



**PARK DISTRICT OF OAK PARK
Committee of the Whole Meeting
John Hedges Administrative Center
218 Madison Street, Oak Park, Illinois 60302**

Thursday, February 5, 2026, Directly Following the Continued Regular Board Meeting

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 Lentz

A. Senior Center for Oak Park River Forest Senior Services Update

IV. Parks and Planning Committee – Commissioner Worley-Hood

A. Field Park Project Owner Purchased Equipment*

B. Field Park Legal Bid Updated Update

C. Shared Mower Replacement PDOP|D97*

D. Professional Services Agreement Pleasant Home ADA Restroom*

V. Administration and Finance Committee – Commissioner Wollmuth

B. Park District Citizen Committee Approval – Mekhala Merchant*

C. 2025 Performance Measures Year in Review*

VI. New Business

VII. Closed Session

VIII. Adjournment

* Indicates information attached.

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

Update/Presentation 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 karen.gruszka@pdop.org.

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



Memo

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

From: Bill Hamilton, Superintendent of Properties and Planning

CC: Jan Arnold, Executive Director

Date: February 2, 2026

Re: Field Park Project Owner Purchased Equipment



Statement

As part of the Field Center Construction Project, the playgrounds and splash pad were identified for replacement in addition to the new center being built. Terra Engineering was contracted by the Park District in February of 2025 to provide landscape architecture, civil engineering and electrical engineering services associated with the renovation of the Field Park playground and spray pad as well as to coordinate, as necessary, with ORG Architects who are responsible for the new Field Center.

Discussion

As part of the playground improvements a few items were identified as owner purchased, like other past Park District projects, including most recently, the Longfellow Park Project. The pricing for these items is competitively bid through Sourcewell Contracts and Omnia Partners which the Park District has utilized to lower costs on project in the past. This includes playground equipment, splashpad equipment, safety turf grass, and light poles and fixtures.

The purchases will be made using three vendors, Landscape Structures, Inc., for the playground and splash pad equipment and Forever Lawn for the safety turf grass surface. Both are part of Sourcewell Contracts. Landscape Forms is providing light fixtures, poles and associated equipment and are part of Omnia partners.

• Landscape Structures - Playground Equipment	\$135,760.00
• Landscape Structures - Splash Pad Equipment	\$ 48,111.00
• Forever Lawn – Playground Grass Ultra	\$164,896.07
• Landscape Forms	<u>\$ 52,260.00</u>

Total \$401,027.07

The Field Park Project bid was originally due on January 28, 2026. Park District staff, in consultation with Terra Engineering, delayed the bid opening until February 4 to allow potential bidders additional opportunity to refine their proposals. The total Capital Budget for the Field Park Project, including owner

purchased equipment, demolition of the playground, splash pad, and the Field Center building and the installation of playground and spray pad equipment, site amenities, and landscape materials is \$1,000,000.

Recommendation

Staff will bring a recommendation to the Park Board of Commissioners for their consideration and approval of the purchase of the playground equipment, splash pad equipment, playground safety turf grass surface, and light fixtures and poles for the Field Park Project, at the February 19, 2026, Regular Board Meeting.



Memo

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

From: Bill Hamilton, Superintendent of Properties & Planning

Cc: Jan R. Arnold, Executive Director

Date: February 2, 2026

Re: Zero Turn Mower Purchase – PDOP|D97 IGA



Statement

In 2024 School District 97 and the Park District of Oak Park renewed the Intergovernmental Agreement (IGA) regarding Sport Field Maintenance, an IGA originally agreed to in 2014. As part of the renewal agreement, District 97 and the Park District agreed to split the cost of a new replacement mower. The original mower, purchased by District 97 in 2015, maintained, stored, and operated by the Park District, is now ten years old and near the end of its useful life. Section 8A of the renewal agreement reads, “Purchase of Mower: D97 purchased a lawnmower in 2014 for the Park District to use in the care of the Sports Fields. That mower is anticipated to last two more years of this agreement, and a new mower will need to be purchased. The two Districts agree to buy a new mower in spring 2026 and will split the cost of the unit 50/50. The anticipated cost to D97 for the new mower in 2026 is \$22,600”.

Discussion

In 2015, Turf Manager, Travis Stephens, researched and recommended the purchase of the Toro Ground Master 7200 Traction Unit. This zero-turn mower has proven to be reliable, durable, and efficient. The snow removal conversion equipment package available has made this unit extremely versatile and one of our most effective snow removal vehicles. The purchase of the vehicle will be made by the Park District with District 97 reimbursing the Park District half of the purchase price when invoiced by the Park District.

The full delivered purchase price of the mower unit is \$31,369.92 including assembly, Base Deck, Recycler Completion Kit, Power Port/Electrical Accessory Kit, and Road light Kit. District 97’s portion of this purchase price will be \$15,684.96 which is less than original estimate of \$22,600. Additionally, the snow removal conversion kit, which is the sole purchase of the Park District of Oak Park, has a full delivered purchase price of \$26,260.98 including assembly, Polar Track Cab, and Polar Track Kit.

The pricing for both items has been competitively bid through Sourcewell Contract #112624-TTC and is available through the low bid contractor Reinders, 911 Tower Road Mundelein, IL 60060. The Park District has allocated \$75,000 in the 2026 vehicle Capital Budget for a mower and snow removal conversion kit.

Recommendation

Staff recommends the purchase of a zero-turn mower, Toro Ground Master 7200 Traction Unit for a purchase price of \$31,369.92 and the snow conversion kit for a purchase price \$26,260.98 for a combined total of \$57,630.90 for approval. As mentioned previously, \$15,684.96 will be reimbursed to the Park District by District 97.

Reinders

Quote

Account: 368352

Park District of Oak Park

218 Madison Street

Oak Park IL 60302

Attn: Travis Stephen

Prepared By:

Aaron DeLoof

Territory Manager

911 Tower Road

Mundelein, IL 60060

Cell (262) 899-1588

Fax (847) 678-5511

adeloof@reinders.com

<u>Quote ID</u> 2420046	PRICE SUBJECT TO CHANGE
<u>Quote Date</u> 1.27.26	Contract Quote

Sourcewell #112624-TTC / Omnia #2023261

QTY	CODE	DESCRIPTION	PRICE DETAILS
1	30495	Groundsmaster 7200 Traction Unit	\$24,148.02
1	30353	72 Inch Base Deck	\$4,158.18
1	30304	72 Inch Guardian Recycler Completion Kit	\$609.18
1	30382	12V Power Port/Electrical Accessory Kit	\$226.20
1	30374	Road Light Kit	\$1,021.80

Configured Contract Price:	\$30,163.38
Dealer Assembly & Delivery:	\$1,206.54
Trade Totals:	<u>\$0.00</u>
Purchase Price:	\$31,369.92

Reinders

Quote

Account: 368352

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<u>Quote ID</u> 2420046	PRICE SUBJECT TO CHANGE
<u>Quote Date</u> 1.27.26	Contract Quote

Sourcewell #112624-TTC / Omnia #2023261

QTY	CODE	DESCRIPTION	PRICE DETAILS
1	30474	Polar Trac Cab	\$13,693.68
1	30675	Polar Trac Kit	\$11,557.26

Configured Contract Price:	\$25,250.94
Dealer Assembly & Delivery:	\$1,010.04
Trade Totals:	<u>\$0.00</u>
Purchase Price:	\$26,260.98



Memo

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

From: Jan Arnold, Executive Director

Date: February 2, 2026

Re: Pleasant Home Professional Services Agreement ADA Restroom



Statement

Acquired in 1939, the historic John Farson House, known as “Pleasant Home”, is a National Historic Landmark designed in 1897, by architect George W. Maher. Outbuildings on the attendant grounds were subsequently razed, and Mills Park has been maintained as open space for many years. Pleasant Home was used for decades as a community center and is now rented out to the public for programs and events. Additionally, docents provide tours to the community at no cost.

A comprehensive historic structure report (HSR) on the home was conducted in 2002, and subsequent restoration and repair has included rebuilding the entire roof structure and some gutter systems; restoration of the library and great hall fireplace; restoration of the front fence entry; addition of an accessible lift at the west elevation; repair of the living room fireplace, front door, sun porch door and threshold; and boiler room mold abatement. Since 2011, the Park District has completed new boiler replacements, interior renovations on the second and third floors, plumbing repairs, entry door refinishing, multiple miscellaneous repairs, and window work. In 2018, the Park District replaced the roofing to match the original tile roof on the Home. Additionally, the Pleasant Home Foundation raised money in 2017, to restore the entry stained glass panels, which was completed in 2018. The HSR recommended adding air conditioning to the building to help control temperatures and humidity, which was added in 2021.

Discussion

Pleasant Home does not have an ADA toilet for guests of the home to utilize. As part of the 2026-2030 Capital Improvement Plan, funding was set aside to hire an architect in 2026 to design and develop bid specifications and funds were placed in 2027 for the construction of the toilet.

In 2025, Laura Thompson assembled and chaired a task force comprised of Frank Heitzman, Doug Gilbert, Chris Wollmuth, Bill Hamilton, and me. We met twice at Pleasant Home to review potential locations for the toilet and to identify potential architects who are qualified to be involved with this type of project. Laura, Doug, and Frank met with three architects on site to discuss the project. After these conversations, they all agreed that Daniel Roush was their preferred architect for this project. Staff requested a proposal from Daniel, the task force reviewed and staff had additional follow-up with Dan on the pricing and requirements of the project. Based on the conversations and revised proposal, the task force recommends approval of Daniel Roush to design and oversee the construction of an ADA toilet inside Pleasant Home.

Recommendation

Staff recommend the Park Board give Executive Director Arnold the authority to sign a contract with Daniel Rouse, from Oak Park, IL, in an amount not to exceed \$40,000.

Attachment: Professional Services Agreement

Field Guide

Architecture and Design, Inc.

Fee Proposal

Client: Park District of Oak Park

Project: Pleasant Home Renovations: Accessible Bathroom

Location: Oak Park, IL

Reference: 2537

Date: ~~January 7, 2026~~ January 21, 2026

Revision: ~~00~~ 01

A. Introduction

This proposal is for architectural design and documentation services provided by Field Guide Architecture and Design (FG) to the Park District of Oak Park (PDOP) for renovations to Pleasant Home, the historic residence located in central Oak Park and owned by PDOP. This proposal is based on a site visit and subsequent conversations in December, 2025. *The proposal was updated on January 20, 2026 to incorporate feedback from PDOP.*

B. Description of the Project

Pleasant Home is a Prairie Style mansion and National Historic Landmark designed by George W. Maher and completed in 1902. Owned by PDOP since 1939, the mansion is used as a house museum and event space. To support these functions, the facility includes public toilets, added to the north entry hall in 1972, and a handicap lift, added within the former Kitchen Porch in 2001. The public toilets are not accessible from the main floor and do not meet the dimensional criteria of current building codes.

This project will create one new single-user accessible toilet room to serve the first floor. Though the location of the new room has not been finalized, preliminary conversations point to the basement stair hall as a potential option. In addition to the new toilet room, other work may be considered in this area, including renovations to the Kitchen Porch's exterior envelope and modification to or replacement of the existing handicap lift.

C. Scope of Work

1. Site Analysis & Programming

- a) FG will research the property to better understand the existing conditions. This process includes a review of existing documents, including the Historic Structure Report (2002), site photographs, and local code requirements.
- b) Electronic drawings in AutoCAD format exist and have been provided to FG. Using these files, FG will create electronic base sheets as the basis for our work.
- c) FG will visit the site to verify measurements, take photographs, and otherwise confirm existing conditions and dimensions.
- d) FG will discuss the project with the Owner to establish the key objectives. As part of this process, we will review spaces and equipment required for the project, how these will be used, and what adjacencies are required between them.

- e) FG will confirm construction budget expectations with the Owner. We understand the construction budget to be \$400,000.
- f) Deliverables in this phase will include existing conditions drawings and a project summary addressing project objectives and zoning / code constraints.

2. Schematic Design

- a) Upon completion of Site Analysis & Programming, FG will prepare schematic design options and meet with the owner to discuss.
- b) The design options will include:
 - i) Floor plans showing the layout of the project.
 - ii) Cross sections and elevations showing the relationship of the design elements.
 - iii) Digital three dimensional model studies.
- c) FG will meet with the Owner to review the design scheme(s) and then study options to incorporate Owner feedback.
- d) FG will consider adjacent and related work scope items including the handicap lift and Kitchen Porch enclosure as required.
- e) Deliverables during this phase will include floor plans, elevations and model views explaining the design options.

3. Design Development

- a) Pending Owner approval of schematic design, we will further develop the design with the goal of establishing the key systems and details of the project.
- b) More detailed drawings will be produced in this phase, creating the foundation for the permit and construction documents in the next phase. Drawings may include existing/demolition plans, floor plans, ceiling plans, finish plans, enlarged plans (where required), preliminary MEP plans, and door/glazing schedules.
- c) During this phase, FG will prepare additional 2D and 3D views to better identify spatial relationships, structural & construction issues, material transitions, and integration of electrical and plumbing fixtures. This effort will help to achieve a consistent design, increase GC pricing accuracy, and improve construction coordination.
- d) Interior design concepts shall be developed during this phase. This may include cabinetry, counters, appliances, tile, flooring, plumbing fixtures, lighting fixtures, door hardware, cabinet hardware, toilet accessories, trim, moldings, interior doors, and paint colors.
- e) ~~Consultants. We do not anticipate needing additional consultants (structural or MEP) for this project. Should they be required, consultants will be retained during this phase and their fees~~

~~shall be in addition to FG's fees.~~ Consulting engineers will be retained during this phase. We understand that Mark Nussbaum of ACE will provide pro bono MEP engineering services. For structural design, we will solicit proposals from qualified local consultants once the scope is better understood. At this time, structural engineering fees are not included in this proposal.

- f) State Historic Preservation Review. FG will work collaboratively with the Illinois SHPO to ensure that their reviews, feedback and approval are managed appropriately during the project. This effort will begin during the design development phase and continue through permitting and construction, as required.
- g) Upon Owner approval of the design, FG will prepare a pricing set for the Owner's review ~~and for their use to obtain budget pricing from qualified contractors.~~

4. Pricing and Contractor Selection

- a) Upon approval of the pricing scope, and in collaboration with the PDOP team, FG will identify at least two, but no more than three, qualified local contractors and distribute the pricing documents to them with the intent of procuring cost proposals from each.
- b) FG will meet on site with each prospective contractor and field questions as required to assist them in preparation of their cost proposals.
- c) Once the GC proposals are ready, FG will review and summarize and meet with PDOP to assist in the selection of a contractor.
- d) It is understood that the selected contractor will work with FG and PDOP during the subsequent phase to refine and manage project costs. The final contract amount will be established after the permit is issued and 'For Construction' drawings are issued.

5. Contract Documents and Permit Acquisition

- a) Upon approval of the Design Development drawings and the construction budget, FG will complete detailed drawings and specifications suitable for submission to the Village of Oak Park. These documents will be coordinated with those of any consulting designers and engineers, and the entire package will be reviewed with the Owner prior to submission.
- b) Oak Park Zoning and Historic Preservation Review. In advance of building department review, this project may require reviews from the Village's Zoning and Historic Preservation divisions. If so, FG will interface with local authorities during this phase to secure necessary approvals in advance of the building permit submission.
- c) After Zoning approval, a complete package of documents 'For Permit' shall be prepared in compliance with the Village of Oak Park's requirements. These drawings will be stamped by a licensed architect. Drawings may include:

Field Guide

Fee Proposal: *Park District of Oak Park / Pleasant Home Accessible Bathroom*

- i) Detailed site plan
 - ii) Code matrix
 - iii) Egress plans
 - iv) Demolition plans (floor and ceiling)
 - v) Floor plans (floor and ceiling)
 - vi) Electrical power and lighting plans
 - vii) Building section(s)
 - viii) Interior elevations
 - ix) Energy code compliance documentation
 - x) Window / door schedules
 - xi) Wall and ceiling types with UL listings
 - xii) Material specifications
 - xiii) Light and ventilation schedule
 - xiv) Plumbing riser diagram
 - xv) Structural plans
 - xvi) Mechanical plans
 - xvii) Architectural details
 - xviii) Architectural specifications
- d) FG will complete the online permit application and will upload the required documents to the Village's electronic portal.
- e) Permit Corrections. FG will revise the drawings as required by village plan reviewers and resubmit to obtain the building permit.
- f) Permit Fees. Permit application, submission, and processing fees are the responsibility of the Owner and, if incurred by FG, shall be reimbursed per the attached terms and conditions.
- g) Interior finish information shall be included in the construction documents. Detailed interior design services, including furniture specifications and procurement, are not included but can be provided for an additional cost.
- h) Deliverables in this phase include a digital set of permit drawings that are signed and sealed by a licensed architect, and coordination with local authorities to ensure receipt of the permit.

6. Construction Administration

- a) **Construction Drawings.** FG will issue 'For Construction' documents upon completion of plan review and issuance of the permit. These drawings will incorporate any changes required by the village and will direct the work of construction. Throughout the construction phase, FG will supplement the drawings with sketches as required.
- b) **Administration.** FG will review GC provided submittals (ie, structural items, windows, doors, hardware, etc), answer GC submitted requests for information (RFIs), and review and sign off on GC requests for payments.

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Fee Proposal: *Park District of Oak Park / Pleasant Home Accessible Bathroom*

- c) **Site Visits.** During construction, FG recommends a meeting on the average of ~~twice per month~~ *once per week* with Owner/Architect/GC. FG will check that the work is in accordance with the design intent set forth in the Contract Documents.

D. Schedule

We understand the PDOP's schedule aim to be completion of design and permit acquisition in 2026 with construction slated for January of 2027 to minimize disruption to seasonal operations. FG will work with PDOP to meet this schedule and we have developed the anticipated durations below with this in mind. We can begin work within two (2) weeks of a signed proposal.

	<u>Jan 7</u>	<u>Jan 20</u>
a) Site Analysis & Programming	2 wks	2 wks
b) Schematic Design	4 wks	4 wks
c) Design Development.....	4 wks	6 wks
d) <i>Pricing and Contractor Selection</i>		4 wks
e) Contract Documents & Permitting.....	12 wks	6 wks
f) Construction Administration.....	TBD	

E. Compensation

1. Professional Services.

Compensation for this project shall be as listed below, by phase. *Hourly estimates have been revised and clarified.*

	<u>Jan 7</u>	<u>Jan 20</u>
a) Site Analysis & Programming 16 hrs @ 150.....	\$ 3,000	2,400
b) Schematic Design 42 32 hrs @ 150	\$ 7,000	4,800
c) Design Development 20 48 hrs @ 150.....	\$ 7,000	7,200
d) <i>Pricing and Contractor Selection</i> 12 hrs @ 150		1,800
e) Contract Documents & Permitting 48 80 hrs @ 150	\$ 21,000	12,000
f) <u>Construction Administration 72 hrs @ 150</u>	<u>\$ 12,000</u>	<u>10,800</u>
Total.....	\$ 50,000	39,000

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2. Initial Payment.

Not required. Invoices shall be sent according to the standard terms, attached.

F. Agreement

The undersigned principals warrant that they are the owners or duly authorized agents thereof and have the authority to contract as herein provided. Furthermore, both parties agree to the scope of work, clarifications and limitations, and payment terms as outlined within this proposal.

Proposed:

Field Guide Architecture and Design



Signature

Name: Daniel Roush, AIA

Title: Principal

Date: ~~January 7, 2026~~ January 21, 2026

Accepted:

(Owner)

Signature

Name:

Title:

Date:

Field Guide

Standard Terms and Conditions

These Standard Terms and Conditions shall continue in full force and effect during and after the completion or termination of Field Guide Architecture and Design's ("Architect") employment by the Park District of Oak Park ("Owner"). These Standard Terms and Conditions shall control any conflicting term or condition unless FG agrees otherwise in writing. This agreement shall be governed and controlled as to validity, enforcement, interpretation, construction, effect and in all other respects by the statutes, the laws and decisions of the State of Illinois.

Hourly Billing Rates – 2026

Principal Architect	\$ 250.00
Project Manager	\$ 175.00
Draftsperson	\$ 125.00

For time spent drafting, FG Principal Daniel Roush charges the drafting rate.

Employee's hourly rates are not increased for overtime, unless otherwise agreed to by the Architect and the Owner; however, the billing rates may be increased annually due to salary increases.

Reimbursable Expenses:

Reimbursable expenses are billed in addition to fees for services. Reimbursable expenses include, but are not limited to, expenses such as blueprinting, photocopying, mockups, site photography, messenger, delivery services and transportation expenses. Reimbursable expenses are not marked up; they are passed through at cost.

Invoicing and Payment:

Professional services will be billed monthly or at project milestones. Payments are due within 14 days of issuance of any invoice. Interest charges of 10% per annum, which are calculated monthly, are added to past due invoices. Owner is responsible for any and all related attorneys' fees and collection expenses. Payment for services rendered shall be due whether or not this project is delayed, deferred, or cancelled.

Additional Services

The Owner may, at any time, by written change order signed by both parties, make changes within the general scope of this agreement in the services or work to be performed. If changes cause an increase in Architect's cost or time required of performance of any services under this agreement, whether or not agreed to by any change order, an equitable adjustment shall be made, and this Agreement shall be modified in writing accordingly to compensate Architect for any Additional Services.

Outside Consultants:

Unless otherwise noted, consultant's fees are not included in the Architect's professional services and will be charged separately. Typical project consultants may include, but are not limited to, structural and mechanical engineers, civil engineers, energy auditors, lighting or acoustical designers, interior designers and landscape architects, any of which may be required according to the needs of a particular project. A five percent (5%) service fee will be added to all consultant professional service invoices.

Scope of Services

The Architect, as representative of the Owner, shall perform only those architectural services described in the attached proposal. Any additional services the client wishes Architect to perform shall be deemed Additional Services and entitle Architect to additional compensation based on hourly rates set forth in this proposal or as otherwise agreed to by Architect and Owner.

Cost Estimates

Since Architect has no control over the cost of labor, materials, equipment, or services furnished by others, or over Contractors' methods of determining prices or over competitive bidding or market conditions, any opinion required of the Architect pertaining to construction costs is to be made on the Architect's experience and qualifications and represent Architect's best professional judgement as an experienced and qualified professional familiar with the construction industry; but Architect cannot and does not guarantee that proposals, bids or actual construction costs will not vary from opinions of probable cost prepared by the Architect. If the Owner wishes greater assurance the Owner shall employ an independent cost estimator or construction manager to estimate construction costs.

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Travel:

All round-trip travel time from the Architect's offices to job sites, irrespective of the number of hours spent for such travel, within fifty (50) miles of downtown Chicago is billable at the particular hourly rate for each applicable employee. Travel time beyond this area is billable at 50% of an employee's hourly rate.

Performance; Limited Liability and Remedies:

the Architect will exercise the degree of skill and care expected by customarily accepted practices and procedures in the architectural industry. The Architect will use its best efforts to perform with reasonable professional promptness and in accordance with any deadlines or schedules mutually established and agreed to.

The Architect is not a guarantor of the project to which its services are directed, and its responsibility is limited to work performed for the Owner. the Architect is not responsible for acts or omissions of the Owner, or for third parties not under the Architect's direct control. the Architect shall not have control or charge of, and shall not be responsible for, construction means, methods, techniques, sequences or procedures, for safety precautions and programs in connection with the work, for the acts or omissions of the Contractor, Subcontractors or any other person performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.

If a Contractor or subcontractor substitutes, or is allowed by the Owner to substitute, any equipment or component which differs from recommended by the Architect, then the Architect accepts no responsibility for the resulting change.

To the extent permitted by law, the Architect's liability under this Agreement, under its indemnity or otherwise, is limited to the amount of insurance held by the Architect at the relevant time of any damage, not to exceed \$1,000,000.00 in aggregate, and under no circumstances shall the Architect be liable for any consequential, punitive or special damages or indirect loss, loss of profits, loss of business or revenue, or loss or denial of opportunity in relation to this agreement or project, whether such action is based on contract, tort (including negligence or strict liability) or any other legal theory, or the performance or breach thereof, even if either part has been advised of the possibility thereof.

No party shall be responsible for any losses resulting from the non-fulfillment of any term of this agreement, to the extent such non-fulfillment is delayed or prevented by wars, acts of enemies of the state (including acts of terrorists), revolutions or other civil disorders, strikes, fires, floods, acts of God, or by any other cause not within the control of the party whose performance is interfered with, and which, by the exercise of reasonable diligence, such party is unable to prevent.

Insurance:

The Architect shall keep and maintain its current professional liability insurance policy for the duration of the project. Certificates of insurance can be provided upon request. If Owner desires additional insurance, the Architect shall use its best efforts to obtain the additional insurance, and Owner shall reimburse the Architect for all additional premium or other related costs that the Architect thereby incurs. Owner will use its efforts to ensure that the construction contractor(s) name the Architect as an additional insured on their comprehensive general liability insurance policies and agree to indemnify Owner and the Architect in language reasonably satisfactory to both Owner and the Architect.

Owner Duties/Services/Obligations and Indemnification:

The Owner will provide all necessary information regarding Owner's requirements as necessary for orderly progress of the work. The Owner will designate in writing a person to act as Owner's representative for services to be rendered under this Agreement, which person shall have authority to transmit instructions, receive instructions and information, interpret and define Owner's policies and requests for the Architect's services. The Owner will provide access to and make all provisions for the Architect to enter, without cost, limitation or burden to the Architect, publicly or privately owned property as required to perform the work.

Negligence – To the fullest extent permitted by law, the Owner shall hold harmless, defend and indemnify the Architect and its consultants, and each of their agents, owners, directors, employees, heirs, successors and assigns for any and all claims, damages, losses, judgments, costs and expenses (including attorneys' fees and costs of suit) arising out of: Owner's negligence or willful misconduct on this project; Contractor(s)' or any subcontractor(s)' negligence or willful misconduct in performing the work and/or supplying the materials; or: the negligence or willful misconduct of any other party relative to the project, including but not limited to liabilities for property damage and

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Standard Terms and Conditions

claims of third parties in any way related to the project, except that the Architect shall be liable for claims, damages, losses, judgments, costs and expenses due to the sole negligence of the Architect, its owners, directors, employees and consultants.

Confidentiality and Use of Reports, Drawings and Electronic Media:

Drawings, specifications and other work, documents or materials prepared by the Architect as instruments of service for the project ("Instruments of Service") are and shall remain property of the Architect and owned by the Architect whether the project for which they are made is executed or not. Such Instruments of Service shall not be used by Owner or any other constructor, subcontractor or third party for any other projects not involving the Architect.

The Architect shall retain all common law, statutory, and other reserved rights, including but not limited to, the copyright with respect to the Instruments of Service. Other contractors for the project may retain copies of the Instruments of Service for information and reference only in relation to the project or extensions to this project but shall not use, copy, duplicate, reproduce or replicate the Instruments of Service on any other projects, or for completion of this project by other, except by agreement in writing and with appropriate compensation to the Architect. In the instance another party does reproduce, duplicate, copy or utilize the Instruments of Service, such party must indemnify and hold the Architect harmless from any and all claims, liabilities, losses or damages whatsoever that result from such use, duplication or reproduction of the Instruments of Service.

Construction Administration:

Periodic site visits, if included in the Architect's Scope of Services, shall mean that the Architect shall visit the site at intervals, as agreed with Owner in writing, to become generally familiar with the progress and quality of the work as it proceeds in accordance with the Contract Documents, and shall keep Owner reasonably informed of the progress and quality of the work and shall endeavor to guard the Owner against defects and deficiencies in such work of the Contractor.

Termination of Services:

Either party may terminate this agreement upon at least seven (7) days' advance written notice to other. In the event that Owner terminates the agreement without fault of the Architect: (i) Owner shall compensate the Architect for all services provided to the date of which the Architect received notice of termination plus expenses incurred by the Architect due to premature termination of the project, including prorated profit and overhead; and (ii) the Architect shall not be liable for the use of its Instruments of Service created prior to the date of termination.

Mediation

Prior to the initiation of any legal proceedings, the parties agree to submit all claims, disputes, or controversies arising out of, or in relation to the interpretation, application or enforcement of this agreement to non-binding mediation. Mediation shall be conducted under the auspices of the American Arbitration Association in accordance with its existing terms and procedures. The cost of mediation shall be borne equally by the parties.

This article shall survive completion or termination of this agreement, but under no circumstances shall either party call for mediation of any claim or dispute arising out of this agreement after such period of time as would normally bar the initiation of legal proceedings to litigate such a claim or dispute under the laws of the state of Illinois.

Legal Action

All legal actions by either party against the other for breach of this agreement or failure to perform in accordance with the standard of care, however denominated, shall be barred two (2) years from the day after time the Owner knew or should have known of its claim or the Date of Substantial Completion, whichever is earlier.

Should it become necessary for the Architect to enforce any of the provisions of this agreement, or to collect any portion of the amount payable under this agreement, then all litigation and collection expenses, including but not limited to witness fees, court costs, and attorney's fees shall be paid by the Owner.

Miscellaneous:

To the extent within the Owner's control, the Architect shall have the right to take photographs and make other reasonable promotional use and/or publication of the project. The Architect shall be given appropriate credit on all construction signs or promotional materials or any and all publicity concerning the project.

Field Guide

Standard Terms and Conditions

No right or obligation of either party under this proposal is assignable without the consent of the other party. Any other purported assignment by either party will be void.

Any and all exhibits, schedules and attachments hereto, including but not limited to any AIA Contract are made a part of this agreement by this reference. In the event of a conflict among any such exhibits, this proposal or the AIA contract, this agreement shall at all times govern.

Agreed to by Owner:

Signature

Name:

Agreed to by Architect:

Signature

Name: Daniel Roush, AIA



Memo

To: Chris Wollmuth, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: January 30, 2026

Re: Park District Citizen Committee Application – Mekhala Merchant



Statement

The Park District Citizen Committee (PDCC) was established in Fall 2003, to oversee the development of the Comprehensive Master Plan. Since the plan's completion, the responsibility of the PDCC has been to oversee the implementation of the Comprehensive Master Plan and the development and ongoing review of the park site plans, as well as to provide a valuable communication channel between the Park District and the citizens of Oak Park. The Mission and Guiding Principles of the Park District Citizen Committee state the committee should include 13 members.

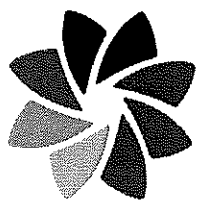
Discussion

There are currently only 11 members on the committee. Mekhala Merchant has expressed interest in joining the Park District Citizen Committee. Mekhala has been involved with OPRF South Asian Group and the Holi Event organized by the Village of Oak Park. Mekhala has an interest in helping to ensure that our parks meet the needs of families and is looking forward to soliciting feedback and volunteering when needed. Mekhala attended the last PDCC meeting and expressed desire to join the committee.

Recommendation

Staff recommends that the Park Board approve the appointment of Mekhala Merchant as a member of the Park District Citizen Committee to serve a three-year term.

Attachment: PDCC Application



PARK DISTRICT
of OAK PARK

PARK DISTRICT OF OAK PARK

218 Madison Street • Oak Park, IL 60302 • (708) 725-2000 (info) • (708) 725-2301 (fax) • www.pdop.org

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

Committee Interest Application

Thank you for your willingness to serve your community on one of our volunteer citizen's committees. The following information will assist the Park District in determining the best position for you to utilize your experience, abilities and interests.

INSTRUCTIONS: Please complete and submit this application for review to the location listed above.

Committee you are interested in joining: (please check all that apply)

☒ Park District Citizen Committee (PDCC) ☐ Environmental Sustainability Committee (ESC)

☐ Active Adult Advisory Committee (SCCOPRF/AAAC)

APPLICANT INFORMATION Please note, Oak Park residency is required to apply.

Applicant Name MEKHALA MERCHANT

Address 720 N Grove Ave

City Oak Park State IL Zip 60302

Email Address mekhala.samsi@gmail.com

Daytime Phone 281-728-3101 Evening Phone (Same)

Age of Applicant: ☐ Up to 29 years ☒ 30-54 years ☐ 55 years & up

What park and public space are closest to your residence? Field Park / Mann Elementary / Lindberg Park

AVAILABILITY

Please indicate your availability on a regular basis: CHOOSE ONE: ☐ Daytime ☒ Evening ☐ Anytime (as needed)

CHOOSE ONE: ☐ Weekly ☒ Semi-monthly ☐ Monthly ☐ Intermittently

EDUCATIONAL DATA

Degrees (if any) Ph.D. in Psychology

Other Educational Experience Associate Professor

COMMUNITY ACTIVITIES, PROFESSIONAL ORGANIZATIONS OR OTHER INTERESTS

Please list any activities you are currently involved with: OPRF South Asian Group, Holi Event organized by Village of Oak Park, Oak Park

Please indicate how you can best be of service to the Park District of Oak Park: By helping ensure that our parks meet the needs of families, solicit community feedback, volunteer when needed

Applicant's Signature: Mekhala Merchant Date 12/2/2025

You are welcome to attach additional information in a resume or write on the back of this form.