

# Quincy Park District

## BOARD OF COMMISSIONERS MEETING





**QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois  
Agenda  
March 13, 2024**

**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 14, 2024

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

**BOARD INFORMATION/EDUCATION**

**CORRESPONDENCE:**

**VOLUNTEERS:**

- Chaddock
- Target

**EXECUTIVE DIRECTOR'S REPORT:**

- Rome Frericks

**DIRECTOR'S REPORTS:**

- Matt Higley, Director of Parks
- Brian Earnest, 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 by Executive Director
- Bid for Maintenance Dredging: Recommended Approval by Director of Parks **(VOICE VOTE)**
- Villa Kathrine Sublease by Friends of The Castle: Recommended Approval by Executive Director **(VOICE VOTE)**
- Bid for Johnson Park Playground: Recommended Approval by Director of Parks **(VOICE VOTE)**
- Bid for Paul Dennis Parking Lot Milling/Resurfacing: Recommended Approval by Executive Director **(VOICE VOTE)**
- Bid for Moorman Park Road to T Ball Fields Resurfacing: Recommended Approval by Director of Parks **(VOICE VOTE)**
- Bid for Paul Dennis Culvert Replacement: Recommended Approval by Executive Director **(VOICE VOTE)**
- Bid for Bill Klingner Trail Sealing and Striping: Recommended Approval by Director of Parks **(VOICE VOTE)**
- Bid for Reservoir Park Shelter Ceiling Replacement: Recommended Approval by Director of Parks **(VOICE VOTE)**
- Bid for Lorenzo Bull House Gutter Repairs: Recommended Approval by Executive Director **(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)***



QUINCY PARK DISTRICT  
1231 Bonansinga Drive  
Quincy, Illinois

Regular Meeting  
Board Room

February 14, 2024  
6:00 P.M.

**ROLL CALL**

President Jones called the meeting to order and upon the roll being called the following members were physically present at said location: President Jarid Jones, Vice-President Mark C. Philpot, Commissioner Barb Holthaus, Commissioner Patty McGlothlin, Commissioner Alan Hickman, Commissioner John Frankenhoff and Commissioner Trent Lyons. No Park Commissioner was permitted to attend the meeting by video or audio conference.

Also in Attendance: Executive Director–Rome Frericks, Director of Parks–Matt Higley, Director of Business Services–Brian Earnest, Director of Program Services–Mike Bruns, Director of Golf–David Morgan, and Board Attorney–David Penn.

Members Absent: None.

President Jones led the room in the Pledge of Allegiance.

**CONSENT AGENDA**

President Jones asked if there were any objections or changes to the January 17, 2024 Regular Board meeting minutes or to the check register. President Jones announced they were approved by unanimous consent.

**PUBLIC INPUT**– None

**BOARD INFORMATION/EDUCATION**

Force Account Work Schedule. Director Higley reported that the Force Account Work Schedule that was included in the packet is the scheduling for the projects for this year.

ACFR PRESENTATION. Director Earnest stated that a request is sent to GFOA to look over the accounting records to determine if any awards will be presented based on accounting practices. It is usually sent out this time of year but they are currently running behind so it was not available for this meeting.

**CORRESPONDENCE**–None

**VOLUNTEERS**–None

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Frericks reported he attended the TIF meeting and sent out email to the Board. The QBERA open house is at the Oakley Lindsey House February 15, 2024. February 23<sup>rd</sup> will be the closing date for the Paul Dennis Complex.

**DIRECTORS' REPORTS**

Director Higley added that the turf fields turf work is completed.

Director Earnest stated he did not have anything to add to his report.

Director Bruns reported the annual mommy daddy dances will be next week. Staff has been interviewing and hiring for seasonal positions.

Director Morgan reported that he has been in touch with VM Golf Services which is the irrigation installation company. April 1 is the timeline for the start of the installation process.



Director Beroiza reported there was 6,200 hours of volunteer time last year. Chaddock volunteered today in the bike park.

### **COMMISSIONER COMMITTEE REPORTS**

Finance Committee- Vice President Philpot submitted the finance reports.

Quincy Park Foundation- No updates at this time.

Quincy City Planning- President Jones stated there was nothing new to report at this time.

Lorenzo Bull House- Commissioner Holthaus stated the meeting was on Monday evening. A fundraising dinner will happen this spring and a lawn party for the Dogwood Parade. The exhaust hood has been installed in the kitchen.

Personnel- President Jones stated there was nothing to report.

Quincy Riverfront Development- President Jones did not have anything further to report.

### **UNFINISHED BUSINESS**- None.

### **NEW BUSINESS**

Bid for Westview Golf Course and Grounds Maintenance Chemicals. Director Morgan reported bids were due on January 26, 2024. Five proposals were received. COMMISSIONER FRANKENHOFF MADE A MOTION, SECONDED BY VICE PRESIDENT PHILPOT TO APPROVE THE BID. UNANIMOUS. PRESIDENT JONES DECLARED THE MOTION CARRIED.

Bid for Wavering/Moorman Park Water Valve Shutoffs. Director Higley stated this is a bond project for two, 6" water valves that isolate parts of the park so future repairs can be made without shutting down the entire park. Two bids were received with the low bid from Derhake Construction for \$7,972. COMMISSIONER HOLTHAUS MADE A MOTION, SECONDED BY VICE PRESIDENT PHILPOT TO APPROVE THE BID. UNANIMOUS. PRESIDENT JONES DECLARED THE MOTION CARRIED.

RESOLUTION NO. 24-01: Resolution of Quincy Park District Adopting the 2023 Adams County Multi-Jurisdictional Natural Hazards Mitigation Plan. Executive Director Frericks reported staff has been working with all municipalities, Blessing Hospital, John Wood to develop a plan in case of a natural or manmade disaster. This fulfills the Federal planning requirements. COMMISSIONER MCGLOTHLIN MADE A MOTION, SECONDED BY COMMISSIONER HICKMAN TO APPROVE THE PLAN AS PRESENTED.

### **THE FOLLOWING ROLL CALL VOTES WERE CAST AND RECORDED:**

<b>COMMISSIONER HOLTHAUS</b>	<b>YES</b>
<b>COMMISSIONER FRANKENHOFF</b>	<b>YES</b>
<b>COMMISSIONER MCGLOTHLIN</b>	<b>YES</b>
<b>COMMISSIONER HICKMAN</b>	<b>YES</b>
<b>COMMISSIONER LYONS</b>	<b>YES</b>
<b>VICE PRESIDENT PHILPOT</b>	<b>YES</b>
<b>PRESIDENT JONES</b>	<b>YES</b>

PRESIDENT JONES DECLARED THE MOTION CARRIED.

### **PUBLIC INPUT:** None.

### **ADJOURNMENT-**

With no other business to discuss at 6:15 p.m., COMMISSIONER MCGLOTHLIN MADE A MOTION, SECONDED BY VICE PRESIDENT PHILPOT TO ADJOURN THE MEETING. UNANIMOUS. PRESIDENT JONES DECLARED THE MOTION CARRIED. Meeting adjourned.



\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# ***PUBLIC INPUT***



***BOARD  
INFORMATION/  
EDUCATION***



# ***CORRESPONDENCE***



***VOLUNTEERS***



***EXECUTIVE  
DIRECTOR'S  
REPORTS***



**To:** Board of Commissioners  
**From:** Rome Frericks  
**Subject:** Monthly Report  
**Date:** February 29, 2024

**Administrative Initiatives** (2/01/24 – 2/29/24)

Attended:

- Friends of the Trails meeting
  - Directors' meeting
  - Board meeting
  - Safety meeting
  - Quincy/Adams County Economic Development/Tourism meeting
  - UMRR meeting (2)
  - Rotary Board meeting
  - Art Keller Marina Dredging bid opening
  - Johnson Park Playground selection
  - TIF Joint Review Board meeting
  - QBAREA/UMRR/IDNR Open House
- 
- Met with Board members several times on current events concerning the Park District.
  - Met with attorneys several times on current events concerning the Park District.
  - Held two operation meetings with the Directors.
  - Met with contractors for the Paul Dennis Culvert Replacement, Lorenzo Bull House Gutter Repair, Reservoir Park Shelter, Paul Dennis Parking Lot Resurfacing, Bill Klingner Trail Sealing & Moorman Road Resurfacing.
  - Met with Turfwerks for ballfield striping.
  - Met with event organizers for the Quincy Grand Prix of Karting.
  - Met with the event organizers for the Gem City Concert Series.



- Met with Adams County Health Department on programming and partnerships.
- Attended bid openings for the Paul Dennis Culvert Replacement, Lorenzo Bull House Gutters & Reservoir Shelter.
- Met with HomeBank to discuss Park District investments and finances.

### **Administrative Initiatives** (3/1/24 – 3/31/24)

- Continue to work with UMRP to develop the beginning scope of work and specifications.
- Work with BNSF on the lone piece of right-of-way for the next section of the Bill Klingner Trail.
- Meet with contractors for the ongoing capital projects.
- Attend bid openings for the Bill Klingner Trail Sealing, Moorman Road Resurfacing and Paul Dennis Parking Lot Resurfacing.



***DIRECTORS'***  
***REPORTS***



**To:** Board of Commissioners  
**From:** Matt Higley  
**Subject:** Monthly Report  
**Date:** February 29, 2024

**Administrative Initiatives** (2/1/24 – 2/29/24)

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 concrete installation at the Wavering turf fields.
  - Monitored Wavering Moorman Park water valve replacement.

**Administrative Initiatives** (3/1/24 – 3/31/24)

- Continue planning for 2024 projects, goals and objectives.
- Work on 2024 Capital Projects for Parks Department.
- Monitor fence replacement at Wavering turf fields.
- Monitor Wavering Park large 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:** Brian Earnest  
**Subject:** Monthly Report  
**Date:** February 28, 2024

**Administrative Initiatives** (2/01/24 – 2/29/24)

- Attended Safety Committee meeting.
- Funded 2024 G.O. Bond and finalized the transaction with Chapman & Cutler.
- Funded 2024A G.O. Westview Irrigation Bond and Finalized the transaction with Chapman & Cutler.
- Assisted with IPRF Workman's Compensation audit.
- Researched internet security awareness training programs.

**Administrative Initiatives** (3/01/24 – 3/31/24)

- Renew the District's property & casualty insurance with IPARKS.
- Renew Art Keller Marina's property & casualty insurance.
- Process Art Keller Marina lease renewals.



**To:** Board of Commissioners  
**From:** Mike Bruns  
**Subject:** Monthly Report  
**Date:** February 27, 2024

**Administrative Initiatives** (02/01/24 – 02/29/24)

- Held monthly staff recreation meeting.
- Staff worked with the Director of Operations/Marketing on promoting our programs.
- Attended the monthly safety committee meeting.
- Staff worked on ordering supplies for 2024.
- Staff worked on updating the 2024 Indian Mounds Pool and Batting Cage manuals.
- Staff worked on setting up our concession prices and menus for the Batting Cage, Indian Mounds Pool and Wavering.
- Staff worked on updating the training program for our seasonal employees.
- Staff worked on recruiting coaches for the soccer and baseball programs.
- Staff conducted the Mommy and Daddy date nights.
- Staff worked on recruiting seasonal staff for 2024.
- ATG Sports did a spring check up on the three turf fields.

**Administrative Initiatives** (03/01/24 – 03/31/24)

- Work with the Director of Operations/Marketing on promoting our programs.
- Staff will work on ordering supplies needed for 2024.
- Staff will work on plans for the youth soccer, baseball and softball programs.
- Staff will work on recruiting supervisory and seasonal staff positions for 2024.



- Staff will prepare the Batting Cage facility to open on March 29.
- Staff will prepare the athletic fields for the season.
- Qtown tournaments will start on March 30.
- Staff will conduct trainings for our seasonal staff.
- Staff will prepare the Wavering concession for the two new turf fields.
- Staff will work on plans for pickleball lessons and youth golf lessons for April.



**To:** Board of Commissioners  
**From:** David Morgan  
**Subject:** Monthly Report  
**Date:** March 1, 2024

**Administrative Initiatives** (2/01/24 – 2/29/24)

- Attended safety meetings and board meetings.
- Staff continue to disinfect and clean Westview.
- Continue to update the website and calendar of events for the 2024 season.
- Westview Opened with carts on Thursday February 1<sup>st</sup>.
- Fairways and greens have both been mowed.
- Staff serviced the 60 rental carts.
- Staff removed the surface roots on the greens on hole 3 and 12.
- Staff monitored and kept the course playable through February.
- Annual equipment repairs continued.
- Staff ordered golf course supplies for 2024.
- Distributors were notified on the 2024 chemical bid summary.

**Administrative Initiatives** (3/01/24 - 3/31/24)

- Attend safety meetings and board meetings.
- Staff will continue to disinfect and clean Westview for the 2024 season.
- Monitor course playability on a daily basis.



- Staff will have a meet and greet with VM golf services on the new irrigation system project.
- Aerify, sand and top-dress the greens/ weather permitting.
- Pre-emergent applications begin on the course and Paul Dennis Soccer complex.
- Re-hire seasonal staff employees.
- Set-up course for spring time play.
- De-winterize the irrigation system, pump station and potable water lines.



# Westview Golf Course Rounds of Golf-2024

ROUND TYPE	FEB 24 TOTALS	2024 YTD	FEB 23	2023-YTD
18 Hole Green Fee	0	0	0	0
9 Hole Green Fee	0	0	0	0
Twilight Walking Green Fee	2	2	0	0
Winter Walking Green Fee	254	254	160	178
TUE-THU Special	0	0	0	0
Winter Riding Special	555	555	359	370
Third Nine (19-27) Green Fee	318	318	153	154
Family Night Adult (19-27)	2	2	0	0
Family Night Child (19-27)	5	5	0	0
Junior Green Fee	4	4	12	12
Junior Green Fee (19-27)	23	23	13	13
Promotional Round	2	2	0	0
Twilight (Cart & Green Fee)	3	3	3	4
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	139	139	93	105
Adult Pass Visit (19-27)	9	9	8	8
Senior Non-Restricted Pass Visit	288	288	140	164
Senior Non-Restricted Pass Visit (19-27)	22	22	16	17
Senior Restricted Pass Visit	60	60	14	16
Senior Restricted Pass Visit (19-27)	4	4	0	0
Super Senior Restricted Pass Visit	76	76	22	25
Super Senior Restricted Pass Visit (19-27)	7	7	1	1
Employee Pass Visit	28	28	21	23
Employee Pass Visit (19-27)	3	3	4	4
JR. Pass Visit (18 & Under)	69	69	40	48
JR. Pass Visit (18 & Under) (19-27)	22	22	17	17
Junior Summer Pass Visit (May-Aug) (19-27)	0	0	0	0
Military Weekday Rate W/Car (1-18)	10	10	0	0
Young Adult Pass Visit	92	92	47	53
Young Adult Pass Visit (19-27)	6	6	5	5
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	0	0	2	2
Disc Golf	0	0	1	1
<b>TOTAL</b>	<b>2,003</b>	<b>2,003</b>	<b>1131</b>	<b>1220</b>
<b>PER VISIT FEE</b>	<b>\$2,004.00</b>	<b>\$2,004.00</b>	<b>\$1,113.00</b>	<b>\$1,194.00</b>
<b>DAYS CLOSED</b>	<b>6</b>	<b>37</b>	<b>14</b>	<b>41</b>



**To:** Board of Commissioners

**From:** Marcelo Beroiza

**Subject:** Monthly Report

**Date:** March 1, 2024

**Administrative Initiatives** (2/1/24 – 2/29/24)

- Attended the Rec. Department staff, Park District Board, Safety and Friends of The Trails meeting
- Met with the Executive Dir. Of Operations for the monthly meeting (Facilities, Maintenance, Rec, Business office, Westview, and projects)
- Met with SIU. Nature & Forest Therapy project
- Marketing
  - Facility signs
  - Brochure Spring deadlines registration
  - Email marketing customer updates
  - Continuous improvement projects updates
  - Website calendar update
  - Westview monthly updates
  - Networks support
- Projects
  - Nature Trails East land management
  - Nature & Forest Therapy trails
  - Adams County Health Department initiatives
  - University of Illinois Master Naturalist students sessions/volunteer
  - Public works contract invitation to bid
  - Yearly programs event guide updates
  - Volunteers throughout the parks and trails
  - BNSF Lease. Preliminary Bill extension project to Lincoln park

**Administrative Initiatives** (03/1/23 – 3/31/29)

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



# ***COMMITTEE REPORTS***



# ***UNFINISHED BUSINESS***



***NEW BUSINESS***



# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: March 13, 2024**

## **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.

**Springfield Park District**

To provide accessible, memorable recreational opportunities that enrich the community and improve the quality of life for generations as well as conserving our natural resources.

**Decatur Park District**

To enrich our community's quality of life, health & wellness, education, and economic vitality by providing outstanding parks, facilities, and recreational opportunities.

**Macomb Park District**

Enriching lives through open space, education and recreational opportunities.



# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: March 13, 2024**

## **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, 2024, to April 30, 2025.

Bids were advertised in the local newspaper and the bid opening was February 23, 2024.

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:** \$35,000 has been authorized for dredging in the 2024 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:**



Date: January 9, 2024

<b>INVITATION FOR BIDS</b>	<b>Qualified vendors are invited to submit sealed bids subject to conditions and instructions as specified for the furnishing of:</b>
	<b>No. 13-D01</b> <b>Marina/Boat Ramp Mechanical Dredging (As Needed)</b>
<b>SCOPE</b>	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.
<b>QUALIFICATIONS</b>	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.
<b>DUE DATE</b>	<b>DUE: February 23, 2024 – 11:00 AM (Local Time)</b>  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.
<b>HOW TO OBTAIN ADDENDA</b>	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
<b>Questions/ Comments</b>	<b>Contact Person: Matt Higley, Director of Parks 217.223.7703 or email at <a href="mailto:mhigley@quincyparkdistrict.com">mhigley@quincyparkdistrict.com</a></b>



## 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 recommend rejection of bid for any (but not limited to) of the following reasons:

- a. Receipt after the time limit for receiving bids as stated in the invitation.
- b. Any irregularities contrary to the General Provisions or specifications.
- c. Unbalanced unit price or extensions.
- d. Unbalanced value of items.
- e. Failure to use the proper forms furnished by the District.
- f. Failure to complete the proposal properly
- g. 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 15, 2024.
4. **TERM OF CONTRACT:** The term of this contract shall be from May 1, 2024 to April 30, 2025. 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, 2024- April 30, 2025)**

**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<sup>00</sup>)  
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: Canton State: MO Zip: 63435

(If a Corporation)

Corporate Name: Canton Marine Towing Co., Inc

(Corporate SEAL) Signed by Carrie Caldwell

Business Address: 204 Charlemagne Schwan Parkway

P. O. Box/ Suite No.: \_\_\_\_\_

City: Canton State: MO Zip: 63435

Telephone No.: 573-288-4486 Fax No.: 573-288-4481

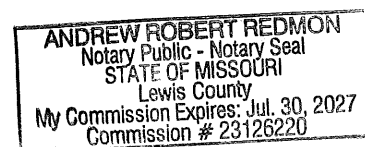
Federal Identification Number or S.S.N.: 43-1007603

(Insert Names of Officers)

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

SIGNED and SWORN to before me

This 19<sup>th</sup> day of February, 2021  
2022



(NOTARY SEAL)

Andrew Redmon

Notary Public



**CONTRACTOR QUALIFICATION  
MECHANICAL DREDGING  
(May 1, 2024- April 30, 2025)**

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
2023	Quincy Park District	Rome Alatt	
2022	"	Rome	
2021	"	Rome	
2020	"	Rome	
2019	"	Rome	

Equipment list:

Mechanical Dredging will be performed with:

List type of equipment \_\_\_\_\_ bucket/scoop capacity \_\_\_\_\_


Equipment will be mounded on:

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



**QUINCY PARK DISTRICT  
HOLD HARMLESS AGREEMENT**

Anton Marine 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, Anton Marine 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.

<u>Quincy Park District</u>	<u>Vendor's Representative</u>
Signature	 Signature
Printed Name	Carme Caldwell Printed Name
Date:	2/15/24 Date:



## 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.



Company Authorized Signature

2/15/24  
Date



## ***Explanations***

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

### CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.



## ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length

## TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

## TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

## OPERATING ENGINEERS - BUILDING

CLASS 1. Asphalt Screed Man; Aspcos Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backfillers, Crane Type; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Cherry Pickers; Clam Shells; C.M.I. & similar type autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Pumps; Derricks; Derrick Boats; Draglines; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Operators or Leverman on Dredges; Operators, Power Boat;



Operators, Pug Mill (Asphalt Plants); Orange Peels; Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Pushdozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Rotomill; Scoops, Skimmer, two cu. yd. capacity and under; Scoops, All or Tournapull; Sheep-Foot Roller (Self Propelled); Shovels; Skid Steer; Skimmer Scoops; Temporary Concrete Plant Operators; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Sideboom; Trenching or Ditching Machine; Tunnelluggers; Vermeer Type Saws; Water Blaster Cutting Head; Wheel Type End Loaders; Winch Cat.

CLASS 2. Air Compressors (six to eight)\*; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Oiler on Two Paving Mixers When Used in Tandem; Boom or Winch Trucks; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist (with One Drum and One Load Line); Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Post Hole Digger, Mechanical; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in this Classification; Road or Street Sweeper, Self Propelled; Rollers (except bituminous concrete); Seaman Tiller; Straw Machine; Vibratory Compactor; Water Blaster, Power Unit; Welding Machines (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors(one to five)\*; Air Compressors, Track or Self-Propelled; Automatic Hoist; Building Elevators; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Hoist, Automatic; Light Plants (one to five)\*; Mechanic Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Robotic Controlled Equipment in this Classification; Scissors Hoist; Tractors without power attachments regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (1/300 Amp. or over)\*; Welding machines (one to five)\*

CLASS 4. Lattice Boom Crawler Cranes; Lattice Boom Truck Cranes; Telescopic Truck-Mounted Cranes; Tower Cranes.

\* Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants, or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

#### OPERATING ENGINEERS - HIGHWAY

CLASS 1. Asphalt Screed Man; Asphco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Carry Deck Pickers; Cherry Pickers (Rough Terrain); C.M.I. & similar type-autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Plant Operators; Concrete Pumps; Derricks; Derrick Boats; Dewatering Systems; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines;



Grout Pump; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Hydro Jet or Hydro Laser; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Multi-Point Power Lifting Equipment; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Push-dozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Roto-Mill; Scoops, Skimmer, two cu. yd. capacity and under; Sheep-Foot Roller (Self Propelled); Shovels; Skid Steer; Skimmer Scoops; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Side-boom; Trenching or Ditching Machine; Tunnelluggers; Vermeer-Type Saws; Wheel Type End Loaders; Winch Cat; Scoops, All or Tournapull.

CLASS 2. Air Compressors (six to eight)\*; Articulated Dumps; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Boom or Winch Trucks; Building Elevators; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist, Automatic; Hoist with One Drum and One Load Line; Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Off Road Water Wagons; Oiler on Two Paving Mixers When Used in Tandem; Post Hole Digger, Mechanical; Robotic Controlled Equipment in This Classification; Road or Street Sweeper, Self-Propelled; Rollers (except bituminous concrete); Scissor Hoist; Sea-man Tiller; Straw Machine; Vibratory Compactor; Water Pumps (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors (one to five)\*; Air Compressors, Track or Self-Propelled; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Light Plants (one to five)\*; Mechanic Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in This Classification; Tractors without power attachments, regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (one 300 Amp. or over)\*; Welding Machines (one to five)\*.

CLASS 4. Lattice Boom Crawler Crane; Lattice Boom Truck Crane; Telescopic Truck-Mounted Crane; Tower Crane.

\*Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the



Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.



## QUINCY PARK DISTRICT

### Certified Payroll Statement

(Complete and return with each monthly payroll submitted)

**Project:** \_\_\_\_\_

**Contactor/Company:** \_\_\_\_\_

**Dates Covered:**

**From:** \_\_\_\_\_

**To:** \_\_\_\_\_

### **Illinois Wages of Employees on Public Works Acts (820 ILCS 130/5).**

(a) While participating on public works, the contractor and each subcontractor shall:

(1) make and keep, for a period of not less than 3 years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day; and

(2) 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 paragraph (1) of this 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. A general contractor is not prohibited from relying on the certification of a lower tier subcontractor, provided the general contractor does not knowingly rely upon a subcontractor's false certification. Any contractor or subcontractor subject to this Act who fails to submit a certified payroll or knowingly files a false certified payroll is in violation of this Act and guilty of a Class B misdemeanor. The public body in charge of the project shall keep the records submitted in accordance with this paragraph (2) of subsection (a) for a period of not less than 3 years. The records submitted in accordance with this paragraph (2) of subsection (a) shall be considered public records, except an employee's address, telephone number, and social security number, and made available in accordance with the Freedom of Information Act.

### **I certify that:**

1. The records submitted are true and accurate.
2. The hourly rate paid to each worker is not less than the general prevailing wage required by Illinois Wages of Employees on Public Works Acts (820 ILCS 130/1-12).
3. I am aware that knowingly filing a false certified payroll is a Class B misdemeanor.

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## 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, 2024 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*



# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: March 13, 2024**

## **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, 2024, and must be approved by the Park Board.

The rent charged is the same price as last year. 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, 2024, and to end on midnight, May 31, 2025 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, 2024.

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 January 25, 2024

**Friends of the Castle**

**Quincy Area Convention and Visitors Bureau**



By: Its Board of Directors President

**Sublessor**



By: Its Executive Director

**Sublessee**



# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 13, 2024

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR JOHNSON PARK PLAYGROUND:** **RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Bond Funds were allocated to purchase a new playground system for Johnson Park 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 \$29,000 to \$31,000 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

Six 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 \$30,995.50.

**FISCAL IMPACT:** \$37,000 was budgeted for this project from bond funds. The delivered price of the playground system is \$30,995.50. 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 \$30,995.50 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 Johnson Park Playground**

**SECTION 1**

**a. Introduction and General Information**

The Quincy Park District is requesting proposals to provide playground equipment for Johnson 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 28, 2024. Proposals must be marked "Proposals for Johnson Park 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 13, 2024 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](mailto: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 \$23,000-\$25,000. 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 Johnson Park 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.



*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.		
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.	X	
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 30,995.50 \$ (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 27 day of FEBUARY, 2024.

**SUBMITTED BY:**

Stewart Mackay  
Company



400 North Washington Suite 224A, PO BOX 72

Address

Farmington MO 63640

573-701-9787

Phone

573-701-9312

Fax

Stewart Mackay

Authorized Agent (print or type)

*Stewart Mackay*

Signature of Authorized Agent



Legend

## Johnson Park

Write a description for your map.

Van Buren St

S 18th St

S 20th St

Harrison St

Harrison St

Google Earth

200 ft

N





# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: March 13, 2024**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR PAUL DENNIS PARKING LOT MILLING AND RESURFACING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Paul Dennis Soccer Complex Parking Lot milling and resurfacing is a 2024 Non-Bond Project. This road has not been resurfaced since the mid 1990's.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on March 7, 2024.

One bid was received with the low bid coming from Diamond Construction for \$295,000.

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

**FISCAL IMPACT:** \$300,000 has been budgeted from Corporate reserves/Capital Development Fund for this project.

**STAFF RECOMMENDATION:** Staff recommends approval of the low bid from Diamond Construction for \$295,000 for Paul Dennis Parking Lot milling and resurfacing.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



Paul Dennis Parking Lot Milling and Resurfacing Quincy Park District Quincy, Illinois 62301		DIAMOND CONSTRUCTION	
Base Bid for Paul Dennis	\$300,000	\$295,000	
Bid security if work exceeds \$50,000	X	X	



I certify the above is a tabulation of bids received by the  
Quincy Park District at 10:00 a.m. on March 7, 2024  
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

A handwritten signature in black ink, appearing to be "Dan", is written over a horizontal line. The signature is stylized and cursive.



---

## **Paul Dennis Parking Lot/Moorman Park Road Milling & Resurfacing**

### **EXACT SCOPE OF WORK TO BE PERFORMED**

- Mill entire parking lot as necessary
- Prime entire area with tack coat inside the black outline
- Apply a 2" Asphalt overlay over entire area inside the black outline
- Re-stripe all parking stalls with yellow paint
- All labor will be prevailing wage based on current prevailing wage for Illinois
- On-site meeting to go over scope of work February 22, 2024 at 10:00 am at Paul Dennis Soccer Complex.
- 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 March 7th at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by September 1, 2024
- Paul Dennis Soccer Complex Parking Lot and Moorman Park milling/resurfacing projects are separate bids.



**Quincy Park District  
INVITATION TO BID**

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

**ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX &  
MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**

Sealed bids for **ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX & MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**, 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 Thursday, March 7, 2024 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*



Legend

## Paul Dennis Parking Lot

Write a description for your map.

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# QUINCY PARK DISTRICT

Board of Commissioners

**Date of Board Meeting: March 13, 2024**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR MOORMAN PARK ROAD TO T BALL FIELDS MILLING AND RESURFACING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Moorman Park road to the two turf fields milling and resurfacing is a 2024 Bond Project. This road has not been resurfaced since the mid 1990's.

Also, an additional 300' by 10' near the intersection of 39<sup>th</sup> Street will be milled and resurfaced due to cracks in the road and the installation of the water valve to isolate the new turf fields.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on March 7, 2024.

One bid was received with the low bid coming from Diamond Construction for \$208,800.

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

**FISCAL IMPACT:** \$225,000 has been budgeted from the 2024 G.O. Bond for this project.

**STAFF RECOMMENDATION:** Staff recommends approval of the low bid from Diamond Construction for \$208,800 for Moorman road to turf fields and the 39<sup>th</sup> Street intersection milling and resurfacing.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**



Moorman Park Road to T Ball Fields Milling and Resurfacing Quincy Park District Quincy, Illinois 62301		DIAMOND CONSTRUCTION	
Base Bid for Moorman Park	\$225,000	\$208,800	
Bid security if work exceeds \$50,000	X	X	



I certify the above is a tabulation of bids received by the  
Quincy Park District at 10:00 a.m. on March 7, 2024  
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301



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## **Paul Dennis Parking Lot/Moorman Park Road Milling & Resurfacing**

### **EXACT SCOPE OF WORK TO BE PERFORMED**

- Mill entire parking lot as necessary
- Prime entire area with tack coat inside the black outline
- Apply a 2" Asphalt overlay over entire area inside the black outline
- Re-stripe all parking stalls with yellow paint
- All labor will be prevailing wage based on current prevailing wage for Illinois
- On-site meeting to go over scope of work February 22, 2024 at 10:00 am at Paul Dennis Soccer Complex.
- 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 March 7th at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by September 1, 2024
- Paul Dennis Soccer Complex Parking Lot and Moorman Park milling/resurfacing projects are separate bids.



**Quincy Park District  
INVITATION TO BID**

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

**ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX &  
MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**

Sealed bids for **ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX & MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**, 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 Thursday, March 7, 2024 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*



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# QUINCY PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 13, 2024

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR PAUL DENNIS CULVERT REPLACEMENT: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Paul Dennis Soccer Complex culvert replacement is a 2024 Non-Bond Project. The culvert leading into the parking lot has failed and needs to be replaced before the milling & resurfacing of the parking lot.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on February 29, 2024.

Four bids were received with the low bid coming from Fessler Construction for \$19,495.

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

**FISCAL IMPACT:** \$100,000 has been budgeted from Corporate reserves/Capital Development Fund for this project.

**STAFF RECOMMENDATION:** Staff recommends approval of the low bid from Fessler Construction for \$19,495 for Paul Dennis culvert replacement.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



Paul Dennis Culvert Replacement Quincy Park District Quincy, Illinois 62301		DERHAKE CONSTRUCTION	FESSLER CONSTRUCTION	LAVADIERE CONSTRUCTION	D & L CONSTRUCTION
Base Bid for Paul Dennis Culvert Replacement	\$100,000	\$40,090	\$19,495	\$65,000	\$33,550
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 29, 2024  
at the Quincy Park District Board Room, 1231 Bonfarsinga Drive, Quincy, Il. 62301



## **Paul Dennis Culvert Replacement**

### **EXACT SCOPE OF WORK TO BE PERFORMED**

- Remove old head wall and pipes running across the driveway.
- Dispose of old material.
- Replace head wall on the north side of drive and tail wall on the south side of drive connecting them with two 36" double wall pipes. (approximately 60') Place riprap around the south drainage outlet.
- Compact (CA06) to road height any place asphalt was disturbed.
- On-site meeting to go over scope of work February 15, 2024 at 9:00 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 29<sup>th</sup> at 9:00 a.m. in the Quincy Park District Board Room
- Work to be completed by June 1, 2024



**Quincy Park District  
INVITATION TO BID**

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

**PAUL DENNIS CULVERT REPLACEMENT**

Sealed bids for **PAUL DENNIS CULVERT REPLACEMENT**, 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 9:00 am, local time, on February 29, 2024 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 13, 2024**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR BILL KLINGNER TRAIL SEAL COATING AND STRIPING: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** Staff is recommending some preventive maintenance on the trail from Parker Heights to 24<sup>th</sup> Street and to the Bob Mays shelter. The work will include filling cracks on the asphalt and sealcoating the entire asphalt sections.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on March 7, 2024.

Three bids were received with the low bid coming from Miller Construction for \$13,215.07

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

**FISCAL IMPACT:** \$35,000 has been budgeted from 2024 G.O. Bond.

**STAFF RECOMMENDATION:** Staff recommends approval of the bid from Miller Construction for \$13,215.07 for Bill Klingner Trail seal coating and striping.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**



Bill Klingner Trail Seal Coating and Striping Quincy Park District Quincy, Illinois 62301		COULTER ASPHALT SERVICES	MATTICKS ASPHALT MAINTENANCE	MILLER ASPHALT
Base Bid for Bill Klingner Trail Improvements	\$35,000	\$19,500	\$26,000	\$13,215
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 March 7, 2024  
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, Il. 62301

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## **Bill Klingner Trail Front Street to 24<sup>th</sup> Street Seal Coating & 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 22, 2024 at 11:00 am at Bob Mays Park.
- 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 March 7th at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by November 1, 2024



**Quincy Park District  
INVITATION TO BID**

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

**ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX &  
MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**

Sealed bids for **ASPHALT MILLING & RESURFACING AT PAUL DENNIS SOCCER COMPLEX & MOORMAN PARK & BILL KLINGNER TRAIL SEALING AND STRIPING**, 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 Thursday, March 7, 2024 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 13, 2024**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR RESERVOIR PARK SHELTER CEILING REPLACEMENT: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Reservoir Park Shelter Ceiling Replacement wood and framing are weathered and in need of replacement due to rot, loss of paint and vandalism. This was identified as a bond project for 2024. A total of \$150,000 has been set aside for the entire project including the roof replacement which will be done by Park District staff.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on February 29, 2024.

Two bids were received with the low bid coming from Derhake Construction for \$40,400.

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

**FISCAL IMPACT:** A total of \$75,000 has been budgeted from the 2024 G.O. Bond Fund for the ceiling repairs.

**STAFF RECOMMENDATION:** Staff recommends accepting the low bid from Derhake Construction for \$40,400 for the Reservoir Shelter Ceiling Replacement.

**PREPARED BY:** Matt Higley, Director of Parks

**BOARD ACTION:**



Reservoir Park Shelter Ceiling Replacement Quincy Park District Quincy, Illinois 62301	Estimated Cost	AUSTIN McDONALD CONSTRUCTION	DERHAKE CONSTRUCTION	
Reservoir Park Shelter Ceiling Replacement	\$75,000	\$45,200	\$40,400	
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 29, 2024  
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

A handwritten signature in black ink, appearing to be "K. Mc", is written over a horizontal line. The signature is stylized and cursive.



## **Reservoir Park Shelter Ceiling Repair**

### **EXACT SCOPE OF WORK TO BE PERFORMED**

- Install artificial beams in between stone pillars and wrap with metal.
- Install 29-gauge steel liner panel (White) over existing ceiling.
- Scrape loose paint and prep entire surface area of south archway and apply 1 coat of primer and 2 coats of paint.
- Wrap Fascia (Green) around entire building.
- All materials need to be removed by contractor.
- Shelter lights are to be removed by contractor and new lights installed and purchased by the Park District.
- **On-site meeting to go over scope of work February 15, 2024 at 11:00 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 29<sup>th</sup> at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by October 1, 2024



**Quincy Park District  
INVITATION TO BID**

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

**RESERVOIR PARK SHELTER CEILING REPLACEMENT**

Sealed bids for **RESERVOIR PARK SHELTER CEILING REPLACEMENT**, 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 29, 2024 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 13, 2024**

## **STAFF RECOMMENDATION**

### **AGENDA ITEM: BID FOR LORENZO BULL HOUSE GUTTER REPAIRS: RECOMMENDED APPROVAL**

**BACKGROUND INFORMATION:** The Lorenzo Bull House east side gutters, brackets, wood and framing are weathered and in need of repairs/replacement due to rot and loss of paint. This was identified as a non-bond project for 2024.

Bids were prepared by staff and advertised in the local newspaper. The bid opening was held on February 29, 2024.

One bid was received with the low bid coming from Chris McDonald General Construction for \$45,980.

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

**FISCAL IMPACT:** A total of \$45,000 has been budgeted from the Museum Fund for the Lorenzo Bull House porch repairs.

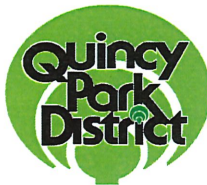
**STAFF RECOMMENDATION:** Staff recommends accepting the low bid from Chris McDonald General Construction for \$45,980 for the Lorenzo Bull House gutter repairs.

**PREPARED BY:** Rome Frericks, Executive Director

**BOARD ACTION:**



Lorenzo Bull House Gutter Repair Quincy Park District Quincy, Illinois 62301	Estimated Cost	CHRIS McDONALD GENERAL CONSTRUCTION	
Base Bid Lorenzo Bull House Gutter Repair	\$45,000	\$45,980	
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 29, 2024  
at the Quincy Park District Board Room, 1231 Bonansinga Drive, Quincy, IL 62301

*[Handwritten Signature]*



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## **Lorenzo Bull House Gutter/Soffit Improvements**

### **EXACT SCOPE OF WORK TO BE PERFORMED**

- Repair built in gutter on first story by cleaning, prepping and sealing.
- Replace any/all rotten wood on first story.
- Replace any/all rotten framing on first story.
- Replace two brackets on first story overhang.
- Replace box beam on first story.
- Replace molding and fascia boards on first story as needed.
- Replace upper downspout.
- Replace bracket next to downspout on second story.
- Replace any/all rotten wood around downspout on second story.
- Replace any/all rotten framing around downspout on second story.
- Apply 1 coat oil-based paint to all new wood surfaces.
- Caulk all new wood surfaces as needed.
- Apply 2 coats oil-based paint to all newly added wood surfaces.

- **On-site meeting to go over scope of work February 15, 2024 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 29th at 10:00 a.m. in the Quincy Park District Board Room
- Work to be completed by October 31, 2024



**Quincy Park District  
INVITATION TO BID**

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

**LORENZO BULL HOUSE GUTTER REPAIRS**

Sealed bids for **GUTTER REPAIRS 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 29, 2024 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*



# ***PUBLIC INPUT***