



PARK DISTRICT of OAK PARK

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

Park District of Oak Park Continued Regular Board Meeting from June 17, 2021

**Hedges Administrative Center
218 Madison Street
Oak Park, Illinois**

Thursday, July 1, 2021, 7:30pm

AGENDA

- I. Call to Order/Roll Call**
- II. Approval of Agenda**
- III. Old Business**
 - A. Recreation and Special Facilities Program Committee – Commissioner Wollmuth**
 1. 2021 Apparel Contract Approval*
 - B. Parks and Planning Committee – Commissioner Worley-Hood**
 1. CRC Design Change Order Approval*
 - C. Administration and Finance Committee – Commissioner Wick**
- IV. New Business**
- V. Closed Session**
- VI. Adjournment**

* Indicates information attached.

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

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Thursday, July 1, 2021, 7:30pm

AGENDA COMMENTS

- I. **Call to Order/Roll Call**
- II. **Approval of Agenda**
- III. **Old Business**
 - A. **Recreation and Facility Program Committee – Commissioner Wollmuth**
 - 1. **2021 Apparel Contract Approval***
(Roll Call Vote) (III.A.1)
Commissioner Porreca: I move that the Park Board approve the apparel bid with SP Designs & Mfg. Inc., Cape Coral, Florida, for screen printed apparel for a one-year agreement beginning June, 2021, through May 2022.
 - B. **Parks and Planning Committee – Commissioner Worley-Hood**
 - 1. **CRC Design Change Order Approval***
(Roll Call Vote) (III.B.1)
Commissioner Worley-Hood: I move that the Park Board approve the additional \$92,650 of expense to Perkins and Will for the design of net-zero energy consumption for the Community Recreation Center.
 - C. **Administration and Finance Committee – Commissioner Wick**
- IV. **New Business**
- V. **Closed Session**
- VI. **Adjournment**

* Indicates information attached.

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

Memo



To: Chris Wollmuth, Chair, Recreation & Facility Program Committee
Board of Park Commissioners

From: Maureen McCarthy, Superintendent of Recreation

Date: June 25, 2021

Re: 2021 Apparel Contract Approval

Statement

The Park District Recreation Department and other departments order a large volume of apparel throughout the year. Park District apparel is used to facilitate programs, services, and operations. Items generally include, but are not limited to, participant short and long-sleeve t-shirts, staff collared shirts, pool staff tank tops, and staff sweatshirts. All of these items combined require the Park District to initiate a competitive bidding process.

The Park District of Oak Park began soliciting bids on April 7, 2021, which were publicly posted in local media outlets and sent via email to 30 companies. Bidders were asked to provide unit costs and service charges on all types of apparel that are typically ordered throughout the year. (Vendors were not provided any guarantees of the quantity of items to be ordered in 2021.)

Discussion

Park District staff members Maureen McCarthy, Superintendent of Recreation, and Mitch Bowlin, Director of Finance, were responsible for assembling the bid specifications. The bid was made available to potential vendors via the Park District's website.

The Park District received five (5) bids, all of which met the minimum requirements and were therefore, eligible for the review process. Maureen McCarthy and Mitch Bowlin were both present at the bid opening which took place on April 28, 2021. Price quotes were entered into a pricing matrix and then evaluated for lowest cost. As there were multiple line items in the bid, the low bidder varied on individual line items. However, the clear low bidder for the items purchased most frequently in 2021, was SP Designs & Mfg, Inc.. The staff also took into consideration the following:

- Process to place orders
- Shipping and delivery service
- Artwork service capability (having a graphic artist on staff and the ability to provide artwork)
- Location of the business - Oak Park, regional, state of Illinois, out of State
- Recommendation by other Park Districts

Conclusion

The Recreation and Facility Program Committee recommends that the Park Board approve the apparel bid with SP Designs & Mfg, Inc., Cape Coral, Florida, for screen printed apparel for a one-year agreement beginning June 2021, through May 2022.

Attachment: Bid Tally Sheet



Memo

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

From: Jan Arnold, Executive Director

Date: June 23, 2021

Re: CRC Design Change Order Approval



Statement

The Park District of Oak Park issued an RFP in 2015, for a feasibility study on a Community Recreation Center. The committee that reviewed and selected the firm was made up of one elected official from each of the six Oak Park government bodies. SinkCombs was selected to do this work in 2016. Lindsey Peckinpaugh was the principal on the project. SinkCombs was merged with Perkins and Will in 2017. The Parks Foundation began fundraising in 2019, for a Community Recreation Center and the Park Board approved funds for design in March 2020.

Discussion

As the Community Recreation Center (CRC) was being designed, the CRC Design Committee had always planned for sustainable features to be included such as green roof, solar panels, and permeable pavers. The team then asked the architects to determine if the facility could reach net-zero performance for energy consumption.

The Village of Oak Park Board of Trustees committed \$400K to the CRC project if the building was able to be built net-zero. PDOP staff worked closely with Perkins and Will as well as the mechanical engineers to determine the feasibility of the design. PDOP staff also worked with Perkins and Will to submit a grant application to the Illinois Clean Energy Community Foundation. The design team feels confident that we can reach net-zero with additional energy efficiency such as triple pane windows, high efficiency VRF system, and increased insulation which is anticipated to add \$1.4-\$1.6M to the cost of the project. The net-zero design would save approximately \$80K annually in energy costs and also reduce the District's carbon footprint.

The Illinois Clean Energy Community Foundation grant award will be known by early September and will cover 80% of the cost and with the contribution of the Village of Oak Park's \$400K, would allow these improvement with no additional capital cost to the agency.

That said, the funding is not guaranteed and the need to incorporate the new features into the design will be required to begin in mid-July to meet the bidding timeline of October, with a December award. The additional design cost for the net-zero elements will be \$92,650 as outlined in the attached change order.

Conclusion

The Parks and Planning Committee recommends approval of the additional \$92,650 of expense to Perkins and Will for the design of net-zero energy consumption for the Community Recreation Center.

Attachment: Amendment 3 for Additional Services – Net Zero Implementation



AIA[®] Document G802™ – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Park District of Oak Park Community
Center ("The Center")
229-239 and 239-245 and 301-307 W.
Madison Street, Oak Park, IL 60302

AGREEMENT INFORMATION:
Date: 4/23/2020

AMENDMENT INFORMATION:
Amendment Number: 03

Date: 06/17/21

OWNER: *(name and address)*
The Park District of Oak Park
218 Madison Street
Oak Park, IL 60302

ARCHITECT: *(name and address)*
Perkins and Will Architects, Inc.
410 N. Michigan Ave., Suite 1600
Chicago, IL 60601

The Owner and Architect amend the Agreement as follows:
Provide additional scope as described in Perkins&Will's proposal dated June 15, 2021.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Original Contract Fee:	\$1,232,920.00
Amendment No. 1:	\$9,720.00
Amendment No. 2:	\$23,000.00
Amendment No. 3:	\$92,650

New Contract Fee:	\$1,358,990

Schedule Adjustment:
Schedule revised as described in Perkins&Will's proposal dated June 15, 2021.

SIGNATURES:

Perkins & Will

ARCHITECT *(Firm name)*

OWNER *(Firm name)*



SIGNATURE

SIGNATURE

Lindsey Peckinpaugh, Managing
Principal

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

06.17.21

DATE

DATE

Date: 6.15.2021

Jan Arnold

Park District of Oak Park
218 Madison Street
Oak Park, Illinois 60302

Re: Amendment 3 for Additional Service – Net Zero Implementation

Dear Jan,

As discussed, the following is a proposal for additional services to implement the strategies that have been selected to achieve Net Zero as part of the Net Zero consultation services under Amendment 2. These changes are meant to satisfy the requirements of the Illinois Clean Energy Community Foundation's (ICECF's) Net Zero Energy Building Program Grant.

SCOPE OF WORK

After completion of the energy modeling efforts contained as part of Amendment 2, we will finalize the impact to the building envelope, structural, and mechanical systems. The basis for the anticipated scope is shown and documented in the presentation sent to the Park District on March 8, 2021. Based on our prior studies, the following tasks are anticipated:

- Revise opaque wall assemblies, glazing systems, and roof assemblies and associate detailing to meet energy model design criteria.
- Revise design loads, mechanical equipment selection, mechanical system design, and controls system and sequencing.
- Revise electrical loads, power distribution, and sub-metering to coordinate with revised mechanical design and support the photovoltaic system.
- Coordinate revised building systems with structural and architectural systems.
- Coordinate roof design and detailing with photovoltaic array and potential bio-solar roof.
- Design the foundation and canopy structure over west parking lot to receive photovoltaic array.
- Provide additional review time and effort for construction administration commensurate with the additional scope.
- Revised mechanical design to incorporate:
 - Air-cooled variable refrigerant flow (VRF) system.
 - Cooling coil condensate drain piping system to serve indoor VRF evaporator units.
 - 100% outdoor ventilation air rooftop unit (RTU) with energy recovery.
- Revise controls drawings and associated sequences.

Date: 6.15.2021

Re: Amendment 3 for Additional Service – Net Zero Implementation

- Revise lighting design to reduce lighting power density and add additional zoning controls.
- Revise power distributions system to all for on/off control of plug loads throughout the building.

SCHEDULE

The below dates outline a potential schedule to achieve the above scope of work and align with Bulley & Andrews schedule dated March 15, 2021. This schedule may be adjusted based on feedback from the Owner and in coordination with the ICECF.

7/12/2021	Receive Notice to Proceed
7/20/2021	ICECF Pre-proposal Submission Deadline
10/1/2021	Issue Drawings for Bid & Permit

COMPENSATION

We proposed to provide the additional services described above for the following fixed fees:

Amendment 3: Net Zero Implementation	
Perkins&Will	\$21,900
IMEG	\$55,000
Larson Engineering	\$15,750
Subtotal:	\$92,650

If acceptable, this will amend the original contract fee as follows:

Original Contract Fee:	\$1,232,920
Amendment 1:	\$9,720
Amendment 2: Net Zero Consultation	\$23,700
Amendment 3: Net Zero Implementation	\$92,650
New Contract Fee:	\$1,358,990

We do not anticipate a necessary increase in reimbursable expenses due to the added scope at this time.

ASSUMPTIONS

The scope and fees noted above are based on the following assumptions:

1. Photovoltaic array system design will be by a third-party vendor.
2. The fees above assume the pursuit of ILFI Zero Energy certification to meet ICECF criteria.

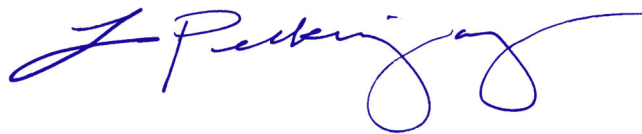
Date: 6.15.2021

Re: Amendment 3 for Additional
Service – Net Zero
Implementation

3. ICECF application, ILFI Certification, and ILFI auditor fees are excluded from this proposal.
4. An approved energy simulation software package will be used for energy consumption simulation.
5. IMEG cannot guarantee the actual performance of the building based on the design drawings, specifications, or the actual resource use based on conceptual consumption modeling. Actual building operation, annual climate conditions, and other factors are outside the control of IMEG, may not be uniformly implemented, and may be subject to change at any time. Energy modeling results are an expression of IMEG's professional opinion to the best of its information, knowledge, and belief, and does not constitute a warranty or guarantee.
6. The Design Team cannot guarantee the successful award of ICECF Net Zero Energy Building Program grant.
7. The Owner's Construction Manager will support any construction cost estimating efforts related to the ICECF Grant proposal.
8. The canopy over the west parking lot should not trigger additional review or requirements by the City's zoning department. Any changes required by the City beyond the anticipated design are excluded from this proposal.
9. Any additional geotechnical engineering requirements for the west parking lot canopy is excluded from this proposal.
10. The design of the education elements as required by the ICECF is currently excluded. Design services for these elements may be provided as an additional service.

We are excited to submit this proposal and assist the Park District of Oak Park in the pursuit of a net zero facility. If acceptable, please let us know and we can work toward formally amending our contract. If you have any questions, please call me at 312-550-2396.

Sincerely,



Lindsey Peckinpaugh

Managing Principal, Sports Recreation & Entertainment Practice Leader
Perkins&Will

CC: Brent Ross, AIA, Perkins and Will