totals Summary			
		Section I			
		Section II			
		Section III			
		Section IV			
		Base Bid Total	80,640	90,900.00	88,118

PARK DISTRICT OF OAK PARK
CUSTODIAL SERVICE BIDS / November 18th, 2022, 10:00am

			1	2	3
Vendors			Total Facility Maint.		
		Bid Bond	Yes		
PG 3	Section I	A, S, FI, Dole, 218 Mad Per Year Total	36,060		
	Section I	First Set Up Per Year Total	2,700		
	Section I	Total	38,760		
PG 3	Section II	Fx, LF, B, C, AG Per Year Total	31,200		
	Section II	First Set Up Per Year Total	3,960		
	Section II	Total	35,160		
PG4	Section III	Conservatory Per Year Total	4,440		
	Section III	First Set Up Per Year Total	360		
	Section III	Total	4,800		
PG 4	Section IV	GRC Per Year Total			
	Section IV	First Set Up Per Year Total			
	Section IV	Total			
		Section Totals Summary			
		Section I			
		Section II			
		Section III			
		Section IV			
		Base Bid Total	78,720		