

AGENDA

RULES MEETING OF THE BOARD OF TRUSTEES VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS COOK AND WILL COUNTIES

Village Hall - Boardroom

7:00 p.m.

April 7, 2025

Roll Call

1. A Resolution Adopting Fiscal Policies for the FY 2025/2026 Budget
2. Landscape Maintenance Contract Renewal – Areas #12- #18
3. Contract for Fiscal 2026 Asphalt Patching Program
4. Contract Renewal for Concrete Patching Program
5. Engineering Services Agreement for reconstruction of Forest/Norwood Blvd. from Indianwood Blvd to Westwood Dr.
6. Contracts for Water Treatment Chemicals

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

Agenda Items are Available in the Lobby of Village Hall and on the Village website www.villageofparkforest.com Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or (708)748-1129 or via e-mail at athurston@vopf.com. Every effort will be made to allow for meeting participation.



AGENDA MEMORANDUM

DATE: March 31, 2025

TO: Mayor Joseph A. Woods
Board of Trustees

FROM: Mark A. Pries, Deputy Village Manager/Finance Director

RE: A Resolution Adopting Fiscal Policies for the FY 2025/2026 Budget

BACKGROUND/DISCUSSION: One of the basic requirements of the Distinguished Budget Award program is that the budget must contain Fiscal Policies. These policies are contained in the Budget Message section of the budget.

The policies provide guidance to management staff in the preparation of their budgets. The policies are based, partially, on the tax levy that was adopted the previous December and the assumptions underlying the tax levy. Economic conditions were also considered that have impacted revenues and expenditures since the levy adoption. Also, uncontrolled expenses such as liability or health insurance are addressed separately.

It has been traditional for the Board to adopt the Fiscal Policies by way of a resolution. Many of the basic policies carry over from year-to-year. Policies that are subject to change annually are those that relate to the cap on departmental expenses, salary increases, water/sewer and other rates and policies related to borrowing. For the 2025/2026 Budget Year, the policies in these areas are:

- 1) A 2% increase in departmental expenditures.
- 2) A 3.5% salary increase for all personnel. This is consistent with negotiated union contracts.
- 3) **Water rates will increase 5% from the FY 24/25 amount of \$20.91 per 1,000 gallons to \$21.95 per 1,000 gallons in FY 25/26** based on the revised rate ordinance adopted December, 2021.
- 4) **Sewer rates will increase 5% from the FY 24/254 amount of \$3.82 per 1,000 gallons to \$4.02 per 1,000 gallons in FY 25/26** based on the revised rate ordinance adopted December, 2021.
- 5) **Refuse rates are at \$27.65 for all of calendar 2025 and will increase to \$28.57 January 1, 2026.** Calendar 2022 represented the first year of the renewed contract that lasts through the end of calendar 2033.

Included in budget guidelines were restrictions in capital spending. Regular reporting and analysis, maintenance of a sufficient fund balance, review of all user fees and the Board’s directive on the collection of rents owed in the DownTown are also included in Fiscal Policies.

Designation of Fund Balance

The Governmental Accounting Standards Board (GASB) issued a statement that provides detailed requirements for reporting fund balance. The statement allows for restrictions of fund balances. The most restricted category is “committed” funds. The next restriction is “assigned” funds. An assignment designates the governing board’s intent. The process required is to grant authority, through the Fiscal Policies, to an individual to designate assignments. The policies indicate that the Finance Director will assign funds consistent with Board intent. The Assigned Fund balances recommended for Fiscal 2025 are as follows:

Fund balance assigned for IRMA deductible	\$500,000
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There will be further assignments as FY 24/25 comes to a close. Assignments reflecting approved budget expenditures which remained unspent will also be added to the assigned fund balances. In addition, the GASB statement requires that the Village Board indicate in policies the order in which fund balances will be spent. This guideline is included in the Fiscal Policies and indicates that funds intended for a specific purpose be spent first, then moving to funds that are unassigned. This ensures that moneys reserved for specific purposes are not spent on anything for which they were not intended.

Capitalization Thresholds

Capitalization thresholds are the amounts at which an asset, when purchased, will be capitalized (become an asset) and removed from expenditures. This newly capitalized asset will then be depreciated over the useful life assigned to it when it was purchased. It is important to update the capitalization thresholds from time-to-time in order to prevent the fixed asset records from becoming so large that they are very difficult to maintain as well as to reflect the increasing costs of assets over the years. The Village’s capitalization threshold has not changed in over 25 years and when staff benchmarked Park Forest’s thresholds against Chicago-area municipalities, it was discovered that our levels are significantly lower than the surrounding communities. The revised thresholds included in the FY 25/26 Fiscal Policies are:

- Equipment (includes vehicles) – \$50,000 threshold (formerly \$10,000)
- Infrastructure – 20 to 50 years; \$250,000 threshold (formerly \$20,000)
- Buildings – 20 to 50 years; \$150,000 threshold (formerly \$20,000)
- Building Improvements – 20 to 50 years; \$150,000 threshold (formerly \$20,000)

SCHEDULE FOR CONSIDERATION: This matter will appear on the agenda of the Rules Meeting of Monday, April 7, 2025 for discussion and adoption at the April 21, 2025 Regular Board Meeting.

**A RESOLUTION ADOPTING
FISCAL POLICIES
FOR THE 2025/2026 FISCAL YEAR BUDGET**

WHEREAS, Fiscal Policies provide the framework for the development of the Village's Annual budget and shape the development of said budget; and

WHEREAS, Fiscal Policies provide the means for implementing the Board's Strategic Planning Goals as articulated in the Fiscal Year Budget.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest that the Fiscal Policies for Fiscal Year 2025/2026, attached hereto, are hereby adopted.

BE IT FURTHER RESOLVED that these Fiscal Policies shall be incorporated into the Fiscal Year 2025/2026 Budget and the resources of the Village shall be allocated according to these policies.

Adopted this _____ day of _____ 2025.

APPROVED:

ATTEST:

Mayor

Village Clerk

BUDGET POLICIES - FISCAL:

Rationale:

Fiscal Policies of the Village of Park Forest are based on the need to establish a mechanism of review and assessment of financial conditions of the Village while addressing certain economic trends. For the coming fiscal year, a continued evaluation of trends and services will be needed. The economic trends currently identified include:

- Housing values continue to increase as well as a reduction in vacant and foreclosed homes reflects stabilization in the Village's housing market. The recovery from the financial crisis of 2007 has come full-circle.
- A stagnant commercial tax base, with few sales tax producing entities.
- The State of Illinois has consistently, over the last fifteen years, reduced the amount of State shared revenues, in one form or another, meant for municipalities. Over the last six years, Income Tax allocations have been delayed several times by the State in attempts to fix their financial condition. The current State budget has eliminated the grocery sales tax.
- Utility tax revenues appear to have stabilized after many years of decreasing revenues. However, the impacts of a reduced commercial base, packaged services and de-regulation continue to impact these revenues.
- The Village's purchase and conversion of DownTown Park Forest to a TIF District. In the first few years of the TIF, no increment was generated and the TIF debt was a burden on the taxpayers. Over the years, the TIF was able to generate revenue that helped pay for redevelopment initiatives as well as abate a part of the annual debt service requirements of the TIF. Starting in FY 2019, the TIF debt was entirely abated from the annual tax levy for the remaining life of the debt. Fiscal 2020 saw the TIF debt paid in full. Incremental taxes relieved the TIF debt service burden on taxpayers. Increasing increment provides further relief as well as additional funding to redevelop the DownTown area. The Village successfully had the DownTown TIF extended until 2032, meaning there will be significant funds available to improve the DownTown for the next nine years as well as reimburse the \$4.4 million owed by the TIF to the Village.
- The Village's aging infrastructure and ongoing plans to address that infrastructure. In Fiscal Year 2019, a \$2 million water main extension down Western Avenue was completed without the need for borrowing along with the Village receiving \$750,000 from Agrati to offset some of the cost of this water main extension. With the 2018 tax levy, the Village Board authorized an additional \$500,000 to be budgeted annually, starting in Fiscal 2019-2020, for street maintenance projects utilizing property tax dollars that were previously used to support the Health Department. FY

20-21 saw additional water main replacement occurring in the Village, the start of a 2-year, \$5 million project funded by IEPA low-interest loans. FY 21-22 continued the water main replacement project as well as the design work for the resurfacing of Shabbona Drive. FY 22-23 saw the \$5 million project come to a completion as well as additional infrastructure work beginning that is funded via the \$2.88 million the Village is receiving from the American Rescue Plan Act (ARPA) approved by Congress in 2021. The FY 23-24 budget saw a \$6.8 million infrastructure project done and FY 24-25 included \$4 million for additional infrastructure improvements, all using unassigned fund balance from the General Fund.

Despite the slow recovery and growth of the tax base, the Village has a history of providing a high level of municipal services. Thus, it must maximize the return on each revenue dollar.

The Fiscal Policies included in the 2025/2026 Budget are designed to address, not necessarily solve, these aforementioned trends and challenges.

Fiscal Policies:

1. Budgetary revenues will be projected at the conservative end of the scale of anticipated revenue.
 - Revenues derived from property taxes are most clearly known because they were determined at the time of the prior year's levy.
 - Sales and income tax projections are based on an analysis of historic trends coupled with known changes.
 - Revenues derived from intergovernmental sources are projected based upon consultation with the appropriate State or County agencies.
 - Grant revenues are budgeted for approved projects as well as items that have a reasonable certainty of being approved. Budget amendments are made for any grants subsequently awarded.
 - Revenues derived from "fee for service" budgetary categories are conservatively estimated. Fees are adjusted based on an evaluation of the cost to provide said services.
2. Budgetary expenditures will reflect a realistic cap on anticipated expenditures. Expenditures will be paid with current revenues and excess fund balances, to the extent available. Given these facts, all funds are presented as a balanced budget, utilizing both current year revenues and, if needed, fund balances to afford current year expenditures.
3. A level of unassigned fund balance will be maintained in the General Fund sufficient to handle emergency needs, cash flow needs associated with the timing of property tax receipts and unfavorable variances in estimating the revenue and expenditure budget. It is the Village's goal to establish an unassigned fund balance level in the General Fund sufficient to cover, at a minimum, three months of operations. A three

to four month reserve is considered an appropriate reserve level for the General Fund and all other budgeted Governmental-type Funds, including the Library. Reserve levels in Enterprise Funds can range greatly depending upon the potential for large capital outlays (Water and Sewer Funds) or for pay-as-you-go services (Refuse Fund). A minimum reserve level for Enterprise Funds is three months of operations.

4. Department Heads will maintain a total overall increase of 2% over the 2024/2025 level of expenditures for those items that involve controllable costs. This does not include pensions, health insurance, IRMA, salary increases or capital outlays.
5. The 2025/2026 Budget will provide for salary steps. It will also provide for a 3.5% annual salary increase for all Village employees.
6. Potential areas for budget savings for the Fiscal Year ending 2024/2025 will be identified. Fiscal savings identified in the 2024/2025 Budget will not be permitted to “carry over” into the 2025/2026 Budget, unless specifically approved by the Finance Director, but will contribute to the unassigned fund balance.
7. Adequate funding, as determined by a State or independent actuarial study, will be provided for Police and Fire pension funds. For FICA and IMRF obligations, the Village will levy amounts sufficient to cover costs. \$18,000 in Personal Property Replacement Tax (PPRT) revenue will remain allocated to FICA for FY 25-26.
 - (a) The Actuarial Assumptions for the Police and Fire Pension Funds are as follows:
 - A 6.75% interest rate assumption
 - Entry Age Normal
 - Target 100% Funding
 - Payroll Growth of 3.75%
 - Level Percentage of Payroll amortization method ending in 2041
 - Inflation at 2.5%
 - The Pub-S 2010 Mortality Table is used
 - (b) Both the Police and Fire Pension Funds have adopted Investment Policies. These policies allow for asset allocations consistent with State Statutes for a maximum of 65% in allowable equities and the remainder in fixed income investments.
8. All departments will be charged an amount sufficient to fund vehicle replacement and maintenance through the Vehicle Services Fund.
9. The Aqua Center and Tennis Club will operate as enterprise funds with fee-generated revenue supporting expenses. Inasmuch as the Aqua Center and Tennis Club are amenities that enhance the quality of life of the residents of the Village and serve to market the community, in the event that fees are insufficient to cover capital and operating expenditures, the Board may decide to use the general tax revenues of the Village for those purposes.

10. Capital expenditures will be planned through the mechanism of a five-year capital plan that feeds into the annual budget. The Capital Plan will be updated on an annual basis. Actual capital expenditures will be budgeted contingent upon available revenues. Capital expenditures will be accounted for within departmental budgets.
11. The Village of Park Forest shall maintain a capitalization levels for various assets based upon per item cost of the item categories listed below. Per item means that even though an entire system may be purchased for more than \$50,000 (i.e. a computer system), if it is reasonable that the system could be purchased in separate pieces with those pieces each costing less than \$50,000, it does not qualify for capitalization. This allows the fixed asset records of the Village to maintain a much clearer picture by removing lower cost items and assets that have relatively short useful lives. All assets will have a useful life determined at the time of purchase. The following are the standard useful lives and capitalization thresholds given to the typical assets purchased by the Village:
 - Equipment (includes vehicles)– 5 to 10 years; \$50,000 threshold
 - Infrastructure – 20 to 50 years; \$250,000 threshold
 - Buildings – 20 to 50 years; \$150,000 threshold
 - Building Improvements – 20 to 50 years; \$150,000 threshold
12. DownTown Park Forest will operate as an enterprise fund. The Board may transfer General Fund monies to cover operating and redevelopment costs. The Village will pay its appropriate share of CAM (Common Area Maintenance) costs from the DownTown Fund and may, if needed by the DownTown Fund, pay these CAM costs by a transfer from the General Fund.
13. Capital expenditures for DownTown will be prioritized and accomplished as funds are identified for those capital expenditures or with the approval of the Board of Trustees. The Budget for DownTown shall be subject to review at six months.
14. The DownTown Budget does not reflect any sale of property. Sales of properties will be actively pursued. The DownTown Budget does not recommend added borrowing.
15. Management of the DownTown Fund will take any means necessary to collect rent from any tenant that is more than one (1) month behind on their rent payment. This includes starting the eviction process for any tenant that is behind on their rent.
16. User fees, such as charges for water, sewer, and garbage, will be evaluated annually to ensure that fees cover costs, if intended to do so, including maintenance and replacement costs, and that fees are increased in reasonable increments on an annual basis. A five-year water rate schedule was adopted in December, 2021 with a 5% increase for FY 2025/2026. FY 2026/2027 also has a 5% increase to water rates.

<u>Fiscal Year</u>	<u>Rate per 1,000 gallons</u>
2025	\$20.91
2026	\$21.95

A new refuse contract began January 1, 2022 and expires December 31, 2033. All terms of the preceding contract will stay in place. The Village Board adopted the rates for calendar years 2022 to 2026 in December, 2021, keeping with the existing practice of approving refuse rates in a five-year block.

<u>Calendar Year</u>	<u>Monthly Refuse Rate</u>
2025	\$27.65
2026	\$28.57

It is the Village’s intent to reduce Inflow and Infiltration (I & I) and continue to maintain and replace aging sewer infrastructure as needed. Beginning in Fiscal 2015, storm sewer maintenance is also charged to the sewer fund. Similar to water rates, a five-year sewer rate schedule was adopted in December, 2021 with a 5% increase for FY 25/26. The subsequent fiscal year has a 5% increase to rates. Sewer rates for the current budget year are as follows:

<u>Fiscal Year</u>	<u>Rate per 1,000 gallons</u>
2025	\$3.82
2025	\$4.02

17. The budget is flexible within departments. Over-expenditures on one line must be compensated for within the departmental budget. However, departments may not overspend their total departmental budget without a budget amendment.
18. Budget amendments will be made at the fourth quarter of the budgetary cycle. Budget amendments will only be made to accommodate major, unanticipated changes in revenue, expenditures, or personnel.
19. The Board will receive detailed operating results at a minimum of each quarter, with monthly reports being made each year starting in September. Evaluation of areas will be made where cost savings have occurred that could warrant redirection of funds. In addition, the Board receives a weekly report of bills paid.
20. The Village’s annual budget is meant to convey the initiatives and strategies implemented across Village departments to accomplish the Board’s goals as determined in the Strategic Planning process. Affordability of implementation will be determined at the time revenues are projected, as part of the budget process.
21. The Finance Director will determine if a portion of fund balance should be assigned. This determination will be based upon Board directives and goals.
22. The Village, when possible, will spend the most restricted dollars before less restricted, in the following order:
 - 1) Nonspendable (if funds become spendable)
 - 2) Restricted
 - 3) Committed
 - 4) Assigned
 - 5) Unassigned

23. All Governmental Accounting Standards Pronouncements will be implemented. The Village will strive for the Certificate of Achievement for Excellence in Financial Reporting (COA), the Popular Annual Financial Report (PAFR) as well as the Distinguished Budget Presentation Award.
24. The Village's Debt Management Policies will be identified annually in the Budget Document and include narrative about any new debt issuances.
25. The restricted fund balance for IMRF in the General Fund will transfer \$100,000 to the restricted fund balance for FICA to cover any shortfall in FICA expenditures for FY 25/26.
26. A budgetary monitoring and control system will be maintained. Budget performance will be measured, at a minimum, on a quarterly basis with results being provided to the Village Board. The optimal level of reporting will be monthly budget reports to the Board that start with the third month (September) each fiscal year. The Finance Director, Village Manager and Department Heads will conduct a formal six-month review of budget performance with the results being provided to the Village Board.

AGENDA BRIEFING

DATE: March 31, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Kevin Adams
Director of Recreation, Parks & Community Health

RE: Landscape Maintenance Contract Renewal- Areas #12-#18

BACKGROUND/DISCUSSION:

Currently the Village has two separate contracts for mowing within the Village. One designated as Areas #1 - #10 and the second designated as Areas #12 - #18. Areas #1 - #10 includes municipal buildings and other high visibility locations which are mowed weekly. Areas #12 - #18 includes vacant lots and various unoccupied commercial properties which are mown less frequently. Both of these contracts include an option to renew them annually for two additional years, provided both parties are willing to do so. The contract for Areas #12 - #18 was awarded in 2024 and this is the first renewal option. The option to renew the contract for Areas #1 - #10 has expired and new bids were solicited.

Currently, Dutch Valley Landscape Contractors from Beecher, IL, services the contract for Areas #12 - #18. In the attached letter, the owner has indicated his willingness to renew both contracts.

Funds to support this contract come from two separate GL Accounts. The first, 01-11-22-55-0500, *Recreation, Parks & Community Health/ Facility Maintenance*, includes \$31,667.00 for Contract Mowing. The second, 33-00-00-55-0500, *Capital Projects/ Economic Development*, includes \$30,000 for Contract Mowing. Please note a mowing season is covered by two fiscal years. A sample invoice spreadsheet is attached showing how the charges are separated.

Staff is pleased with the performance of Dutch Valley Landscape Contractors and recommends the Board authorize renewal of the contract for Areas #12 - #18 with Dutch Valley Landscape Contractors, for the 2025 mowing season. The bi-weekly cost for Areas #12 - #18 is \$3,052.00 with an anticipated cost for 16 mowing's of \$48,832.00.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules Meeting of April 7, 2025 for your consideration.



1559 Sawgrass Lane
Beecher, IL 60401
708.946.2449

March 23, 2022

Village of Park Forest
Robert Gunther
Director of Recreation & Parks
350 Victory Dr.
Park Forest, IL. 60466

Dear Robert,

This letter is to formally inform you that Dutch Valley, Inc. would like to renew our Lawn Maintenance, Areas #12 - #18 contract for the 2022 season. The pricing and mowing schedule will remain the same as the 2021 contract.

We appreciate your business and look forward to working with you again in 2022.

NAME: Village of Park Forest
ADDRESS: 350 Victory Dr.
Park Forest, IL. 60466

Submitted by:
Dutch Valley, Inc.
1559 Sawgrass Lane
Beecher, IL 60401

PHONE NO.: (708) 283-5648
FAX NO.:
EMAIL: RGunther@vopf.com

(708) 946-2449
(708) 534-1138
Jason@dutchvalleyinc.net

APPROVED BY : Robert Gunther

Jason Musch

BUYERS SIGNATURE: _____

Jason Musch

DATE: _____

3/23/2022



1413 East Joe Orr Rd.
Lynwood, IL60411
708.946.2449

January 28th, 2025

Village of Park Forest
350 Victory Dr.
Park Forest, IL. 60466

Dear Kevin,

This letter is to formally inform you that Dutch Valley, Inc. would like to renew our Lawn Maintenance, Areas 12-18 contract for the 2025 season. The pricing and mowing schedule will remain the same as the 2024 contract.

We appreciate your business and look forward to working with you again in 2025.

NAME: Village of Park Forest
ADDRESS: 350 Victory Dr.
Park Forest, IL. 60466

Submitted by:
Dutch Valley, Inc.
1413 East Joe Orr Rd.
Lynwood, IL 60411

PHONE NO.:
FAX NO.:
EMAIL:

(708) 946-2449
(708) 534-1138
Jason@dutchvalleyinc.net

APPROVED BY : _____

Jason Musch

SIGNATURE: _____

Jason Musch

DATE: _____

1/28/2025

AGENDA BRIEFING

DATE: March 25, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Nicholas Christie – Assistant Village Engineer - DPW

RE: Contract for Fiscal 2026 Asphalt Patching Program

BACKGROUND/DISCUSSION:

On Thursday, March 20, 2025, at 2:30 p.m., the Department of Public Works opened 5 bids for the Fiscal 2026 Asphalt Patching Program Contract. Invitations to bid were published in the *Daily Southtown* Newspaper and on our website. Additionally, a notice was sent to the entire State Directory of Minority, Women-Owned, and Veteran owned businesses inviting them to bid. Advantage Paving Solutions, located in Frankfort, IL, was the lowest bidder in the amount of \$103,545.00. This was lower than the Engineer's Estimate of \$121,020. See attached Bid Tab. This contract will patch streets where relatively small and defined pavement failures have occurred and where utility restorations are needed. Utility restorations are budgeted in the Sewer and Water Budgets and general street patches are budgeted in the General and MFT funds.

Advantage Paving Solutions has never worked previous within the Village. However, they have provided references that spoke highly of their work. Additionally, we received sufficient documentation and paperwork required by the bid proposal documents to qualify for awarding this contract.

RECOMMENDATION: Award the Fiscal 2026 Asphalt Patching Program contract to Advantage Paving Solutions, located in Frankfort, IL, and authorize the Village Manager to enter into said contract in the amount of \$103,545.00 with a contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$175,000. Funds for the work are located in the General, MFT, Sewer, and Water Funds of the Fiscal 2026 Budget.

This contract is for the entire fiscal year. The large contingency accounts for an unknown volume of utility repair restoration. Also, DPW will need to evaluate the best use of its General Fund dollars in consideration of the proper split between patching and next year's full road resurfacing program. The contingency allows for flexibility in planning, while not exceeding the Contractual Street Maintenance Line Item in the General Fund.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules meeting of April 7, 2025 for your discussion.

BID TABULATIONS
Fiscal 2026 Asphalt Patching Program

3/20/2025

ITEM #	DESCRIPTION	ESTIMATED QUANTITY	UNIT	Park Forest Estimate		M&J Asphalt Paving Company, Inc.		McGill Construction Co. LLC		Gallagher Asphalt Corporation		Advantage Paving		Wirkus Paving	
				UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
1	Road Class D Patch 5 1/2" (Type 1)	150	SY	\$73.04	\$10,956.00	\$83.00	\$12,450.00	\$90.00	\$13,500.00	\$147.00	\$22,050.00	\$60.30	\$9,045.00	\$75.00	\$11,250.00
2	Road Class D Patch 5 1/2" (Type 2)	600	SY	\$73.04	\$43,824.00	\$83.00	\$49,800.00	\$64.00	\$38,400.00	\$86.00	\$51,600.00	\$60.30	\$36,180.00	\$65.00	\$39,000.00
3	Road Class D Patch 5 1/2" (Type 3)	600	SY	\$67.42	\$40,452.00	\$79.00	\$47,400.00	\$57.00	\$34,200.00	\$75.00	\$45,000.00	\$60.30	\$36,180.00	\$55.00	\$33,000.00
4	Road Class D Patch 5 1/2" (Type 4)	150	SY	\$67.42	\$10,113.00	\$79.00	\$11,850.00	\$59.00	\$8,850.00	\$64.00	\$9,600.00	\$60.30	\$9,045.00	\$55.00	\$8,250.00
5	Drive Class D Patch 5 1/2" (Type 1)	30	SY	\$55.06	\$1,651.80	\$63.00	\$1,890.00	\$80.00	\$2,400.00	\$164.00	\$4,920.00	\$43.65	\$1,309.50	\$65.00	\$1,950.00
6	Drive Class D Patch 5 1/2" (Type 2)	120	SY	\$55.06	\$6,607.20	\$63.00	\$7,560.00	\$60.00	\$7,200.00	\$81.00	\$9,720.00	\$43.65	\$5,238.00	\$45.00	\$5,400.00
7	Drive Class D Patch 5 1/2" (Type 3)	120	SY	\$49.44	\$5,932.80	\$60.00	\$7,200.00	\$60.00	\$7,200.00	\$74.00	\$8,880.00	\$43.65	\$5,238.00	\$43.00	\$5,160.00
8	Drive Class D Patch 5 1/2" (Type 4)	30	SY	\$49.44	\$1,483.20	\$60.00	\$1,800.00	\$60.00	\$1,800.00	\$72.00	\$2,160.00	\$43.65	\$1,309.50	\$43.00	\$1,290.00
BID TOTAL				\$121,020.00	BID TOTAL	\$139,950.00	BID TOTAL	\$113,550.00	BID TOTAL	\$153,930.00	BID TOTAL	\$103,545.00	BID TOTAL	\$105,300.00	

AGENDA BRIEFING

DATE: March 25, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Nicholas Christie – Assistant Village Engineer - DPW

RE: Contract Renewal of the Concrete Patching Program

BACKGROUND/DISCUSSION:

On Tuesday, April 18, 2023, at 2:00 p.m., the Department of Public Works opened five bids for the Fiscal 2024 Curb and Sidewalk Restoration Program Contract. Invitations to bid were published in the *Daily Southtown* Newspaper and on our website. A notice was also sent to the entire State Directory of Minority, Women-Owned, and Veteran owned businesses inviting them to bid. A total of eight qualified bidders requested access to view the Bid documents. J & J Newell Concrete Contractors, located in Crete, IL, was the lowest bidder in the amount of \$179,677.50. This was lower than the Engineer’s Estimate of \$198,250.00. See attached tabulation of bids.

On page 5 of the contract, there is a renewal clause for Fiscal ’25 and Fiscal ’26:
“Upon written agreement of both parties no later than April 1, 2024, and 2025, this contract may be renewed by the Village of Park Forest for a period of one successive year under the same terms and conditions as in this original contract subject to approval by the Village Board. The contract unit prices may be changed for the renewal periods with price adjustments based on the Consumer Price Index (CPI). The total number of renewal years permitted shall not exceed two (2).”

In Fiscal 2025, Staff recommended renewing this contract. In Fiscal 2026, Staff is again recommending renewing this contract with a 3.0% increase based upon the current CPI. J & J Newell Concrete Company successfully completed all items in the current contract and has indicated they would like to renew the contract. See attached signed renewal letter. The attached price tabulation indicates the contract unit costs with an estimated Fiscal 2026 quantity.

RECOMMENDATION: Renew the Asphalt Patching Program contract with J & J Newell Concrete Company, located in Crete, IL with a 3.0% increase. Authorize the Village Manager into enter into said contract in the amount of \$191,360.13 with a 10% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$210,496.00. Funds for the work are located in the General, MFT, Sewer, and Water Funds of the Fiscal 2026 Budget.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules meeting of April 7, 2025, for your discussion.

**LETTER OF UNDERSTANDING
FISCAL 2024 SIDEWALK AND CURB RESTORATION PROGRAM
WITH THE VILLAGE OF PARK FOREST – SECOND RENEWAL 2025-2026**

The current Fiscal 2024 Sidewalk and Curb Restoration Contract, as awarded on May 15, 2023, between J & J Newell Concrete Company (Contractor), Crete, IL and the Village of Park Forest, IL (Owner), and renewed on March 18, 2024, expires June 30, 2025. Page 5 of the contract contains the following language:

“Upon written agreement of both parties no later than April 1, 2024 and 2025, this contract may be renewed by the Village of Park Forest for a period of one successive year under the same terms and conditions as in this original contract subject to approval by the Village Board. The contract unit prices may be changed for the renewal periods with price adjustments based on the Consumer Price Index (CPI). The total number of renewal years permitted shall not exceed two (2).”

By signature of its corporate officer below, the Contractor hereby acknowledges and accepts the Owner’s offer to extend the contract for an additional year until June 30, 2026 and an adjusted rate of CPI Increase of 3.0%. See attached adjusted unit prices. All other terms and conditions within the contract shall remain in effect as agreed upon in the original contract.

Agreed by:

J & J Newell Concrete Company
25350 South State Street
Crete, IL 60417

Signature: 

2/11/2025
Date

Name (print): Victoria A Newell

Title: President

Attest:

For Village of Park Forest

Village Clerk

By: _____
Village Manager

(seal)

Fiscal 2024 Curb and Sidewalk Restoration Program 2026 Renewal

				2024 Price		2025 Renewal Prices (+3.4%)		2026 Renewal Prices (+3.0%)	
		UNIT	TOTAL QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
ESTIMATED UTILITY RESTORATIONS (1 YEAR)									
1	FURNISH AND INSTALL PCC SIDEWALK (5" THICK)	SQ. FT	1,900	\$13.50	\$25,650.00	\$13.96	\$26,522.10	\$14.38	\$27,317.76
2	FURNISH AND INSTALL PCC SIDEWALK AT DRIVE (6.25" THICK)	SQ. FT	300	\$14.00	\$4,200.00	\$14.48	\$4,342.80	\$14.91	\$4,473.08
3	FURNISH AND INSTALL PCC COMBONATION SIDEWALK (5" THICK)	SQ. FT	900	\$15.00	\$13,500.00	\$15.51	\$13,959.00	\$15.98	\$14,377.77
4	FURNISH AND INSTALL PCC COMBONATION SIDEWALK AT DRIVE (6.25" THICK)	SQ. FT	450	\$15.25	\$6,862.50	\$15.77	\$7,095.83	\$16.24	\$7,308.70
5	FURNISH AND INSTALL DETECTABLE ADA WARNING PLATES	SQ. FT	40	\$30.00	\$1,200.00	\$31.02	\$1,240.80	\$31.95	\$1,278.02
6	FURNISH AND INSTALL VARIABLE CURB & GUTTER	L.F.	300	\$48.00	\$14,400.00	\$49.63	\$14,889.60	\$51.12	\$15,336.29
7	FURNISH AND INSTALL P.C.C. DRIVEWAY APRON	SQ. FT	1,500	\$12.00	\$18,000.00	\$12.41	\$18,612.00	\$12.78	\$19,170.36
8	FURNISH TRAFFIC CONTROL AND PROTECTION (TOTAL PER CALL OUT)	EA.	3	\$500.00	\$1,500.00	\$517.00	\$1,551.00	\$532.51	\$1,597.53
ESTIMATED SIDEWALK AND CURB REPAIRS (1 YEAR)									
9	REMOVE AND REPLACE PCC SIDEWALK	SQ. FT	3,000	\$13.50	\$40,500.00	\$13.96	\$41,877.00	\$14.38	\$43,133.31
10	REMOVE AND REPLACE PCC COMBONATION SIDEWALK	SQ. FT	2,700	\$14.95	\$40,365.00	\$15.46	\$41,737.41	\$15.92	\$42,989.53
11	REMOVE AND REPLACE VARIABLE CURB & GUTTER	L.F.	250	\$48.00	\$12,000.00	\$49.63	\$12,408.00	\$51.12	\$12,780.24
12	FURNISH AND INSTALL DETECTABLE ADA WARNING PLATES	SQ. FT	50	\$30.00	\$1,500.00	\$31.02	\$1,551.00	\$31.95	\$1,597.53
				TOTAL	\$179,677.50	TOTAL	\$185,786.54	TOTAL	\$191,360.13

AGENDA BRIEFING

DATE: March 28, 2025

TO: Mayor Joseph A. Woods
Board of Trustees

FROM: Roderick Ysaguirre – Director of Public Works/Village Engineer

RE: Approval of a Construction Engineering Services Agreement for the reconstruction of Forest/Norwood Blvd from Indianwood Blvd. to Westwood Drive

BACKGROUND/DISCUSSION:

The Village was awarded 3 million in Illinois Transportation and Enhancement Program (ITEP) funding for the bicycle and pedestrian improvements along this corridor project. The Village was able to supplement an additional 3 million in local funding for the road and all other non-ITEP eligible improvements. The Village was also recently awarded \$480,000 in 2024 Invest in Cook funding with a 20% Local Match for Construction Engineering on the project. The Village is now in a position to bid this project and complete all ITEP eligible and non-ITEP eligible work with enough funding in place to fund construction and construction engineering. The Bid Opening is scheduled for April 25, 2025.

Construction highlights include, new curb and gutter, road reconstruction, a road diet between Lakewood Blvd. and Indianwood Blvd, a 10 ft. off-street multi-use path, bio-swales, on-street parking, geometric improvements at intersections, sanitary and storm sewer improvements, ADA improvements, PACE bus stop improvements, raised intersections within the Downtown area and green space being returned along the Downtown frontage.

This item consists of approval of a Phase 3 Construction Engineering Services Agreement between the Village and V3 Companies Ltd., of Woodridge IL in the amount of \$599,771 dollars. V3 was the consultant who completed Phase 1 and 2, thus they are most familiar with this project and most qualified to perform these services. Construction engineering services include, but are not limited to, project initiation, construction administration, having an onsite Project Representative to assure compliance of contractor to the plans and specifications, measurement and computation of pay items, maintaining a daily record of work, inspection of work and materials, management and coordination with material testing subcontractors, project close out, and other standard services during roadway construction.

These services will be funded 100% by the Village's Motor Fuel Tax (MFT) Fund and then reimbursed 80% through the 2024 Invest in Cook Program. The total estimated costs for these Phases are as follows:

	Invest in Cook 80%	Village Share 20%	Estimated Total
Construction Eng.	\$ 480,000	\$ 120,000	\$ 600,000
Total	\$ 480,000	\$ 120,000	\$ 600,000

RECOMMENDATION: Approve and enter into this Construction Engineering Services Agreement with V3 Companies Ltd., in the amount not to exceed \$600,000 for work associated with this road improvement project.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules meeting of April 7, 2025 for your discussion.



March 21, 2025

Mr. Roderick Ysaguirre, P.E.
Director of Public Works / Village Engineer
Village of Park Forest
Dept. of Public Works
350 Victory Drive
Park Forest, IL 60466

PROPOSAL: FOREST BLVD/NORWOOD BLVD - PHASE III CONSTRUCTION ENGINEERING SERVICES

Dear Mr. Ysaguirre:

V3 Companies (V3) is pleased to submit this proposal for Phase III professional engineering services on the above referenced project. Our submittal includes a brief understanding of the project elements involved, our scope of services, and IDOT's BLR 05514 Cost Estimate Worksheet to define the required hours and associated costs for the scope of services we defined.

Drew Guardi will serve as your Resident Engineer and the primary point of contact for this project, overseeing all aspects of the work. Drew is familiar with the Village's processes, and is IDOT documentation and CMMS certified. He is currently helping manage a large downtown Joliet streetscape project, and will be fully available for this assignment starting in July.

Drew will utilize a full-time assistant and inspector, with Ryan Walsh overseeing day-to-day inspections, documentation, and coordination efforts. Ryan has worked on other IDOT-let contracts and has extensive expertise in the design and construction of ADA ramps on previous infrastructure projects.

V3 will utilize Interra, Inc. as our sole subconsultant for quality assurance testing on concrete and HMA placements, as well as subgrade inspections for potential undercuts.

I will serve as a point of contact for administration consultation, assisting Drew as necessary. I am available to discuss any portions of the attached scope or fee, and can be reached at 630-936-0320 or rkipp@v3co.com. We appreciate this opportunity to submit this proposal, and look forward to continuing to provide our services to the Village.

Sincerely,
V3 Companies, Ltd.

A handwritten signature in blue ink that reads "Rick Kipp".

Rick Kipp, P.E.
Senior Project Manager, Construction Engineering

Project Understanding

The Village of Park Forest is seeking Construction Engineering services to assist with full-time observation and construction administration for the upcoming Forest Boulevard Reconstruction Project. The Village will act as the local agency for an April 25, 2025 IDOT letting, allowing construction to begin by July, pending utility relocation progress.

As a 150 working day contract issued through IDOT, the effective days are charged between May 1 and November 30, meaning the estimated completion date for the contractor could extend to October 30, 2026. Utility delays can be expected, and if incurred, could impact the start of work, and thus completion.

The work elements will be managed and administered according to IDOT documentation standards, with CMMS as the primary tool for project tracking. The work will be governed by the IDOT Standard Specifications (effective January 1, 2022), the latest Illinois Manual on Uniform Traffic Control Devices for Streets and Highways, the Manual of Test Procedures for Materials, the Supplemental Specifications and Recurring Special Provisions adopted January 1, 2025.

The consultant will be responsible for coordination and performance of quality assurance testing of materials to ensure compliance with IDOT materials requirements, as well as maintaining record drawings of the completed work and collecting GIS data.

Project Elements

This major infrastructure improvement project is focused on the reconstruction and re-profiling of Forest Boulevard, as well as several adjacent streets. The work will include the installation of full-depth bituminous pavement along Forest Boulevard, from Indianwood Boulevard to Norwood Boulevard, with the removal of median islands to improve traffic safety and efficiency. The intersections at Main Street and Lakewood Boulevard will be raised and constructed with Portland Cement Concrete (PCC) jointed pavement to help delineate crosswalks and slow down roadway traffic. Similarly, Norwood Boulevard will undergo reconstruction, with full-depth bituminous pavement being installed from Forest Boulevard to Westwood Drive.

As part of the stormwater management improvements, new underground storm sewer systems will be installed along both Indianwood Boulevard and Norwood Boulevard. Storm drainage along Forest Boulevard will discharge into existing systems at Lakewood Boulevard, Fir Street, and Park Street, while Norwood Boulevard's drainage will connect to an existing system beneath Westwood Drive.

A new multi-use path will be constructed along the west side of Forest Boulevard, continuing along the north side of Norwood Boulevard. This path will provide a safe route for both pedestrians and bicyclists. All sidewalk intersections will be built to the latest ADA standards, ensuring accessibility for all.

The project will be completed in three stages. During each stage, specific roads—Lakewood Boulevard, Norwood Boulevard, and Park Street—will be closed, with traffic detours implemented as required.

Phase III Engineering Scope of Services

The following summarizes the general scope of services we will provide for the duration of the Forest Boulevard/Norwood Boulevard project:

PRE-CONSTRUCTION PHASE TASKS

- **Pre-construction Meeting:** Attend the IDOT-coordinated preconstruction meeting with all relevant parties to discuss goals, objectives, and any issues the Village of Park Forest or other jurisdictional agencies may have.
- **Permits and Requirements:** Become familiar with all project permits and requirements necessary for construction.
- **Document Existing Conditions:** Document existing conditions using digital photographs and videotapes. Save photos electronically for use by the Village of Park Forest.
- **Utility Meeting:** Conduct a meeting with all affected utilities to verify their relocation schedules, if not already completed.
- **Plan and Specification Review:** Review the project plans and specifications in detail, verifying quantities, elevations, and dimensions. Identify potential conflicts or issues and develop solutions prior to construction.
- **Review Construction Schedule:** Review the contractor's proposed construction schedule for compliance with the contract.
- **Submittals and Drawings Approval:** Review and approve project submittals, shop drawings, and working drawings to ensure compliance with standards and contract documents. Forward recommendations to the Village of Park Forest representative and coordinate accordingly.
- **Project Contact List:** Prepare a project contact list with names, addresses, phone numbers, fax numbers, and 24-hour contact information for all contractors, subcontractors, and suppliers.
- **Earthwork Quantities:** Work with the contractor to agree on earthwork quantities (excluding undercut) prior to construction.
- **Survey Verification:** Perform a survey verification to ensure all control points and benchmarks to be used for project layout are accurate. Coordinate findings with the contractor.
- **Review Record Drawing Requirements:** Review record drawing requirements with the contractor.

CONSTRUCTION PHASE TASKS

- **Resident Engineer Responsibilities:** Provide a Resident Engineer for daily activities such as observing the progress and quality of work, ensuring it aligns with contract documents. Maintain a constant site presence when the contractor is working. Disapprove any work not conforming to the contract documents and immediately inform the Village of Park Forest representative. Verify there are no deviations from the contract unless authorized by the Village representative. Ensure all required documentation is provided.
- **Daily Reports and Documentation:** Keep daily inspector reports and follow IDOT's Documentation of Contract Quantities, using the IDOT CMMS contract database program to administer the project. Maintain a project diary with relevant observations and documents in CMMS, and advise if the contractor is falling behind schedule.
- **Submittal Log:** Maintain a submittal log and monitor its status to ensure timely approvals.

- **Project Files:** Maintain orderly files of all relevant project documents for easy access.
- **Quantity Measurements and Pay Estimates:** Perform quantity measurements to prepare pay estimates, authorizations, and change orders. Review these with the contractor and submit them to the Village of Park Forest and IDOT for approval and processing through CMMS.
- **Documentation:** Maintain field books and project files in compliance with IDOT documentation requirements.
- **Weekly Progress Meetings:** Chair weekly progress meetings with a prepared agenda.
- **Weekly Summary Report:** Provide a weekly summary report detailing work completed by the contractor.
- **Liaison Functions:** Serve as a liaison for coordinating contractors, utilities, the school district, and property owners affected by the project.
- **Erosion Control Monitoring:** Monitor and document erosion control to ensure compliance with project plans and NPDES standards.
- **Utility Coordination:** Coordinate with utility companies for any conflicts or relocations.
- **Daily Contractor Contact:** Maintain daily contact with the contractor to monitor the schedule and recommend actions if the project is falling behind.
- **Requests for Information (RFI):** Administer and review requests for information from the contractor and provide input on minor design-related changes.
- **Utility Contractor Coordination:** Maintain daily contact with utility companies and their contractors to ensure adherence to proposed schedules.
- **Village Communication:** Maintain daily contact with the Village of Park Forest representative to provide relevant project updates.
- **Traffic Control Inspections:** Inspect, document, and notify both the contractor and the Village of Park Forest regarding the adequacy of traffic control. Perform necessary traffic control checks, document any deficiencies, and track responses. Inform the Village of any deficiencies and enforce corrective actions as stipulated in the contract if the contractor fails to address them.
- **MOT Oversight:** Oversee MOT staging, prepare IDOT BSPC Traffic Control Weekly Inspection reports, and review the MOT for potential improvements, highlighting areas of concern.
- **Assist with Alternate Routes:** Assist school districts, bus companies, mail carriers, and emergency vehicles in establishing alternate routes during construction.
- **Quality Assurance Coordination:** Coordinate material testing services in accordance with IDOT QC/QA practices and procedures (with the contractor providing QC). Obtain and test soil, asphalt, concrete, and aggregate samples to meet IDOT QA requirements. Prepare reports in a timely manner, ensuring alignment with QC data. Provide geotechnical inspections and remedies as needed. Act as the QA Manager and coordinate partial and final materials documentation with IDOT.
- **Contractor Layout Verification:** Verify and perform random checks of contractor layout.
- **Communication Assistance:** Assist the Village of Park Forest with project update flyers, notices, website updates, e-blasts, and social media communications.
- **Schedule and Website Updates:** Ensure the project schedule and changeable message board information is updated weekly.
- **Meeting Minutes:** Prepare minutes for all meetings and distribute them to appropriate parties.
- **Working Drawings:** Maintain an up-to-date set of working drawings as construction progresses.
- **Required Resources:** Provide all necessary equipment, instruments, supplies, transportation, and personnel required for the project team's duties.

- **Punch List Management:** Maintain and periodically update a running punch list to expedite project closeout.
- **Material Acceptance Certifications:** Obtain material acceptance certifications as materials are incorporated into the project. Withhold payment until material inspections and certifications are provided to expedite closeout.

FINAL CLOSE-OUT TASKS

- **Final Inspection and Punch List:** Perform a final inspection with the Village of Park Forest representatives, contractor, IDOT, and all applicable utilities to generate a punch list. Document the punch list items and submit them to the contractor for resolution. Verify the completion of all work, provide a recommendation to the Village of Park Forest for project closeout, and complete the final IDOT documentation.
- **Review of Record Drawings:** Obtain and review applicable record drawing information from the contractor to ensure compliance with preconstruction requirements. Review and approve the contractor's final as-built drawings on behalf of the Village.
- **Topographic Survey and As-Builts:** Conduct a final topographic survey to ensure compliant grades and slopes. Generate as-built cross sections based on the plan sheets. Provide redlined final "Record Drawings" in both hard copy and electronic formats.
- **Contractor Performance Evaluation:** Complete the contractor's annual performance evaluation using IDOT's official format.
- **Final Audit Coordination:** Coordinate and participate in a final audit of project files with IDOT staff.
- **Project Closeout:** Close out the project with the Village within a timely fashion of project completion.
- **Final Documentation Submission:** Provide all documentation related to the final balancing change order, final pay estimate, and closeout documentation in accordance with IDOT requirements.

Project Schedule

The project will be let through IDOT on April 25, 2025 as a 150 working day contract, meaning there is no defined completion date. The contract will be awarded, then executed, and with the pre-construction meeting, could be expected to begin just after July 4. The working days assessed to the contract are based on the controlling item of work being able to be constructed. Working days are not assessed prior to May 1, or after November 30.

The start of work will be contingent on the corridor being clear of all utility relocations for that phase of work. This will apply for the sanitary and storm sewer installations to occur in Stage 1. If Com Ed, ATT and NICOR are not complete with their relocations, the contractor's start date could be pushed back from July.

While we are confident that the village and V3 can work with the utility companies to expedite their construction schedules and clear the work zones in the summer, we would expect that Phase 1

improvements involving sanitary and storm sewer installations on Forest, and pavement reconstruction on Lakewood to be complete prior to a winter shutdown.

Depending on the utility relocation and roadway work completed by fall, a decision can then be made on how to proceed. Implementing the regional detour and re-routing southbound traffic all winter may not be feasible. A spring start for the remaining work in Stages 2 and 2A would be a logical approach. The contractor will potentially have 87 additional working days to complete work-after the May 1 effective date. That would allow them to work into October without defaulting on the state contract.

Using the above approach, and timelines, we have structured our manhours and budget to address construction inspection services for that timeframe.

Compensation

V3 has utilized IDOT's Construction Engineering service agreement and forms to define the applicable major tasks associated with this work, and the manhours necessary to address those tasks. Our proposal and subsequent invoices will be based the on actual hours worked, reflecting an IDOT approved overhead rate of 165%.

Individual service tasks have been broken into pre-construction, construction, and post-construction phase services, that include survey related support services. The material testing costs from Interra, Inc. are included, and their cost breakdown and proposal is also attached. Billing rates for all classifications are noted, and annual increases per IDOT's specifications, are applied to the overall cost.

Based upon the above, V3 has developed a Not-to-Exceed fee of \$599,771 for Phase III construction engineering services. This service includes material testing vehicle usage reimbursable fees.

Should the village agree with this proposal and our scope of services as outlined above, we will be prepared to provide those services as early as this July to assist with pre-construction project activities. We appreciate the opportunity to provide our continuing services on this project, and look forward to helping deliver this highly anticipated project to the residents of Park Forest.



Local Public Agency Village of Park Forest	County Cook	Section Number 20-00106-00-PV
Prime Consultant (Firm) Name V3 Companies	Prepared By Rick Kipp	Date 3/21/2025
Consultant / Subconsultant Name Interra Inc.	Job Number C-91-056-25	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Phase III Construction Engineering Services for the Forest/Norwood Boulevard Shared-Use Path and Roadway Reconstruction project

PAYROLL ESCALATION TABLE

CONTRACT TERM	16	MONTHS	OVERHEAD RATE	165.00%
START DATE	7/7/2025		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2026		% OF RAISE	3.00%
END DATE	11/6/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	7/7/2025	1/1/2026	6	37.50%
1	1/2/2026	11/1/2026	10	64.38%

The total escalation = 1.88%

Local Public Agency

Village of Park Forest

Consultant / Subconsultant Name

Interra Inc.

County

Cook

Section Number

20-00106-00-PV

Job Number

C-91-056-25

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	490	\$65.00	\$31,850.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$31,850.00

Local Public Agency

Village of Park Forest

County

Cook

Section Number

20-00106-00-PV

Consultant / Subconsultant Name

Interra Inc.

Job Number

C-91-056-25

AVERAGE HOURLY PROJECT RATES
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Pre-Construction Phase			Submittals			Public Coordination			Utility Coordination			Material Coordination		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Sr. Project Manager	81.93	24.0	0.61%	0.50	4	3.70%	3.03												
Resident Construction Mngr	51.20	2,263.0	57.77%	29.58	80	74.07%	37.92	60	100.00%	51.20	290	85.80%	43.92	64	72.73%	37.23	96	100.00%	51.20
Inspector	37.56	1,528.0	39.01%	14.65							48	14.20%	5.33	24	27.27%	10.24			
Survey Project Manager	72.79	10.0	0.26%	0.19	4	3.70%	2.70												
Survey Technician III	46.51	48.0	1.23%	0.57	8	7.41%	3.45												
Survey Field Crew	44.78	44.0	1.12%	0.50	12	11.11%	4.98												
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TOTALS		3917.0	100%	\$45.99	108.0	100.00%	\$52.07	60.0	100%	\$51.20	338.0	100%	\$49.26	88.0	100%	\$47.48	96.0	100%	\$51.20

Local Public Agency

Village of Park Forest

County

Cook

Section Number

20-00106-00-PV

Consultant / Subconsultant Name

Interra Inc.

Job Number

C-91-056-25

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Meetings			Traffic Control Inspections			Pay Est/Change Orders			Inspections			CMMS Documentation			Survey As-BUILTs		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Sr. Project Manager	81.93	16	7.69%	6.30															
Resident Construction Mngr	51.20	192	92.31%	47.26	40	16.67%	8.53	160	100.00%	51.20	485	28.12%	14.39	560	100.00%	51.20	16	17.02%	8.71
Inspector	37.56				200	83.33%	31.30				1240	71.88%	27.00						
Survey Project Manager	72.79																6	6.38%	4.65
Survey Technician III	46.51																40	42.55%	19.79
Survey Field Crew	44.78																32	34.04%	15.24
TOTALS		208.0	100%	\$53.56	240.0	100%	\$39.84	160.0	100%	\$51.20	1725.0	100%	\$41.40	560.0	100%	\$51.20	94.0	100%	\$48.40

Local Public Agency

Village of Park Forest

County

Cook

Section Number

20-00106-00-PV

Consultant / Subconsultant Name

Interra Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Post-Construction Phase Closeout														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Sr. Project Manager	81.93	4	1.67%	1.37												
Resident Construction Mngr	51.20	220	91.67%	46.93												
Inspector	37.56	16	6.67%	2.50												
Survey Project Manager	72.79															
Survey Technician III	46.51															
Survey Field Crew	44.78															
TOTALS		240.0	100%	\$50.80	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00



Local Public Agency Village of Park Forest	County Cook	Section Number
Prime Consultant (Firm) Name V3 Companies	Prepared By Ashish Shah	Date 3/3/2025
Consultant / Subconsultant Name INTERRA	Job Number 	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks
 Cost Estimate prepared based on 2022 Standard Specifications for PCC and using the Local Roads- LR 1030-2 specification for HMA

PAYROLL ESCALATION TABLE

CONTRACT TERM	5	MONTHS	OVERHEAD RATE	132.67%
START DATE	7/1/2025		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2026		% OF RAISE	2.00%
END DATE	11/30/2025			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	7/1/2025	11/30/2025	5	100.00%

The total escalation = 0.00%

Local Public Agency

Village of Park Forest

County

Cook

Section Number

Job Number

Consultant / Subconsultant Name

INTERRA

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	16	\$65.00	\$1,040.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)	1	\$6,053.00	\$6,053.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$7,093.00

Local Public Agency

Village of Park Forest

County

Cook

Section Number

Consultant / Subconsultant Name

INTERRA

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

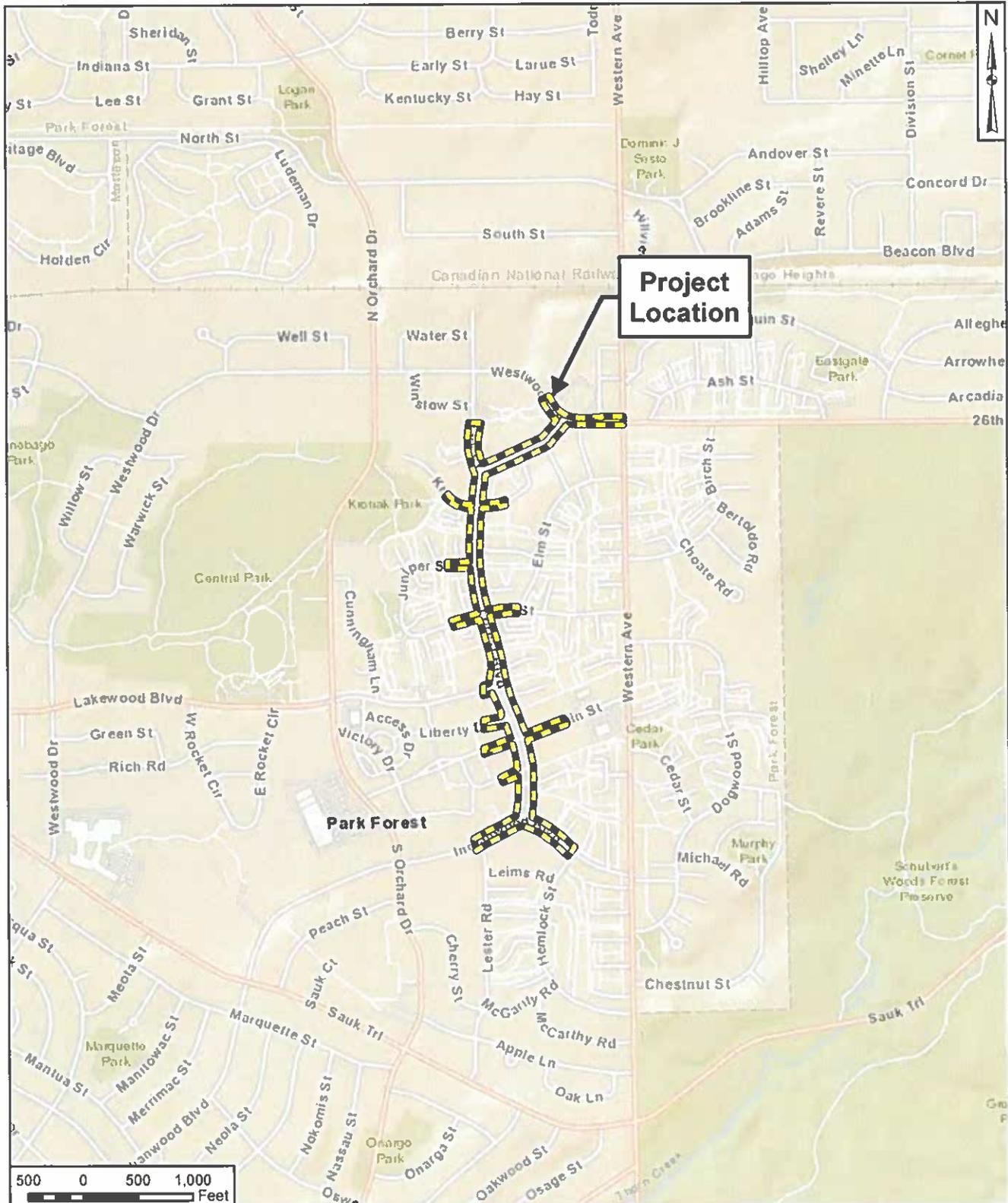
SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			QA Materials Testing														
		Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg	Hours	% Part.	Wgt'd Avg			
Staff Engineer	34.00	8.0	5.00%	1.70	8	5.00%	1.70												
Sr. Materials Technician	53.99	128.0	80.00%	43.19	128	80.00%	43.19												
Senior Project Manager	80.00	8.0	5.00%	4.00	8	5.00%	4.00												
Sr. Administrative Assistant	34.00	4.0	2.50%	0.85	4	2.50%	0.85												
Materials Technician (Pick Up)	49.84	12.0	7.50%	3.74	12	7.50%	3.74												
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TOTALS		160.0	100%	\$53.48	160.0	100.00%	\$53.48	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

Breakdown of Direct Costs

Village of Park Forest

Item	No.	Rate	Cost
Vehicle Days	16	\$ 65.00	\$ 1,040.00
Overtime Costs	0	\$ 27.16	\$ -
Cylinders (4" x 8")	42	\$ 27.00	\$ 1,134.00
Air Voids & AC Content	3	\$ 900.00	\$ 2,700.00
Extraction & Washed Gradation	3	\$ 325.00	\$ 975.00
HMA Cores	12	\$ 95.00	\$ 1,140.00
Tack Coat	2	\$ 52.00	\$ 104.00
Standard Proctor	0	\$ 270.00	\$ -
Atterberg Limits	0	\$ 135.00	\$ -
Grain Size with Hydrometer	0	\$ 245.00	\$ -
Organic Content	0	\$ 160.00	\$ -
Gradation (Wash)	0	\$ 220.00	\$ -
		TOTAL	\$ 7,093.00



 <p>7325 Janes Avenue Woodridge, IL 60517 630.724.9200 phone www.v3co.com</p>	PROJECT NO.:	CLIENT:	<p>PROJECT LOCATION MAP</p>	
	19244	Village of Park Forest 350 Victory Drive Park Forest, Illinois		
CREATED BY:	DATE:	BASE LAYER:	SITE:	FIGURE:
AMM	09/16/2019	ESRI World Street Map	Forest Boulevard Improvement Project Park Forest, Illinois	1
Visio, Vertere, Virtute... "The Vision To Transform with Excellence"	SCALE:	See Scale Bar		

AGENDA BRIEFING

DATE: March 25, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Nicholas Christie – Assistant Director of Public Works/Village Engineer

SUBJECT: Award of Contracts for Water Treatment Chemicals

BACKGROUND/DISCUSSION:

On Thursday, March 20, 2025, at 2:00 P.M., the Department of Public Works opened 11 bids for the annual supply of Water Treatment Chemicals for use at the Water Treatment Plant. The bid was advertised in the Daily South Town newspaper and advertised on the Village website. Due to the various chemicals needed for water treatment, the bids are advertised so that each chemical can be awarded separately to any lowest bidder. There was one bidder for Salt, four bidders for Carbon Dioxide, one bidder for Bulk Soda Ash, and four bidders for Quicklime. See attached bid tab.

Due to variations in water demand over the course of a year, the water plant may be required to produce more or produce less water to meet demand. Therefore, DPW included a contract provision stating that, “The Village may increase or decrease final quantities by 25% without change in unit prices.” Below is a breakdown of chemicals, lowest bidders, and costs.

- Salt is used to produce Sodium Hypochlorite which is used as the disinfectant at the plant and in the distribution system. Midwest Salt is the lowest bidder in the amount of \$612/ton totaling \$73,440. The current unit price is \$608/ton.
- Carbon Dioxide is used to reduce the pH and stabilize the water after lime softening. Linde and Matheson Tri-Gas were the lowest bidders in the amount of \$300/ton totaling \$97,200. The current unit price is \$325/ton.
- Soda Ash is used to remove non carbonate hardness in the raw water and thereby help remove water hardness in the treatment process. Catalynt is the lowest bidder in the amount of \$602.64/ton totaling \$482,112. The current unit price is \$584.33/ton.

- High Calcium Quicklime (Calcium Oxide) is used in the water softening process at the Water Plant to remove water hardness and high levels of calcium found in the raw water drawn from the wells. Graymont Western Lime is the lowest bidder in the amount of \$260/ton totaling \$312,000. Current unit price is \$230/ton.
- Blended Polyphosphate is used to control corrosivity in the water supply. The version DPW currently uses, WSU 358, is made by Water Solutions Unlimited. Other versions of blended polyphosphates have separate chemical formulations that have the potential to negatively affect the corrosivity of the water. Therefore, DPW would like to continue purchasing from Water Solutions Unlimited and has negotiated a purchase agreement with no increase from last fiscal year. The attached letter agrees to continue the cost from last fiscal year at \$2.50/pound for an estimated 12,000 lbs, totaling \$30,000.00. Water Solutions has not increased their costs for several years and have agreed to maintain the same unit cost for the coming fiscal year. However, they noted that potential issues in the market place may cause them to request a rate increase during the course of the fiscal year. Staff would evaluate the merit for any cost increase. However, DPW does request a 15% contingency, or approval not to exceed \$34,500, for this item only in the event that a cost increase is deemed warranted and approved by the Village Engineer.

Purchases for these materials will begin July 1, 2025, therefore these purchases will be paid from the FY 26 Water Fund.

RECOMMENDATION: The Village received the same bid price for Bulk Carbon Dioxide from Linde of Burr Ridge, Il and Matheson Tri-Gas of Irving, Tx. Linde has been the Village’s supplier numerous times over the past decade. However, the Village has never contracted with Matheson Tri-Gas, though they seem qualified for the work. Staff believes Linde to be the “lowest responsible bidder” due to being a local company with an established track record of servicing the Village.

Award the contract to supply water chemicals to: Midwest Salt for Salt, Linde for Bulk Carbon Dioxide, Catalynt for Bulk Soda Ash, Graymont Western Lime for High Calcium Quicklime, and Water Solutions Unlimited for Blended Polyphosphate at the contract total prices and authorize the Village Manager to enter into a contract with said suppliers. A 15% contingency, or approval not to exceed \$34,500, is recommended to Water Solutions Unlimited for cost increases as deemed warranted by the Village Engineer.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules Meeting of April 7, 2025, for your discussion.

	COMPANY	SALT		BULK CARBON DIOXIDE		BULK SODA ASH-LIGHT		QUICKLIME	
		Sodium Chloride							
		120	Tons	324	Tons	800	Tons	1200	Tons
		UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
		PRICE	BID	PRICE	BID	PRICE	BID	PRICE	BID
1	Univar, USA					No Bid	No Bid		
2	Mississippi Lime							\$481.80	\$578,160.00
3	Linde (frm. Praxair)			\$300.00	\$97,200.00				
4	Carmeuse Lime							\$524.88	\$629,856.00
5	Graymont							\$260.00	\$312,000.00
6	Midwest Salt	\$612.00	\$73,440.00						
7	Lhoist							\$696.06	\$835,272.00
8	MacGas			\$375.00	\$121,500.00				
9	Matheson Tri-Gas			\$300.00	\$97,200.00				
10	Catalynt					\$602.64	\$482,112.00		
11	MacCarb			\$325.00	\$105,300.00				



Village of Park Forest

February 28, 2025

Wendy Schafer and Nick Christie:

Here is the updated pricing (pricing is the same as last year) for chemicals supplied by Water Solutions Unlimited to the Village of Park Forest effective July 1, 2025 until June 30, 2026. If cost increases are necessary during the term of the contract, Park Forest will be notified in writing at least 30 days prior:

Phosphate (WSU 358) @ \$2.50/lb.

Flouride @ \$0.48/lb.

Thank you for your business,

Amy Bagley

Water Solutions Unlimited

630-362-0868

abagley@getwsu.com

getwsu.com
1-800-359-3570
P.O. Box 157
8824 Union Mills Drive
Camby, IN 46113

AGENDA
SPECIAL REGULAR MEETING OF THE BOARD OF TRUSTEES
350 VICTORY DRIVE
PARK FOREST, ILLINOIS

Village Hall - Board Room

7:00 p.m.

April 7, 2025

Roll Call

Pledge of Allegiance

Reports of Village Officers

Mayor

Village Attorney

Village Manager

Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions

Motion: Approval of Consent

CONSENT:

1. Motion: Aqua Center Facility- motion to approve option #2

DEBATABLE:

NONE

Adjournment

NOTE: Copies of Agenda Items are Available in the Lobby of Village Hall and on the Village website
www.villageofparkforest.com

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or (708) 748-1129 or via e-mail athurston@vopf.com. Every effort will be made to allow for meeting participation.

MOTIONS

MOVED that the Consent Agenda and each item contained therein be hereby approved:

1. MOVED, that the Mayor and Board of Trustees approve a motion to approve Option #2 for a partial renovation at the Aqua Center and splash pad addition with the total project cost not to exceed \$3.5 million with said expenses to be brought forth for Village Board approval in accordance with the Village's purchasing policy

April 7, 2025

AGENDA BRIEFING

DATE: March 26, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Kevin Adams
Director of Recreation, Parks & Community Health

RE: Aqua Center- Facility Assessment Results & Recommendations

BACKGROUND/DISCUSSION:

The Park Forest Aqua Center has been a central recreational facility in our community for over 70 years. However, following years of increasing water consumption and ongoing maintenance challenges, a comprehensive facility assessment was commissioned to begin in October 2024, by Williams Architects (and the engineering firm, Councilman-Hunsaker). The assessment identified significant structural and operational deficiencies across the four existing pools: the Zero-Depth Pool, Plunge Pool, East Pool, and West Pool.

Key findings from the assessment include:

- All four pools exhibit leaks, with the most severe occurring in the West Pool, losing approximately 20,000 gallons of water per day.
- Pool shells, gutter systems, and tile trims are in poor condition, displaying visible cracks and past inadequate repairs.
- Mechanical systems show significant corrosion, particularly in filters, pumps, and piping, with numerous patchwork repairs noted.
- The West Pool's unique gutter system does not meet current industry standards and contributes to water loss.
- Compliance issues exist, including insufficient depth markings and inadequate lift chair accommodations.
- Functional obsolescence is evident, notably in the West Pool as it is vastly underutilized.

The cost for a full facility renovation is estimated to be between \$18 to \$20 million, which the Village is unable to fund. Given these findings, the Village must determine a path forward that aligns with community needs, financial feasibility, and long-term sustainability.

To address the findings of the facility assessment, two primary options are under consideration:

Option 1: Secure Grant Funding for a New, Smaller Combined Pool

- The Village is evaluating the potential to fund a smaller, combined pool that incorporates design elements of the existing four pools at the Aqua Center.
- Slide flume will be relocated and slide tower replaced.
- New combined pump house/mechanical room to house filters, pumps and hardware.
- The estimated cost for this new facility is \$8 million. The Village can allocate \$5,000,000.00 toward the project without impacting resident taxes but will require additional funding to meet the full budget.

- If grant funding is secured, the new combined pool would be scheduled for completion in 2026, creating the possibility that the facility would experience a multi-season closure.
- Due to lack of timing for staff recruitment, the Aqua Center would still close for the 2025 season.

Option 2: Partial Renovation with Splash Pad Addition

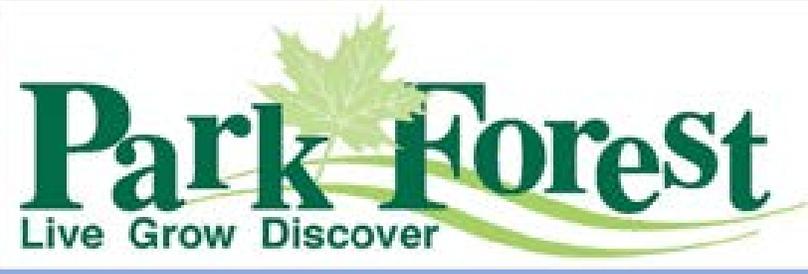
- The West Pool would be decommissioned and repurposed into a new splash pad.
- The splash pad would be fenced to allow for pre and post Aqua Center use.
- Less costly renovations would be made to the other three existing pools to improve functionality, including PVC membrane pool lining to reduce water loss and annual maintenance, gutter repair and tile trims.
- Modifications to mechanical room equipment to bring to modern standard will be completed.
- A budget of \$3,500,000.00 would be used for renovations and addition.
- The Aqua Center would close for the 2025 season to allow for planning, pool renovations and construction for the splash pad conversion to take place.
- This option would provide a cost-effective enhancement, aligning with modern aquatic facility trends, while addressing some of the current infrastructure issues.
- This option presents the opportunity to create phased renovations in the future, should grant funding become available.

Staff recommends that the Village Board proceed with Option 2, including partial renovations to the remaining pools with Splash Pad Addition within a budget of \$3,500,000.00. The \$3,500,000.00 will come from expiring debt service for another capital improvement project and come at no additional cost to residents. Next steps would be completing a thorough plan for the remodel and submitting plans to IDPH for approval. Consider that IDPH will see either of these options as “major alterations”.

A “major alteration” requires the facility to be brought up to the current code standards, meaning the State will identify what additional modifications are required to bring the facility to current code. This may influence how the \$3,500,000.00 budget will be spent.

Ultimately, this option accomplishes modernizing the facility with the renovation of the most deteriorated and underused pool and replaces it with a new, desired feature. While this option does not replace all of the facility’s infrastructure issues, it does allow the facility to remain as a resource in Park Forest and address existing conditions while providing improvements in the most cost-effective manner.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of April 7, 2025 for your approval.

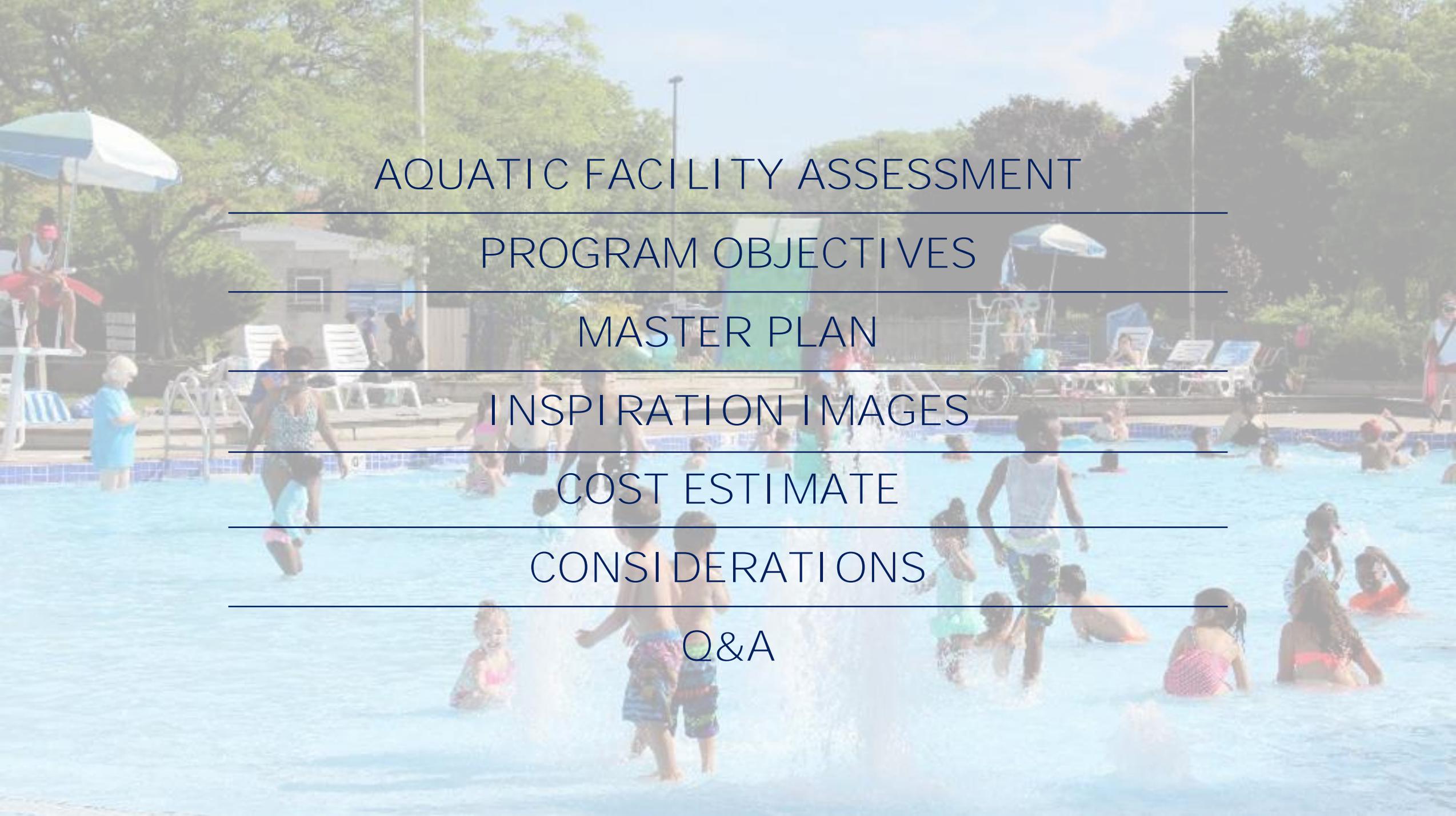


AQUA CENTER MASTER PLAN CONCEPTUAL DESIGN

INTELLIGENT PLANNING • CREATIVE DESIGN • MAXIMUM VALUE



17 March 2025



AQUATIC FACILITY ASSESSMENT

PROGRAM OBJECTIVES

MASTER PLAN

INSPIRATION IMAGES

COST ESTIMATE

CONSIDERATIONS

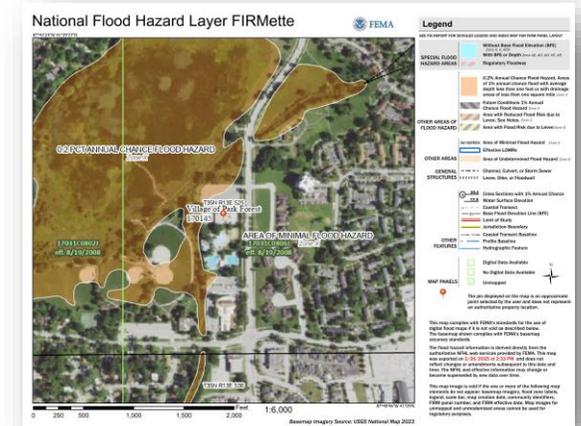
Q&A

A public aquatic facility with children playing in a pool. The scene is bright and sunny, with many people, mostly children, enjoying the water. There are several water jets spraying water upwards, and people are sitting on lounge chairs around the pool. The background shows trees and a building.

AQUATIC FACILITY ASSESSMENT

EXISTING CONDITIONS FINDINGS

- Bathhouse infrastructure in good condition
- Address ADA requirements in Bathhouse
- Pool deck in poor condition
- Aging pool infrastructure in poor condition
- Pump houses in fair to poor condition
- All pools experience extensive leaking
- Slide tower is non-compliant with current codes
- Aging slide structure
- Significant amount of corrosion on pool mechanical equipment
- Pool piping in mechanical rooms are patched with various repair methods
- Renovation of the existing pools would require major alterations – Costing between \$18 - \$20 Million



A public swimming pool with children playing in the water. In the foreground, two boys are standing near a large splash of water. Other children are swimming and playing in the pool. In the background, there is a lifeguard stand, lounge chairs, and a blue and white umbrella. The pool is surrounded by trees and a clear blue sky.

PROGRAM OBJECTIVES

PROGRAM OBJECTIVES

- Preserve multi-generational facility
- Preserve natural landscape and park setting
- Consolidate pools amenities into a smaller facility that features all the current program elements
- Relocate existing water slide with new tower
- Consider reusing existing filter building
- Incorporate outdoor recreation
- Provide opportunity for expansion
- Keep design within budget constraints
- Reduce operation costs



MASTER PLAN

SITE CONTEXT AERIAL



PARK FOREST
BASEBALL
FIELDS

PEDESTRIAN
PATH

PARK FOREST
PUBLIC LIBRARY

LIBRARY
PARKING LOT

CENTRAL PARK
WETLANDS

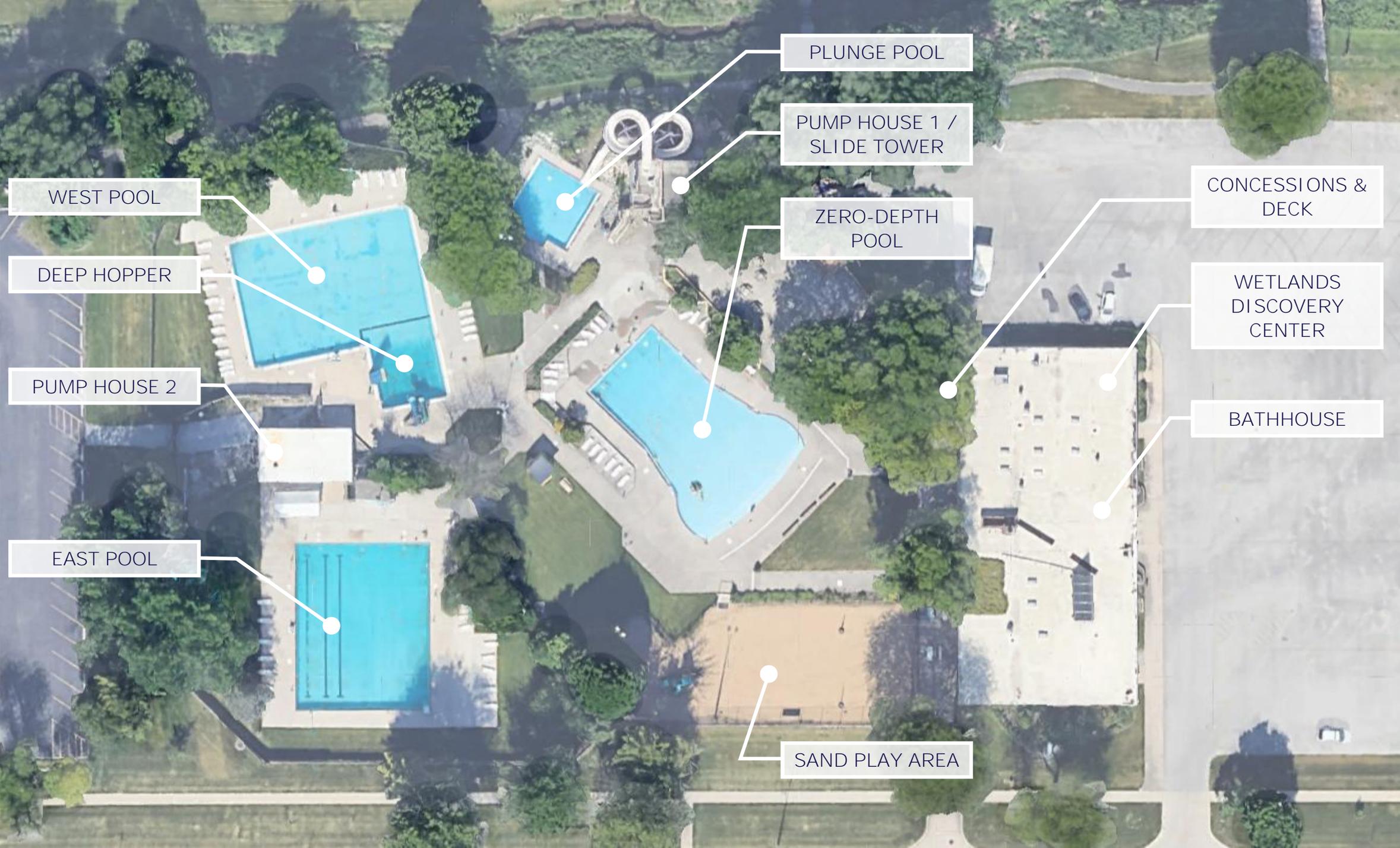
PEDESTRIAN
PATH

AQUA CENTER
PARKING LOT

PARK FOREST
AQUA CENTER

NORTH ORCHARD DR

SITE AERIAL



WEST POOL

DEEP HOPPER

PUMP HOUSE 2

EAST POOL

PLUNGE POOL

PUMP HOUSE 1 /
SLIDE TOWER

ZERO-DEPTH
POOL

SAND PLAY AREA

CONCESSIONS &
DECK

WETLANDS
DISCOVERY
CENTER

BATHHOUSE

SITE AERIAL

WEST POOL

- Damaged/Leaking pool shell
- Leaks ~ 20,000 gal/day
- Poor gutter system
- Underutilized

EAST POOL

- Damaged/Leaking pool shell
- Old delaminating gutter tile
- Insufficient programming
- Underutilized

SLIDE

- Aging slide structure
- Non-compliant slide tower
- Displays corrosion

PLUNGE POOL

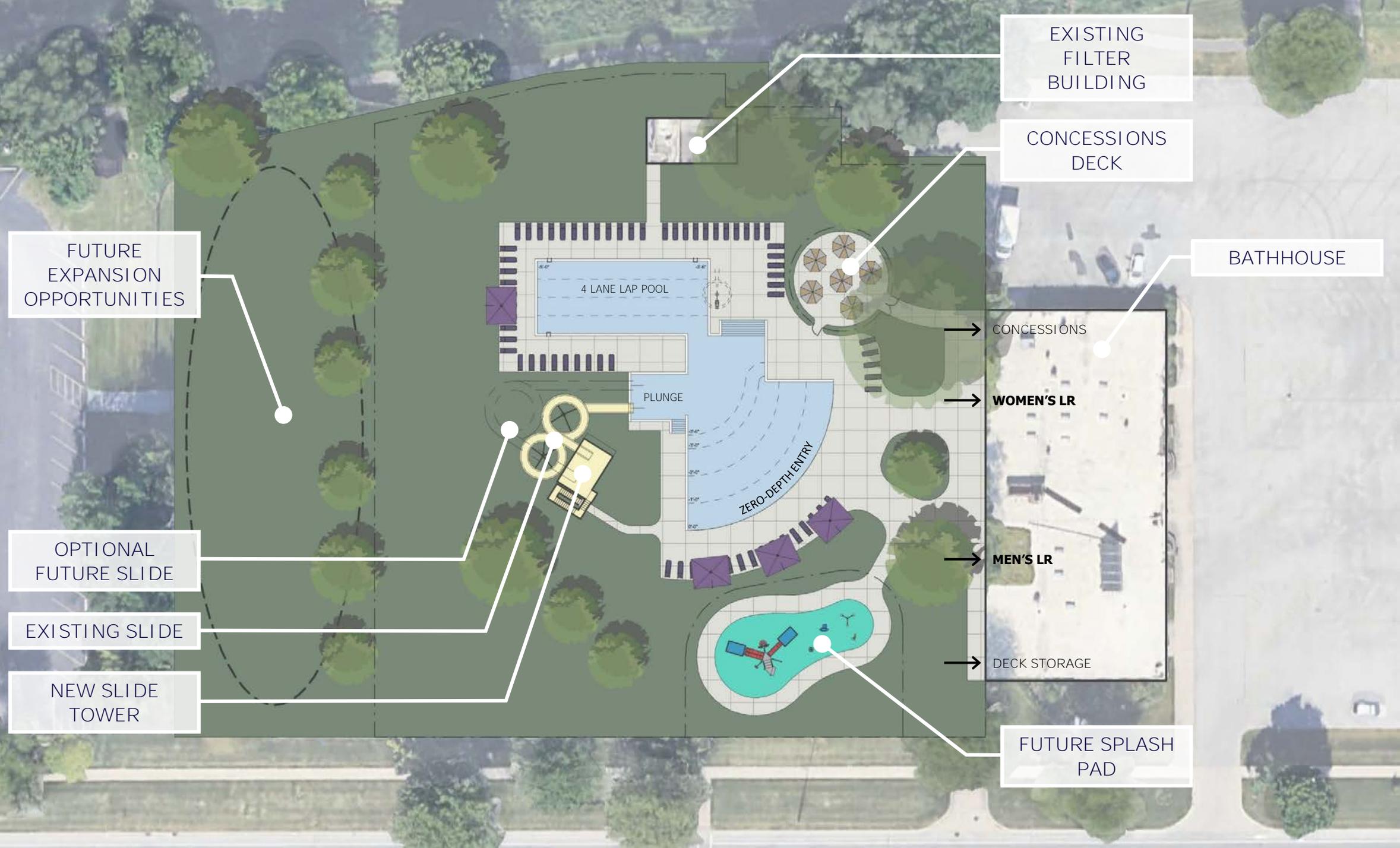
- Damaged/Leaking pool shell
- Insufficient gutter
- Delaminating trim tile
- Insufficient programming

ZERO-DEPTH POOL

- Damaged/Leaking pool shell
- Poor gutter system
- Dated play features
- Delaminating trim tile

MASTER PLAN - OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL



FUTURE EXPANSION OPPORTUNITIES

OPTIONAL FUTURE SLIDE

EXISTING SLIDE

NEW SLIDE TOWER

EXISTING FILTER BUILDING

CONCESSIONS DECK

BATHHOUSE

CONCESSIONS

WOMEN'S LR

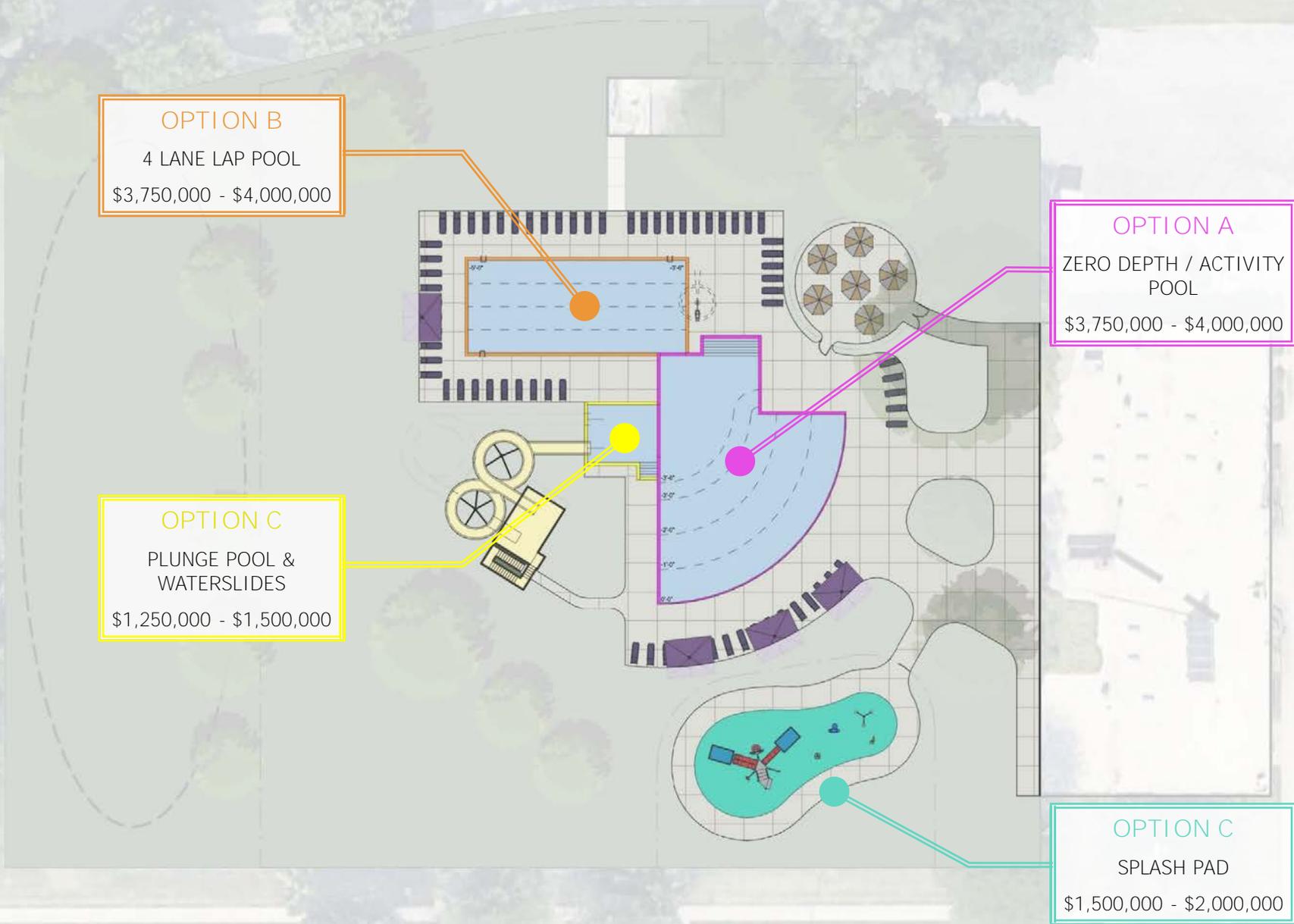
MEN'S LR

DECK STORAGE

FUTURE SPLASH PAD

MASTER PLAN — OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL



OPTION B
4 LANE LAP POOL
\$3,750,000 - \$4,000,000

OPTION A
ZERO DEPTH / ACTIVITY POOL
\$3,750,000 - \$4,000,000

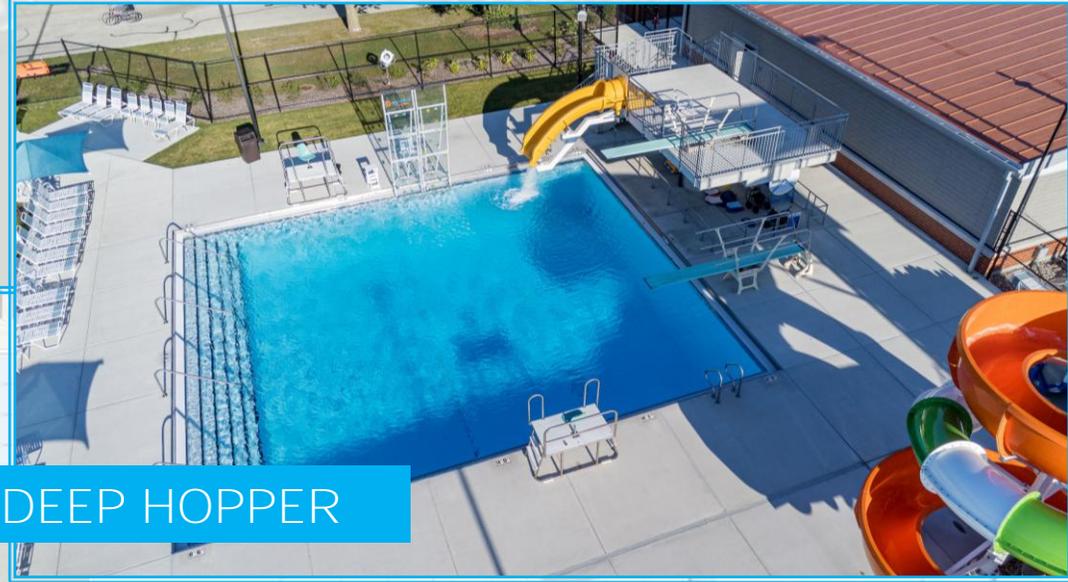
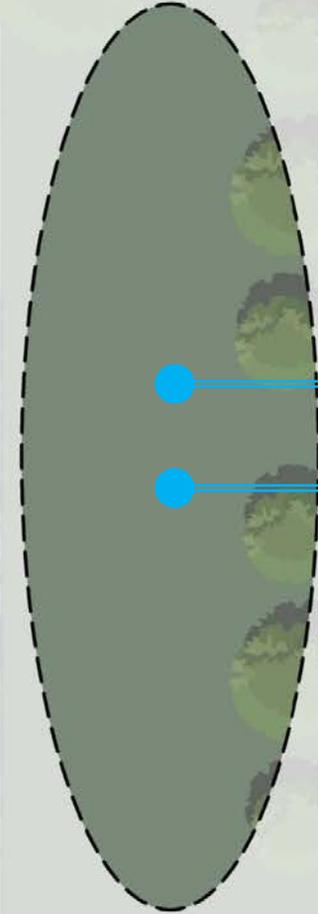
OPTION C
PLUNGE POOL & WATERSLIDES
\$1,250,000 - \$1,500,000

OPTION C
SPLASH PAD
\$1,500,000 - \$2,000,000

MASTER PLAN – OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL

FUTURE EXPANSION OPPORTUNITIES



DEEP HOPPER

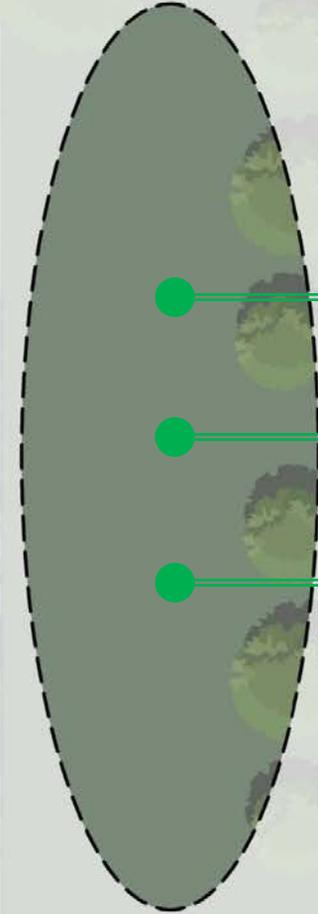


LAZY RIVER

MASTER PLAN – OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL

FUTURE EXPANSION OPPORTUNITIES



COMMUNITY RECREATION



OUTDOOR FITNESS



PLAY STRUCTURES



MASTER PLAN — OPTION 2

PARTIAL RENOVATION WITH SPLASH PAD ADDITION

NEW SPLASH PAD

- Demolish existing West Pool
- New Splash Pad
- New separation fencing
- New Splash Pad deck

PUMP HOUSE 2

- Renovate/Repair pump house
- Update pool equipment

EAST POOL

- Replace pool liner
- Repair gutter
- Remove delaminating tile
- New egress stair
- Update pool markings

PUMP HOUSE 1

- Renovate/Repair pump house
- Update pool equipment

PLUNGE POOL

- Replace pool liner
- Replace gutter
- Replace tile trim
- Update pool markings

ZERO-DEPTH POOL

- Replace pool liner
- Replace gutter
- Replace tile trim
- Update pool markings





INSPIRATION IMAGES



ZERO-DEPTH PLAY FEATURES

0 FT 0 IN
NO DIVING



ZERO-DEPTH PLAY STRUCTURE



SPLASH PAD



PREFAB STEEL SLIDE TOWER

A public swimming pool with children playing in a splash area. The pool is filled with people, mostly children, who are splashing and playing in the water. In the background, there are trees, a building, and a lifeguard stand. A large blue and white umbrella is visible on the left side. The overall scene is bright and sunny, suggesting a warm day.

COST ESTIMATE

OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL

TOTAL PROJECT COST RANGE

\$8,250,000+

OPTION 2

PARTIAL RENOVATION WITH SPLASH PAD ADDITION

TOTAL PROJECT COST RANGE

\$3,500,000+

OPTION 1

SECURE GRANT FUNDING FOR A NEW, SMALLER COMBINED POOL

- A new pool is more expensive, but has lower annual maintenance and operating costs, and a longer life expectancy.
- Lower risk – Pools and mechanical systems are new.

OPTION 2

PARTIAL RENOVATION WITH SPLASH PAD ADDITION

- A partial pool renovation may be initially less expensive, but has higher annual maintenance and operating costs, and a shorter, uncertain, life expectancy.
- Higher risk – Pools and mechanical systems are partially renovated.

A public swimming pool with children playing in a splash area. The pool is filled with people, mostly children, who are splashing and playing in the water. In the background, there are trees, a building, and a lifeguard stand. A large blue semi-transparent box is overlaid on the left side of the image, containing the text "Q&A".

Q&A