

Quincy Park District

BOARD OF COMMISSIONERS MEETING



**QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois**

**Agenda
March 8, 2023**

Regular Meeting – Board Room

6:00 P.M

CALL TO ORDER (ROLL CALL)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA: (UNANIMOUS CONSENT)

1. Check Register – Full Monthly: Recommended Approval by the Finance Committee
2. Regular Meeting Minutes – February 8, 2023

PUBLIC INPUT: Each speaker may have up to 3 minutes for comments

BOARD INFORMATION/EDUCATION

CORRESPONDENCE:

VOLUNTEERS:

EXECUTIVE DIRECTOR'S REPORT:

- Rome Frericks

DIRECTOR'S REPORTS:

- Matt Higley, Director of Parks
- Don Hilgenbrinck, Director of Business Services
- Mike Bruns, Director of Program Services
- David Morgan, Director of Golf
- Marcelo Beroiza, Director of Marketing/Operations

COMMITTEE REPORTS:

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Review/Revision of the Quincy Park District Mission Statement
- Informational/Outdoor Sculpture at Quincy Art Center with Donor Sign to be Located at 1515 Jersey Street: Informational Only
- Bid for Maintenance Dredging: Recommended Approval **(VOICE VOTE)**
- Villa Kathrine Sublease by Friends of The Castle: Recommended Approval **(VOICE VOTE)**
- Festival of Lights, Inc. Holiday Light Display Three-Year Agreement: Recommended Approval **(VOICE VOTE)**
- Bid for Q-Island Playground: Recommended Approval **(VOICE VOTE)**
- Bid for Moorman Park Parking Lot Addition: Recommended Approval **(VOICE VOTE)**
- Bid for Berrian Park Restroom Replacement: Recommended Approval **(VOICE VOTE)**
- Bid for Westview Parking Lot Sealing and Striping: Recommended Approval **(VOICE VOTE)**
- Bid for Clat Adams Park Sidewalk Replacement Phase 2: Recommended Approval **(VOICE VOTE)**
- Bid for Washington Park Sidewalk Replacement: Recommended Approval **(VOICE VOTE)**
- Bid for Lorenzo Bull House Porch Repairs: Recommended Approval **(VOICE VOTE)**
- Bid for South Park Tennis Courts Color Finishing: Recommended Approval **(VOICE VOTE)**
- Bid for Berrian Park Pickle Ball Courts Repairs and Color Finishing: Recommended Approval **(VOICE VOTE)**
- Bid for South Park Large Shelter House Tuckpointing: Recommended Approval **(VOICE VOTE)**
- Bid for South Park Large Shelter House Ceiling Repairs & Painting: Recommended Approval **(VOICE VOTE)**

PUBLIC INPUT: Each speaker may have up to 3 minutes for comments

EXECUTIVE SESSION: In accordance with 5 ILCS, Par. 120/2c, I move that the Board convenes into Executive Session to discuss: (please read item(s) from list) **(ROLL CALL VOTE)**

CALL TO ORDER (OPEN SESSION) **(ROLL CALL VOTE)**

ACTIONS AFTER EXECUTIVE SESSION:

ADJOURN **(VOICE VOTE)**

CONSENT AGENDA

(Unanimous Consent)

PUBLIC INPUT

QUINCY PARK DISTRICT
1231 Bonansinga Drive
Quincy, Illinois

Regular Meeting
Board Room

February 8, 2023
6:00 P.M.

ROLL CALL

President Frankenhoff called the meeting to order and upon the roll being called the following members were physically present at said location: President John Frankenhoff, Vice-President Barbara Holthaus, Commissioners Nathan Koettters, Patty McGlothlin, Roger Leenerts, Alan Hickman, and Jeff VanCamp. No Park Commissioner was permitted to attend the meeting by video or audio conference.

Members Absent: None

Also in Attendance: Executive Director–Rome Frericks, Director of Parks–Matt Higley, Director of Business Services–Don Hilgenbrinck, Director of Program Services–Mike Bruns, Director of Marketing/Operations–Marcelo Beroiza.

Staff Absent: David Morgan

President Frankenhoff led the room in the Pledge of Allegiance.

CONSENT AGENDA

President Frankenhoff asked if there were any objections or changes to the January 18, 2023, Regular Board meeting minutes or to the check register and upon hearing none, he announced they were approved by unanimous consent.

PUBLIC INPUT - None

BOARD INFORMATION/EDUCATION

Force Account Work Schedule - Director Higley explained that this is a tentative schedule covering in house and contractor projects. Recent good weather has allowed work to start on some projects. President Frankenhoff questioned the number of workers for the force account and Director Higley explained we have two full time employees on force account and have hired two full time seasonal for the summer. President Frankenhoff inquired about tree removal during the winter months and the corresponding replanting of trees. Director Higley advised the average removal of trees is 50 per year. Executive Director Frericks reported that we have planted 722 trees in the last six years. President Frankenhoff questioned if the high visibility areas during prime season could be better landscaped. Executive Director Frericks explained that there used to be 45 seasonal employees to maintain the parks but currently we only have 8, so when we upgrade an area we install low maintenance plantings to help reduce employee hours to once a year maintenance compared to four or five times a year. We are currently trying to hire another full-time employee but have not been successful due to the fact that no applicants have passed the drug test screening. Vice-President Holthaus added that the Quincy location also limits contracting services and it will be costly.

CORRESPONDENCE-None

VOLUNTEERS-None

EXECUTIVE DIRECTOR'S REPORT

Executive Director Frericks along with David Morgan and Rick Miles will meet with Wes Hills on March 7th for a second site visit at Westview Golf Course. He then reported that he along with David Penn and President Frankenhoff attended the public hearing for the sale of the parcel in Parker Heights. He mentioned that a date needs to be set to start advertising for ten days. President Frankenhoff stated that Mr. Penn advised that staff can set that date

and it doesn't require another resolution by the Board. Executive Director Frericks agreed stating that there is a resolution from the Board. He also stated he will work with Mr. Penn and get a date set and follow up with an email to the Board.

DIRECTORS' REPORTS

Director Higley reported that in January Robin Schild, Safety Supervisor, met with Cyber Security Infrastructure Security Agent and they conducted a safe security assessment at first entry called SAFE. Those results and recommendations will be discussed at the safety meeting tomorrow.

Director Hilgenbrinck reported that the business office is running smooth.

Director Bruns reported the Annual Job Fair will be held next month March 6th through the 10th from 1 to 4 for open interviews at the Park District office. They will also be recruiting at the high schools during lunch break. Notices have been sent to colleges also to help recruit for the summer. Vice-President Holthaus prompted a discussion of the possibility of offering a sign on bonus which might help with hiring.

Director Morgan President Frankenhoff inquired if keeping the pump house at Westview Golf Course was a key decision at this time. Executive Director Frericks replied that it could be held off at this time.

Director Beroiza stated that he did not have anything to add to his report at this time.

COMMITTEE REPORTS

Finance Committee-Commissioner Leenerts reported that the finance committee met and reviewed the investments as a result of the increased interest rates. He stated that staff is doing an excellent job of adjusting the higher interest rate on the CD's.

Art Keller Marina – Commissioner VanCamp reported that he and President Frankenhoff, Executive Director Frericks, Marketing Director Beroiza and Director Higley met with the boating committee bringing them up to date on the actions of the Board such as the extra funds for dredging and reviewed the commitments that the boating committee have made for the marina such as the new boater orientation program and an annual cleanup day. They are also starting a fundraiser to help pay for the Wi-Fi installation.

Quincy Park Foundation – Commissioner McGlothlin reported that they have not met. Letters of thanks for donations for the Friends of the Trails will be sent out twice a month.

Friends of the Lorenzo Bull House – Vice-President Holthaus reported that the meeting is for next Monday. She mentioned that she and Commissioner McGlothlin attended the IAPD conference in Chicago along with two staff members and came away with good information to help Board members and will share that information in the future.

Planning Commission – Commissioner Leenerts reported that there were two meetings held but nothing to report at this time.

UNFINISHED BUSINESS-None

NEW BUSINESS

Bid for Westview Golf Course and Grounds Maintenance Chemicals: Recommended Approval (VOICE VOTE)

Executive Director Frericks reported that the District purchases pesticides for Westview annually. Bid proposals were sent out to six distributors. Chemicals are a part of Westview's maintenance budget. Staff recommends approval of low bids. COMMISSIONER STEINKAMP MADE A MOTION. SECONDED BY COMMISSIONER HICKMAN TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Bid for Villa Kathrine Scenic Overlook and Sidewalk: Recommended Approval. (VOICE VOTE)

Executive Director Frericks stated that this is a non-bond project for 2023. Six bids were received. Staff recommends low bid from Million Construction for \$75,145 for the scenic overlook and the sidewalk. Budget is \$100,000. COMMISSIONER LEENERTS MADE A MOTION. SECONDED BY COMMISSIONER MCGLOTHLIN TO APPROVE THE STAFF REC AS PRESENTED. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED.

Informational/Right-Of-Way-Donor Signs for Bill Klingner Trail to be located at 4th Street, 1810 Quintron Way and 24th Street: Information Only.

Executive Director Frericks reported that Friends of the Trail and the Right-Of-Way-Donors requested informational as well as recognition signs for land donation from 12th Street to 24th Street section of the trail. Staff worked with Friends of the Trail for potential location of the signs. This starts the fifty-day public comment period. Final approval will be at the April 12th Board meeting. Friends of the Trail will pay for all the signs and the installation. Vice-President Holthaus will send recommendations for changes to wording on signs to Executive Director Frericks.

Decennial Committees on Local Government Efficiency Act, 3789 / Public Act 102-1088: Discussion Only.

Director Hilgenbrinck reported that this is a new Act that was passed by the State. It is designed to look at the efficiency of the Parks District. The committee report gets filed with the County 18 months after we form the committee. IAPD will be providing support to staff to help with the process around mid to late March, early April. Committee needs to wrap up its final report in 18 months from the formation of the committee. Vice-President Holthaus asked if we have been in contact with the County board about this Act. Director Hilgenbrinck replied that it is too early at this time. He has not heard from the County at this stage. President Frankenhoff mentioned that the 2 additional new board members that join in May and the deadline of June 5th to name and form the committee with the annual re-organizational meeting in May will come into play. He feels that the Park District operates well and the County's scrutinizing will bear out that fact.

Riverfront Development Committee Opening. President Frankenhoff reported that Commissioner VanCamp expressed interest in the committee. President Frankenhoff made it official stating that Commissioner VanCamp will fill the seat that was vacated by Commissioner Steinkamp's passing. President Frankenhoff attended the last Riverfront Development Committee and noted they are moving forward with different ideas.

PUBLIC INPUT: None

ACTIONS AFTER EXECUTIVE SESSION

With no other business to discuss at 6:30 p.m., COMMISSIONER KOETTERS MADE A MOTION SECONDED BY COMMISSIONER HOLTHAUS TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT FRANKENHOFF DECLARED THE MOTION CARRIED. Meeting adjourned.

Secretary

Date

Chairman

Date

***BOARD
INFORMATION/
EDUCATION***

CORRESPONDENCE

VOLUNTEERS

***EXECUTIVE
DIRECTOR'S
REPORTS***

To: Board of Commissioners
From: Rome Frericks
Subject: Monthly Report
Date: February 28, 2023

Administrative Initiatives (2/01/23– 2/28/23)

Attended:

- Friends of the Trails meeting
 - Directors' meeting
 - Board meeting
 - Safety meeting
 - Rotary Board meeting
 - Quincy/Adams County Economic Development/Tourism meeting
 - UMRR meeting
 - Recreation meeting to discuss programming
 - Marina meeting with boaters, staff and Board members
 - Politics and Pancakes with Mayor Troup
 - Public hearing for the sale of a portion of Parker Heights Park
-
- Met with Attorney David Penn several times on current events concerning the Park District.
 - Met with the City of Quincy to discuss the potential creation of the State Street TIF District.
 - Met with staff for the course layout, pricing, yardages and scorecards for the Westview disc golf course.
 - Held on-site pre-bid meetings for Lorenzo Bull House porch, Westview parking lot sealant, South Park large shelter painting/ceiling repair, South Park large shelter tuckpointing, Moorman Park parking lot addition and Berrian restroom replacement.
 - Attend bid openings for Villa Kathrine sidewalk, Clat Adams sidewalk, Washington Park sidewalk, Lorenzo Bull House porch repairs, Art Keller Marina dredging, Westview parking lot sealant, Berrian pickleball, South Park tennis, South Park large shelter painting/ceiling repair and South Park large shelter tuckpointing.

- Met with staff to gather more information for the Board for Westview irrigation project.
- Held two operation meetings with the Directors.
- Met with Board members on several dates to discuss Park District business.
- Met with Mark Philpot and Alan Hickman to tour the Park District.

Administrative Initiatives (3/1/23 – 3/31/23)

- Continue to work with UMRR to develop the beginning scope of work and specifications.
- Host quarterly all staff meeting in March 9th.
- Work with the Director of Parks to oversee all the 2023 capital projects.
- Attend auction for the parcel in Parker Heights.
- Work with Director of Golf and Les Hill Irrigation Consultant to begin the Westview Golf Course irrigation design and engineering.
- Assist the Director of Business Services with seeking a candidate for his replacement.

DIRECTORS'
REPORTS

To: Board of Commissioners
From: Matt Higley
Subject: Monthly Report
Date: February 28, 2023

Administrative Initiatives (2/1/23 – 2/28/23)

Attended:

- Directors' meeting
 - Safety meeting
 - Kiwanis meetings
 - Friends of the Trail meeting
 - Bid openings
 - Project onsite meetings
-
- Monitored work on winter tree list.
 - Monitored work on equipment purchases for Parks Department.
 - Monitored yearly brush removal from the edge of timber areas.
 - Monitored installation of Kayak Launch on the Fishing Dock.
 - Monitored Kayak storage construction in the marina.

Administrative Initiatives (3/1/23 – 3/31/23)

- Continue planning for 2023 projects, goals and objectives.
- Work on 2023 Capital Projects for Parks Department.
- Monitor work on various concrete replacement projects District wide.
- Monitor Wavering Park small shelter replacement.
- Monitor the opening of the marina.
- Monitor road openings throughout the District.
- Monitor restroom openings throughout the District

To: Board of Commissioners
From: Donald J. Hilgenbrinck
Subject: Monthly Report
Date: February 28, 2023

Administrative Initiatives (2/01/23 – 2/28/23)

- Attended Safety Committee meeting.
- Sent out marina slip renewals for 2023-2024.
- Funded the 2023 G. O. Bond and finalize the transaction with Chapman & Cutler.

Administrative Initiatives (3/01/23 – 3/31/23)

- Assist the Executive Director with seeking a candidate for the Director of Business Services.
- Assist the Director of Golf with implementing the new golf/POS software system.
- Assist with IPRF Workmen's Compensation Audit.
- Complete annual FOIA/OMA training.
- Renew District's property & casualty insurance with IPARKS (renewal 4/1/23).
- Renew Art Keller Marina's property & casualty insurance (renewal 4/7/23).
- Process Art Keller Marina lease renewals.
- Apply to the Local Records Commission for annual destruction of District records in accordance with the District's retention policy.

To: Board of Commissioners
From: Mike Bruns
Subject: Monthly Report
Date: February 23, 2023

Administrative Initiatives (02/01/23 – 02/28/23)

- Attended the monthly safety committee meeting.
- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Staff worked on ordering supplies for 2023.
- Staff worked on updating the training program for our seasonal employees.
- Staff worked on plans for the Mommy and Daddy date nights in March.
- Staff worked on recruiting seasonal staff for 2023.
- Staff worked on getting prices for our concessions at the Batting Cage and Indian Mounds Pool.
- Staff worked on plans for the job fair.
- Staff worked on recruiting coaches for the soccer and baseball programs.
- Staff conducted the nature walk expedition on February 25.
- Staff talked with ATG Sports about doing a spring check up on the three turf fields.

Administrative Initiatives (03/01/23 – 03/31/23)

- Staff will conduct trainings for our seasonal staff.
- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will prepare for the job fair the week of March 6.
- Staff will conduct the Mommy and Daddy date nights on March 17 & 18.

- Staff will organize the youth soccer, baseball and softball programs.
- Staff will work on recruiting supervisory and staff positions for 2023.
- The new hitting machines and equipment will be installed at the Batting Cage facility.
- Staff will prepare the Batting Cage facility to open on March 31.
- Staff will prepare the athletic fields for the season.
- Qtown Tournaments will start on April 1.

To: Board of Commissioners
From: David Morgan
Subject: Monthly Report
Date: March 1, 2023

Administrative Initiatives (2/01/23 – 2/28/23)

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Continue to meet with merchandise reps for the 2023 season.
- Updated the Westview website and calendar of events for the 2023 season.
- Attended Club Caddie zoom meetings for the new point-of-sale system.
- Continue to implement the new Point of sale system.
- Staff will continue training for seasonal staff on how to use the new point of sale system.
- Board approved the 2023 Chemical Bid Packet.
- Notified all bidders on the 2023 Chemical Bid Summary.
- Hire contractor for 30 stump removals.
- Staff continued felling of dead/hazardous trees on the property.
- Staff monitored the course on a daily basis for opening /
- Staff ordered 9 new disc golf baskets to complete the 18 hole course on holes 19 / 27.
- Staff continued annual winter-time repairs on the equipment.

Administrative Initiatives (3/01/23 - 3/31/23)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview.
- Staff will continue training seasonal staff for the point of sale system.
- Continue to meet with merchandise reps for the 2023 season.
- Inventory of stumps for removal on the course.
- Hire contractor for stump removals.
- Staff to clean-up stump grindings and backfill.
- Staff will continue to maintain and service the equipment.
- Felling of dead and hazardous trees continues.
- Staff will check course on a daily basis for playability.
- Install the 9 disc golf baskets to complete the eighteen hole course on holes 19 / 27.
- Clean-up 30 stump grindings, backfill and seed.
- Irrigation Pump-station 15 hp pressure metering pump repairs.
- Clean out fence along the eastside of 18 tee complex and install a screen barrier on existing fence.
- Deep-tine aerification and topdressing of the greens, March 27th -30th / weather permitting.
- Order post and pre-emergent herbicides for the spring of 2023.
- Meet with Irrigation Consultant on March 7th.
- Set-up golf course for Spring time play.
- De-winterize Irrigation System and potable water supply lines.

- Spot seeding of tees repairing wintertime play damage.

Westview Golf Course Rounds of Golf-2023

ROUND TYPE	FEB 2023 TOTALS	2023 YTD	FEB-22	2022-YTD
18 Hole Green Fee	0	0	0	0
9 Hole Green Fee	0	0	0	0
Twilight Walking Green Fee	0	0	0	0
Winter Walking Green Fee	160	178	0	0
TUE-THU Special	0	0	0	0
Winter Special W/Car	359	370	0	0
Third Nine (19-27) Green Fee	153	154	0	0
Family Night Adult (19-27)	0	0	0	0
Family Night Child (19-27)	0	0	0	0
Junior Green Fee	12	12	0	0
Junior Green Fee (19-27)	13	13	0	0
Promotional Round	0	0	0	0
Twilight (Cart & Green Fee)	3	4	0	0
Early Bird 9	0	0	0	0
Early Bird 9 (19-27)	0	0	0	0
Early Bird 18	0	0	0	0
Early Bird 18 (19-27)	0	0	0	0
Adult Pass Visit	93	105	0	0
Adult Pass Visit (19-27)	8	8	0	0
Senior Non-Restricted Pass Visit	140	164	0	0
Senior Non-Restricted Pass Visit (19-27)	16	17	0	0
Senior Restricted Pass Visit	14	16	0	0
Super Senior Restricted Pass Visit	22	25	0	0
Super Senior Restricted Pass Visit (19-27)	1	1	0	0
Employee Pass Visit	21	23	0	0
Employee Pass Visit (19-27)	4	4	0	0
JR. Pass Visit (18 & Under)	40	48	0	0
JR. Pass Visit (18 & Under) (19-27)	17	17	0	0
Junior Summer Pass Visit (May-Aug) (19-27)	0	0	0	0
College Pass Visit	0	0	0	0
Young Adult Pass Visit	47	53	0	0
Young Adult Pass Visit (19-27)	5	5	0	0
School Team Pass Visit	0	0	0	0
School Team Pass Visit (19-27)	0	0	0	0
Green Fee Punch card Visit	0	0	0	0
Tournament Round	0	0	0	0
Outing Green Fee	0	0	0	0
Tri-State Promotional Round	0	0	0	0
Loyalty GF Round	2	2	0	0
Disc Golf	1	1	0	0
TOTAL	1,131	1,220	0	0
PER VISIT FEE	\$1,113.00	\$1,194.00	\$0.00	\$0.00
DAYS CLOSED	14	41	28	59

To: Board of Commissioners

From: Marcelo Beroiza

Subject: Monthly Report

Date: March 1, 2023

Administrative Initiatives (2/1/23 – 2/28/23)

- Attended the Rec. Department staff, Park District Board, Safety and Friends of The Trails meeting
- Attended IPRA Webinar. Moving from Best Practice to Next Practice
- Met with Art Keller renters' group
- Met with Nature Trails group
- Met with the Executive Dir. Of Operations for the monthly meeting (Facilities, Maintenance, Rec, Business office, Westview, and projects)
- Marketing
 - Moorman Park fields signs
 - Lorenzo Bull new rack card. Business after hours event
 - Westview new disc golf
 - Provided Art Keller Marina content pictures for the boat club
 - Baseball sponsors
 - New Dick Sporting Goods youth baseball sponsorship
- Projects
 - Art Keller specials. Kayak storage, discounts and business office payment process
 - BNSF Permit. Preliminary Bill extension project to Lincoln park

Administrative Initiatives (3/1/23 – 3/31/23)

- Operations and Project list, follow-ups, and collaborations through the Park District facilities and parks
- Coordinate media network communications, and community PR
- Marketing
- Community collaborations
- Projects started list

COMMITTEE

REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: REVIEW/REVISION OF THE QUINCY PARK DISTRICT MISSION STATEMENT

BACKGROUND INFORMATION: It is considered good practice to periodically review the mission statement and make revisions as appropriate.

The Quincy Park District Mission Statement:

The Quincy Park District will enhance the recreational, cultural, historical and environmental qualities of life for all its residents through the provision of a well planned, developed, maintained and accessible system of public parks, facilities and programs.

Some example mission statements from other agencies are attached to this report

FISCAL IMPACT: None.

STAFF RECOMMENDATION: None.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Example Mission Statements:

Oak Brook Park District

To provide the very best in park & recreational opportunities, facilities, and open lands for our community.

Barrington Park District

The Barrington Park District seeks to enhance the quality of life and the environment; to acquire, conserve, and protect natural resources; and to provide health and recreational opportunities for people of all ages and abilities in our community.

Cary Park District

We engage Cary citizens to discover the extraordinary, create memories, strengthen the community, and experience the highest quality of life.

Morton Grove Park District

Morton Grove Park District is committed to complementing our community's quality of life, economic capacity, health and wellness through recreational opportunities while protecting natural resources.

Tinley Park-Park District

The Tinley Park-Park District is committed to creative recreational programming opportunities, and outstanding customer service while providing and maintaining quality recreational facilities and parks to enhance the quality of life in Tinley Park.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: INFORMATIONAL/OUTDOOR SCULPTURE AT QUINCY ART CENTER WITH DONOR SIGN TO BE LOCATED AT 1515 JERSEY ST.

BACKGROUND INFORMATION: The Quincy Art Center has requested approval to place an outdoor sculpture with a donor plaque at 1515 Jersey St.

Quincy Art Center will remove bushes, level the ground, securely mount the sculpture onto a 4"x3'x3' cement pad, and add spotlights and a donor plaque. The cement pad will be premade and placed on the site. The spotlights will be placed at ground level. The donor plaque will be staked into the ground. The Quincy Art Center plans to complete the installation with a public unveiling on Sept 9, 2023. The work will be accessioned into the Quincy Art Center Permanent Collection and fully insured by the Quincy Art Center.

The Quincy Art Center will pay for all expenses, including installation. The Quincy Park District will incur no cost for the sculpture or installation.

District policy requires a 50-day public comment period. Final approval will be considered at the May 10, 2023 regular board meeting.

An image of the artwork, artist information, donor plaque information, dimensions, and specific site location are included.

FISCAL IMPACT: No fiscal impact.

STAFF RECOMMENDATION: None at this time, this will begin the 50-day public comment period.

PREPARED BY: Rome Frericks, Executive Director

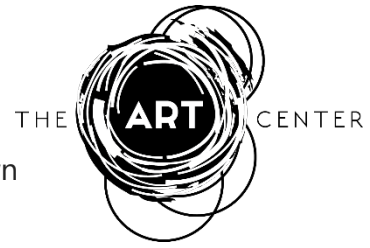
BOARD ACTION:

Outdoor Sculpture at Quincy Art Center, Information

Sculpture title: Totem

Medium/Material: mild steel (intended to weather with age and turn a brown patina after one year outdoors)

Dimensions: 64"x 24"



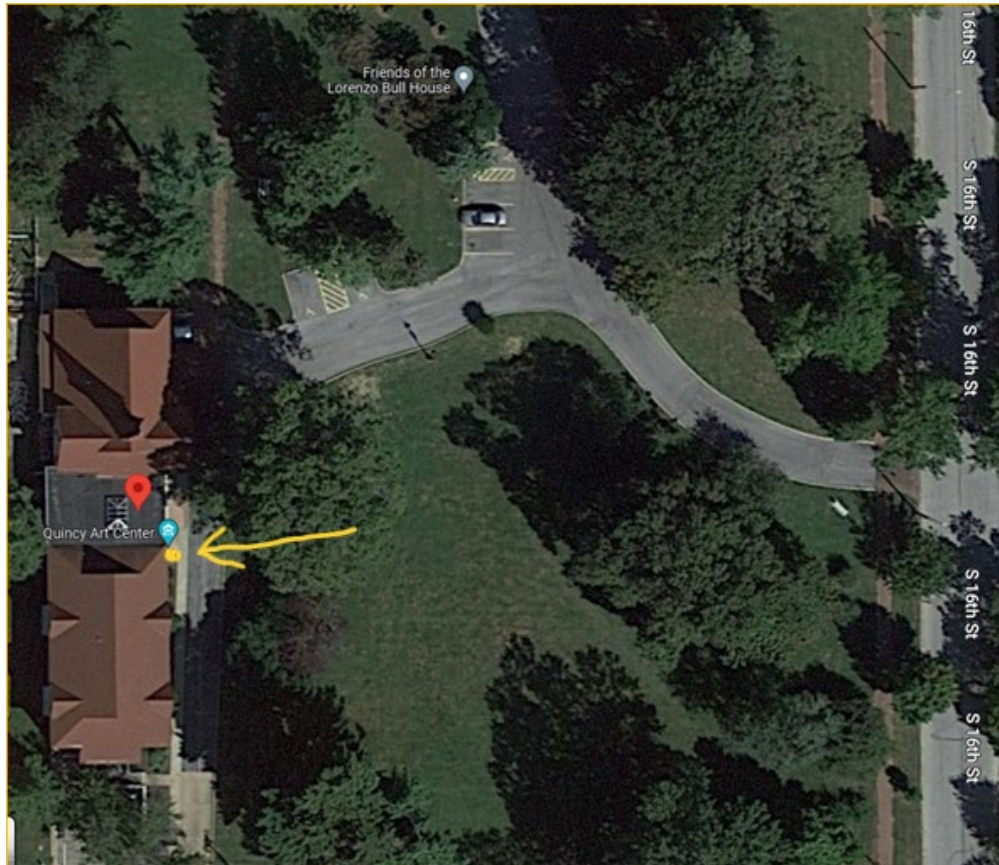
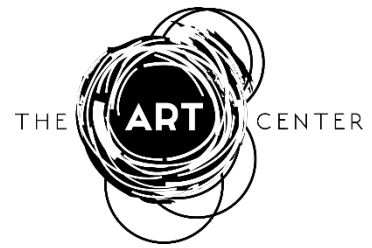
The sculpture is modern, simplistic, and aesthetically palatable for a wide audience. A hole in the center of the disc provides an opportunity for the viewer to interact with the artwork by looking through the hole and out into Lorenzo Bull Park.

The artist is Robert Koch, based in New Jersey. To find out more about the artist visit: robertkochstudios.com



'Totem' by Robert Koch, 64" x 24"

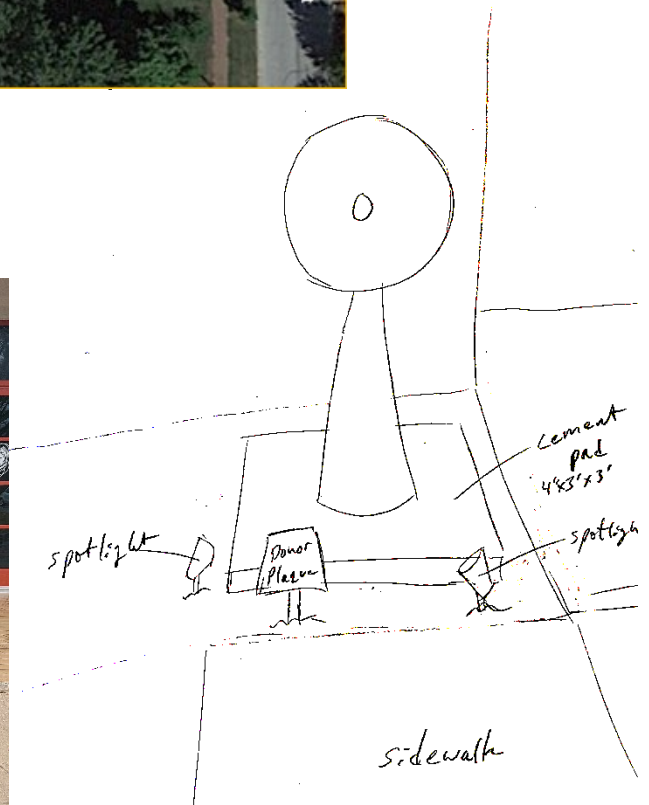
Outdoor Sculpture at Quincy Art Center, Information



An arrow points to the yellow dot marking the sculpture site.

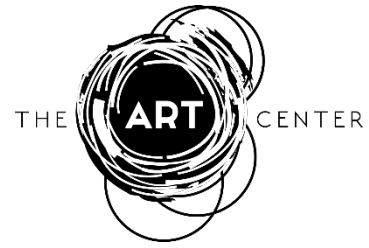


Detail of current site. Blue x in box marks where the sculpture will be placed.



Sketch of Sculpture Installed at Site

Outdoor Sculpture at Quincy Art Center, Information



Sample Plaque Style (will not be pink)

Plaque Text:

Robert Koch

Totem

2022

mild steel

Donated By:

Kelli and Bryan Langston

Tara and Luke Bealor

Lucy and John Bordewick

Mandi Clark

Adam and Molly Derhake

Laura and Mandar Dighe

Dave Ferrill

Yasuko and Abram Geisendorfer

Anna and Charles Miller

Suzanne and Niles Parn

Janeane and Christopher Reis

Steven Stoll

Maggie and Aaron Strong

Ann Miller Titus

Christine and Paul Tracy

Leslie and Matt Vigor

Installed in 2023, the Quincy Art Center's 100th Anniversary.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR MAINTENANCE DREDGING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Quincy Park District performs maintenance dredging at Art Keller Marina and Kesler Park boat ramps annually.

To facilitate boating, dredging is frequently needed after flooding. Based on the amount of flooding, dredging could be extensive. The cost could exceed the District's bid limit.

In order to allow the District to complete dredging in a timely manner, competitive bids were solicited for an hourly rate for "as needed" mechanical dredging. The period covered by this bid is May 1, 2023, to April 30, 2024.

Bids were advertised in the local newspaper and the bid opening was February 23, 2023.

One bid was received from Canton Marine Towing Co. Inc. The bid was for an hourly dredging rate of \$500.00 which is the same price as last year.

Attached to this report is a copy of the scope of work and the advertisement for bids.

FISCAL IMPACT: \$235,000 has been authorized for dredging in the 2023 budget.

STAFF RECOMMENDATION: Staff recommends approval of the bid from Canton Marine Towing Co. Inc. to provide, as needed, mechanical dredging for \$500.00 per hour.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

INVITATION TO BID

The Quincy Park District is accepting bids from qualified contractors for as needed Mechanical Dredging at the Art Keller Marina and the Kesler Park boat ramps, Quincy, Adams County, Illinois. Bids will be received at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 11:00 A.M. local time on February 23, 2023 and at that time publicly opened and read aloud in the Board Room.

The bids submittals are for an hourly rate to perform, as needed, mechanical dredging in and around Art Keller Marina and the Kesler Park boat ramps.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00 a.m. - 4:00 p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (820ILCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Matt Higley, Director of Parks

Date: January 9, 2023

INVITATION FOR BIDS	Qualified vendors are invited to submit sealed bids subject to conditions and instructions as specified for the furnishing of:
	No. 13-D01 Marina/Boat Ramp Mechanical Dredging (As Needed)
SCOPE	Perform mechanical dredging at designated sites in and around Art Keller Marina and boat ramps located in Kesler park. Dredged material will be deposited at designated site located near the south entrance of the marina.
QUALIFICATIONS	Qualified bidders must have a minimum of five (5) years of experience in mechanical dredging operations. Qualified bidder must have/use large capacity material handling equipment with a minimum of a two (2) cubic yard bucket.
DUE DATE	DUE: February 23, 2023 – 11:00 AM (Local Time) Bids must be received at the Quincy Park District Business Office, 1231 Bonansinga Drive, Quincy Illinois 62301 not later than 11:00 AM Central Standard Time. Bids will be opened in the Board Room at that at that time and read aloud. Vendors are not required, but are invited to attend the opening.
HOW TO OBTAIN ADDENDA	Any addenda for this project will be mailed to the address of vendors/individual in receipt of the specifications for this project. Vendors should contact the District and confirm addenda items issued prior to submitting bids
Questions/ Comments	Contact Person: Matt Higley, Director of Parks 217.223.7703 or email at mhigley@quincyparkdistrict.com

GENERAL PROVISIONS

1. **TERM "DISTRICT".** The term "DISTRICT" as used throughout these documents will mean the Quincy Park District of Quincy, Illinois.
2. **PREPARATION OF FORM.** Bids shall be submitted on the forms provided by the District. All figures must be written in ink or typewritten. Figures written in pencil or erasures are not acceptable. However, mistakes may be crossed out, corrections inserted adjacent thereto, initialed in ink by the person signing the proposal. If there are discrepancies between unit prices bids and extensions, the unit price will prevail. Failure to properly sign forms, in ink, will render the proposal incomplete.
3. **EXECUTION OF THE BID DOCUMENT.** Execution of the document will indicate the vendor is familiar and in compliance with all local laws, regulations, ordinances, licenses, and has conducted any necessary site inspections.
4. **BID SUBMISSION. Fax submissions will not be accepted as a response to the Request for Bids.** Bids must be submitted in a sealed envelope or package. The exterior of the envelope or package must reference the vendor's name and address, the project number, title, and must indicate the contents represent a bid. Failure to properly identify the submission may result in rejection of the bid.
5. **DUE DATE.** The bids must arrive at the Quincy Park District Business Office, located at 1231 Bonansinga Drive, on or before the stated due date and time. Bids will remain sealed and secured until the stated due date and time for the opening. It is the responsibility of the submitter to ensure bids are submitted by the specified due date and time. Bids received after the stated date and time will be returned, unopened, to the submitter. The District will not be held responsible for the late delivery of bids due to the U.S. Mail Service, or any other courier service.
6. **OPENING.** District staff will open bids. The bid amount and other pertinent information will be read and recorded. The bids recorded at the opening represent draft tabulation and may include incorrect price extensions or transcription errors, and are subject to change if conflicting information is discovered during analysis of the responses. Bid tabulations will be made available to vendors after extensions have been checked and all other specification compliance has been determined. **In the essence of time, submitter may not be allowed to review bids at the opening. However appointments to review the bids may be made for a later date.**
7. **RECEIPT OF MULTIPLE BIDS. The District will accept one and only one bid per vendor.** Multiple bids will not be considered. If prior to the opening, more than one bid is received from the same vendor, the following will occur: (1) the vendor will be contacted and required to submit written acknowledgment of the bids to be considered; (2) the additional bid(s) will be returned to the vendor unopened. If at the opening more than one bid is enclosed in a single package, the District will consider the vendor non-responsive and all bids will be returned to the vendor.

8. CORRECTIONS OR WITHDRAWAL OF SUBMISSIONS/CANCELLATION OF AWARDS.

Corrections or withdrawals of inadvertently erroneous bids before or after opening, or cancellation of awards of contracts based on such mistakes may be permitted where appropriate. Mistakes discovered before opening may be modified or withdrawn by written notice received in the office of Business Office prior to the time of the opening.

After opening, no changes in prices or other provisions of bids prejudicial to the interest of the District or fair competition shall be permitted. In lieu of correction, a low vendor alleging a material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident, or if the vendor submits evidence, which clearly and convincingly demonstrates that a mistake was made.

- 9. ADDENDA AND INTERPRETATIONS.** If it becomes necessary to revise any part of this proposal, a written addendum will be provided to all vendors. The District is not bound by any oral representations, clarifications, or changes made to the written specifications by District employees, unless such clarification or change is provided to the vendors in written addendum form. Vendors will be required to acknowledge receipt of the addenda (if applicable) in their sealed bid. The vendor may provide an initialed copy of each addendum or initial the appropriate area on the submission form (pricing page). Failure to acknowledge receipt of the addenda (when applicable) will render the bid incomplete. **It is the submitter's responsibility to ensure that they have received all addenda.**

- 10. DISQUALIFICATION OF VENDORS AND REJECTION OF BIDS.** Vendors may be disqualified and the District may recommended rejection of bid for any (but not limited to) of the following reasons:
- Receipt after the time limit for receiving bids as stated in the invitation.
 - Any irregularities contrary to the General Provisions or specifications.
 - Unbalanced unit price or extensions.
 - Unbalanced value of items.
 - Failure to use the proper forms furnished by the District.
 - Failure to complete the proposal properly
 - Failure to properly sign forms in ink.

The District reserves the right to waive any minor informality or irregularity. The District reserves the right to reject any and all bids or to select any vendor for the services listed in this bid document.

- 11. TAXES.** The District is exempt from Illinois State Sales and Use taxes on materials and equipment to be incorporated in the Work (exemption NO. E-9998-9603-06). Said taxes shall **not** be included in the proposal. Furthermore, the Contractor is required to pay taxes on any monies earned pursuant to the contract agreement.
- 12. FEDERAL, STATE AND LOCAL LAWS.** All vendors will comply with all Federal, State, and Local laws and ordinances, relative to conducting business in Quincy, Illinois.
- 13. PREVAILING WAGE.** All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12). The current prevailing wage rate is published by the Illinois Department of Labor and is available at <http://www.state.il.us/agency/idol/rates/Rates.htm>. The contractor is responsible for determining and paying the current and appropriate rate.

14. **CERTIFIED PAYROLL.** All Projects/Contracts for the Construction of Public Works must submit monthly, in person, by mail, or electronically a certified payroll to the public body in charge of the project. The certified payroll shall consist of a complete copy of the records identified in 820 ILCS 130/5 paragraph 1 subsection (a). The certified payroll shall be accompanied by a statement signed by the contractor or subcontractor which avers that: (i) such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by this Act; and (iii) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor. (820 ILCS 130/1-12). Request for payments will not be processed unless certified payrolls are current.
15. **EQUAL OPPORTUNITY:** Contractors must comply with Subchapter VI ("Equal Employment Opportunities") of Chapter 21 of Title 42 of the United States Code (42 U.S.C. 2000e and following) and with Federal Executive Order No. 11246 as amended by Executive Order No. 11375.
16. **SAFETY:** All contractors must follow all applicable OSHA and all other federal, state and local rules relating to worker and environmental safety.
17. **SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT.** Before an employer commences work on a public works project, the employer shall have in place a written program which meets or exceeds the program requirements in this Act, to be filed with the public body engaged in the construction of the public works and made available to the general public, for the prevention of substance abuse among its employees. The testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.
18. **QUESTIONS.** Questions concerning specifications must be submitted, in writing, at least 5 (five) working days (Monday-Friday) prior to the bid opening date. Questions received less than five working days prior to receipt date will not be considered.

GENERAL SPECIFICATION MECHANICAL DREDGING

1. **INTENT:** It is the intent of the Quincy Park District to award an annual contract for mechanical maintenance dredging at Art Keller Marina and the boat ramps located in Kesler Park.
2. **CONTRACTOR QUALIFICATIONS:** Contractors must have at least five (5) years experience in mechanical dredging and must use a two (2) cubic yard or larger material bucket for all work on site.
3. **SITE REVIEW:** Vendors are encouraged to conduct a site review. All questions/clarifications must be submitted to the Director of Parks in writing for a written response no later than Thursday, February 16, 2023.
4. **TERM OF CONTRACT:** The term of this contract shall be from May 1, 2023 to April 30, 2024. Either party may cancel this contract after giving 30 days prior notice in writing to the other party.
5. **ADDENDA AND EXPLANATIONS:** The vendor shall include acknowledgment of receipt of addenda (if applicable) in their sealed bid. The vendor may provide an initialed copy of each addendum or initial the appropriate area on bid form (pricing page). **It is the vendor's responsibility to contact the District for copies of addenda.**

Explanations desired by a prospective vendor shall be requested of the District in writing, and if explanations are necessary a reply shall be made in the form of an Addendum, a copy of which will be forwarded to each vendor. Every request for such explanation shall be in writing and addressed to **"Dredging Bid"**. Any verbal statements regarding same by any person shall be unofficial and not binding on any party.

6. **INVOICING:** The vendors shall submit an invoice to the District for all services. Said invoice shall be completely itemized. All required documents (certified payrolls, Substance Abuse Plan, etc) must be current before payment requests will be processed. Vendors can expect payment within 45 days, if the invoice is not contested.
7. **RESPONSE TIME:** The vendor is required to begin dredging within ten (10) working days of verbal and/or faxed notification.
8. **INSURANCE REQUIREMENTS:** Vendors determined to be qualified shall be required to furnish to the District a certificate of insurance naming the Quincy Park District as additionally insured.

Contractors must provide the Quincy Park District a copy of a valid certificate of Worker's Compensation and automobile insurance.

If applicable, copies of product liability, hazardous operations, product liability and completed operations insurance must also be provided.

BID INCLUSION REQUIREMENTS: Each vendor's bid must include the following information with sealed bids. Failure to include the items listed below will render bid **incomplete**.

PROVIDE THE ORIGINAL AND ONE COPY OF EACH ITEM.

- Bid Form Pricing Page (Acknowledge addenda if issued)
- Vendor Qualification Form

BID FORM
Quincy Park District
MECHANICAL DREDGING
(May 1, 2023- April 30, 2024)

A. ACKNOWLEDGEMENT OF ADDENDA

Addendum No.	Addendum Date
_____	_____
_____	_____
_____	_____

B. HOURLY DREDGING FEE.

Per hour rate for actual dredging operations, including dredging, transit between dredging site and spoil site and transfer of material to the spoil containment site.

Chargeable time will include the dredging operations listed above only

HOURLY DREDGING FEE

\$ Five hundred DOLLARS Zero CENTS. (\$ 500.⁰⁰)
Words Numbers

.....
(If an individual)

Signature of Bidder _____ (SEAL)

Business Address: _____

P. O. Box/ Suite No.: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ Fax No.: _____

Federal Identification Number or S.S.N.: _____
.....

(If a co-partnership)

Co. Name: _____

Signed by _____ (SEAL)

Business Address: _____

P. O. Box/ Suite No.: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ Fax No.: _____

Federal Identification Number or S.S.N.: _____

Insert Names and Addresses of all Members of the Co-Partnership Below:

Partner Name: _____

Address: _____

P. O. Box/ Suite No.: _____

City: _____ State: _____ Zip: _____

Partner Name: _____

Address: _____

P. O. Box/ Suite No.: _____

City: _____ State: _____ Zip: _____

Partner Name: _____

Address: _____

P. O. Box/ Suite No.: _____

City: _____ State: _____ Zip: _____

(If a Corporation)

Corporate Name Canton Marine Towing Co., Inc.

(Corporate SEAL) Signed by Stefanie Collins

Business Address: 204 Charlann Schwan Parkway

P. O. Box/ Suite No.: _____

City: Canton State: MO Zip: 63435

Telephone No.: 573.288.4486 Fax No.: 573.288.4481

Federal Identification Number or S.S.N.: 43-1007603

(Insert Names of Officers)

<u>Larry J. Caldwell</u>	President
<u>Carma S. Caldwell</u>	Secretary
<u>Carma S. Caldwell</u>	Treasurer

SIGNED and SWORN to before me

This 27th day of January, 2023.



LINDA M. WHISTON
My Commission Expires
June 25, 2023
Lewis County
Commission #15387846

(NOTARY SEAL)

Linda M. Whiston

Notary Public

**CONTRACTOR QUALIFICATION
MECHANICAL DREDGING
(May 1, 2023- April 30, 2024)**

List mechanical dredging jobs covering the last five years. You may limit the list to two jobs per year if it is lengthy.

Year	Organization	Contact Person	Phone
2022	Quincy Park Dist.	Rome	
2020			
2019			
2018			
2017			
2016			
2015			
2014			
2013			
2012			
2009			
2008			
2007			
2004			

Equipment list:

Mechanical Dredging will be performed with:

List type of equipment 100 Ton Manitowoc Crane bucket/scoop capacity 2 1/2 Yards

Equipment will be mounded on:

Crane barge Barge holding capacity: 125' long 40' wide
Indicated type of barge

**QUINCY PARK DISTRICT
HOLD HARMLESS AGREEMENT**

Canton Manne Towing Co., Inc. shall implement appropriate safeguards to prevent accidents or injuries to persons or properties. To the fullest extent that is permitted by law, Canton Manne Towing Co., Inc. agrees to indemnify, defend and hold harmless the Quincy Park District, its Board of Commissioners, officials, agents, employees and volunteers and all others connected with the Quincy Park District, from any and all actions, claims, demands, suits, liabilities (statutory and workmen's compensation law), losses, damages or expenses including attorney's fees, as well as all costs from death of, injuries to, theft of or damage to properties or persons, including third parties; growing out of, directly or indirectly caused by any service, operation or associated incidents from the actions or omissions undertaken by _____ or any of its agents, volunteers, employees or subcontractors.

Quincy Park District

Signature

Printed Name

Date:

Vendor's Representative

Signature

Printed Name

Date:

1/27/2023

QUINCY PARK DISTRICT

Prevailing Wage/Insurance Certificates/Equal Opportunity/Safety

PREVAILING WAGE: All Projects/Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act. Contractors shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work on this project/contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Acts (820 ILCS 130/1-12). Rates are posted on the IDOL website and are subject to change. Contractors are responsible for determining the current wage rate.

CERTIFIED PAYROLL: All Projects/Contracts for the Construction of Public Works must submit monthly, in person, by mail, or electronically a certified payroll to the public body in charge of the project. The certified payroll shall consist of a complete copy of the records identified in 820 ILCS 130/5 paragraph 1 subsection (a). The certified payroll shall be accompanied by a statement signed by the contractor or subcontractor which avers that: (i) such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by this Act; and (iii) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor. (820 ILCS 130/1-12). Certified payrolls must be current before payment is made.

SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT: Before an employer commences work on a public works project, the employer shall have in place a written program which meets or exceeds the program requirements in this Act, to be filed with the public body engaged in the construction of the public works and made available to the general public, for the prevention of substance abuse among its employees. The testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.

INSURANCE: The Quincy Park District requires that all contractors performing work provide a valid Certificate of General Liability Insurance naming the park district as additionally insured.

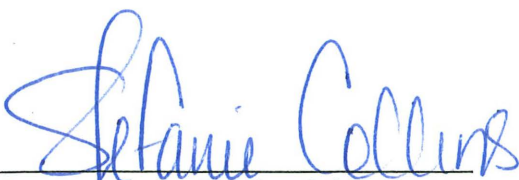
Contractors must provide the Quincy Park District a copy of a valid certificate of Worker's Compensation and automobile insurance.

If applicable, copies of product liability, hazardous operations, product liability and completed operations insurance must also be provided.

EQUAL OPPORTUNITY: Contractors must comply with Subchapter VI ("Equal Employment Opportunities") of Chapter 21 of Title 42 of the United States Code (42 U.S.C. 2000e and following) and with Federal Executive Order No. 11246 as amended by Executive Order No. 11375.

SAFETY: All contractors must follow all applicable OSHA and all other federal, state and local rules relating to worker and environmental safety.

If you have any questions or need information concerning these matters please contact the business office at 217-223-7703.

x 
Company Authorized Signature


Date

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: VILLA KATHRINE SUBLEASE BY FRIENDS OF THE CASTLE: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: For the past several years, Friends of the Castle has subleased space in Villa Kathrine to the Quincy Area Convention and Visitors Bureau. The Bureau's staff uses the space for their offices and meetings and it is a very visible location that can be used to promote the Quincy area.

Friends of the Castle uses the funds to help pay the costs of maintaining the Villa Kathrine and, as an additional benefit, the Quincy Area Convention and Visitors Bureau staff assists in welcoming visitors and keeping an eye on the building.

The sublease is due for renewal on May 31, 2023, and must be approved by the Park Board.

The rent charged increased \$100 over 2022. That was the second time rent has increased since 2014. The entire year rent is \$6,000 on an annual basis, \$500 monthly. The dates have been changed to reflect the new period; otherwise, the terms of the lease are the same as past sublease agreements. A copy of the sublease is included with this report.

FISCAL IMPACT: The revenue from the sublease is used by Friends of the Castle to help maintain and improve the Villa.

STAFF RECOMMENDATION: Staff recommends the Board approve the sublease.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

FRIENDS OF THE CASTLE

Sublease

Section 1 Parties

This sublease is made between Friends of the Castle, an Illinois not-for-profit corporation, as Sublessor, and Quincy Convention and Visitors Bureau, an Illinois not-for-profit corporation, as Sublessee.

Section 2 Description of Leased Premises

Sublessor hereby leases to Sublessee and Sublessee hereby hires from Sublessor, the space as presently constituted known as the "Master Bedroom" (north room) and "East Bedroom" (east room) located on the second floor of the Villa Kathrine consisting of 418 square feet (referred to below as the "premises") located at 532 Gardner Expressway, in the City of Quincy, State of Illinois (referred to below as the "building" or "Villa Kathrine").

Other rooms of the Villa Kathrine and some storage area in the basement of the Villa Kathrine may be made available to Sublessee only upon the written consent of the Sublessor.

Section 3 Term and Renewal of Lease

The premises is leased for a term to commence on June 1, 2023, and to end on midnight, May 31, 2024 or on such earlier time and date as this lease may terminate as provided below.

Section 4 Rent

The total annual rent is the sum of **\$6000.00**, which sum is payable in equal monthly installments of **\$500.00**, in advance, on the first day of each calendar month during the term commencing June 1, 2023.

Failure of Sublessee to pay the full amount of any installment payment after the fifth day of the month shall be an event of default under this lease as provided herein below. Further, Sublessee agrees to pay a late charge of **\$25.00 per day** for each day after the fifth day the payment is due and unpaid.

Section 5 Security Deposit

Sublessee shall deposit with Sublessor on the signing of this lease the sum of **\$500.00** as security for the performance of Sublessee's obligations under this lease, including without limitation the surrender of possession of the premises to Sublessor as herein below provided. If Sublessor applies any part of such deposit to cure any default of Sublessee, Sublessee shall upon demand deposit with Sublessor the amount so applied so that Sublessor shall have the full deposit on hand at all times during the term of this lease.

Section 6 Use, Occupancy and Receptionist

Sublessee shall use and occupy the premises as office space to disseminate tourist and convention information available in the City of Quincy and surrounding area to the public. Sublessor represents that the premises may lawfully be used for such purpose.

Sublessee agrees to make the leased premises available for visitor tours from 9:00 AM to 5:00 PM Monday through Saturday and from 1:00 PM to 5:00 PM on Sunday provided that Sublessee may modify the foregoing times by obtaining the written consent of Sublessor which consent shall not be unreasonably withheld.

Sublessee further agrees to man the tourist information center (TIC) of the Villa Kathrine Monday through Friday of each week during business hours.

Section 7 Place for Payment of Rent

Sublessee shall pay rent, and any additional rent as provided below, to Sublessor at Sublessor's above-stated address, or at such other place as Sublessor may designate in writing, without demand and without counterclaim, deduction, or setoff.

Section 8 On-Call Maintenance Person and Care and Repair of Premises

In the event a maintenance concern arises Sublessee shall contact the on-call maintenance person at the designated number to be provided.

Sublessee shall commit no act of waste and shall take good care of the premises and the fixtures and appurtenances on it, and shall, in the use and occupancy of the premises, conform to all laws, orders, and regulations of the federal, state, and municipal governments or any of their departments. Sublessor shall make all necessary repairs to the premises, except where the repair has been made necessary by misuse or neglect by Sublessee or Sublessee's agents, servants, visitors or licensees. All improvements made by Sublessee to the premises which are so attached to the

premises that they cannot be removed without material injury to the premises, shall become the property of Sublessor upon installation.

Not later than the last day of the term Sublessee shall, at Sublessee's expense, remove all of Sublessee's personal property and those improvements made by Sublessee which have not become the property of Sublessor, including trade fixtures, cabinet work, movable paneling, partitions and the like; repair all injury done by or in connection with the installation or removal of the property and improvements; and surrender the premises in as good condition as they were at the beginning of the term, reasonable wear, and damage by fire, the elements, casualty, or other cause not due to the misuse or neglect by Sublessee or Sublessee's agents, servants, visitors or licensee, excepted. All property of Sublessee remaining on the premises after the last day of the term of this lease shall be conclusively deemed abandoned and may be removed by Sublessor, and Sublessee shall reimburse Sublessor for the cost of such removal. Sublessor may have any such property stored at Sublessee's risk and expense.

Section 9

Alterations, Additions or Improvements

Sublessee shall not, without first obtaining the written consent of Sublessor, make any alterations, additions or improvements in, to or about the premises, Sublessee understands that the Villa Kathrine building is on the National Register of architecturally significant buildings and any such alterations, additions or improvements may irreparably damage the building and its architectural significance.

It is understood and agreed by the parties that internet, telephone and electrical services must be installed in the demised premises and Sublessee agrees to do so at its expense in the least visible, intrusive and damaging fashion possible.

Prior to any such consented alterations, additions, improvements or installations being made, Sublessee shall notify Sublessor of the dates that such alterations, additions, improvements or installations are to be made for the express purpose of allowing Sublessor to be present to direct any such alterations, additions, improvements or installations.

Section 10

Prohibition Against Activities Increasing Fire Insurance Rates

Sublessee shall not do or suffer anything to be done on the premises which will cause an increase in the rate of fire insurance on the building.

Section 11

Accumulation of Waste or Refuse Matter

Sublessee shall not permit the accumulation of waste or refuse matter on the leased premises or anywhere in or near the building. Sublessee shall maintain the leased premises and any rooms in the Villa Kathrine used by it, in a clean, sanitary and good condition.

Section 12

Assignment or Sublease

Sublessee shall not, without first obtaining the written consent of the Sublessor, assign, mortgage, pledge, or encumber this lease, in whole or in part, or sublet the premises or any part of such premises. This covenant shall be binding upon the legal representatives of Sublessee, and upon every person to whom Sublessee's interest under this lease passes by operation of law.

Section 13

Utilities

Sublessor agrees to furnish Sublessee heat and air conditioning (subject to the provisions of Section 14 below) on business days, adequate and reasonable for the premises leased by this agreement. Sublessor also agrees to furnish water without charge in the restrooms and kitchen located in the common area of the building.

Sublessor further agrees to furnish electricity for usual office requirements; however, Sublessee shall not use any electrical equipment which in Sublessor's reasonable opinion will overload the wiring installations or interfere with the reasonable use of such installations by Sublessor.

Section 14

Utility Cost

Utility bills for the Villa Kathrine will be paid by Sublessor and will be reviewed after six months to determine whether is being adequately compensated.

Section 15

Damage by Fire or Other Casualty

If any part of the premises or the building are rendered untenable by fire or other casualty, Sublessor may elect (a) to terminate this sublease as of the date of the fire or casualty by notice to Sublessee within 30 days after that date or (b) to repair, restore or rehabilitate the building or the premises at the Sublessor's expense, in which event this sublease shall not terminate but any rent shall be abated on a daily basis while the premises are untenable. If such damage is due to any act or omission of Sublessee, Sublessor shall have such rights as are set forth in this lease at Sublessee's cost and expense. If Sublessor elects so to repair, restore or rehabilitate the building or the premises, the work shall be undertaken and prosecuted with due diligence and speed. In the event of termination of the sublease pursuant to this section, rent shall be apportioned on a daily basis and paid to the date of the fire or casualty.

Section 16 Insurance

Sublessee shall maintain, during the course of the sublease, a comprehensive general liability policy including contractual liability, for operations of the Sublessee in the minimum amounts as follows:

Bodily Injury, Personal Injury, Property Damage:

\$1,000,000.00 per occurrence

\$1,000,000.00 in the aggregate

Medical Coverage:

\$5,000.00 each person

\$1,000,000.00 each accident

Sublessee shall also maintain Workers Compensation insurance in the amount required by statute (Coverage A) and \$100,000 "Employer's Liability" (Coverage B). Evidence of coverage in the form of a certificate of insurance reasonably satisfactory to Sublessor shall be furnished to the Sublessor prior to Sublessee's occupancy of the premises and shall contain clauses (a) adding the Sublessor, the Quincy Park District and their respective board members, officers, agents and employees as an additional insured, and (b) requiring notification of Sublessor 30 days in advance of the expiration, termination or modification of coverage. Sublessee and Sublessor agree to waive subrogation rights under any insurance policies carried by either.

Section 17 Indemnification

Sublessee will indemnify and defend Sublessor and the Quincy Park District, their respective board members, officers, employees, agents, representatives, successors and assigns harmless from and against any and all claims, actions, damages, liability and damage to property arising from or out of any occurrence in, upon, or at the premises or the occupancy use by Sublessee of the premises or any part thereof whether occasioned wholly or in part by any act or omission of Sublessees or those holding under Sublessee or Sublessee's agents, employees, or invitees. In the event that Sublessor, the Quincy Park District, their respective board members, officers, employees, agents, representatives, successors and assigns shall, without fault on their part, be made a party to any litigation commenced by or against Sublessee, Sublessee shall protect and hold Sublessor and the Quincy Park District, their respective board members, officers, employees, agents, representatives, successors and assigns harmless and shall pay all costs, expenses and reasonable attorneys' fees incurred or paid by Sublessor, or any of them in connection with such litigation.

Section 18

Waivers of Subrogation

The event of loss or damage to the building, the premises and/or any contents, each party shall look first to any insurance in its favor before making any claim against the other party and, to the extent possible without additional cost, each party shall obtain, for each policy of such insurance, provisions permitting waiver and any claim against the other party for loss or damage within the scope of such insurance, and each party, to such extent permitted, for itself and its insurers waives all such insured claims against the other party.

Section 19

Sublessor's Remedies on Default

Sublessee shall be in default under the terms of this sublease in the event that they fail to make any one or more payments hereinbefore provided or fail to perform any other covenant or condition of this lease on the part of Sublessee to be performed and shall allow such default to continue after fifteen (15) days written notice from Sublessor to Sublessee of such default, provided that Sublessee expressly agrees that no notice shall be required of Sublessor in the event of Sublessee's failure to make any of the payments required under this sublease, then said Sublessor shall have the right to terminate this sublease and re-enter and regain possession of said premises and Sublessee shall quit and surrender the premises to Sublessor but Sublessee shall remain liable to Sublessor as provided in Section 20 below.

Section 20

Deficiency

In any case where Sublessor has recovered possession of the premises by reason of Sublessee's default, Sublessor may, at Sublessor's option, occupy the premises or cause the premises to be redecorated or otherwise changed or prepared for reletting and may relet the premises or any part of the premises as agent of Sublessee or otherwise, for a term or terms to expire prior to, at the same time as, or subsequent to, the original expiration date of this sublease, at Sublessor's option, and receive the rent therefor. Rent so received shall be applied first to the payment of such expenses as Sublessor may have incurred in connection with the recovery of possession, redecorating, or otherwise changing or preparing for reletting, and the reletting including brokerage and reasonable attorneys' fees, and then to the payment of damages in amounts equal to the rent under this agreement and to the cost and expenses of performance of the other covenants of Sublessee as herein provided. Sublessee agrees, in any such case, whether or not Sublessor has relet, to pay to Sublessor damages equal to the rent and other sums herein agreed to be paid by Sublessee, less the net proceeds of the reletting, if any, and the damages shall be payable by Sublessee on the several rent days not specified. In reletting the premises, Sublessor may grant rent concessions, and Sublessee shall not be credited with such concessions. No such reletting shall constitute a surrender and acceptance or be deemed evidence of a surrender and acceptance. If Sublessor elects, pursuant to this

agreement, actually to occupy and use the premises or any part of the premises during any part of the balance of the term as originally fixed or since extended, there shall be allowed against Sublessee's obligation for rent or damages as herein defined, during the period of Sublessor's occupancy, the reasonable value of such occupancy, not to exceed in any event the rent herein reserved and such occupancy shall not be construed as a relief of Sublessee's liability under this agreement.

Sublessee hereby waives all right of redemption to which Sublessee or any person claiming under Sublessee might be entitled by any law now or hereafter in force. Sublessor's remedies under this agreement are in addition to any remedy allowed by law.

Section 21

Section Liability for Attorneys' Fees

In case suit shall be brought for a wrongful withholding of possession of the premises, for the recovery of any rent due under the provisions of this lease, or because of the breach of any other covenant contained in this lease, on the part of Sublessee to be kept or performed, Sublessee shall pay to Sublessor a reasonable attorney's fee and such attorney's fee shall be deemed to have accrued on the commencement of such action and shall be paid whether or not such action is prosecuted to judgment.

Section 22

Effect of Failure to Insist on Strict Compliance With Conditions

The failure of either party to insist on strict performance of any covenant or condition of this agreement, or to exercise any option herein contained, shall not be construed as a waiver of such covenant, condition, or option in any other instance. This sublease cannot be changed or terminated orally.

Section 23

Sublessor's Right to Inspection, Repair, and Maintenance

Sublessor may enter the premises at any reasonable time, upon adequate notice to Sublessee (except that no notice need be given in the case of emergency) for the purpose of inspection or the making of such repairs, replacements, or additions in, to, on and about the premises or the building, as Sublessor deems necessary or desirable. Sublessee shall have no claim or cause of action against Sublessor by reason of such entry.

Section 24

Interruption of Services or Use

Interruption or curtailment of any service maintained in the building, if caused by strikes, mechanical difficulties, or any causes beyond Sublessor's control whether similar or dissimilar to those enumerated, shall not entitle Sublessee to any claim against Sublessor or to any abatement in rent, and shall not constitute constructive or partial eviction, unless Sublessor fails to take such measures as may be reasonable in the circumstances to restore the service without undue delay. If the premises are rendered untenable in whole or in part, for a period of one (1) business day by the making of repairs, replacements, or additions, other than those made with Sublessee's consent or caused by misuse or neglect by Sublessee or Sublessee's agents, servants, visitors, or licensees, there shall be a proportionate abatement of rent during the period of such untenability.

Section 25

Conditions of Sublessor's Liability

Sublessee shall not be entitled to claim a constructive eviction from the premises unless Sublessee shall have first notified Sublessor in writing of the condition or conditions giving rise to such eviction, and, if the complaints be justified, unless Sublessor shall have failed within a reasonable time after receipt of such notice to remedy such conditions.

Section 26

Sublessor's Right to Show Premises

Sublessor may show the premises during the two (2) months prior to termination of this lease, to prospective tenants, during business hours upon reasonable notice to Sublessee.

Section 27

Effect of Other Representations

No representations or promises shall be binding on the parties to this agreement except those representations and promises contained herein or in some future writing signed by the party making such representations or promises.

Section 28

Peaceful Enjoyment

Sublessor covenants that if, and so long as Sublessee pays the rent, any additional rent as herein provided, and performs the covenants of this lease, Sublessee shall peaceably and quietly have, hold, and enjoy the premises for the term herein mentioned, subject to the provisions of this sublease.

Section 29
Waiver of Jury Trial

To the extent such waiver is permitted by law, the parties waive trial by jury in any action or proceeding brought in connection with this lease or the premises.

Section 30
Quincy Park District Lease

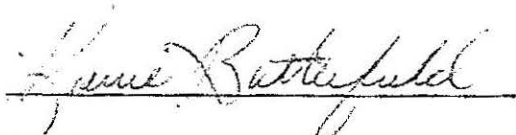
All of the terms, provisions, conditions and covenants of the Lease between the Quincy Park District and Sublessor dated January 18, 2017 not inconsistent with the terms of this sublease are made applicable to the Sublessee and are made a part hereof, incorporated herein by reference and attached hereto as Exhibit 1.

Section 31
Section Headings

The section headings in this sublease are intended for convenience only and shall not be taken into consideration in any construction or interpretation of this sublease or any of its provisions.

Dated February 15, 2023.

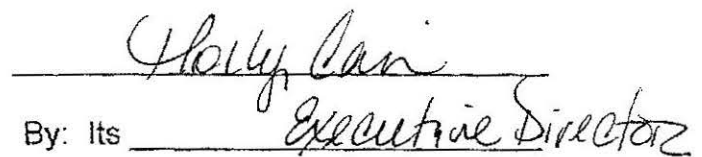
Friends of the Castle



By: Its Board of Directors President

Sublessor

Quincy Area Convention and Visitors Bureau


By: Its Executive Director

Sublessee

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: FESTIVAL OF LIGHTS, INC. HOLIDAY LIGHT DISPLAY THREE-YEAR AGREEMENT: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Quincy Park District previously hosted the Avenue of Lights holiday light displays in the Moorman/Wavering Recreation Complex from 1999 to 2014.

Festival of Lights, Inc. is requesting use of the park for a holiday light display similar to the expiring three-year agreement. The event organizer will use volunteers for staffing. Revenue generated will be dedicated to paying for equipment and upgrading of the displays.

Festival of Lights, Inc. has requested that upper Moorman Park be closed to vehicle traffic in mid-October. This will allow them time to set up complicated attractions in that area of the park. The Park District will accommodate this request except for periods when shelters have been reserved. According to the agreement, the remainder of the park will close to vehicle traffic on November 1st of each year.

FISCAL IMPACT: Festival of Lights, Inc. is responsible for operation and maintenance of the displays and will be billed for electricity used for the displays.

STAFF RECOMMENDATION: Staff recommends approval of the three-year agreement with Festival of Lights as presented.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

FESTIVAL OF LIGHTS PROGRAM AGREEMENT

The Festival of Lights, Inc., an Illinois not-for-profit corporation, hereinafter referred to as “Festival of Lights” and the Quincy Park District, an Illinois municipal corporation, hereinafter referred to as the “Park District” and for their agreement do hereby state:

WHEREAS, the Festival of Lights Program will provide recreation for many Park District residents and the general public.

NOW, THEREFORE, it is agreed as follows:

1. The Festival of Lights shall be issued a permit by the Park District solely to set up, to conduct, and to take down a Festival of Lights Program in portions of Waverling Park and Moorman Park, as set out on the attached exhibit incorporated herein as “Exhibit A” during the period of October 19, 2023 through March 1, 2026. Notwithstanding the foregoing, a succeeding Park District Board may terminate the permit and either the present or the future Park District Board may terminate the permit for violation of this agreement or for other good cause.
2. During the above periods, the drivers of vehicles without a ticket to view the displays are restricted from entering the Parks between the hours of five o'clock (5:00 PM) through ten o'clock (10:00 PM) daily. Walkers, bicyclists, and joggers may continue to use the Parks during daylight hours. The Park District will restrict unauthorized vehicles from entering the Parks during “non-show” hours.
3. The Festival of Lights shall be responsible for all staffing during the Festival of Lights Program; the Festival of Lights will be responsible for all security; the Park District assumes no responsibility for any damage to the

displays whether arising from vandalism or some other cause or causes.

The Festival of Lights and the Park District anticipate a ticket booth established near the end of the parking lot at Waverling Park ball field. It is further anticipated that signs will be erected informing northbound traffic on 36th Street that the northbound right lane will be closed in the vicinity of the Park entrance except for vehicles turning into Waverling Park, and if necessary, auxiliary police will be employed to direct traffic at the expense of the Festival of Lights.

4. The Festival of Lights shall be responsible for any and all damages to Waverling Park and Moorman Park resulting from setting up, conducting, and taking down the Festival of Lights Program, to include, but not limited to roadways, facilities, structures, turf, trees, landscaping, and infrastructure other than damage caused by normal wear and tear as determined by the Park District. The Park District shall advise the Festival of Lights, Inc. in writing, with an itemization of any damages within twenty-one (21) days after the program is over each year. The Festival of Lights shall provide liability insurance in an amount at least equal to the Park District insurance limit which is at least three million dollars (\$3,000,000) in liability. The Festival of Lights will further name the Park District, its Officers, Board members, and employees as additional insured on said policy.
5. In setting up, conducting, and taking down the Festival of Lights Program, the Festival of Lights shall comply with and abide by all federal, state, county, municipal, and other governmental statutes, ordinances, laws, and regulations which affect the area and the displays or any activity or condition which pertains to the same, including prevailing wages.

6. The Park District shall not be liable for any loss, injury, death, or damage to persons or property which, at any time, may be suffered or sustained by the Festival of Lights or by any person whosoever may, at any time, be using the premises for the purposes of assisting, working, or viewing the Festival of Lights Program, whether such loss, injury, death, or damage shall be caused by or in any way resulting from or arise out of any act, omission, or negligence of the Festival of Lights or of any visitor, or shall result from or be caused by any other matter or thing, whether of the same kind as or of a different kind than the matters or things above set forth, and the Festival of Lights shall indemnify the Park District against all claims, liabilities, loss or damage whatsoever on account of any loss, injury, death, or damage to include court costs and attorney fees which arise out of or which result from the Festival of Lights Program or any activities related thereto; provided, however, that the Festival of Lights shall have no responsibility or liability on indemnity with respect to losses resulting from the gross negligence, or willful misconduct of the Park District.
7. The Festival of Lights shall be responsible for any and all costs associated with the planning of the Festival of Lights Program including preparation, marketing, staffing, utilities, power supply, permits, traffic control, set up, tear down, supervision, and security. Any permanent fixed structures/assets that are mutually agreed by Festival of Lights and the Park District to be placed in, on, under, or above the Park District property will immediately become the sole property of the Park District.

8. Any proposals to change the terms of this agreement are to be negotiated between Festival of Lights and the Park District reduced to writing, and made an exhibit to this agreement.
9. The Festival of Lights may neither sub-let nor assign its interests under this agreement to any third party. The Festival of Lights shall not be deemed to default unless the Park District shall first give the Festival of Lights fourteen (14) days written notice of such default and the Festival of Lights fails to cure such default within such fourteen (14) days period. In the event of any default of this agreement by the Festival of Lights, the Park District may remove all persons and property from the premises and terminate this agreement.
10. Removal of all Festival of Lights portable equipment must be completed no later than March 1st of each year.

Dated at Quincy, Illinois this 8th day of March, 2023.

QUINCY PARK DISTRICT

By: _____
President

ATTEST:

Secretary

FESTIVAL OF LIGHTS, INC.

By: _____
President

ATTEST:

Secretary

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR Q-ISLAND PLAYGROUND: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Bond Funds were allocated to purchase a new playground system for Q-Island this year.

Specifications for the playground system were prepared and a request for proposals was advertised in the local paper. All proposals were to be between \$25,000 and \$28,000 in cost and meet a list of required features.

The specifications called for the proposals to be evaluated on:

- Play structure design and appeal
- Play value
- Number and type of desired design elements
- Compliance with required design guidelines

Four proposals were received and evaluated by staff who narrowed the submissions down to the final selection. The proposal submitted by Play Power Lt. Inc. received the highest number of votes.

A diagram of the selected system and a summary of the vote are included with this report. The delivered system price is \$27,997.80.

FISCAL IMPACT: \$35,000 was budgeted for this project from bond funds. The delivered price of the playground system is \$29,997.80. The remainder of the budget will fund the installation, safety surface, and edging.

STAFF RECOMMENDATION: Staff recommends approval of the bid from Play Power Lt. Inc. in the amount of \$29,997.80 for the delivered price of the playground system submitted in their proposal.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Selected System



**Request for Proposals
To Provide Playground Equipment
To the Quincy Park District for Q-Island Playground**

SECTION 1

a. Introduction and General Information

The Quincy Park District is requesting proposals to provide playground equipment for Emerson Park in Quincy, Illinois. A site plan, photographs of the site and an area map are included in this packet. One (1) design for the park playground may be submitted from each manufacturer.

Proposals shall include:

1. Plan overhead view drawing indicating each component and the height of each deck as well as the safety zone for each design.
2. A 3D color photo type depiction of the system from two sides, one depiction for each side. These drawings should be 24" x 36".
3. Specifications and pictures of each component.
4. Available colors.
5. The Proposal /Play Structure Evaluation sheets (attached).

The Quincy Park District will select one vendor to provide playground equipment for the park as outlined in this request.

The Quincy Park District reserves the right to reject any and all proposals with or without cause, and to accept proposals which it considers most favorable.

b. Submission

The Quincy Park District will receive sealed proposals at:

1231 Bonansinga Drive, Quincy, IL 62301 until 4:00 pm, local time, on Thursday, February 16, 2023. Proposals must be marked "Proposals for Q-Island Playground Equipment". Sealed proposals may be sent to:

Quincy Park District
ATTN: Matt Higley
1231 Bonansinga Drive
Quincy, IL 62301

All proposal amounts shall be guaranteed for not less than sixty days after the proposal submittal deadline date.

c. Evaluation and Selection Process

Submissions must fall within the cost range indicated in the specifications. Submissions will be evaluated based on the following criteria:

1. Compliance with required design guidelines
2. Number and type of desired design elements
3. Play structure design and appeal
4. Play value
5. Public Input
6. Cost

The design is scheduled to be approved at the March 8, 2023 meeting of the Quincy Park District Board of Commissioners.

Questions concerning this Request for Proposals shall be directed to Matt Higley, Director of Parks at (217) 919-0290 (phone), (217) 228-9209 (fax) or mhigley@quincyparkdistrict.com (email).

d. Withdrawal

Playground equipment vendors may make a written request to modify or withdraw their proposal at any time prior to the opening. Proposals may not be modified or withdrawn after the opening. Withdrawal of proposals will be allowed if award of contract has been delayed more than 60 days after the date of the opening.

e. Compliance or Deviation to Specifications

Playground equipment vendor hereby agrees that the equipment offered will meet all the requirements of the specifications in this solicitation unless deviations from them are clearly indicated in the proposal. Proposals failing to comply with this requirement will be considered non-responsive.

f. Compliance with Ordinances and Statutes and Notice of Special Conditions

Each playground equipment vendor shall comply with the requirements of the Illinois Fair Employment Act, Equal Opportunity regulations and other local, federal and state regulations and guidelines applicable to this project.

SECTION 2

a. Required Design Elements

Required Design Elements

Playground equipment vendors shall base their designs on compliance to required design guidelines, play structure design and appeal, play value, and cost.

- Layout – the playground equipment must fit within the area designated (see attached).
- Cost range—all proposed equipment must fall within the designated budget of \$25,000-\$28,000. Any proposal lower or higher than the stated range will be

rejected. Price shall include the cost of all equipment shipped to 1419 Bonansanga Drive, Quincy, Illinois 62301. The owner is responsible for installation and any other costs.

- Age range—the proposed playground equipment will be designed for children ages 5 to 12.
- the design(s) must incorporate an accessible transfer platform or a ramp
- the design(s) must include multiple decks of varying heights
- the design(s) must include several ways to get up such as cargo net, climbing pole, climbing wall or rock
- the design(s) must include several ways to get down such as spiral or double slides
- the design(s) must include at least one ground play panel such as a storefront, puppet panels or benches with table
- the design(s) must include at least one interactive play panel such as a steering wheel or telescope panel

To minimize safety surface costs, the design should fit in the smallest possible foot print consistent with required fall zones and best practices for flow of play.

c. Features Not To Be Included—the proposed play equipment shall not include the following activities and materials:

- wooden structures will not be considered
- tube slides
- tunnels
- deck height greater than seven feet

d. Equipment Standards: All equipment must meet and/or exceed all current Federal CPSC, ASTM & IPEMA guidelines. All equipment must comply with the Americans with Disabilities Act Accessibility Guidelines and the IL Accessibility Code.

e. Product Warranty: Playground equipment vendors must provide a certificate stating the manufacturer's standard warranty against defects in workmanship, materials, and/or structural failure due to deterioration from corrosion and defective workmanship.

f. Post Size: All metal structural posts shall be round high strength 5"O.D., galvanized steel or aluminum tubing or equal.

g. Hardware: All bolts, nuts, screws, washers, and other hardware used for assembly of equipment shall be corrosion resistant stainless steel or equal with manufacturer's lifetime warranty.

h. Clamps & Fasteners: All clamps and fasteners shall be die cast aluminum alloy or equal.

i. Paint: Painted components shall be an electro-statically applied powder coated finish. Final colors are to be selected by the Quincy Park District upon placing order.

j. Decks & Steps: All decking and steps shall be perforated and PVC coated. All deck openings shall have vertical upright safety rails except the necessary entrances to the play events.

k. Plastic Parts: Plastic parts shall be either rotationally molded low-density polyethylene or compression molded high-density polyethylene containing ultra-violet inhibitors resistant to color fading. The slides shall be double walled. There shall be no internal fasteners on the sliding surfaces.

SECTION 3

Terms and Conditions

Payments: Payment will be upon submittal of an invoice to the Quincy Park District by the vendor on a net 30 days basis unless discount terms are offered. Invoice must include purchase order number.

Bid Rigging or Bid Rotating: The playground equipment vendor by affixing his or her signature to the proposal, certifies that he/she has not been barred from being awarded a contract with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 (bid rigging or bid rotating).

Protest: If playground equipment vendor objects to any provision of the bid, believes it improperly rejected the proposal, or believes the selected offer is not in the District's best interests, playground equipment vendor may submit a written protest within five (5) days after the opening. The District will consider only written protests that are properly and timely filed with the District. The District will issue a written decision and that decision is final.

SECTION 4

Proposal / Play Structure Evaluation Sheets for Purchase of Q-Island Playground Equipment

Proposals shall include:

1. Plan view drawings: indicating each component and the height of each deck as well as the safety zone for each design
2. Specifications and pictures of each component
3. A 3D color photo type depiction of the system from two sides, one depiction for each side. These drawing should be 24" x 36".
4. Available colors
5. A completed Proposal and Checklist sheets.

NOTE: The 3D depiction will be used by the staff and public to evaluate the systems and provide input for the selection of the system. Providing a smaller than specified

drawing may cause that system to receive a lower ranking. We cannot accept a drawing larger than 36" x 48" as will hinder a fair evaluation process.

Blank

Return with Proposal

Proposal Submittal and Checklist:

	Yes	No
4.1 Layout: Playground equipment layout fits within the area(s) designated	X	
4.2 Play structure design includes components for children ages 5-12	X	
4.3 Tallest deck height is 7 feet or less	X	
4.4a Equipment Standards: All equipment must meet or exceed current CPSC, ASTM, IPEMA and IL Accessibility Code standards and ADA requirements.	X	
4.4b Product Warranty: Playground equipment vendors must provide a certificate stating the manufacturer's standard warranty against defects in workmanship, materials, and/or structural failure due to deterioration from corrosion and defective workmanship.	X	
4.4c Posts: All metal structural posts shall be round high strength 5"O.D., galvanized steel tubing or equal.	X	
4.4d Hardware: All bolts, nuts, screws, washers, and other hardware used for assembly of equipment shall be corrosion resistant stainless steel or equal with manufacturer's lifetime warranty.		
4.4e Clamps/Fasteners: All clamps and fasteners shall be die cast aluminum alloy or equal.	X	
4.4f Paint: Painted components shall be an electro-statically applied powder coated finish. Colors are to be selected by the Quincy Park District upon placing order.	X	
4.4g Decks & Steps: All decking and steps shall be (PVC) coated. All deck openings shall have vertical upright safety rails except the necessary entrance to the play event.	X	
4.4h Plastic Parts: Plastic parts shall be either rotationally molded low-density polyethylene or compression molded high-density polyethylene containing ultra-violet inhibitors resistant to color fading. The slides shall be double walled. There shall be no internal fasteners on the sliding surfaces.	X	

Include this checklist and the following items with your proposal for each system submitted:

1. Plan view drawings: indicating each component and the height of each deck as well as the safety zone for each design
2. Specifications and pictures of each component
3. A 3D color photo type depiction of the system from two sides, one depiction for each side. These drawings should be 24" x 36".
4. Available colors
5. A completed Proposal and Checklist sheets.

Warranty Period 15 years

Cost \$27,997.80 \$ (Delivered to 1419 Bonansanga Drive, Quincy, Illinois 62301)

I hereby certify that I am duly authorized to sign as a representative for the playground equipment vendor submitting the attached proposal to the Quincy Park District, and that they have read, fully understand, and accept the item detailed in this bid.

Signed this 13 day of February, 2023.

SUBMITTED BY:

All Inclusive Rec

Company

400 North Washington Suite 224A, PO BOX 72

Address

Farmington, Mo 63640

573-701-9787

573-701-9312

Phone

Fax

Stephanie Singleton

Authorized Agent (print or type)

Stephanie Singleton

Signature of Authorized Agent

Q-Island Playground

Write a description for your map.

Legend

Google Earth

300 ft

N



QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR MOORMAN PARK PARKING LOT ADDITION: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Moorman Park parking lot addition was identified as a project on the 2023 bond list. Due to the popularity of the multi-purpose courts, batting cages and multiple baseball tournaments, additional parking is needed to help with the congested traffic within the park. The new parking lot addition will allow an additional 55 parking stalls for park users.

Moorman Park parking lot addition budget is \$400,000. The design and engineering cost of \$22,700 has already been paid out of this budget.

Staff worked with a local engineering firm and advertised for bids in the local paper with a bid opening held on March 2, 2023 in the Board Room.

Six bids were received with the low bid B (concrete parking lot rather than an asphalt parking lot) coming from Million Construction Ltd. for \$262,390 (\$4,770 per stall.)

Behind this report is a copy of the bid tabulation.

FISCAL IMPACT: \$400,000 has been budgeted from the 2023 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from Million Construction Ltd. for \$262,390 for the Moorman Park parking lot addition.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

March 2, 2023

Mr. Rome Frericks
Quincy Park District
1231 Bonansigna Drive
Quincy, IL 62305

RE: Moorman Park New Parking Lot Bid Tabulation

Dear Rome:

The Moorman Park New Parking Lot project received six (6) bids on March 2, 2023. Attached is a formal bid tab.

It appears that three (3) of the bidders included their base bid in Alternate Bid #1 for a total project cost instead of listing the additive cost only. The differences are listed as follows:

- Laverdiere Construction: The Alternate Bid includes the base bid. The additive alternate should be \$82,472.00.
- D & L Excavation: Alternate bid includes the base bid. The additive alternate should be \$2,950.00.
- Zanger Excavating: They did not acknowledge Addendum 1. Their base bid is for concrete pavement at \$308,000, and their Alternate Bid is for all asphalt pavement at \$298,000.
- Emerick Brothers only bid on the concrete pavement option.

As always, if you have any questions, please do not hesitate to contact us.

Sincerely,

KLINGNER & ASSOCIATES, P.C.



D. Cullan Duke, Project Manager

DCD/ajs/Q:\23files\230029\02.Comm\02.Gen.Corr\20230302 QPD Letter of Bid Opening.docx

Enclosure: Moorman Park New Parking Lot Bid Tabulation

KLINGNER

& ASSOCIATES, P. C.

Engineers • Architects • Surveyors

QUINCY • GALESBURG • BURLINGTON • PELLA • DAVENPORT • HANNIBAL • COLUMBIA • CARBONDALE

OWNER NAME: Quincy Park District

Bid Date: Thursday, March 2, 2023

Bid Location: QPD Board Office

Bid Time: 10:00 a.m.

Project No.: 23-0029

PROJECT NAME: Moorman Park - New Parking Lot

BID TABULATION

Contractor	A/E Estimate	Million Construction	Bockenfeld	Emerick Brothers	Laverdiere Construction	D & L Excavating	Zanger
Bid Bond or Certified Check		✓	✓	✓	✓	✓	✓
Addenda Acknowledged							
Addendum 1		✓	✓	✓	✓	✓	
Addendum 2		✓	✓	✓	✓	✓	✓
Base Bid	\$365,021.00	\$253,365.00	\$252,556.00		\$318,306.00	\$315,950.00	\$308,000.00
Alternate #1 - PC Pavement (ADD)	\$130,351.00	\$9,025.00	\$18,722.00	\$298,000.00	\$400,778.00	\$317,000.00	\$289,000.00

Respectfully Submitted By:



D. Cullan Duke, P.E.

March 2, 2023

Date

Klingner & Associates, PC

*Emerick Brothers - This bidder only bid the concrete pavement option.

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR BERRIAN PARK RESTROOM REPLACEMENT: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Berrian Park restroom replacement was identified as a project on the 2023 bond list. Due to the proximity of the new basketball courts, shelter house and playground, a new ADA compliant restroom is needed for the park so park patrons will not have to cross the road. The previous restroom was built back in the 1970's.

Berrian Park restroom replacement budget is \$175,000. The design and engineering cost of \$14,200 has already been paid out of this budget.

Staff worked with a local engineering firm and advertised for bids in the local paper with a bid opening held on March 2, 2023 in the Board Room.

Three bids were received with the low bid coming from Million Construction Ltd. for \$153,901.

Behind this report is a copy of the bid tabulation.

FISCAL IMPACT: \$175,00 has been budgeted from the 2023 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from Laverdiere Construction for \$153,901 for the Berrian Park restroom replacement.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

KLINGNER
& ASSOCIATES, P. C.
Engineers • Architects • Surveyors

QUINCY • GALESBURG • BURLINGTON • PELLA • DAVENPORT • HANNIBAL • COLUMBIA • CARBONDALE

OWNER NAME: Quincy Park District

Bid Date: Thursday, March 2, 2023

Bid Location: QPD Board Office

Bid Time: 10:30 a.m.

PROJECT NAME: Berrian Park New Restroom Building

Project No.: 23-0028

BID TABULATION

Contractor	A/E Estimate	D&L Excavating	Million Construction	Derhake Bros.		
Bid Bond or Certified Check		✓	✓	✓		
Addenda Acknowledged						
Addendum 1		✓	✓	✓		
Base Bid	\$185,342.00	\$212,393.00	\$153,901.00	\$181,862.00		

Respectfully Submitted By:



D. Cullan Duke, P.E.

Klingner & Associates, PC

March 2, 2023

Date

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR WESTVIEW PARKING LOT SEALING AND STRIPING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Westview Golf Course parking lot has not been sealed or striped since 2017 and needs updating.

Bids were prepared by staff and gathered two proposals from local contractors. The bid opening was held on February 23, 2023.

Attached to this report is a copy of the bid tabulation, scope of work and pictures of current parking lot.

FISCAL IMPACT: \$25,000 has been budgeted from the 2023 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the bid from Coulter Asphalt Services for \$17,800 for the upper and lower Westview parking lots sealing and striping.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Westview Parking Lot Sealing and Striping Quincy Park District Quincy, Illinois 62301	Estimated Cost	COULTER ASPHALT SERVICES, INC.	MATTICKS ASPHALT MAINTENANCE
Base Bid for Westview Parking Lot Sealing and Striping	\$25,000	\$17,800	\$22,845
Bid security if work exceeds \$50,000			



I certify the above is a tabulation of bids received by the
Quincy Park District at 11:00 a.m. on February 23, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

Rm FL

Westview Upper Parking Lot Seal Coating and Striping

EXACT SCOPE OF WORK TO BE PERFORMED

- Clean entire area to be seal coated
- Fill all cracks with crack filler
- Apply 1 coat asphalt sealcoating materials installed per manufacturers specifications and complying with the applicable ASTM and "Standard Specifications for Road and Bridge Construction" Illinois Department of Transportation
- Re-stripe all areas as striped before
- All labor will be prevailing wage based on current prevailing wage for Illinois
- On-site meeting to go over scope of work February 9, 2023 10:00 A.M. at Westview Golf Course Parking Lot.
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 23rd at 11:00 a.m. in the Quincy Park District Board Room
- Work to be completed by November 1, 2023

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR CLAT ADAMS PARK SIDEWALK REPLACEMENT PHASE II: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Sections of concrete within Clat Adams Park have become uneven and are trip hazards for park patrons due to previous flooding events and large rain events.

Bids were prepared by staff and gathered proposals from local contractors. The bid opening was held on February 23, 2023.

Staff received two proposals. The low bid was from Derhake Bros. Plumbing and Excavating for \$29,500 for the concrete sidewalk replacement in Clat Adams Park.

Attached to this report is the bid tabulation and scope of work.

FISCAL IMPACT: \$50,000 has been budgeted from the 2023 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from Derhake Bros. Plumbing and Excavating for \$29,500 for the phase II sidewalk replacement in Clat Adams Park.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Clat Adams Sidewalk Replacement Phase II Quincy Park District Quincy, Illinois 62301	Estimated Cost	MILLION CONSTRUCTION LTD.	DERHAKE BROS. PLUMBING & EXCAVATING
Base Bid for Sidewalk Replacement	\$50,000	\$46,280	\$29,500
Bid security if work exceeds \$50,000	X		



I certify the above is a tabulation of bids received by the
Quincy Park District at 9:00 a.m. on February 23, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

Clat Adams Park Phase II Concrete Sidewalk Replacement

EXACT SCOPE OF WORK TO BE PERFORMED

- Remove uneven sidewalk in designated area and replace with new concrete sidewalk with rebar reinforcement
 - 455' x 5'6"
 - 40' x 6'
 - 2 – 12'6" x 6' bench pads
- Dispose of old concrete in a proper manner
- All labor will be prevailing wage based on current prevailing wage for Illinois
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 23rd at 9:00 a.m. in the Quincy Park District Board Room
- Work to be completed by November 1, 2023

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR WASHINGTON PARK SIDEWALK REPLACEMENT: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Sections of concrete within Washington Park have become uneven and are trip hazards for park patrons due to tree roots and large rain events.

Bids were prepared by staff and gathered proposals from local contractors. The bid opening was held on February 23, 2023.

Staff received three proposals. The low bid was from Derhake Bros. Plumbing and Excavating for \$22,880 for the concrete sidewalk replacement in Washington Park.

Attached to this report is the bid tabulation and scope of work.

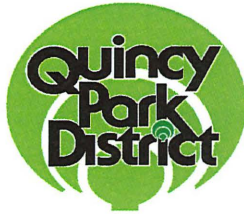
FISCAL IMPACT: \$25,000 has been budgeted from the 2023 G.O. Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the low bid from Derhake Bros. Plumbing and Excavating for \$22,880 for sidewalk replacement in Washington Park.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Washington Park Sidewalk Replacement Quincy Park District Quincy, Illinois 62301		FESSLER CONSTRUCTION	DERHAKE BROS. PLUMBING & EXCAVATING	MILLION CONSTRUCTION LTD.
Base Bid for Sidewalk Replacement	\$25,000	\$32,725	\$22,880	\$36,750
Bid security if work exceeds \$50,000				



I certify the above is a tabulation of bids received by the
Quincy Park District at 9:00 a.m. on February 23, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

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Washington Park Concrete Sidewalk Replacement

EXACT SCOPE OF WORK TO BE PERFORMED

- Remove uneven sidewalk in designated area and replace with new concrete sidewalk with rebar reinforcement
 - 242' x 8'
 - 7' x 9'
 - 17' x 17'
- Dispose of old concrete in a proper manner
- All labor will be prevailing wage based on current prevailing wage for Illinois
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 23rd at 9:00 a.m. in the Quincy Park District Board Room
- Work to be completed by November 1, 2023

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR LORENZO BULL HOUSE PORCH REPAIRS: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The Lorenzo Bull House east side porch handrails, front porch handrails and four newel posts are weathered and in need of replacement due to rot and loss of paint. This was identified as a non-bond project for 2023.

The scope of work includes removal and disposal of the four sections of handrails, four newel posts and painting. The newel posts and handrails will be comprised of composite material due to the lack of sun in this area. This will enable the repairs to be maintenance free in the future. Work is to be completed by November 30, 2023.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on February 23, 2022.

One bid was received with the low bid coming from Chris McDonald General Construction for \$48,799.

Attached to this report is a copy of the bid tabulation, scope of work, and bid advertisement.

FISCAL IMPACT: A total of \$90,000 has been budgeted from the Museum Fund for the Lorenzo Bull House porch repairs.

STAFF RECOMMENDATION: Staff recommends accepting the low bid from Chris McDonald General Construction for \$48,799 for the Lorenzo Bull House porch improvements that includes the painting of porch handrails, replacement of four newel posts and four sections of handrails.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

Lorenzo Bull House Porch Repair Quincy Park District Quincy, Illinois 62301	Estimated Cost	CHRIS McDONALD GENERAL CONSTRUCTION	
Base Bid Lorenzo Bull House Porch Repair	\$90,000	\$48,799	
Bid security if work exceeds \$50,000			



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:00 a.m. on February 23, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

RM *FL*

Lorenzo Bull House Porch Railing Improvements

EXACT SCOPE OF WORK TO BE PERFORMED

- Removal of four existing wood porch railing sections and disposal of pieces not getting re used.
- Remove/Re-Install four new newel posts supplied by owner.
- Repair or replace four sections of porch railing.
- Prepare new and existing porch railing for painting by washing mildew, scraping and sanding.
- Apply one coat of oil-based primer to all wood surfaces, caulk as needed, and apply one coat oil-based paint to exterior finish.
- **On-site meeting to go over scope of work February 9, 2023 at 10:00 am**
- All labor will be prevailing wage based on current prevailing wage for Illinois
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 23rd at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by November 30, 2023

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

LORENZO BULL HOUSE PORCH IMPROVEMENTS

Sealed bids for **PORCH IMPROVEMENTS TO BE PERFORMED AT THE LORENZO BULL HOUSE**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois 62301, until 10:00 am, local time, on February 23, 2023 and at that time be publicly opened and read aloud in the Board Room.

Project specifications may be obtained at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois 62301, during regular business hours, 9:00 a.m. - 4:00 p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract.

Proposals shall be accompanied by a *5% Proposal Guarantee*, in accordance with the Specifications.

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR SOUTH PARK TENNIS COURTS COLOR FINISHING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: South Park tennis courts have significant cracks throughout the courts. Due to their condition they need to be repaired and this is a 2023 G.O. Bond project.

Bids were advertised in the local newspaper and the bid opening was held on February 24, 2023.

Staff received two proposals. The low bid came from All Weather Courts for \$45,175 for the South Park tennis court color finishing. The courts will be painted the blue/green color.

Attached to this report is a copy of the bid tabulation.

FISCAL IMPACT: \$60,000 has been budgeted from the 2023 Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the bid submitted by All Weather Courts for \$45,175 for tennis court color finishing at South Park.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

South Park Tennis Repairs & Color Finishing Quincy Park District Quincy, Illinois 62301	Estimated Cost	ALL WEATHER COURTS	McCONNELL & ASSOCIATES INC.
Base Bid South Park	\$60,000	\$45,175	\$53,675
Bid security if work exceeds \$50,000			X



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:00 a.m. on February 24, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

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**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

TENNIS COURT/PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT SOUTH PARK & BERRIAN PARK

Sealed bids for **TENNIS COURT/PICKLE BALL REPAIRS AND COLOR FINISHING AT SOUTH PARK AND PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT BERRIAN PARK**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:00 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

The proposed project repairs to include leveling of low areas, crack repairs and the application acrylic re-surface and acrylic color finishing and other miscellaneous work.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.-4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

DETAILED SPECIFICATIONS

A. GUARANTEE

The contractor shall guarantee all workmanship and materials for a period of two (2) years.

B. The park district reserves the right to accept or reject all bids. The District may accept all, some or none of the proposed project.

C. A.D.A. - Must comply with all American with Disabilities regulations.

D. The work shall commence any time after award of the bid and conclude no later than **October 31, 2023.**

E. Performance and Payment Bond or, under some circumstances, a non-diminishing irrevocable bank letter of credit required in work will be more than \$50,000.

All bids will be opened on Friday, February 24, 2023 @ 10:00 a.m. at the Quincy Park District Administration Administrative Office located at 1231 Bonansinga Drive. Quincy, Illinois 62301. For information, contact Matt Higley, Director of Parks at (217) 223-7703.

SPECIFICATIONS FOR REPAIR OF EXISTING PICKLE BALL COURTS AT BERRIAN PARK (SEPARATE BID)

Base Bid:

- A. Pressure wash court surfaces.
- B. Lay-out from existing four courts to a six court lay-out.
- C. Fill control joints with an acrylic patch.
- D. Apply 1,200' of Riteway comprehensive crack repair treatment.
- E. Apply two coats of acrylic resurfacer.
- F. Apply two coats of acrylic color in blue and green.
- G. Lay-out and stripe per USPBA specifications.

SPECIFICATIONS FOR REPAIR OF EXISTING TENNIS COURTS AT SOUTH PARK (SEPARATE BID)

Base Bid:

- A. Pressure wash court surfaces.
- B. Fill control joints with an acrylic patch.
- C. Fill low areas
- D. Apply two coats of acrylic resurfacer.
- E. Apply two coats of acrylic color in blue and green.
- F. Lay-out and stripe double tennis lines per USTA specifications.

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

TENNIS COURT/PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT SOUTH PARK & BERRIAN PARK

Sealed bids for **TENNIS COURT/PICKLE BALL REPAIRS AND COLOR FINISHING AT SOUTH PARK AND PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT BERRIAN PARK**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:00 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

The proposed project repairs to include leveling of low areas, crack repairs and the application acrylic re-surface and acrylic color finishing and other miscellaneous work.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.- 4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: BID FOR BERRIAN PICKLE BALL COURT REPAIRS AND COLOR FINISHING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: Berrian Park pickle ball courts are beginning to hold water and have significant cracks throughout the four courts. Due to their current condition they need to be repaired and this is a 2023 G.O. Bond project. The bid includes converting the four pickleball courts into six courts.

Bids were advertised in the local newspaper and the bid opening was held on February 24, 2023.

Staff received two proposals. The low bid came from All Weather Courts for \$44,640 for the Berrian pickle ball courts repairs and color finishing. The courts will be painted the blue/green color.

Attached to this report is a copy of the advertisement and bid tabulation.

FISCAL IMPACT: \$45,000 has been budgeted from the 2023 Bond for this project.

STAFF RECOMMENDATION: Staff recommends approval of the bid submitted by All Weather Courts in the amount of \$44,640 for the pickle ball court repairs and color finishing at Berrian Park.

PREPARED BY: Matt Higley, Director of Parks

BOARD ACTION:

Pickle Ball Court Repairs at Berrian Park Quincy Park District Quincy, Illinois 62301	Estimated Cost	ALL WEATHER COURTS	McCONNELL & ASSOCIATES INC.
Base Bid Berrian Pickle Ball Courts	\$45,000	\$44,640	\$63,385
Bid security if work exceeds \$50,000			X



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:00 a.m. on February 24, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

TENNIS COURT/PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT SOUTH PARK & BERRIAN PARK

Sealed bids for **TENNIS COURT/PICKLE BALL REPAIRS AND COLOR FINISHING AT SOUTH PARK AND PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT BERRIAN PARK**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:00 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

The proposed project repairs to include leveling of low areas, crack repairs and the application acrylic re-surface and acrylic color finishing and other miscellaneous work.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.-4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

DETAILED SPECIFICATIONS

A. GUARANTEE

The contractor shall guarantee all workmanship and materials for a period of two (2) years.

B. The park district reserves the right to accept or reject all bids. The District may accept all, some or none of the proposed project.

C. A.D.A. - Must comply with all American with Disabilities regulations.

D. The work shall commence any time after award of the bid and conclude no later than **October 31, 2023.**

E. Performance and Payment Bond or, under some circumstances, a non-diminishing irrevocable bank letter of credit required in work will be more than \$50,000.

All bids will be opened on Friday, February 24, 2023 @ 10:00 a.m. at the Quincy Park District Administration Administrative Office located at 1231 Bonansinga Drive. Quincy, Illinois 62301. For information, contact Matt Higley, Director of Parks at (217) 223-7703.

SPECIFICATIONS FOR REPAIR OF EXISTING PICKLE BALL COURTS AT BERRIAN PARK (SEPARATE BID)

Base Bid:

- A. Pressure wash court surfaces.
- B. Lay-out from existing four courts to a six court lay-out.
- C. Fill control joints with an acrylic patch.
- D. Apply 1,200' of Riteway comprehensive crack repair treatment.
- E. Apply two coats of acrylic resurfacer.
- F. Apply two coats of acrylic color in blue and green.
- G. Lay-out and stripe per USPBA specifications.

SPECIFICATIONS FOR REPAIR OF EXISTING TENNIS COURTS AT SOUTH PARK (SEPARATE BID)

Base Bid:

- A. Pressure wash court surfaces.
- B. Fill control joints with an acrylic patch.
- C. Fill low areas
- D. Apply two coats of acrylic resurfacer.
- E. Apply two coats of acrylic color in blue and green.
- F. Lay-out and stripe double tennis lines per USTA specifications.

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

TENNIS COURT/PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT SOUTH PARK & BERRIAN PARK

Sealed bids for **TENNIS COURT/PICKLE BALL REPAIRS AND COLOR FINISHING AT SOUTH PARK AND PICKLE BALL COURT REPAIRS AND COLOR FINISHING AT BERRIAN PARK**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:00 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

The proposed project repairs to include leveling of low areas, crack repairs and the application acrylic re-surface and acrylic color finishing and other miscellaneous work.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.- 4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: SOUTH PARK LARGE SHELTER HOUSE TUCKPOINTING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The South Park Large Shelter House tuckpointing is a 2023 G.O. Bond project. The total budget for the tuckpointing repairs is \$40,000. Plans and specs for the project were prepared by staff with a bid opening held on February 24, 2023.

Some of the major scope of work for the ceiling repairs and painting are:

- Repairing five wingwalls
- Tuckpointing areas deeper than ¾"
- Replace bad brick in certain areas
- Waterproof entire brick surface

Three bids were gathered. The low bid was from Rupp Masonry Construction Co. for South Park large shelter house tuckpointing for \$28,900.

A bid summary is included in the report.

FISCAL IMPACT: \$40,000 has been budgeted from the 2023 Bond for this project.

STAFF RECOMMENDATION: Staff recommends accepting the low bid from Rupp Masonry Construction Co. for \$28,900 for the tuckpointing of the South Park Large Shelter House.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

South Park Large Shelter House Tuckpointing Quincy Park District Quincy, Illinois 62301	Estimated Cost	RUPP MASONRY CONSTRUCTION CO.	ATCO MASONRY LLC	NMC GENERAL CONTRACTING INC.
BASE BID SOUTH PARK LARGE SHELTER	\$40,000	\$22,500	\$49,900	\$27,000
BASE BID B - WATERPROOFING		\$6,400	\$9,800	\$22,000
BID SECURITY			X	



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:00 a.m. on February 24, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

Rm *FL*

South Park Large Shelter Tuckpointing

EXACT SCOPE OF WORK TO BE PERFORMED

Base Bid A

- Repair five wingwalls.
- Tuckpoint anything deeper than three quarters of an inch deep.
(Noticeable darker mortared areas)
- Replace any bad brick in repaired areas.
- On-site meeting to go over scope of work February 10, 2023 at 10:30 am
- All labor will be prevailing wage based on current prevailing wage for Illinois
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 24rd at 10:30 a.m. in the Quincy Park District Board Room
- Work to be completed by November 30, 2023

Base Bid B

- Install waterproofing on entire brick area.

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

SOUTH PARK LARGE SHELTER HOUSE TUCKPOINTING AND SOUTH PARK LARGE SHELTER HOUSE CEILING REPAIRS & PAINTING

Sealed bids for **SOUTH PARK LARGE SHELTER HOUSE TUCKPOINTING AND SOUTH PARK LARGE SHELTER HOUSE CEILING REPAIRS & PAINTING**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:30 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.- 4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 8, 2023

STAFF RECOMMENDATION

AGENDA ITEM: SOUTH PARK LARGE SHELTER HOUSE CEILING REPAIRS & PAINTING: RECOMMENDED APPROVAL

BACKGROUND INFORMATION: The repair of the entire ceiling and painting of the South Park Large Shelter House is a 2023 G.O. Bond project. The total budget for the ceiling repairs and painting is \$30,000. Plans and specs for the project were prepared by staff with a bid opening held on February 24, 2023.

Some of the major scope of work for the ceiling repairs and painting are:

- Wash fascia and crown molding
- Install 6” mesh over cracks and coat with Dryvit Primus
- Scrape loose paint, prime and paint
- Apply 2 coats paint to entire ceiling surface and crown molding

Three bids were gathered. The low bid was from Entrup Drywall & Painting, Inc. for South Park large shelter house ceiling repairs and painting for \$24,350.

A bid summary is included in the report.

FISCAL IMPACT: \$30,000 has been budgeted from the 2023 Bond for this project.

STAFF RECOMMENDATION: Staff recommends accepting the low bid from Entrup Drywall & Painting, Inc. for \$24,350 for the ceiling repairs and painting of the South Park Large Shelter House.

PREPARED BY: Rome Frericks, Executive Director

BOARD ACTION:

South Park Large Shelter House Ceiling Repair & Painting Quincy Park District Quincy, Illinois 62301	Estimated Cost	ENTRUP PAINTING	NMC GENERAL CONTRACTING INC.	JOHNSON PAINTING & DECORATING
BASE BID SOUTH PARK LARGE SHELTER	\$30,000	\$24,350	\$44,000	\$45,989
BID SECURITY				



I certify the above is a tabulation of bids received by the
Quincy Park District at 10:30 a.m. on February 24, 2023
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

Rm FL

South Park Large Shelter Ceiling Repair and Painting

EXACT SCOPE OF WORK TO BE PERFORMED

- Wash fascia and crown molding.
- Install 6" mesh over major cracks and coat with Dryvit Primus or equivalent and smooth over mesh.
- Scrape loose paint and prep entire surface area for primer and paint.
- Spot prime repaired areas and any other areas needed.
- Apply two coats of eggshell finish color to entire ceiling surface and crown molding.
- **On-site meeting to go over scope of work February 10, 2023 at 10:00 am**
- All labor will be prevailing wage based on current prevailing wage for Illinois
- Minimum \$2,000,000 liability Insurance
- Performance Payment Bond or Irrevocable Letter of Credit of 5% of entire project (If over \$50,000)
- Bids will be opened February 24rd at 10:30 a.m. in the Quincy Park District Board Room
- Work to be completed by November 30, 2023

**Quincy Park District
INVITATION TO BID**

The Quincy Park District is requesting bids from qualified Contractors for the following project:

SOUTH PARK LARGE SHELTER HOUSE TUCKPOINTING AND SOUTH PARK LARGE SHELTER HOUSE CEILING REPAIRS & PAINTING

Sealed bids for **SOUTH PARK LARGE SHELTER HOUSE TUCKPOINTING AND SOUTH PARK LARGE SHELTER HOUSE CEILING REPAIRS & PAINTING**, in Quincy, Adams County, Illinois, described herein will be received at the business office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, Illinois until 10:30 am, local time, on Friday, February 24, 2023 and at that time be publicly opened and read aloud in the Board Room.

Project Documents may be obtained at the Business Office of the Quincy Park District, 1231 Bonansinga Drive, Quincy, IL during regular business hours, 9:00a.m.-4:00p.m., Monday through Friday.

Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (8201LCS 130/1-12).

Owner reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any irregularities or informalities in bids received.

Quincy Park District

Rome Frericks, Executive Director

PUBLIC INPUT